



Recreational Authority of Roseville & Eastpointe Board
4:00 pm - September 9, 2020
Meeting Agenda

MEETING HELD VIA ZOOM

To join the Recreational Authority Board of Roseville & Eastpointe Board meeting scheduled for September 9, 2020 at 4:00pm, please click the following link:

Join Zoom Meeting

Meeting ID: 992 2700 7016
Passcode: 225763

Or dial-in to join by phone by calling: 1 929 205 6099 US
Phone Meeting ID: **992 2700 7016**
Passcode: **225763**

- A. Roll Call
- B. 1. Approval of Minutes for Regular meeting on August 12, 2020
- C. Approval of Disbursements and Budget Report.
 - 1. Disbursement #2
 - 2. Revenue/Expense Reports
- D. Hearing of the Public - agenda items only
- E. Communications
- F. Old Business
- G. New Business
 - 1. Review of Bid Tabulations for SMART Parking Improvements
 - 2. Award bid for SMART Parking Lot Improvement.
 - 3. Review & Discuss Executive Order Nos. 2020-175 & 2020-176.
- H. Hearing of the Public.
- I. Discussion by Director
- J. Discussion by Board members
- K. Adjournment



Recreational Authority of Roseville & Eastpointe Board Meeting Minutes

Conference Room - Recreation Authority Center via ZOOM

18185 Sycamore, Roseville, MI 48066

4:00 pm – August 12, 2020

Meeting called to order 4:06 p.m.

A. Roll Call

- a. Mr. Frontera, Mr. Hogan, Mr. Walters and Mr. Merucci are present. Mr. Switalski is absent.

B. Approval of Minutes

a. Approval of Minutes for Regular meeting on July 8, 2020

- i. Motion to approve the July Regular meeting minutes was made by Mr. Hogan, supported by Mr. Walters. All approved, none opposed. Motion passed.

C. Approval of Disbursements and Budget Report

a. Disbursement #1

- i. Motion to approve disbursement #1 was made by Mr. Frontera, supported by Mr. Hogan. All approved, none opposed. Motion passed.

b. Revenue/Expense Report

- i. Motion to approve the revenue/expense report was made by Mr. Frontera, supported by Mr. Hogan. Mr. Walters commented that this year going forward capital purchases is going to be on the last page in a separate fund. All approved, none opposed. Motion passed.

D. Hearing of the Public – agenda items only

- a. No public spoke.

E. Communications

- a. Mr. Lipinski shared that the Recreation Authority did receive a letter from Plante Moran in regards to the audit.

F. Old Business

G. New Business

a. Discuss Park Rentals and Mobile Stage.

- i. Mr. Lipinski stated that park pavilion rentals is the main reason people are coming in to the Recreation Authority. Park attendants are out there and everyone seems to be practicing the social distancing; although there are some events that there has been some reluctance but we do keep in contact with the bigger events to remind them of the current orders. Had a meeting last week with Eastpointe in regards to park rental schedules and the mobile stage. The City of Eastpointe had inquired whether the Recreation Authority would like to take over the mobile stage. Mr. Lipinski recommends not to take over the mobile stage due to not having a vehicle to transport the stage, storage space, added personnel and the stage does need some additional repairs done. Mr. Merucci had received comments that an Eastpointe Park Attendant would not take out the trash due to it being from a Recreation Authority rental; this comment has not been confirmed or verified as to whom said it or that it happened. Mr. Lipinski responded that understood there was an Eastpointe Park Attendant that no longer works with the city and it seems the person that last left could be the common denominator. Other staff seems to work well together.

b. Review and discuss costs for Recreation Master Plan.

- i. Mr. Lipinski commented that the agreement states that the cost of the Master Plan was not to exceed \$25,770; we have paid to date \$22,270. Mr. Lipinski has not received any other invoices and does not expect to receive any more. We are still looking at getting some hard copies made for the City of Eastpointe, City of Roseville and the Recreation Authority. Mr. Adkins will be meeting with Mr. Scurto from Carlisle-Wortman in regards to getting those copies. Mr. Merucci questioned if the Recreation Authority were to receive another bill for the Master Plan if it would be brought to the board prior to payment; Mr. Lipinski responded that the information would be brought to the board prior to payment being made.

c. Review Senior programs during COVID-19 restrictions.

- i. Mr. Lipinski provided a summary of programs that Mary Grant from the Senior Office had put together for

the seniors during programming restrictions. A number of seniors have attended these events. Programs included Take Away Tuesday and Ice Cream Socials. The senior staff is working on a dvd for the seniors to continue the Shape Up fitness class.

d. **Review Program Newsletter.**

- i. Mr. Lipinski reported that the newsletter has been mailed and most residents have received it. We have received many positive compliments on the new newsletter. Mr. Chambers from Drive Creative Services commented although ads were down from what we had initially believed we were going to be able to do we have had a lot of support throughout the process and believe that there will definitely be more ads for the Spring/Summer addition. There are also 7 advertisers that have committed to multiple additions. Mr. Lipinski would like to see the ad share revenue doubled for the next addition.

H. Hearing of the Public

- a. No public spoke.

I. Discussion by Director

- a. Mr. Lipinski mentioned that the Recreation Authority is beginning the audit process with Plante Moran. The parking lot in the back of the Recreation Authority bid opening is August 26th. This parking lot would be repaved, a couple concrete aprons replaced, installing a car port for the SMART vans and an electronic gate to get in to the lot. The Summer Day Camp program is going very well and has 2 weeks remaining. There has only been one incident this Summer with a child having a slight fever and did not attend for a day; the camper did return the next day without a fever or issues. Campers do go through a pre-screening each day. Fall programs are being continuously monitored for what can and cannot be done. Ms. Frederick does have an email out to instructors in regards possibly moving programs outside for the time being. If the orders remain the same and programs cannot be run in the building the Recreation Authority staff will be looking at having some furlough days beginning the week of September 14th. Mr. Frontera questioned how many participants we had in the Summer Day Camp program; Mr. Lipinski responded that the numbers were scaled back this year including staff but we had 35 participants registered in the program. Provided all goes well we do plan on expanding the Summer Day Camp program to up to 80 participants for the 2021 season. Mr. Merucci commented that while the back lot at the Recreation Authority is being done we should get a quote for some of the sidewalk done in the front of the building as well.

J. Discussion by Board Members

- a. **Mr. Walters** – Nothing at this time
- b. **Mr. Hogan** – Nothing at this time
- c. **Mr. Frontera** – Nothing at this time
- d. **Mr. Merucci** – Invited the board to the Goetz Park Grand Opening; would like to get the audit document from Plante Moran presented to the board prior to the designated board meeting date; also would like to see some sort of program held at the Spindler Park Sledding Hill.

Meeting adjourned – 4:46 p.m.

Recreational Authority of Roseville & Eastpointe

Disbursement # 2

August 2020	95,661.14
AP Total	<u>95,661.14</u>
Pay #3 (8/05/2020)	33,621.26
Pay #4 (8/19/2020)	32,975.64
Payroll Total	<u>66,596.90</u>
Grand Total	162,258.04

*THE FOLLOWING AMOUNTS REPRESENT DISBURSEMENTS FOR
MATERIALS AND SERVICES RECEIVED.*

SUBMITTED FOR BOARD APPROVAL:

EXECUTIVE DIRECTOR



CITY CONTROLLER

THE BOARD APPROVED PAYMENT FOR THE ABOVE VOUCHERS ON:

DATE

BOARD CLERK / TREASURER

Check Register
August 2020
RARE

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check #
Fund 208 PARK/RECREATION FUND							
Dept 101 GENERAL DEPARTMENT							
208-101-402.000	CURRENT PROPERTY TAXES	MACOMB COUNTY TREASUR	INVOICE (RARE) THROUGH 07-31-20	073120	08/07/20	154.53	6770
208-101-652.000	RECREATION USE AND ADMISSIOI	BIZOVI, BARBARA	REFUND-CANCELLATION OF RENTAL	126255	08/07/20	25.00	6753
208-101-652.000	RECREATION USE AND ADMISSIOI	DAVIS, TAMARA	REFUND-CANCELLATION OF PROGRAM	126195	08/07/20	56.68	6757
208-101-652.000	RECREATION USE AND ADMISSIOI	DILLARD, CARRANE	REFUND-CANCELLATION OF PROGRAM	126181	08/07/20	50.00	6758
208-101-652.000	RECREATION USE AND ADMISSIOI	ELLIOTT, KASEY	REFUND-CANCELLATION OF PROGRAM	126199	08/07/20	56.68	6761
208-101-652.000	RECREATION USE AND ADMISSIOI	HILLS, CHANEQUA	REFUND-CANCELLATION OF PROGRAM	126182	08/07/20	50.00	6762
208-101-652.000	RECREATION USE AND ADMISSIOI	JACKSON, TINA	REFUND-CANCELLATION OF PROGRAM	126190	08/07/20	50.00	6763
208-101-652.000	RECREATION USE AND ADMISSIOI	JOHNSON, CICHON	REFUND-CANCELLATION OF PROGRAM	126183	08/07/20	50.00	6764
208-101-652.000	RECREATION USE AND ADMISSIOI	LAWRENCE, BRIAN	REFUND-CANCELLATION OF PROGRAM	126196	08/07/20	56.68	6766
208-101-652.000	RECREATION USE AND ADMISSIOI	LEWIS, MONIQUE	REFUND-CANCELLATION OF PROGRAM	126197	08/07/20	56.68	6767
208-101-652.000	RECREATION USE AND ADMISSIOI	LOCKHART, TEL-KYNIA	REFUND-CANCELLATION OF PROGRAM	126194	08/07/20	56.68	6769
208-101-652.000	RECREATION USE AND ADMISSIOI	METRO-DETROIT QUILT GUIL	REFUND-CANCELLATION OF RENTAL	126247	08/07/20	500.00	6771
208-101-652.000	RECREATION USE AND ADMISSIOI	MITCHELL, TAMISHA	REFUND-CANCELLATION OF PROGRAM	126191	08/07/20	50.00	6772
208-101-652.000	RECREATION USE AND ADMISSIOI	MOEHLIG, MARYANN	REFUND-CANCELLATION OF PROGRAM	126180	08/07/20	53.32	6773
208-101-652.000	RECREATION USE AND ADMISSIOI	MOORE, WILLIAM	REFUND-CANCELLATION OF PROGRAM	126198	08/07/20	56.68	6774
208-101-652.000	RECREATION USE AND ADMISSIOI	PHILP, SAMANTHA	REFUND-CANCELLATION OF PROGRAM	126202	08/07/20	140.00	6775
208-101-652.000	RECREATION USE AND ADMISSIOI	PRINDE, TYTIANA	REFUND-CANCELLATION OF RENTAL	126241	08/07/20	50.00	6776
208-101-652.000	RECREATION USE AND ADMISSIOI	RENWICK, MARCIA	REFUND-CANCELLATION OF PROGRAM	126178	08/07/20	106.64	6777
208-101-652.000	RECREATION USE AND ADMISSIOI	ROLLINGER, MAGGIE	REFUND-CANCELLATION OF RENTAL	126251	08/07/20	50.00	6778
208-101-652.000	RECREATION USE AND ADMISSIOI	SIKON, CHARLIE	REFUND-CANCELLATION OF PROGRAM	126203	08/07/20	50.00	6780
208-101-652.000	RECREATION USE AND ADMISSIOI	SULLIVAN, VICTORIA	REFUND-CANCELLATION OF PROGRAM	126179	08/07/20	50.00	6782
208-101-652.000	RECREATION USE AND ADMISSIOI	WELCH, JENNIFER	REFUND-CANCELLATION OF PROGRAM	126189	08/07/20	106.68	6784
208-101-652.000	RECREATION USE AND ADMISSIOI	WHITE, STEPHANIE	REFUND-CANCELLATION OF PROGRAM	126192	08/07/20	50.00	6785
208-101-652.000	RECREATION USE AND ADMISSIOI	WILLIAMS, TONISHA	REFUND-CANCELLATION OF PROGRAM	126193	08/07/20	53.32	6786
208-101-652.000	RECREATION USE AND ADMISSIOI	AMICK, LISA	REFUND-CANCELLATION OF PROGRAM	126384	08/21/20	80.00	6789
208-101-652.000	RECREATION USE AND ADMISSIOI	CLEAVES, ANGIE	REFUND-CANCELLATION OF RENTAL	126373	08/21/20	50.00	6795
208-101-652.000	RECREATION USE AND ADMISSIOI	COONS, ROBERT	REFUND-CANCELLATION OF RENTAL	126344	08/21/20	100.00	6797
208-101-652.000	RECREATION USE AND ADMISSIOI	ELLINGTON, RAYVEN	REFUND-CANCELLATION OF RENTAL	126345	08/21/20	75.00	6799
208-101-652.000	RECREATION USE AND ADMISSIOI	GRAY, SHIRLEY	REFUND-CANCELLATION OF PROGRAM	126348	08/21/20	25.00	6801
208-101-652.000	RECREATION USE AND ADMISSIOI	HOFER, CAROL	REFUND-CANCELLATION OF PROGRAM	126349	08/21/20	25.00	6802
208-101-652.000	RECREATION USE AND ADMISSIOI	KOZIEROWSKI, JAMEY	REFUND-CANCELLATION OF PROGRAM	126385	08/21/20	80.00	6803
208-101-652.000	RECREATION USE AND ADMISSIOI	PALMER, AMARIA	REFUND-CANCELLATION OF PROGRAM	126347	08/21/20	45.00	6806

208-101-652.000	RECREATION USE AND ADMISSIONS	QUINN, ELIZABETH	REFUND-CANCELLATION OF RENTAL	126377	08/21/20	37.50	6807
208-101-652.000	RECREATION USE AND ADMISSIONS	WILLIAMS, SANDRA	REFUND-CANCELLATION OF PROGRAM	126380	08/21/20	120.00	6809
208-101-652.000	RECREATION USE AND ADMISSIONS	WILSON, LECHARLES	REFUND-CANCELLATION OF RENTAL	126361	08/21/20	66.00	6810
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	JULY 2020 POSTAGE	1569	08/21/20	272.45	6791
208-101-740.000	SUPPLIES	SAM'S CLUB / SYNCHRONY B	JULY 2020 CHARGES	PR25600	08/07/20	419.36	6779
208-101-740.004	PLAYGROUND AND ATHLETIC SUPPLIES	SAM'S CLUB / SYNCHRONY B	JULY 2020 CHARGES	PR25600	08/07/20	66.81	6779
208-101-818.000	CONTRACTUAL SERVICES	ALIOTTA, MICHAEL	7/13-7/30 SCOREKEEPER PAY	PR25601	08/07/20	140.00	6752
208-101-818.000	CONTRACTUAL SERVICES	CSERNYANT, KEIRA	7/23-7/30 SCOREKEEPER PAY	PR25601	08/07/20	100.00	6756
208-101-818.000	CONTRACTUAL SERVICES	KEITH, MICHAEL	7/13-7/31 SCOREKEEPER PAY	PR25601	08/07/20	100.00	6765
208-101-818.000	CONTRACTUAL SERVICES	LIPINSKI, NICHOLAS	7/13-7/31 SCOREKEEPER PAY	PR25601	08/07/20	140.00	6768
208-101-818.000	CONTRACTUAL SERVICES	VANASSCHE, ABBEY	7/13-7/24 SCOREKEEPER PAY	PR25601	08/07/20	80.00	6783
208-101-818.000	CONTRACTUAL SERVICES	FIRST SERVE LLC	TENNIS LESSONS 6/29-8/5/20	081020	08/21/20	1,617.56	6800
208-101-850.000	COMMUNICATIONS	SPRINT	ACCT# 250391517 6/24-7/23/20	250391517-095	08/07/20	127.19	6781
208-101-900.000	PRINTING & PUBLICATIONS	DRIVE CREATIVE SERVICES LLC	PRINT OF FALL/WINTER NEWSLETTER	1623	08/07/20	13,727.80	6760
208-101-910.000	INSURANCE AND BONDS	MICHIGAN MUNICIPAL LEAGUE	POOL RENEWAL PREMIUM/MML ASSOCIATE	11491205	08/21/20	40,545.00	6805
208-101-920.000	UTILITIES	CONSUMERS ENERGY	GAS SVC 1000 1006 8144 6/19-7/20/20	203854124444	08/07/20	83.80	6755
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY B	JULY 2020 CHARGES	PR25600	08/07/20	268.49	6779
208-101-931.000	BUILDING MAINTENANCE	DUNBAR MECHANICAL INC	WORK ORDER#129437 REPAIRED LEAK	79909	08/21/20	2,281.43	6798
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MTHLY COPIER CHGS #MER725	INV7832931	08/21/20	45.33	6804
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MTHLY COPIER CHGS #MER725	INV7832932	08/21/20	217.99	6804
208-101-940.000	RENTALS	TEE PEE INC	SPINDLER PARK TOILET	30590	08/21/20	85.00	6808
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF EASTPOINTE TREASURY	AUGUST INTERLOCAL GOVERNMENT AGREEMENT	C16424	08/21/20	15,925.54	6790
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF ROSEVILLE, TREASURY	AUGUST INTERLOCAL GOVERNMENT AGREEMENT	C16424	08/21/20	15,925.54	6794
208-101-995.000	INTEREST PAYMENTS	CITY OF EASTPOINTE TREASURY	AUGUST INTERLOCAL GOVERNMENT AGREEMENT	C16424	08/21/20	146.49	6790
208-101-995.000	INTEREST PAYMENTS	CITY OF ROSEVILLE, TREASURY	AUGUST INTERLOCAL GOVERNMENT AGREEMENT	C16424	08/21/20	146.49	6794
Total For Dept 101 GENERAL DEPARTMENT						95,145.34	
Dept 691 SMART							
208-691-850.000	COMMUNICATIONS	DIRECT TV	7/21-8/20/20 BILLING ACCT#008724326	37626297464	08/07/20	176.98	6759
208-691-850.000	COMMUNICATIONS	SPRINT	ACCT# 250391517 6/24-7/23/20	250391517-095	08/07/20	253.92	6781
208-691-850.000	COMMUNICATIONS	COMCAST	SERVICES FROM 8/12-9/11/2020	072820	08/21/20	84.90	6796
Total For Dept 691 SMART						515.80	
Total For Fund 208 PARK/RECREATION FUND						95,661.14	
Fund Totals:							
Fund 208 PARK/RECREATION FUND						95,661.14	
Total For All Funds:						95,661.14	

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JOURNALS POSTING REPORT
POSTING REPORT

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Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
08/05/2020	PR	S	556455 398	SUMMARY PR 08/05/2020		
208-000-001.001				CASH RECR AUTH		21,018.20
208-000-258.000				ACCRUED TAXES PAYABLE		4,397.20
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,205.86
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,671.27	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	13,333.02	
208-101-715.000				FICA-EMPLOYER'S	1,948.86	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,154.12	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	3,264.25	
208-691-715.000				FICA-EMPLOYER'S	249.74	
					<hr/>	<hr/>
					33,621.26	33,621.26
					<hr/>	<hr/>
					33,621.26	33,621.26

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JOURNALS POSTING REPORT
POSTING REPORT

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Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
08/19/2020	PR	S	559201	399	SUMMARY PR 08/19/2020	
208-000-001.001				CASH RECR AUTH		20,634.96
208-000-258.000				ACCRUED TAXES PAYABLE		4,305.34
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,035.34
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,671.27	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	12,654.58	
208-101-715.000				FICA-EMPLOYER'S	1,896.93	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,154.12	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	3,343.00	
208-691-715.000				FICA-EMPLOYER'S	255.74	
					<u>32,975.64</u>	<u>32,975.64</u>
					<u><u>32,975.64</u></u>	<u><u>32,975.64</u></u>

09/04/2020		REVENUE AND EXPENDITURE REPORT FOR RARE								
		PERIOD ENDING 08/31/2020								
		% Fiscal Year Completed: 16.67								
		2020-21		YTD BALANCE		ACTIVITY FOR				
		ORIGINAL	2020-21	08/31/2020		MONTH 08/31/20		ENCUMBERED		% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)		YEAR-TO-DATE		USED
Fund 208 - PARK/RECREATION FUND										
Revenues										
208-101-402.000	CURRENT PROPERTY TAXES	1,419,137.00	1,419,137.00	49,586.87	A	(154.53)		0.00	1,369,550.13	3.49%
208-101-441.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	35,993.00	35,993.00	0.00		0.00		0.00	35,993.00	0.00%
208-101-614.000	VENDING REVENUE	1,000.00	1,000.00	0.00		0.00		0.00	1,000.00	0.00%
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVIL	450,000.00	450,000.00	32,786.15		13,225.96		0.00	417,213.85	7.29%
208-101-653.000	SMART-OPERATING CREDITS	193,712.00	193,712.00	38,107.03		0.00		0.00	155,604.97	19.67%
208-101-654.000	SMART- FAREBOX REVENUE	47,454.00	47,454.00	481.00		359.00		0.00	46,973.00	1.01%
208-101-664.000	INTEREST AND DIVIDENDS	5,011.00	5,011.00	0.00		0.00		0.00	5,011.00	0.00%
208-101-674.000	CONTRIBUTIONS AND DONATIONS	2,000.00	2,000.00	0.00		0.00		0.00	2,000.00	0.00%
208-101-699.000	TRANSFER IN	0.00	0.00	0.00		0.00		0.00	0.00	0.00%
TOTAL REVENUES		2,154,307.00	2,154,307.00	120,961.05		13,430.43		0.00	2,033,345.95	5.61%
Expenditures										
208-101-706.000	WAGES- PERMANENT EMPLOYEES	337,056.00	337,056.00	50,486.31		25,342.54		0.00	286,569.69	14.98%
208-101-707.000	WAGES- TEMPORARY EMPLOYEES	354,482.00	354,482.00	44,079.45		25,987.60		0.00	310,402.55	12.43%
208-101-709.000	WAGES- OVERTIME	1,000.00	1,000.00	0.00		0.00		0.00	1,000.00	0.00%
208-101-715.000	FICA-EMPLOYER'S	52,980.00	52,980.00	7,072.44		3,845.79		0.00	45,907.56	13.35%
208-101-718.000	RETIREMENT FUND CONTRIBUTION	56,006.00	56,006.00	8,582.69		4,308.24		0.00	47,423.31	15.32%
208-101-719.000	HEALTH, LIFE, DENTAL	92,987.00	92,987.00	57,140.72		57,140.72		0.00	35,846.28	61.45%
208-101-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	7,033.00	7,033.00	0.00		0.00		0.00	7,033.00	0.00%
208-101-728.000	OFFICE SUPPLIES	8,000.00	8,000.00	141.64		0.00		596.76	7,858.36	1.77%
208-101-730.000	POSTAGE	17,928.00	17,928.00	272.45		272.45		0.00	17,655.55	1.52%
208-101-740.000	SUPPLIES	46,350.00	46,350.00	1,827.55		1,010.04		3,553.20	44,522.45	3.94%
208-101-740.004	PLAYGROUND AND ATHLETIC SUPPLIES	55,620.00	55,620.00	2,207.04		896.04		7,562.53	53,412.96	3.97%
208-101-751.000	FUEL	4,000.00	4,000.00	0.00		0.00		0.00	4,000.00	0.00%
208-101-801.000	PROFESSIONAL SERVICES	60,000.00	60,000.00	2,595.00		2,145.00		0.00	57,405.00	4.33%
208-101-818.000	CONTRACTUAL SERVICES	98,000.00	98,000.00	2,270.00		2,270.00		0.00	95,730.00	2.32%
208-101-826.000	LEGAL FEES	1,000.00	1,000.00	0.00		0.00		0.00	1,000.00	0.00%
208-101-850.000	COMMUNICATIONS	30,000.00	30,000.00	9,026.14		9,026.14		0.00	20,973.86	30.09%
208-101-861.000	AUTO EXPENSE ALLOWANCE	250.00	250.00	0.00		0.00		0.00	250.00	0.00%
208-101-864.000	CONFERENCE & WORKSHOPS	3,000.00	3,000.00	0.00		0.00		0.00	3,000.00	0.00%
208-101-880.000	COMMUNITY PROMOTION	25,085.00	25,085.00	340.05		340.05		0.00	24,744.95	1.36%
208-101-900.000	PRINTING & PUBLICATIONS	20,000.00	20,000.00	13,727.80		13,727.80		0.00	6,272.20	68.64%
208-101-901.000	BANK FEES	7,000.00	7,000.00	1,423.02		1,423.02		0.00	5,576.98	20.33%
208-101-910.000	INSURANCE AND BONDS	35,000.00	35,000.00	37,874.00	B	40,545.00		0.00	(2,874.00)	108.21%
208-101-920.000	UTILITIES	35,000.00	35,000.00	1,203.77		1,195.49		0.00	33,796.23	3.44%
208-101-931.000	BUILDING MAINTENANCE	57,500.00	57,500.00	5,378.25		2,990.69		0.00	52,121.75	9.35%
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	11,200.00	11,200.00	263.32		263.32		0.00	10,936.68	2.35%
208-101-939.000	VEHICLE MAINTENANCE	7,000.00	7,000.00	0.00		0.00		0.00	7,000.00	0.00%
208-101-940.000	RENTALS	5,000.00	5,000.00	255.00		85.00		0.00	4,745.00	5.10%
208-101-958.000	MEMBERSHIPS AND DUES	2,500.00	2,500.00	175.00		175.00		0.00	2,325.00	7.00%
208-101-960.000	EDUCATION AND TRAINING	5,000.00	5,000.00	0.00		0.00		0.00	5,000.00	0.00%
208-101-961.000	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	0.00		0.00		0.00	1,000.00	0.00%
208-101-984.000	FURNITURE	0.00	0.00	0.00		0.00		2,063.00	0.00	0.00%
208-101-991.000	PRINCIPAL PAYMENTS	159,621.00	159,621.00	47,740.21		31,851.08		0.00	111,880.79	29.91%

09/04/2020		REVENUE AND EXPENDITURE REPORT FOR RARE							
		PERIOD ENDING 08/31/2020							
		% Fiscal Year Completed: 16.67							
		2020-21		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2020-21	08/31/2020		MONTH 08/31/20	ENCUMBERED		% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)	YEAR-TO-DATE		USED
208-101-993.000	LAND USE FEE	120,000.00	120,000.00	0.00		0.00	0.00	120,000.00	0.00%
208-101-993.001	VENDING EXPENSE	250.00	250.00	0.00		0.00	0.00	250.00	0.00%
208-101-995.000	INTEREST PAYMENTS	733.00	733.00	475.88		292.98	0.00	257.12	64.92%
208-101-996.027	ADMINISTRATION COSTS	62,424.00	62,424.00	0.00		0.00	0.00	62,424.00	0.00%
208-101-999.000	TRANSFERS OUT	133,136.00	133,136.00	0.00		0.00	0.00	133,136.00	0.00%
Total Expenditures - Dept 101-GENERAL DEPARTMENT		1,913,141.00	1,913,141.00	294,557.73		225,133.99	13,775.49	1,618,583.27	15.40%
208-691-706.000	WAGES- PERMANENT EMPLOYEES	38,480.00	38,480.00	0.00		0.00	0.00	38,480.00	0.00%
208-691-707.000	WAGES- TEMPORARY EMPLOYEES	92,550.00	92,550.00	13,041.00		6,607.25	0.00	79,509.00	14.09%
208-691-715.000	FICA-EMPLOYER'S	10,024.00	10,024.00	997.66		505.48	0.00	9,026.34	9.95%
208-691-718.000	RETIREMENT FUND CONTRIBUTION	6,542.00	6,542.00	0.00		0.00	0.00	6,542.00	0.00%
208-691-719.000	HEALTH, LIFE, DENTAL	18,597.00	18,597.00	0.00		0.00	0.00	18,597.00	0.00%
208-691-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	1,318.00	1,318.00	0.00		0.00	0.00	1,318.00	0.00%
208-691-728.000	OFFICE SUPPLIES	750.00	750.00	0.00		0.00	139.04	750.00	0.00%
208-691-751.000	FUEL	16,000.00	16,000.00	151.40		151.40	0.00	15,848.60	0.95%
208-691-801.000	PROFESSIONAL SERVICES	12,000.00	12,000.00	0.00		0.00	0.00	12,000.00	0.00%
208-691-818.000	CONTRACTUAL SERVICES	5,150.00	5,150.00	0.00		0.00	0.00	5,150.00	0.00%
208-691-850.000	COMMUNICATIONS	6,500.00	6,500.00	810.92		604.02	0.00	5,689.08	12.48%
208-691-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	0.00		0.00	0.00	5,000.00	0.00%
208-691-910.000	INSURANCE AND BONDS	2,671.00	2,671.00	2,671.00		0.00	0.00	0.00	100.00%
208-691-939.000	VEHICLE MAINTENANCE	3,713.00	3,713.00	0.00		0.00	0.00	3,713.00	0.00%
208-691-983.000	OFFICE EQUIPMENT	2,500.00	2,500.00	0.00		0.00	0.00	2,500.00	0.00%
208-691-996.027	ADMINISTRATION COSTS	19,371.00	19,371.00	0.00		0.00	0.00	19,371.00	0.00%
Total Expenditures - Dept 691-SMART		241,166.00	241,166.00	17,671.98		7,868.15	139.04	223,494.02	7.33%
TOTAL EXPENDITURES		2,154,307.00	2,154,307.00	312,229.71		233,002.14	13,914.53	1,842,077.29	14.49%
Fund 208 - PARK/RECREATION FUND:									
TOTAL REVENUES		2,154,307.00	2,154,307.00	120,961.05		13,430.43	0.00	2,033,345.95	
TOTAL EXPENDITURES		2,154,307.00	2,154,307.00	312,229.71		233,002.14	13,914.53	1,842,077.29	
NET OF REVENUES & EXPENDITURES		0.00	0.00	(191,268.66)		(219,571.71)	(13,914.53)	191,268.66	

09/04/2020		REVENUE AND EXPENDITURE REPORT FOR RARE							
PERIOD ENDING 08/31/2020									
% Fiscal Year Completed: 16.67									
		2020-21		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2020-21	08/31/2020		MONTH 08/31/20		ENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)		YEAR-TO-DATE	USED
Fund 408 - CAPITAL PROJECTS FUND - RARE									
Revenues									
408-101-699.000	TRANSFER IN	133,136.00	133,136.00	0.00		0.00		0.00	133,136.00 0.00%
TOTAL REVENUES		133,136.00	133,136.00	0.00		0.00		0.00	133,136.00 0.00%
Expenditures									
408-101-976.000	BUILDING ADDITON & IMPROVEMENT	94,815.00	94,815.00	0.00		0.00		0.00	94,815.00 0.00%
408-101-982.000	MACHINERY	5,000.00	5,000.00	0.00		0.00		0.00	5,000.00 0.00%
408-101-983.000	OFFICE EQUIPMENT	4,000.00	4,000.00	0.00		0.00		0.00	4,000.00 0.00%
408-101-984.000	FURNITURE	8,000.00	8,000.00	0.00		0.00		0.00	8,000.00 0.00%
408-101-985.000	VEHICLES	21,321.00	21,321.00	0.00		0.00		0.00	21,321.00 0.00%
408-101-999.000	TRANSFERS OUT	0.00	0.00	0.00		0.00		0.00	0.00 0.00%
TOTAL EXPENDITURES		133,136.00	133,136.00	0.00		0.00		0.00	133,136.00 0.00%
Fund 408 - CAPITAL PROJECTS FUND - RARE:									
TOTAL REVENUES		133,136.00	133,136.00	0.00		0.00		0.00	133,136.00
TOTAL EXPENDITURES		133,136.00	133,136.00	0.00		0.00		0.00	133,136.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00		0.00		0.00	0.00
A Property taxes are collected in the Winter season only. Year to date amount represents prior year revenue that will be adjusted for the audit.									
B Annual insurance premium is higher than budgeted. The Authority typically receives a rebate at the end of the year that will result in an account balance close to the amount budgeted.									



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

September 2, 2020

Anthony Lipinski, Director
Recreation Authority of Roseville and Eastpointe
18185 Sycamore Street
Roseville, Michigan 48066

Reference: Letter of Recommendation for Award
North Parking Lot Improvements
AEW Project No. 1556-0001

Dear Mr. Lipinski:

On Wednesday, August 26, 2020, two (2) bids were received for the project referenced above. The low bidder is Gibraltar Construction Company with a total base bid amount of \$212,957.50 for the proposed work. The second bidder is Asphalt Specialists, Inc. with a total bid amount of \$213,255.00. We have attached the bid tabulation for your use.

While we have not previously worked with Gibraltar Construction Company, we have reviewed the company references and found only recent experience in projects of similar size and scope of work which were completed as Gibraltar Construction Company.

We have, however, worked with Asphalt Specialists, Inc. on similar projects and they have performed satisfactorily.

Therefore, we recommend that the contract for the **North Parking Lot Improvement Project** be awarded to **Asphalt Specialists, Inc.**, 1780 E. Highwood, Pontiac, MI 48340 for a total bid amount of \$213,255.00.

If you have any questions or need additional information, please advise.

Sincerely,



Michael A. Vigneron, PE

Enclosure: Bid Tabulation

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TABULATION OF BIDS
RECREATIONAL AUTHORITY OF
ROSEVILLE AND EASTPOINTE
NORTH PARKING LOT – PAVEMENT REHABILITATION PROJECT
AEW PROJECT NO. 1556-0001

DATE: 8/26/2020
TIME: 2:00 PM

Prepared by: Anderson, Eckstein and Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

VENDOR RANKING

RANK	VENDOR NAME	TOTAL BID	Alternate No. 1 (Replaces BaseBid Line Item 21)	
1	Gibraltar Construction Company	\$ 212,957.50	\$	21,000.00
2	Asphalt Specialists, Inc.	\$ 213,255.00	\$	40,000.00



TABULATION OF BIDS

RECREATIONAL AUTHORITY OF
ROSEVILLE AND EASTPOINTE

NORTH PARKING LOT – PAVEMENT REHABILITATION PROJECT

AEW PROJECT NO. 1556-0001

Gibraltar Construction Company
2650 Van Horn Rd
Trenton, Mi 48183

Asphalt Specialists, Inc.
1780 E. Highwood
Pontiac, MI 48340

Item No.	Description	Units	Estimated Quantity	Unit Price	Amount	Unit Price	Amount
1.	Bonds, Insurance & Mobilization Expense- 3% Max	LS	1	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
2.	Final Cleanup and Restoration	LS	1	\$ 1,400.00	\$ 1,400.00	\$ 4,000.00	\$ 4,000.00
3.	Subgrade, Undercutting, Type III	Cyd	150	\$ 69.87	\$ 10,480.50	\$ 42.00	\$ 6,300.00
4.	Aggregate Base Conditioning	Syd	2345	\$ 2.00	\$ 4,690.00	\$ 4.00	\$ 9,380.00
5.	Aggregate Base, 8 Inch	Syd	155	\$ 13.00	\$ 2,015.00	\$ 8.00	\$ 1,240.00
6.	Excavation, Earth	Cyd	50	\$ 27.00	\$ 1,350.00	\$ 20.00	\$ 1,000.00
7.	Maintenance Gravel	Ton	50	\$ 60.00	\$ 3,000.00	\$ 15.00	\$ 750.00
8.	HMA Surface, Rem	Syd	2500	\$ 9.60	\$ 24,000.00	\$ 8.50	\$ 21,250.00
9.	HMA, 4E1	Ton	200	\$ 130.00	\$ 26,000.00	\$ 120.00	\$ 24,000.00
10.	HMA, 5E1	Ton	200	\$ 140.00	\$ 28,000.00	\$ 130.00	\$ 26,000.00
11.	Hand Patching*	Ton	25	\$ 300.00	\$ 7,500.00	\$ 180.00	\$ 4,500.00
12.	Conc Pavt, Nonreinf, 6 inch	Syd	155	\$ 55.00	\$ 8,525.00	\$ 67.00	\$ 10,385.00
13.	Conc Pavt, Nonreinf, 8 inch	Syd	155	\$ 65.00	\$ 10,075.00	\$ 76.00	\$ 11,780.00
14.	Conc Stoop, Nonreinf, 8 inch	Syd	20	\$ 100.00	\$ 2,000.00	\$ 76.00	\$ 1,520.00
15.	Dr Structure Cover, Adj, Case 1	Ea	3	\$ 600.00	\$ 1,800.00	\$ 450.00	\$ 1,350.00
16.	Fence, Rem	Ft	70	\$ 8.00	\$ 560.00	\$ 30.00	\$ 2,100.00
17.	Fence Gate, Rem & Salvage	Ea	2	\$ 210.00	\$ 420.00	\$ 550.00	\$ 1,100.00
18.	Bumper Block, Rem & Salvage	Ea	20	\$ 10.00	\$ 200.00	\$ 20.00	\$ 400.00
19.	Bollard, Rem	Ea	2	\$ 100.00	\$ 200.00	\$ 100.00	\$ 200.00
20.	10-inch Bollard	Ea	6	\$ 500.00	\$ 3,000.00	\$ 1,000.00	\$ 6,000.00
21.	Re-Install (1) Salvaged Gate	Ea	1	\$ 1,985.00	\$ 1,985.00	\$ 3,000.00	\$ 3,000.00
22.	8-foot Chainlink, Automatic Sliding Gate, w/Operators	Ea	1	\$ 17,237.00	\$ 17,237.00	\$ 40,000.00	\$ 40,000.00
23.	Pavt Mrkg, Parking Lot	LS	1	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
24.	Erosion Control, Inlet Filter	Ea	5	\$ 100.00	\$ 500.00	\$ 200.00	\$ 1,000.00
25.	Erosion Control, Silt Fence	Ft	500	\$ 3.00	\$ 1,500.00	\$ 3.00	\$ 1,500.00



TABULATION OF BIDS

RECREATIONAL AUTHORITY OF

ROSEVILLE AND EASTPOINTE

NORTH PARKING LOT – PAVEMENT REHABILITATION PROJECT

AEW PROJECT NO. 1556-0001

Gibraltar Construction Company
2650 Van Horn Rd
Trenton, MI 48183

Asphalt Specialists, Inc.
1780 E. Highwood
Pontiac, MI 48340

Item No.	Description	Units	Estimated Quantity	Unit Price	Amount	Unit Price	Amount
26.	Erosion Control, Gravel Approach Access	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 500.00	\$ 500.00
27.	Cleaning and Sealing Existing Joints and Cracks (Asphalt Parking Lot)	Ft	2,000	\$ 1.01	\$ 2,020.00	\$ 1.00	\$ 2,000.00
28.	Car Port / Vehicle Shelter	LS	1	\$ 46,000.00	\$ 46,000.00	\$ 25,000.00	\$ 25,000.00
TOTAL AMOUNT BID				\$	212,957.50	\$	213,255.00

Alternate No. 1(Replaces Base Bid Line Item 21)

29.	8-foot Chainlink, Automatic Slide Gate, w/Operators	Ea	1	21,000.00	21,000.00	40,000.00	40,000.00
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GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GARLIN GILCHRIST II
LT. GOVERNOR

EXECUTIVE ORDER

No. 2020-175

Safeguards to protect Michigan's workers from COVID-19

Rescission of Executive Order 2020-161

Businesses must continue to do their part to protect their employees, their patrons, and their communities. Many businesses have already done so by implementing robust safeguards to prevent viral transmission. But we can and must do more: no one should feel unsafe at work. With Executive Orders 2020-91, 2020-97, 2020-114, 2020-145, and 2020-161, I created workplace standards that apply to all businesses across the state. I am now rescinding and reissuing an amended version of those standards to add new safeguards for sports and exercise facilities.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. There is currently no approved vaccine or antiviral treatment for this disease.

On March 10, 2020, the Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day, I issued Executive Order 2020-4. This order declared a state of emergency across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended (EMA), MCL 30.401 et seq., and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended (EPGA), MCL 10.31 et seq.

Since then, the virus spread across Michigan, bringing deaths in the thousands, confirmed cases in the tens of thousands, and deep disruption to this state's economy, homes, and educational, civic, social, and religious institutions. On April 1, 2020, in response to the widespread and severe health, economic, and social harms posed by the COVID-19 pandemic, I issued Executive Order 2020-33. This order expanded on Executive Order 2020-4 and declared both a state of emergency and a state of disaster across the State of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, and the Emergency Powers of the Governor Act of 1945. And on April 30, 2020, finding that COVID-19 had created emergency and disaster conditions across the

State of Michigan, I issued Executive Order 2020-67 to continue the emergency declaration under the EPA, as well as Executive Order 2020-68 to issue new emergency and disaster declarations under the EMA.

Those executive orders have been challenged in Michigan House of Representatives and Michigan Senate v. Whitmer. On August 21, 2020, the Court of Appeals ruled that the Governor's declaration of a state of emergency, her extensions of the state of emergency, and her issuance of related EOs clearly fell within the scope of the Governor's authority under the EPMA.

On August 7, 2020, I issued Executive Order 2020-165, again finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan. That order constituted a state of emergency declaration under the Emergency Powers of the Governor Act of 1945. And, to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature had declined to grant an extension request, that order also constituted a state of emergency and state of disaster declaration under that act.

The Emergency Powers of the Governor Act provides a sufficient legal basis for issuing this executive order. In relevant part, it provides that, after declaring a state of emergency, "the governor may promulgate reasonable orders, rules, and regulations as he or she considers necessary to protect life and property or to bring the emergency situation within the affected area under control." MCL 10.31(1).

Nevertheless, subject to the ongoing litigation and the possibility that current rulings may be overturned or otherwise altered on appeal, I also invoke the Emergency Management Act as a basis for executive action to combat the spread of COVID-19 and mitigate the effects of this emergency on the people of Michigan, with the intent to preserve the rights and protections provided by the EMA. The EMA vests the governor with broad powers and duties to "cop[e] with dangers to this state or the people of this state presented by a disaster or emergency," which the governor may implement through "executive orders, proclamations, and directives having the force and effect of law." MCL 30.403(1)–(2). This executive order falls within the scope of those powers and duties, and to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature has not granted an extension request, they too provide a sufficient legal basis for this order.

Acting under the Michigan Constitution of 1963 and Michigan law, I find it reasonable and necessary, for the reasons outlined above, to order:

1. **Workplace safeguards for all businesses.** All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:
 - (a) Develop a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration ("OSHA") and available [here](#). Within two weeks of resuming in-person activities, a business's or

- operation's plan must be made readily available to employees, labor unions, and customers, whether via website, internal network, or by hard copy.
- (b) Designate one or more worksite supervisors to implement, monitor, and report on the COVID-19 control strategies developed under subsection (a). The supervisor must remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the supervisory role.
 - (c) Provide COVID-19 training to employees that covers, at a minimum:
 - (1) Workplace infection-control practices.
 - (2) The proper use of personal protective equipment.
 - (3) Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 - (4) How to report unsafe working conditions.
 - (d) Provide any communication and training on COVID-19 infection control practices in the primary languages common in the employee population.
 - (e) Place posters in the languages common in the employee population that encourage staying home when sick, cough and sneeze etiquette, and proper hand hygiene practices.
 - (f) Conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.
 - (g) Keep everyone on the worksite premises at least six feet from one another to the maximum extent possible, including through the use of ground markings, signs, and physical barriers, as appropriate to the worksite.
 - (h) Provide non-medical grade face coverings to their employees, with supplies of N95 masks and surgical masks reserved, for now, for health care professionals, first responders (e.g., police officers, fire fighters, paramedics), and other critical workers.
 - (i) Require face coverings to be worn when employees cannot consistently maintain six feet of separation from other individuals in the workplace, and consider face shields when employees cannot consistently maintain three feet of separation from other individuals in the workplace.
 - (j) Require face coverings in shared spaces, including during in-person meetings and in restrooms and hallways.

- (k) Increase facility cleaning and disinfection to limit exposure to COVID-19, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, vehicles).
 - (l) Adopt protocols to clean and disinfect the facility in the event of a positive COVID-19 case in the workplace.
 - (m) Make cleaning supplies available to employees upon entry and at the worksite and provide time for employees to wash hands frequently or to use hand sanitizer.
 - (n) When an employee is identified with a confirmed case of COVID-19:
 - (1) Immediately notify the local public health department, and
 - (2) Within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.
 - (o) Allow employees with a confirmed or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the Centers for Disease Control and Prevention (“CDC”) and they are released from any quarantine or isolation by the local public health department.
 - (p) Follow Executive Order 2020-36, and any executive orders that follow it, that prohibit discharging, disciplining, or otherwise retaliating against employees who stay home or who leave work when they are at particular risk of infecting others with COVID-19.
 - (q) Establish a response plan for dealing with a confirmed infection in the workplace, including protocols for sending employees home and for temporary closures of all or part of the workplace to allow for deep cleaning.
 - (r) Restrict business-related travel for employees to essential travel only.
 - (s) Encourage employees to use personal protective equipment and hand sanitizer on public transportation.
 - (t) Promote remote work to the fullest extent possible.
 - (u) Adopt any additional infection-control measures that are reasonable in light of the work performed at the worksite and the rate of infection in the surrounding community.
2. **Outdoor work.** Businesses or operations whose work is primarily and traditionally performed outdoors must:
- (a) Prohibit gatherings of any size in which people cannot maintain six feet of distance from one another.

- (b) Limit in-person interaction with clients and patrons to the maximum extent possible, and bar any such interaction in which people cannot maintain six feet of distance from one another.
- (c) Provide and require the use of personal protective equipment such as gloves, goggles, face shields, and face coverings, as appropriate for the activity being performed.
- (d) Adopt protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning and disinfection of tools, equipment, and frequently touched surfaces.

3. **Construction.** Businesses or operations in the construction industry must:

- (a) Conduct a daily entry screening protocol for employees, contractors, suppliers, and any other individuals entering a worksite, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening.
- (b) Create dedicated entry point(s) at every worksite, if possible, for daily screening as provided in subsection (a) of this section, or in the alternative issue stickers or other indicators to employees to show that they received a screening before entering the worksite that day.
- (c) Provide instructions for the distribution of personal protective equipment and designate on-site locations for soiled face coverings.
- (d) Require the use of work gloves where appropriate to prevent skin contact with contaminated surfaces.
- (e) Identify choke points and high-risk areas where employees must stand near one another (such as hallways, hoists and elevators, break areas, water stations, and buses) and control their access and use (including through physical barriers) so that social distancing is maintained.
- (f) Ensure there are sufficient hand-washing or hand-sanitizing stations at the worksite to enable easy access by employees.
- (g) Notify contractors (if a subcontractor) or owners (if a contractor) of any confirmed COVID-19 cases among employees at the worksite.
- (h) Restrict unnecessary movement between project sites.
- (i) Create protocols for minimizing personal contact upon delivery of materials to the worksite.

4. **Manufacturing.** Manufacturing facilities must:

- (a) Conduct a daily entry screening protocol for employees, contractors, suppliers, and any other individuals entering the facility, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with temperature screening.
- (b) Create dedicated entry point(s) at every facility for daily screening as provided in sub-provision (a) of this section, and ensure physical barriers are in place to prevent anyone from bypassing the screening.
- (c) Suspend all non-essential in-person visits, including tours.
- (d) Train employees on, at a minimum:
 - (1) Routes by which the virus causing COVID-19 is transmitted from person to person.
 - (2) Distance that the virus can travel in the air, as well as the time it remains viable in the air and on environmental surfaces.
 - (3) The use of personal protective equipment, including the proper steps for putting it on and taking it off.
- (e) Reduce congestion in common spaces wherever practicable by, for example, closing salad bars and buffets within cafeterias and kitchens, requiring individuals to sit at least six feet from one another, placing markings on the floor to allow social distancing while standing in line, offering boxed food via delivery or pick-up points, and reducing cash payments.
- (f) Implement rotational shift schedules where possible (e.g., increasing the number of shifts, alternating days or weeks) to reduce the number of employees in the facility at the same time.
- (g) Stagger meal and break times, as well as start times at each entrance, where possible.
- (h) Install temporary physical barriers, where practicable, between workstations and cafeteria tables.
- (i) Create protocols for minimizing personal contact upon delivery of materials to the facility.
- (j) Adopt protocols to limit the sharing of tools and equipment to the maximum extent possible.
- (k) Ensure there are sufficient hand-washing or hand-sanitizing stations at the worksite to enable easy access by employees, and discontinue use of hand dryers.

- (l) Notify plant leaders and potentially exposed individuals upon identification of a positive case of COVID-19 in the facility, as well as maintain a central log for symptomatic employees or employees who received a positive test for COVID-19.
 - (m) Send potentially exposed individuals home upon identification of a positive case of COVID-19 in the facility.
 - (n) Require employees to self-report to plant leaders as soon as possible after developing symptoms of COVID-19.
 - (o) Shut areas of the manufacturing facility for cleaning and disinfection, as necessary, if an employee goes home because he or she is displaying symptoms of COVID-19.
5. **Research labs.** Research laboratories, other than laboratories that perform diagnostic testing, must:
- (a) Assign dedicated entry point(s) or times into lab buildings.
 - (b) Conduct a daily entry screening protocol for employees, contractors, suppliers, and any other individuals entering a worksite, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening.
 - (c) Create protocols or checklists as necessary to conform to the facility's COVID-19 preparedness and response plan.
 - (d) Suspend all non-essential visitors.
 - (e) Establish and implement a plan for distributing face coverings.
 - (f) Limit the number of people per square feet of floor space permitted in a particular laboratory at one time.
 - (g) Close open workspaces, cafeterias, and conference rooms.
 - (h) As necessary, use tape on the floor to demarcate socially distanced workspaces and to create one-way traffic flow.
 - (i) Require all office and dry lab work to be conducted remotely.
 - (j) Minimize the use of shared lab equipment and shared lab tools and create protocols for disinfecting lab equipment and lab tools.
 - (k) Provide disinfecting supplies and require employees to wipe down their work stations at least twice daily.
 - (l) Implement an audit and compliance procedure to ensure that cleaning criteria are followed.

- (m) Establish a clear reporting process for any symptomatic individual or any individual with a confirmed case of COVID-19, including the notification of lab leaders and the maintenance of a central log.
 - (n) Clean and disinfect the work site when an employee is sent home with symptoms or with a confirmed case of COVID-19.
 - (o) Send any potentially exposed co-workers home if there is a positive case in the facility.
 - (p) Restrict all non-essential work travel, including in-person conference events.
6. **Retail, libraries, and museums.** Retail stores that are open for in-store sales, as well as libraries and museums, must:
- (a) Create communications material for customers (e.g., signs or pamphlets) to inform them of changes to store practices and to explain the precautions the store is taking to prevent infection.
 - (b) Establish lines to regulate entry in accordance with subsection (c) of this section, with markings for patrons to enable them to stand at least six feet apart from one another while waiting. Stores should also explore alternatives to lines, including by allowing customers to wait in their cars for a text message or phone call, to enable social distancing and to accommodate seniors and those with disabilities.
 - (c) Except in Regions 6 and 8, adhere to the following restrictions:
 - (1) Stores of less than 50,000 square feet of customer floor space must limit the number of people in the store (including employees) to 25% of the total occupancy limits established by the State Fire Marshal or a local fire marshal.
 - (2) Stores of more than 50,000 square feet must:
 - (A) Limit the number of customers in the store at one time (excluding employees) to 4 people per 1,000 square feet of customer floor space.
 - (B) Create at least two hours per week of dedicated shopping time for vulnerable populations, which for purposes of this order are people over 60, pregnant women, and those with chronic conditions such as heart disease, diabetes, and lung disease.
 - (3) The director of the Department of Health and Human Services is authorized to issue an emergency order varying the capacity limits described in this subsection as necessary to protect the public health.

- (d) Post signs at store entrances instructing customers of their legal obligation to wear a face covering when inside the store.
- (e) Post signs at store entrances informing customers not to enter if they are or have recently been sick.
- (f) Design spaces and store activities in a manner that encourages employees and customers to maintain six feet of distance from one another.
- (g) Install physical barriers at checkout or other service points that require interaction, including plexiglass barriers, tape markers, or tables, as appropriate.
- (h) Establish an enhanced cleaning and sanitizing protocol for high-touch areas like restrooms, credit-card machines, keypads, counters, shopping carts, and other surfaces.
- (i) Train employees on:
 - (1) Appropriate cleaning procedures, including training for cashiers on cleaning between customers.
 - (2) How to manage symptomatic customers upon entry or in the store.
- (j) Notify employees if the employer learns that an individual (including a customer or supplier) with a confirmed case of COVID-19 has visited the store.
- (k) Limit staffing to the minimum number necessary to operate.

7. Offices. Offices must:

- (a) Assign dedicated entry point(s) for all employees to reduce congestion at the main entrance.
- (b) Provide visual indicators of appropriate spacing for employees outside the building in case of congestion.
- (c) Take steps to reduce entry congestion and to ensure the effectiveness of screening (e.g., by staggering start times, adopting a rotational schedule in only half of employees are in the office at a particular time).
- (d) Increase distancing between employees by spreading out workspaces, staggering workspace usage, restricting non-essential common space (e.g., cafeterias), providing visual cues to guide movement and activity (e.g., restricting elevator capacity with markings).
- (e) Prohibit social gatherings and meetings that do not allow for social distancing or that create unnecessary movement through the office. Use virtual meetings whenever possible.

- (f) Provide disinfecting supplies and require employees wipe down their workstations at least twice daily.
- (g) Post signs about the importance of personal hygiene.
- (h) Disinfect high-touch surfaces in offices (e.g., whiteboard markers, restrooms, handles) and minimize shared items when possible (e.g., pens, remotes, whiteboards).
- (i) Institute cleaning and communications protocols when employees are sent home with symptoms.
- (j) Notify employees if the employer learns that an individual (including a customer, supplier, or visitor) with a confirmed case of COVID-19 has visited the office.
- (k) Suspend all non-essential visitors.
- (l) Restrict all non-essential travel, including in-person conference events.

8. **Restaurants and bars.** Restaurants and bars must:

- (a) Limit capacity to 50% of normal seating.
- (b) Require six feet of separation between parties or groups at different tables or bar tops (e.g., spread tables out, use every other table, remove or put up chairs or barstools that are not in use).
- (c) Require patrons to wear a face covering except when seated at their table or bar top (unless the patron is unable medically to tolerate a face covering).
- (d) Require patrons to remain seated at their tables or bar tops, except to enter or exit the premises, to order food, or to use the restroom.
- (e) Sell alcoholic beverages only via table service, not via orders at the bar except to patrons seated at the bar.
- (f) Prohibit access to common areas in which people can congregate, dance, or otherwise mingle.
- (g) Create communications material for customers (e.g., signs, pamphlets) to inform them of changes to restaurant or bar practices and to explain the precautions that are being taken to prevent infection.
- (h) Close waiting areas and ask customers to wait in cars whenever possible, or else outside the restaurant or bar, for a notification when their table is ready. Restaurants and bars should take measures to encourage social distancing among those customers waiting for tables who are not waiting in their cars.

- (i) Close self-serve food or drink options, such as buffets, salad bars, and drink stations.
- (j) Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that customers remain at least six feet apart in any lines.
- (k) Post signs at store entrances informing customers not to enter if they are or have recently been sick.
- (l) Post signs instructing customers to wear face coverings until they are seated at their table.
- (m) Require hosts, servers, and staff to wear face coverings in the dining area.
- (n) Require employees to wear face coverings and gloves in the kitchen area when handling food, consistent with guidelines from the Food and Drug Administration (“FDA”).
- (o) Limit shared items for customers (e.g., condiments, menus) and clean high-contact areas after each customer (e.g., tables, chairs, menus, payment tools).
- (p) Train employees on:
 - (1) Appropriate use of personal protective equipment in conjunction with food safety guidelines.
 - (2) Food safety health protocols (e.g., cleaning between customers, especially shared condiments).
 - (3) How to manage symptomatic customers upon entry or in the restaurant.
- (q) Notify employees if the employer learns that an individual (including an employee, customer, or supplier) with a confirmed case of COVID-19 has visited the store.
- (r) Close restaurant immediately if an employee shows symptoms of COVID-19, defined as either the new onset of cough or new onset of chest tightness or two of the following: fever (measured or subjective), chills, myalgia, headache, sore throat, or disorders of taste or smell, and perform a deep clean, consistent with guidance from the FDA and the CDC. Such cleaning may occur overnight.
- (s) Install physical barriers, such as sneeze guards and partitions at cash registers, bars, host stands, and other areas where maintaining physical distance of six feet is difficult.
- (t) To the maximum extent possible, limit the number of employees in shared spaces, including kitchens, host stands, break rooms, and offices, to maintain at least a six-foot distance between employees.

9. **Health care.** Outpatient health-care facilities, including clinics, primary care physician offices, dental offices, and veterinary clinics, must:
- (a) Post signs at entrance(s) instructing patients to wear a face covering when inside.
 - (b) Limit waiting-area occupancy to the number of individuals who can be present while staying six feet away from one another and ask patients, if possible, to wait in cars for their appointment to be called.
 - (c) Mark waiting rooms to enable six feet of social distancing (e.g., by placing X's on the ground and/or removing seats in the waiting room).
 - (d) Enable contactless sign-in (e.g., sign in on phone app) as soon as practicable.
 - (e) Add special hours for highly vulnerable patients, including the elderly and those with chronic conditions.
 - (f) Conduct a common screening protocol for all patients, including a temperature check and questions about COVID-19 symptoms.
 - (g) Place hand sanitizer and face coverings at patient entrances.
 - (h) Require employees to make proper use of personal protective equipment in accordance with guidance from the CDC and OSHA.
 - (i) Require patients to wear a face covering when in the facility, except as necessary for identification or to facilitate an examination or procedure.
 - (j) Install physical barriers at sign-in, temperature screening, or other service points that normally require personal interaction (e.g., plexiglass, cardboard, tables).
 - (k) Employ telehealth and telemedicine to the greatest extent possible.
 - (l) Limit the number of appointments to maintain social distancing and allow adequate time between appointments for cleaning.
 - (m) Employ specialized procedures for patients with high temperatures or respiratory symptoms (e.g., special entrances, having them wait in their car) to avoid exposing other patients in the waiting room.
 - (n) Deep clean examination rooms after patients with respiratory symptoms and clean rooms between all patients.
 - (o) Establish procedures for building disinfection in accordance with CDC guidance if it is suspected that an employee or patient has COVID-19 or if there is a confirmed case.

10. **In-home services.** All businesses or operations that provide in-home services, including cleaners, repair persons, painters, and the like, must:
- (a) Require their employees (or, if a sole-owned business, the business owner) to perform a daily health screening prior to going to the job site.
 - (b) Maintain accurate appointment record, including date and time of service, name of client, and contact information, to aid with contact tracing.
 - (c) Limit direct interaction with customers by using electronic means of communication whenever possible.
 - (d) Prior to entering the home, inquire with the customer whether anyone in the household has been diagnosed with COVID-19, is experiencing symptoms of COVID-19, or has had close contact with someone who has been diagnosed with COVID-19. If so, the business or operation must reschedule for a different time.
 - (e) Limit the number of employees inside a home to the minimum number necessary to perform the work in a timely fashion.
 - (f) Gloves should be worn when practical and disposed of in accordance with guidance from the CDC.
11. **Personal-care services.** All businesses or operations that provide barbering, cosmetology services, body art services (including tattooing and body piercing), tanning services, massage services, or similar personal-care services must:
- (a) Maintain accurate appointment and walk-in records, including date and time of service, name of client, and contact information, to aid with contact tracing.
 - (b) Post signs at store entrances informing customers not to enter if they are or have recently been sick.
 - (c) Restrict entry to customers, to a caregiver of those customers, or to the minor dependents of those customers.
 - (d) Require in-use workstations to be separated by at least six feet from one another and, if feasible, separate workstations with physical barriers (e.g., plexiglass, strip curtains).
 - (e) Limit waiting-area occupancy to the number of individuals who can be present while staying six feet away from one another and ask customers, if possible, to wait in cars for their appointment to be called.
 - (f) Discontinue all self-service refreshments.
 - (g) Discard magazines in waiting areas and other non-essential, shared items that cannot be disinfected.

- (h) Mark waiting areas to enable six feet of social distancing (e.g., by placing X's on the ground and/or removing seats in the waiting room).
- (i) Require employees to make proper use of personal protective equipment in accordance with guidance from the CDC and OSHA.
- (j) Require employees and customers to wear a face covering at all times, except that customers may temporarily remove a face covering when receiving a service that requires its removal. During services that require a customer to remove their face covering, an employee must wear a face shield or goggles in addition to the face covering.
- (k) Install physical barriers, such as sneeze guards and partitions at cash registers, where maintaining physical distance of six feet is difficult.
- (l) Cooperate with the local public health department if a confirmed case of COVID-19 is identified in the facility.

12. **Public accommodations.** Sports and entertainment facilities, including arenas, cinemas, concert halls, performance venues, sporting venues, stadiums and theaters, as well as places of public amusement, such as amusement parks, arcades, bingo halls, bowling alleys, night clubs, skating rinks, and trampoline parks, must:

- (a) Post signs outside of entrances informing customers not to enter if they are or have recently been sick.
- (b) Encourage or require patrons to wear face coverings.
- (c) Establish crowd-limiting measures to meter the flow of patrons (e.g., digital queuing, delineated waiting areas, parking instructions, social distance markings on ground or cones to designate social distancing, etc.).
- (d) Use physical dividers, marked floors, signs, and other physical and visual cues to maintain six feet of distance between persons.
- (e) Limit seating occupancy to the extent necessary to enable patrons not of the same household to maintain six feet of distance from others (e.g., stagger group seating upon reservation, close off every other row, etc.).
- (f) For sports and entertainment facilities, establish safe exit procedures for patrons (e.g., dismiss groups based on ticket number, row, etc.).
- (g) For sports and entertainment facilities, to the extent feasible, adopt specified entry and exit times for vulnerable populations, as well as specified entrances and exits.
- (h) Train employees who interact with patrons (e.g., ushers) on how to:
 - (1) Monitor and enforce compliance with the facility's COVID-19 protocols.

- (2) Help patrons who become symptomatic.
 - (i) Frequently disinfect high-touch surfaces during events or, as necessary, throughout the day.
 - (j) Disinfect and deep clean the facility after each event or, as necessary, throughout the day.
 - (k) Close self-serve food or drink options, such as buffets, salad bars, and drink stations.
13. **Sports and exercise facilities.** Gymnasiums, fitness centers, recreation centers, exercise facilities, exercise studios, bowling alleys, roller rinks, ice rinks, and like facilities must:
- (a) Use best efforts to provide opportunities for patrons to exercise outdoors.
 - (b) Maintain accurate records, including date and time of entry and exit, names of patrons, and contact information, to aid with contact tracing; and deny entry to any visitor who does not provide at a minimum their name and phone number.
 - (c) Mandate wearing of facial coverings at all times except when swimming.
 - (d) Limit capacity in the facility to 25% of the total occupancy limits established by the State Fire Marshal or a local fire marshal.
 - (e) Configure workout stations or implement protocols to enable six feet of distance between individuals during exercise sessions (or six feet of distance with barriers).
 - (f) Reduce class sizes, as necessary, to enable at least six feet of separation between individuals, and comply with relevant restrictions on social gatherings and organized events in the Michigan Safe Start Order.
 - (g) Provide equipment-cleaning products throughout the facility for use on equipment.
 - (h) Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available.
 - (i) Regularly disinfect exercise equipment, including immediately after use. If patrons are expected to disinfect, post signs encouraging patrons to disinfect equipment.
 - (j) Ensure that ventilation systems operate properly.
 - (k) Increase introduction and circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods.

- (l) Regularly clean and disinfect public areas, locker rooms, and restrooms.
- (m) Close steam rooms, saunas, jacuzzis, and cold plunge pools.
- (n) Post signs outside of entrances instructing individuals not to enter if they are or have recently been sick.

14. Pools. Swimming pools must:

- (a) If they are outdoors, limit capacity to 50% of the bather capacity limits described in Rule 325.2193 of the Michigan Administrative Code;
- (b) If they are indoors, limit capacity to 25% of the bather capacity limits described in Rule 325.2193 of the Michigan Administrative Code;
- (c) Limit capacity on the pool deck to ensure that persons not part of the same household maintain six feet of distance from one another.

15. Meat and poultry processing. Meat and poultry processing plants must:

- (a) Conduct a daily entry screening protocol for employees, contractors, suppliers, and any other individuals entering the facility, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with temperature screening.
- (b) Create at least one dedicated entry point at every facility for daily screening as provided in subsection (a) of this section, and ensure physical barriers are in place to prevent anyone from bypassing the screening.
- (c) Configure communal work environments so that employees are spaced at least six feet apart in all directions (e.g., side-to-side and when facing one another).
- (d) Require employees to wear a face covering whenever present at the facility, except when removal is necessary to eat or drink.
- (e) Provide clean cloth face coverings or disposable mask options for employees to use when the coverings become wet, soiled, or otherwise visibly contaminated over the course of a workday.
- (f) Use face shields in addition to face coverings as necessary when engineering and administrative controls are difficult to maintain and there may be exposure to other workplace hazards, such as splashes or sprays of liquids on processing lines
- (g) Install physical barriers, such as strip curtains, plexiglass, or other impermeable dividers or partitions, to separate meat and poultry processing employees from each other.

- (h) Take measures to ensure adequate ventilation in work areas to help minimize employees' potential exposures.
- (i) Encourage single-file movement with a six-foot distance between each employee through the facility.
- (j) Stagger employees' arrival, departure, break, and lunch times to avoid congregations of employees in parking areas, locker rooms, lunch areas, and near time clocks.
- (k) Provide visual cues (e.g., floor markings, signs) as a reminder to employees to maintain social distancing.
- (l) Designate employees to monitor and facilitate social distancing on the processing floor.
- (m) Reduce processing capacity or modify the processing or production lines or stagger workers across shifts to minimize the number of employees in the facility at any one time.
- (n) Adopt sick leave policies that discourage employees from entering the workplace while sick and modify any incentive programs that penalize employees for taking sick leave.
- (o) Group employees together in cohorts, if feasible, in a manner that allows a group of employees to be assigned to the same shifts with the same coworkers, so as to minimize contacts between employees in each cohort.
- (p) If an employee becomes or reports being sick, disinfect the workstation used and any tools handled by the employee.
- (q) Provide personal protective equipment that is disposable if possible or else, if reusable equipment is provided, ensure proper disinfection and storage in a clean location when not in use.

16. Casinos. Casinos must:

- (a) Conduct a daily entry screening protocol for customers, employees, contractors, suppliers, and any other individuals entering the facility, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with temperature screening.
- (b) Limit and enforce patron occupancy of 15% of total occupancy limits established by the State Fire Marshal or a local fire marshal.
- (c) Designate entry points and exit points with extensive signage of the directional flow of patrons.

- (d) Place signs at each entrance point, cage, and throughout the casino reminding patrons of CDC guidelines for social distancing practices, proper washing of hands, wearing face coverings, and to stay at home if feeling ill or sick.
- (e) Require patrons to wear a face covering, except while eating or drinking or for identification purposes.
- (f) Prohibit smoking indoors.
- (g) Designate a Liaison Officer (or Officers), identify such Officer (or Officers) to all casino employees, and require any employee who believes they may have contracted COVID-19 or been exposed to COVID-19 to report this to an Officer.
- (h) Stagger break schedules and employee starting and ending times to the extent possible to avoid congregation of individuals in back-of-house areas.
- (i) Provide frequent opportunities for employees to wash and/or sanitize their hands to reduce the risk of surface transmission.
- (j) In addition to the cleaning required under subsection 1(k), clean and disinfect all high-touch objects that are accessible to the public (e.g., ATMs, counters, door handles, elevator panels and buttons, restrooms, dining tables, employee break rooms, carts, chairs, table rails, trash bins, light switches, phones, kiosks, time clocks, etc.).
- (k) Provide disinfecting wipes (to the extent they are available) throughout the casino to enable patrons to disinfect frequently touched surfaces.
- (l) Place hand sanitizer stations in high traffic areas, including throughout the casino floor and employee break rooms.
- (m) Regularly maintain their HVAC systems and maximize the delivery of fresh air into the facility.
- (n) Frequently disinfect slot machines, provide wipe dispensaries for slot machines, and post signs encouraging patrons to wipe down slot machines before and after use.
- (o) Enable social distancing between slot machines by either:
 - (1) Installing a plexiglass barrier between slot machines.
 - (2) Disabling machines or removing chairs from machines as necessary to maintain six feet of distance between machines in operation.
- (p) Require dealers and customers to wear face coverings.

- (q) Require casino employees who provide food and drink service on the casino floor to follow the rules described in section 8, which governs servers at restaurants, including but not limited to, the wearing of face coverings.
 - (r) Close the following services or offerings:
 - (1) Concerts, nightclubs, live events, and shows.
 - (2) Valet service.
 - (3) Coat check.
 - (4) Self-serve buffets and self-serve soda and coffee stations.
 - (s) Follow any infection-control guidance provided by the Michigan Gaming Control Board, including, but not limited to, any guidance on the conduct of table games.
17. **Racetracks.** In addition to following any other applicable rules, including the gathering restrictions of the Safe Start order (Executive Order 2020-160 or any order that may follow from it), racetracks licensed by the Executive Director of the Michigan Gaming Control Board must follow all orders issued by the Executive Director for reopening and operation consistent with this order or any order that follows from it.
18. **Recordkeeping.** Employers must maintain a record of the requirements set forth in subsections 1(c) (training), 1(f) (screening protocol), and 1(n) (required notifications).
19. **Effective date and effect on other orders.** This order is effective immediately upon issuance. Executive Order 2020-161 is rescinded, except that nothing in this order shall be construed to affect any prosecution based on conduct that occurred before the effective date of this order. This order rescinds section 2(d) of Executive Order 2020-153, Masks. Except as otherwise specified, nothing in this order supersedes any other executive order.
20. **Non-exclusivity.** Nothing in this order shall be taken to limit or affect any rights or remedies otherwise available under law.
21. **Penalty.** Consistent with MCL 10.33 and MCL 30.405(3), a willful violation of this order is a misdemeanor.

Given under my hand and the Great Seal of the State of Michigan.



Date: September 3, 2020

Time: 2:30 pm

GRETCHEN WHITMER
GOVERNOR

By the Governor:

SECRETARY OF STATE



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GARLIN GILCHRIST II
LT. GOVERNOR

EXECUTIVE ORDER

No. 2020-176

Safe Start

Rescission of Executive Orders 2020-160 and 2020-162

Where Michigan was once among the states most heavily hit by COVID-19, our per-capita rate of new daily cases is now well below the national average. Our progress in suppressing the disease has plateaued. Michigan's seven-day case positivity rate has remained between 3.0% and 3.5% since early June. And although cases have continued to rise slightly—from a rolling seven-day average of 612 cases per day on July 25 to 745 cases per day on August 25—so has our testing volume.

Recognizing the need for ongoing vigilance, this plateau allows us to carefully and deliberately relax some restrictions. An incremental approach—where some activities reopen before others—is essential to avoiding uncontrolled spread, measuring the result of changes, and allowing our gradual reopening to continue. This order therefore allows for organized sports competitions to resume, if organizers take appropriate precautions. It also allows for gyms and pools to reopen across the state, subject to stringent safety protocols.

Additional safeguards specific to the workplace can be found in Executive Order 2020-175 or any order that may follow from it.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. There is currently no approved vaccine for this disease.

On March 10, 2020, the Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day, I issued Executive Order 2020-4. This order declared a state of emergency across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended (EMA), MCL 30.401 et seq., and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended (EPGA), MCL 10.31 et seq.

Since then, the virus spread across Michigan, bringing deaths in the thousands, confirmed cases in the tens of thousands, and deep disruption to this state's economy, homes, and educational, civic, social, and religious institutions. On April 1, 2020, in response to the widespread and severe health, economic, and social harms posed by the COVID-19 pandemic, I issued Executive Order 2020-33. This order expanded on Executive Order 2020-4 and declared both a state of emergency and a state of disaster across the State of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, and the Emergency Powers of the Governor Act of 1945. And on April 30, 2020, finding that COVID-19 had created emergency and disaster conditions across the State of Michigan, I issued Executive Order 2020-67 to continue the emergency declaration under the EPA, as well as Executive Order 2020-68 to issue new emergency and disaster declarations under the EMA.

Those executive orders have been challenged in Michigan House of Representatives and Michigan Senate v. Whitmer. On August 21, 2020, the Court of Appeals ruled that the Governor's declaration of a state of emergency, her extensions of the state of emergency, and her issuance of related EOs clearly fell within the scope of the Governor's authority under the EPGA.

On August 7, 2020, I issued Executive Order 2020-165, again finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan. That order constituted a state of emergency declaration under the Emergency Powers of the Governor Act of 1945. And, to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature had declined to grant an extension request, that order also constituted a state of emergency and state of disaster declaration under that act.

The Emergency Powers of the Governor Act provides a sufficient legal basis for issuing this executive order. In relevant part, it provides that, after declaring a state of emergency, "the governor may promulgate reasonable orders, rules, and regulations as he or she considers necessary to protect life and property or to bring the emergency situation within the affected area under control." MCL 10.31(1).

Nevertheless, subject to the ongoing litigation and the possibility that current rulings may be overturned or otherwise altered on appeal, I also invoke the Emergency Management Act as a basis for executive action to combat the spread of COVID-19 and mitigate the effects of this emergency on the people of Michigan, with the intent to preserve the rights and protections provided by the EMA. The EMA vests the governor with broad powers and duties to "cop[e] with dangers to this state or the people of this state presented by a disaster or emergency," which the governor may implement through "executive orders, proclamations, and directives having the force and effect of law." MCL 30.403(1)–(2). This executive order falls within the scope of those powers and duties, and to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature has not granted an extension request, they too provide a sufficient legal basis for this order.

Acting under the Michigan Constitution of 1963 and Michigan law, I find it reasonable and necessary, for the reasons outlined above, to order:

1. **Remote work.** Except in Regions 6 and 8, any work capable of being performed remotely (i.e., without the worker leaving his or her home or place of residence) must be performed remotely. Although not required, in Regions 6 and 8, any work capable of being performed remotely should be performed remotely.
2. **Individual responsibility.** Any individual who leaves his or her home or place of residence must:
 - (a) Follow social distancing measures recommended by the Centers for Disease Control and Prevention (“CDC”), including remaining at least six feet from people from outside the individual’s household to the extent feasible under the circumstances; and
 - (b) Follow the rules described in Executive Order 2020-153, Masks, or any order that may follow from it.
3. **Public accommodations restrictions.** Subject to the exceptions in section 8 (“Regions 6 and 8”) and 9 (“Exceptions”), the following places are closed to entry, use, and occupancy by members of the public:
 - (a) Indoor theaters, cinemas, and performance venues;
 - (b) Until September 8, 2020 at 11:59 pm, indoor gymnasiums, fitness centers, recreation centers, sports facilities, exercise facilities, exercise studios, and the like;
 - (c) Millionaire Parties licensed by the Michigan Gaming Control Board; and
 - (d) Except as provided in subsection (e) of this section, indoor services or facilities, or outdoor services or facilities involving close contact of persons, for amusement or other recreational or entertainment purposes, such as amusement parks, arcades, bingo halls, bowling alleys, indoor climbing facilities, indoor dance areas, roller rinks, ice rinks, trampoline parks, carnival or amusement rides as defined by MCL 408.652(2), waterparks, and other similar recreational or entertainment facilities.
 - (e) Bowling alleys, roller rinks, and ice rinks may be open for the sole purpose of serving as a venue for organized sports under section 7 of this order.
4. **Bars.** Food service establishments, as defined in section 1107(t) of the Michigan Food Law, 2000 PA 92, as amended, MCL 289.1107(t), that hold on-premises retailer licenses to sell alcoholic beverages must close for indoor service if they earn more than 70% of their gross receipts from sales of alcoholic beverages (for purposes of calculating gross receipts, sales of lottery tickets do not count because they are remitted to the state, although commissions, incentives, bonuses and other payments from the Michigan Lottery do count).

- (a) Food service establishments that are closed for indoor service but open for outdoor service must prohibit patrons from entering the establishment, except to walk through in order to access the outdoor area, to leave the establishment, or to use the restroom.
- (b) For purposes of calculating its percentage of gross receipts from sales of alcoholic beverages under this section, a food service establishment must use:
 - (1) Gross receipts from 2019; or
 - (2) If the establishment was not in operation in 2019, gross receipts from the date the establishment opened in 2020.

5. Liquor license restrictions. Dance and topless activity permits issued under subsections 2 or 3 of section 916 of the Michigan Liquor Control Code, 1998 PA 58, as amended, MCL 436.1916(2) and (3), are temporarily suspended. Combination dance–entertainment permits and topless activity–entertainment permits issued under subsection 4 of section 916 of the Michigan Liquor Control Code, MCL 436.1916(4), are suspended to the extent they allow dancing and topless activity, but remain valid to the extent they allow other entertainment.

- (a) In enforcing the Michigan Liquor Control Code, the Michigan Liquor Control Commission will consider whether the public health, safety or welfare requires summary, temporary suspension of a license under section 92(2) of the Administrative Procedures Act of 1969, 1969 PA 306, as amended, MCL 24.292(2).
- (b) Nothing in this order or in the Executive Order 2020-175, Workplace Safeguards, prevents food service establishments from selling alcoholic beverages for off-premises consumption to patrons who are not seated at a table, or requires such patrons to remain seated when ordering such beverages.
- (c) Nothing in this order or in Executive Order 2020-175, Workplace Safeguards prevents the holder of a social district license under section 551 of the Michigan Liquor Control Code, 1998 PA 58, as amended, MCL 436.1551 from selling alcoholic beverages for consumption in a commons area within a designated social district to patrons who are not seated at a table, or requires such patrons to remain seated when ordering such beverages.

6. Gatherings, events, and large venues.

- (a) Except in Regions 6 and 8 (see section 8), social gatherings and organized events among persons not part of the same household are permitted provided that organizers and venues ensure that:

- (1) Persons not part of the same household maintain six feet of distance from one another, including by designing the gathering or event to encourage and maintain social distancing;
 - (2) If a gathering or event is indoors, it does not exceed 10 people; and
 - (3) If a gathering or event is outdoors, it does not exceed 100 people.
- (b) Subsection (a) applies to workplace gatherings and events (such as meetings and trainings), but does not apply to the incidental gathering of persons in a shared space, including an airport, bus station, factory floor, restaurant, shopping mall, public pool, or workplace.

7. Organized sports.

- (a) For purposes of this order, “organized sports” means competitive athletic activity requiring skill or physical prowess and organized by an institution or association that sets and enforces rules to ensure the physical health and safety of all participants (“sports organizer” or “sports organizers”).
- (b) Athletes participating in an organized sport, while on the field of play, are not subject to the social distancing requirements of this order found in sections 2(a) and 6(a)(1), but instead must maintain six feet of distance from one another to the extent compatible with that organized sport, and wear a facial covering except when swimming. Sports organizers shall ensure that athletes comply with this subsection for each organized sporting event.
- (c) Sports organizers should follow the guidance of the Department of Health and Human Services regarding whether and how a sport can be played safely.
- (d) For indoor organized sports competitions, sports organizers must ensure that the live audience is limited to the guests of the athletes with each athlete designating up to two guests. For outdoor organized sports competitions, sports organizers must ensure that either (i) the live audience is limited to the guests of the participants with each athlete designating up to two guests or (ii) the live audience is limited to the extent that 100 people or fewer are gathered for the event including all participants (athletes, coaches, staff, etc.).
- (e) For indoor organized sports, sports organizers must ensure that no concessions are sold at the venue.
- (f) Notwithstanding any other provision of this order, professional sports leagues and teams, including professional athletes engaged in individual sports, may engage in professional sports operations, provided that:
 - (1) No live audiences are allowed, except for staff of the facility at which a sporting event is held and media personnel reporting on, filming, or otherwise documenting the sporting event;

- (2) The activities are conducted pursuant to a COVID-19 safety plan that is consistent with any guidance from the Centers for Disease Control and Prevention and the Michigan Department of Health and Human Services; and
- (3) Participants maintain six feet of distance from one another to the extent compatible with the sporting activity.

8. Regions 6 and 8.

- (a) Notwithstanding section 6(a)(3) of this order, an outdoor social gathering or outdoor organized event among persons not part of the same household is permitted in Regions 6 and 8 provided that the gathering or event does not exceed 250 people and complies with the social distancing requirement of subsection 6(a)(1) of this order.
- (b) In Regions 6 and 8, a business or venue whose operations would otherwise be restricted by section 3 of this order may be open to spectators or patrons provided that it:
 - (1) Arranges the venue such that persons not part of the same household may maintain six feet of distance from one another at all times while in the venue; and
 - (2) Limits the number of people in the venue to 25% of its maximum capacity or to 250, whichever is smaller. For purposes of this order, each separate auditorium or screening room is a separate venue.
- (c) In Regions 6 and 8, and notwithstanding the restrictions in subsection (a) of this section, an outdoor concert space, race track, sports arena, stadium, or similar outdoor venue may be open to spectators or patrons provided that it:
 - (1) Arranges the venue such that persons not part of the same household may maintain six feet of distance from one another at all times while in the venue; and
 - (2) Limits the number of people in the venue to 25% of its maximum capacity or to 500, whichever is smaller.

9. Exceptions.

- (a) The public accommodations restrictions imposed by section 3 of this order do not apply to any of the following:
 - (1) Services necessary for medical treatment as determined by a licensed medical provider;
 - (2) Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;

- (3) Crisis shelters or similar institutions;
 - (4) Food courts inside the secured zones of airports; and
 - (5) Employees, contractors, vendors, or suppliers who enter, use, or occupy the places described in section 3 of this order in their professional capacity.
- (b) The 10-person indoor gathering limitation imposed by section 6(a)(2) does not apply to any of the following:
- (1) Aspects of training of law enforcement, medical, or first responder personnel not capable of being performed remotely;
 - (2) Polling places.
10. **Parks.** Unless otherwise prohibited by local regulation, outdoor parks and recreational facilities may be open, provided that they make any reasonable modifications necessary to enable employees and patrons not part of the same household to maintain six feet of distance from one another, and provided that areas in which social distancing cannot be maintained are closed, subject to guidance issued by the Michigan Department of Health and Human Services.
11. **Pools.** Effective September 9, 2020, unless otherwise prohibited by local regulation, public swimming pools may be open in all Regions, subject to the rules in the Workplace Safeguards order (Executive Order 2020-175 or any order that may follow from it). This section does not apply to waterparks, which are subject to section 3(c) of this order, except in Regions 6 and 8.
12. **Region definitions.** For purposes of this order, Michigan comprises eight separate regions.
- (a) Region 1 includes the following counties: Monroe, Washtenaw, Livingston, Genesee, Lapeer, Saint Clair, Oakland, Macomb, and Wayne.
 - (b) Region 2 includes the following counties: Mason, Lake, Osceola, Clare, Oceana, Newaygo, Mecosta, Isabella, Muskegon, Montcalm, Ottawa, Kent, and Ionia.
 - (c) Region 3 includes the following counties: Allegan, Barry, Van Buren, Kalamazoo, Calhoun, Berrien, Cass, Saint Joseph, and Branch.
 - (d) Region 4 includes the following counties: Oscoda, Alcona, Ogemaw, Iosco, Gladwin, Arenac, Midland, Bay, Saginaw, Tuscola, Sanilac, and Huron.
 - (e) Region 5 includes the following counties: Gratiot, Clinton, Shiawassee, Eaton, and Ingham.
 - (f) Region 6 includes the following counties: Manistee, Wexford, Missaukee, Roscommon, Benzie, Grand Traverse, Kalkaska, Crawford, Leelanau, Antrim,

Otsego, Montmorency, Alpena, Charlevoix, Cheboygan, Presque Isle, and Emmet.

(g) Region 7 includes the following counties: Hillsdale, Lenawee, and Jackson.

(h) Region 8 includes the following counties: Gogebic, Ontonagon, Houghton, Keweenaw, Iron, Baraga, Dickinson, Marquette, Menominee, Delta, Alger, Schoolcraft, Luce, Mackinac, and Chippewa.

13. **Separation of powers.** Nothing in this order should be taken to interfere with or infringe on the powers of the legislative and judicial branches to perform their constitutional duties or exercise their authority. Similarly, nothing in this order shall be taken to abridge protections guaranteed by the state or federal constitution under these emergency circumstances.
14. **Religious worship.** Consistent with prior guidance, neither a place of religious worship nor its owner is subject to penalty under section 18 of this order for allowing religious worship at such place. No individual is subject to penalty under section 18 of this order for engaging in religious worship at a place of religious worship.
15. **Consistency with state and federal law.** Nothing in this order, or any other executive order, should be taken to modify, limit, or abridge protections provided by state or federal law for a person with a disability.
16. **Effective date and effect on prior orders.** Except as otherwise specified, this order takes effect at 12:01 a.m. on September 4, 2020. At that time, Executive Orders 2020-160 and 2020-162 are rescinded, except that nothing in this order shall be construed to affect any prosecution based on conduct that occurred before the effective date of this order. Except as otherwise specified, nothing in this order supersedes any other executive order.
17. **Future orders.** In determining whether to maintain, intensify, or relax the restrictions in this order, I will consider, among other factors, (1) data on COVID-19 infections and the disease's rate of spread; (2) whether sufficient medical personnel, hospital beds, and ventilators exist to meet anticipated medical need; (3) the availability of personal protective equipment for the health care workforce; (4) the state's capacity to test for COVID-19 cases and isolate infected people; and (5) economic conditions in the state.
18. **Penalty.** Consistent with MCL 10.33 and MCL 30.405(3), willful violation of this order is a misdemeanor.

Given under my hand and the Great Seal of the State of Michigan.



Date: September 3, 2020

Time: 2:32 pm

GRETCHEN WHITMER
GOVERNOR

By the Governor:

SECRETARY OF STATE

Good afternoon Instructors,

First off, I would like to extend my sincere appreciation to you all for being flexible this fall with your programs. We are trying our best to let the community know that the Recreation Authority is not closed, our building is closed. I believe that our programs are a vital part of keeping together the community during these times. I know we can offer safe programming while still having fun!

Listed below are the updated programs to date. Please locate your program(s) below to find out what park your class is being held at. As your program gets closer, we can work on any logistics for you class that you may need. I will be checking in with you individually as the weeks come. You may notice that some programs have “?” for the end date. For those programs we are going to go as long as possible outside. We will adjust any refunds if a class cannot be completed. We will include this note on all marketing material for the participants: *Program will begin outdoors at a park in Eastpointe or Roseville and will be able to move indoors to the Recreation Authority Center if current restrictions by the State are lifted. If the program cannot be completed outdoors as the program progress later on in the season and restrictions are not lifted, partial refunds will be distributed.*

As noted, if we are in fact able to open our facility and are able to accommodate the class, we will move it back inside with new guidelines.

Like all programming, the Recreation Authority will make a decision on the classes if they are to be cancelled due to inclement weather and contact the participants. However, if inclement weather pops up randomly after hours, park attendants will assist with the cancellation at the park.

There is a lot of re-organizing to do / re-planning so please bear with me as I organize these programs. I want nothing more than for these reprograms to be successful this fall!

If you have any questions, please let me know. Thank you again and have a wonderful Thursday!

COVID-19 Program Updates

Updated 8/11/2020

Storytime Yoga (Both age groups)

Thursdays, September 17 – October 15 6:00 – 6:45pm / 7:00-7:45pm

Location: Veteran’s Memorial Park Gazebo, Roseville

Resident: \$25.00 Non-Resident: \$30.00

*Pre-registration required!

Updated 8/13/2020

Parent and Tot Playschool

Mondays, September 14 – October 12 9:00 – 10:00am

Tuesdays, September 15 – October 13 6:00 – 7:00pm

Wednesdays, September 16 – October 14 9:00 – 10:00am

Location: Veteran’s Memorial Park Pavilion, Roseville

Resident: \$28.00 Non-Resident: \$33.00

*Pre-registration required!

Super Tiny Tots

Tuesdays, September 15 – October 13 10:30am - Noon

Location: Veteran's Memorial Park Pavilion, Roseville

Resident: \$33.00 Non-Resident: \$38.00

*Pre-registration required!

Animal Crackers

Tuesdays, September 15 – October 13 9:00 – 10:00am

Location: Veteran's Memorial Park Pavilion, Roseville

Resident: \$28.00 Non-Resident: \$33.00

*Pre-registration required!

Wee Wonders Playschool

Mondays, September 14 – October 12 10:30am – 12:30pm

Wednesdays, September 16 – October 14 10:30am – 12:30pm

Fridays, September 18 – October 16 10:30am – 12:30pm

Location: Veteran's Memorial Park Pavilion, Roseville

Resident: \$43.00 Non-Resident: \$48.00

*Pre-registration required!

Crafty Crafters

Fridays, September 18 – October 16 4:30 – 5:45pm

Location: Veteran's Memorial Park Pavilion, Roseville

Resident: \$30.00 Non-Resident: \$35.00

*Pre-registration required!

Super Scientist

Tuesdays, September 15 – October 13 9:00 – 10:00am

Location: Veteran's Memorial Park Pavilion, Roseville

Resident: \$30.00 Non-Resident: \$35.00

*Pre-registration required!

Updated 8/18/2020

ARC Babysitter Training

Saturday, September 26 9:00am – 5:00pm

Location: Kennedy Park, Eastpointe (East Pavilion)

Resident: \$55.00 Non-Resident: \$65.00

*Pre-registration required!

I am a Star (Self-Defense)

Tuesdays, September 15 – October 13 5:30 – 6:30pm

Location: Veteran's Memorial Park Gazebo, Roseville

Resident: \$25.00 Non-Resident: \$30.00

*Pre-registration required!

Youth/Teen/Ault Tennis Lessons (Session 1)

Tuesdays, September 15 – October 20 5:30 – 8:30pm

Location: Spindler Park Tennis Courts, Eastpointe

Resident: \$63.00 Non-Resident: \$68.00

*Pre-registration required!

Updated 8/20/2020

Tiny Tumblers Gymnastics

Thursdays, September 10 – October 29 5:00 – 5:30pm / 6:00 – 6:55pm

Location: Kennedy Park, Eastpointe (East Pavilion) – using Flat cemented area right along the pavilion

Resident: \$110.00 Non-Resident: \$115.00

*Pre-registration required!

Creative Movement Dace Classes

Mondays, starting September 14 - ? 6:00 – 8:00pm

Wednesdays, starting September 16 - ? 6:00 – 8:00pm

Saturdays, starting September 19 - ? Noon – 2:00pm

Location: Kennedy Park, Eastpointe (In-line Skating area)

Resident: \$50.00 Non-Resident: \$55.00

*Pre-registration required!

Yoga – FitnessRX

Mondays, starting September 14 – ? 6:15 – 7:15pm

Location: Dooley Park Pavilion, Roseville

Resident: \$79 Non-Resident: \$84

*Pre-registration required!

Fusion & Yoga – FitnessRX

Thursdays, starting September 14 – ? 6:15 – 7:15pm

Location: Dooley Park Pavilion, Roseville

Resident: \$79 Non-Resident: \$84

*Pre-registration required!

Fusion & Yoga – FitnessRX

Wednesdays, starting September 16 – ? 7:00 – 8:00pm

Location: Dooley Park Pavilion, Roseville

Resident: \$79 Non-Resident: \$84

*Pre-registration required!

Zumba

Wednesdays, starting September 9 – October 28 6:30 – 7:15pm

Location: Veteran's Memorial Park Gazebo, Roseville

Drop-in fee: \$8/class, cash only to the instructor

Sara Frederick, Assistant Director

Recreational Authority of Roseville & Eastpointe

18185 Sycamore, Roseville, MI 48066

Ph: 586-445-5480 www.rare-mi.org



Recreational Authority of Roseville-Eastpointe
18185 Sycamore, Roseville, MI 48066
586-445-5480
www.rare-mi.org

August 21, 2020

To: East Detroit Tiger Cats
From: Anthony Lipinski, Executive Director, Recreation Authority of Roseville & Eastpointe
RE: Invoice for 2019 Tiger Cats Football season

INVOICE

Please consider this an Invoice for utilizing the Football Stadium at Memorial Park, Eastpointe Michigan for the 2019 Tiger Cats football season. The season consisted of 6 game dates at \$375 per date resulting in a balance of \$2,250. Additional documentation is attached with a breakdown of dates and times utilized at the stadium.

Please remit payment and statement form to:
R.A.R.E., 18185 Sycamore, Roseville, MI 48066.

If you wish to pay by credit or debit a service fee will be assessed and must be made in person Monday – Friday 8:30 a.m. – 4:00 p.m. Cash payments should also be made in person, please do not mail cash.

Should you need more information please call me at 586-445-5480.

CC: Recreational Authority Board

STATEMENT

Receipt # 126431
Statement Date: 07/01/2019
Statement #: 240
Household #: 19432
Home Phone: ~~XXXXXX~~
Work Phone: (586) -



Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Phone: (586)445-5480

Facility Reservation Details

Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Connie Vicars, HM: (586)563-0065	375.00	0.00	375.00
Reserv. Number:	23071	Status:	Firm	
Purpose:	East Detroit Tiger Cats Games (Start: 10 am, 12 pm, 2 pm, 4 pm)			
Date(s):	Sat @ 8:00 AM - 7:00 PM: 09/14/19			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Connie Vicars, HM: (586)563-0065	375.00	0.00	375.00
Reserv. Number:	23071	Status:	Firm	
Purpose:	East Detroit Tiger Cats Games (Start: 10 am, 12 pm, 2 pm, 4 pm)			
Date(s):	Sat @ 8:00 AM - 7:00 PM: 09/21/19			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Connie Vicars, HM: (586)563-0065	375.00	0.00	375.00
Reserv. Number:	23071	Status:	Firm	
Purpose:	East Detroit Tiger Cats Games Homecoming (Start: 10 am, 12:30 pm, 3 pm, 5:30 pm)			
Date(s):	Sat @ 8:00 AM - 8:00 PM: 09/28/19			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Connie Vicars, HM: (586)563-0065	375.00	0.00	375.00
Reserv. Number:	23369	Status:	Firm	
Purpose:	East Detroit Tiger Cats Games (Start: 10am, 12pm, 2pm, 4pm)			
Date(s):	Sat @ 8:00 AM - 7:00 PM: 10/05/19			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Connie Vicars, HM: (586)563-0065	375.00	0.00	375.00
Reserv. Number:	23379	Status:	Firm	
Purpose:	East Detroit Tiger Cats Games (Starts: 10am, 12pm, 2pm, 4pm)			
Date(s):	Sun @ 8:00 AM - 7:00 PM: 10/06/19			

STATEMENT

Receipt # 126431
Statement Date: 07/01/2019
Household #: 19432

Facility: **Memorial Park - EP, Football Stadium**
Address: 24820 Flower, Eastpointe, MI, 48021
Reserv. Contact: **Connie Vicars, HM: (586)563-0065**
Reserv. Number: 23071 Status: Firm
Purpose: East Detroit Tiger Cats Games (Start: 10 am, 12 pm, 2 pm, 4 pm)
Date(s): Sun @ 8:00 AM - 7:00 PM: 10/13/19

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
375.00	0.00	375.00

TOTAL INVOICED FEES	2,250.00
TOTAL INVOICED DISCOUNTS	0.00
TOTAL SALES TAX ON FEES	0.00
PREVIOUS AMOUNT PAID AGAINST FEES	0.00
PREVIOUS AMOUNT PAID AGAINST TAX	0.00
CURRENT INVOICE AMOUNT DUE	2,250.00
CURRENT OVERALL HOUSEHOLD BALANCE	2,250.00

Please detach this page from rest of your statement and return it with your remittance by the due date indicated. We will credit your account as soon as we receive your payment. If you would like a payment receipt sent to you, please make a check in the box below. Thank you for prompt attention to this statement. I would like a receipt sent to me: YES _____ NO _____

Please return the lower portion with your remittance

Household #: 19432

Billing Date: 07/01/2019 Statement Number: 240
Due Date: 12/01/2019

Amount Due: \$2,250.00

XXXXXXXXXX
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Remit To:
Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Facility Reservation

Amount Paid: _____

Payment Type: _____ Check _____ Credit Card

Card Number: _____ Exp Date: _____

X

I agree to pay the above amounts listed as credit card charges according to credit card issuer agreements.

The count for this line item will not be known until after the reservation date. Therefore, both the count and the extension are left at zero for reservation purposes, but will be updated after the reservation date. As soon as this data is available, you will be invoiced for the current amount due. Please remit to our office within 10 days of the invoice date.



RECREATIONAL AUTHORITY OF ROSEVILLE-EASTPOINTE

18185 SYCAMORE, ROSEVILLE, MI 48066 586-777-7177

OFFICE HOURS: 8:30 A.M.—4:00 P.M. - MONDAY—FRIDAY

www.rare-mi.org



SENIOR ACTIVITIES NEWSLETTER

SEPTEMBER 2020

Mary L. Grant, Senior Director

Kim Steele, Office Support

Katie Birchall, Program Aide

CORONAVIRUS UPDATE

Greetings to all! We sure do miss seeing our seniors and all of your smiling faces and hope that this newsletter finds you safe and healthy! The Senior Center Staff continues to work diligently to navigate through these unprecedented times. Our building is currently closed until further notice. The staff has been reporting with a limited schedule and we plan to offer a few programs in the Senior Center parking lot during the month of September. We will be wearing our masks during these events and keeping our social distance. Please note: The Game Show Party has been cancelled as well as the Magnificent Mid-Michigan Trip. The best way to keep in touch with us is by telephone, email mgrant@rare-mi.org, or our website www.rare-mi.org. While we very much look forward to welcoming you back as soon as we can, we have to be sure the environment here is safe for all. We are committed to helping our vulnerable population stay COVID-19 free!!! When we are given the green light to open up the facility, we will be doing so in phases. In the first phase, we will allow seniors to come into the center by appointment only.

DJ PARKING LOT DANCE PARTY

Sponsored by:  **ADVANTAGE**
LIVING CENTERS
SENIOR LIVING • REHABILITATION • SKILLED NURSING

It's time to bring a little fun and excitement back into our seniors' lives. How about joining us for our first time ever parking lot music and dance event. On Thursday, September 17th from 3:00 p.m.—4:30 p.m. our Disc Jockey Eugene will be located underneath the senior entrance, and will be spinning tunes from the 50's, 60's, and 70's. The fee is \$5.00 per car. In order to adhere to social distancing standards, participants can sit in their cars and listen to the music, or bring lawn chairs and sit in front of your vehicle. If you feel the need to dance to the music you can do that as well!!! Refreshments will be provided by Senior Care Authority and brought to your car by the Senior Center staff and sponsors. So now that you have something to look forward to, mark your calendar and plan to join us for this special event. Cars will be permitted in the Senior Center lot beginning at 2:30 p.m.

A SPECIAL THANK-YOU

We would like to take this opportunity to thank American House East II located at 18760 13 Mile Road in Roseville for their large donation of puzzles, games, and craft items for our Takeaway Tuesday events. Their continued support of our programs is greatly appreciated.

TAKEAWAY TUESDAYS - 10:00 AM—12:00 NOON

Beginning with Tuesday, September 8th, we will have Takeaway Tuesday. You may be wondering what this means? On these days, we will be giving away items for you to pick up under our parking lot awning, and take back home. Supplies are limited, so first come, first served. The following is a list of fun things that will be available:

September 8th—Games and Jigsaw Puzzles

September 15th—Word Puzzle and Coloring Packets

September 22nd—National Ice Cream Cone Day—Drumstick Ice Cream Cones

September 29th—Craft Kit

FALL PLANT EXCHANGE AND SALE SENIOR CENTER PARKING LOT

Have a plant? Bring a plant! Need a plant? Take a plant!

All are invited to participate in our Fall Plant Exchange and Sale which is scheduled for Monday, September 21st from 10:00 a.m.—1:00 p.m. We encourage participants to bring plants to the event on the day of the sale. Please label your plants with as much information as possible. Plants will be exchanged based on size and value of items donated. Plants will also be available for purchase on the day of the event. This is a great way to give back to the community. All proceeds benefit the Senior Center. The event will be held rain or shine.

COMPLETE YOUR 2020 CENSUS NOW!

New 2020 Census completion deadline is September 30, 2020. Respond today online at www.my2020census.gov or by telephone at 844-330-2020. It's safe and your community counts on it. Be Counted! If you need assistance filling out your form, please contact the Senior Center office and we will be happy to assist you.

SENIOR TO GO MEALS

Due to the COVID-19 pandemic, Macomb County Dining Senior Style lunch sites have closed. Until they reopen, the Office of Senior Services has two meal pick up sites. Meals will be available Monday-Friday from 10:00 a.m.—12:00 p.m. There are a limited number of meals available each day. To qualify, you must be: 60 years or older, Macomb County resident, and show photo ID. Limit one meal per person. Distribution locations: Stillwell Manor (Parking Lot) at 26600 Burg Road, Warren 48089 (located off 11 Mile Road, near Hoover) and Mount Clemens Farmer's Market at 141 North River Road, Mt. Clemens 48043 (located between the YMCA and the Gibraltar Trade Center). For more information, contact the Office of Senior Services at 586-469-5228.

SENIOR VAN TRANSPORTATION

Senior Van Transportation is running Monday—Friday with limited hours. Riders must wear a mask and barriers have been installed between the driver and the rider for your safety. Rides are a \$1.00 each way and must be scheduled in advance. For complete details, please contact the Senior Van Transportation lines Monday—Friday, 9:00 a.m. to 3:00 p.m.

Eastpointe residents should call 586-445-5085

Roseville residents should call 586-445-5482

STATE OF MICHIGAN JUDICIAL DISTRICT 16th JUDICIAL CIRCUIT COUNTY PROBATE		SUMMONS	CASE NO. 20-1983-NI
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Court address
40 N. Main Street, Mt. Clemens, MI 48043

Court telephone no.
(586) 469-7171

Plaintiff's name(s), address(es), and telephone no(s).
DEBORAH PANAGIOTIDIS

Plaintiff's attorney, bar no., address, and telephone no.
JOHN C. CAHALAN (P77404)
Cahalan & Krall, PLLC
26640 Harper Avenue
Saint Clair Shores, MI 48081
(586) 299-1300

v

Defendant's name(s), address(es), and telephone no(s).

Defendant 1: RECREATIONAL AUTHORITY OF
EASTPOINTE and ROSEVILLE

18185 Sycamore
Roseville, MI 48066

Defendant 2: ROGER VANDENABEELE

~~XXXXXXXXXX~~
~~XXXXXXXXXX~~

Defendant 3: MICHIGAN ASSIGNED CLAIMS PLAN
PO Box 532318
Livonia, MI 48153

Instructions: Check the items below that apply to you and provide any required information. Submit this form to the court clerk along with your complaint and, if necessary, a case inventory addendum (form MC 21). The summons section will be completed by the court clerk.

Domestic Relations Case

- ☐ There are no pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.
- ☐ There is one or more pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint. I have separately filed a completed confidential case inventory (form MC 21) listing those cases.
- ☐ It is unknown if there are pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.

Civil Case

- ☐ This is a business case in which all or part of the action includes a business or commercial dispute under MCL 600.8035.
- ☐ MDHHS and a contracted health plan may have a right to recover expenses in this case. I certify that notice and a copy of the complaint will be provided to MDHHS and (if applicable) the contracted health plan in accordance with MCL 400.106(4).
- ☒ There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.
- ☐ A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has

been previously filed in ☐ this court, ☐ _____ Court, where

it was given case number _____ and assigned to Judge _____.

The action ☐ remains ☐ is no longer pending.

Summons section completed by court clerk.

SUMMONS

NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. You are being sued.
2. **YOU HAVE 21 DAYS** after receiving this summons and a copy of the complaint to **file a written answer with the court** and serve a copy on the other party **or take other lawful action with the court** (28 days if you were served by mail or you were served outside this state).
3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.
4. If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

Issue date JUN 08 2020	Expiration date SEP 08 2020	Court clerk <i>Fred Miller</i>
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*This summons is invalid unless served on or before its expiration date. This document must be sealed by the seal of the court.

STATE OF MICHIGAN
IN THE SIXTEENTH CIRCUIT COURT FOR THE COUNTY OF MACOMB

DEBORAH PANAGIOTIDIS,

Plaintiff,

v.

ROGER VANDENABEELE, an individual,
RECREATIONAL AUTHORITY of ROSEVILLE
and EASTPOINTE, A Public Corporation,
MICHIGAN ASSIGNED CLAIMS PLAN,

Defendants, jointly and severally.

John C. Cahalan (P77404)
Attorney for Plaintiff
26640 Harper Avenue
St. Clair Shores, MI 48081
888.465-7255
John@CKlawservices.com

20-1983-NI
Case No. 2020-
Hon. RICHARD L. CARETTI
Circuit Court Judge

RECEIVED
JUN 08 2020
FRED MILLER
Macomb County Clerk

There is no other civil action between these parties arising out of the same transaction or occurrence as alleged in this Complaint pending in this court, nor has any such action been previously filed and dismissed or transferred after having been assigned to a judge, nor do I know of any civil action, not between these parties arising out of the same transaction or occurrence as alleged in this Complaint that is either pending or was previously filed and dismissed, transferred, or otherwise disposed of after having been assigned to a judge in this Court.

/s/ John C. Cahalan
John C. Cahalan
Attorney for the Plaintiff

PLAINTIFF'S COMPLAINT

NOW COMES the above-named Plaintiff, DEBORAH PANAGIOTIDIS, by and through her attorneys, CAHALAN & KRALL, PLLC, and for her Complaint against the above-named Defendants, states as follows:

GENERAL ALLEGATIONS

1. That at all times relevant herein, Plaintiff DEBORAH PANAGIOTIDIS is a resident of the City of Roseville, County of Macomb, State of Michigan.
2. That at all times relevant herein, Defendant DEBORAH PANAGIOTIDIS, is an individual and upon information and belief, resides in the County of Macomb, State of Michigan.
3. That at all times relevant herein, Defendant RECREATIONAL AUTHORITY of ROSEVILLE and EASTPOINTE (RARE), is a public corporation, that authorized to provide public transportation in the State of Michigan and is doing business in the County of Macomb, State of Michigan.
4. Defendant, ROGER VANDENABEELE, was at all times material to this Complaint an agent, servant and/or employee of Defendant RARE, who was acting within the course and scope of his employment, operating a bus as a RARE bus driver when he caused injuries to Plaintiff PANAGIOTIDIS by his negligent and / or gross negligent operation of his RARE bus.
5. At all times relevant hereto, Defendant RARE was the owner of the bus being driven by Defendant VANDENABEELE and are therefore liable for his negligent acts and / or omissions.
6. Defendant, MICHIGAN ASSIGNED CLAIMS PLAN, is an entity created by the No-Fault Act, MCL 500.3101, et seq.
7. This matter arises out of a June 13, 2019 motor vehicle accident that occurred on in the City of Roseville, County of Macomb, and State of Michigan.
8. All acts, transactions and/or occurrences giving rise to the injuries complained of herein, arose within the confines of the City of Roseville, County of Macomb, and State of Michigan.
9. Proper notice has been given and venue is proper in the County of Macomb pursuant to MCLA 124.419.
10. That the amount in controversy exceeds \$25,000.00.

COUNT 1: NEGLIGENCE and/or GROSS NEGLIGENCE OF DEFENDANT ROGER VANDENABEELE

11. Plaintiff incorporates by reference all allegations complained of in paragraphs 1-9 herein.
12. That on or about June 13, 2019, Plaintiff DEBORAH PANAGIOTIDIS, was the passenger of a bus owned by Defendant RARE and operated by Defendant ROGER VANDENABEELE.

13. That on or about June 13, 2019, the bus operated by Defendant VANDENABEELE was involved in an accident at 13 Mile Rd. and Gratiot.
14. Plaintiff PANAGIOTIDIS sustained injuries when the bus operated by Defendant VANDENABEELE came to a sudden abrupt stop as a result of Defendant VANDENABEELE being distracted.
15. That Defendant VANDENABEELE, herein owed a duty to Plaintiff to drive with due care and caution and to obey the statutes of the State of Michigan then and there applicable to the operation of a motor vehicle and to obey the common laws of the State of Michigan applicable to said statutes.
16. Notwithstanding such duties Defendant VANDENABEELE, did violate the same herein and said negligence did consist of more particularly:
 - a. Failing to refrain from reckless driving in violation of MCL 257.626;
 - b. Failing to refrain from careless driving in violation of MCL 257.626(b);
 - c. Failing to drive at a rate of speed such as to maintain an assured, safe, clear distance ahead in violation of MCL 257.627 (1);
 - d. Driving said motor vehicle at a high rate of speed greater than would be permitted to be stop within the assured clear distance ahead taking into consideration the road, the weather, traffic and any and all other conditions then and there existing, in violation of MCLA 257.627;
 - e. Failing to keep a proper lookout for other vehicles who are lawfully on the highway in light of existing traffic conditions; and
 - f. In violation of any and other duties that become known and available upon further discovery.
17. That as a direct and proximate result of the negligent and/or grossly negligent acts and/or omissions of the Defendant VANDENABEELE, Plaintiff sustained serious injuries including but not limited to a large subdural hematoma, significant injuries to both knees, severe contusions, back injuries, neck injuries, and head injuries.
18. That as a direct and proximate result of the Defendant VANDENABEELE's negligence afore described, Plaintiff was caused to suffer severe shock as well as physical and mental pain as a result of the aforementioned injuries, all of which caused injuries and damages to various parts of the body described hereinbefore, or in the alternative, or in addition, an aggravation of a pre-existing condition and/or in addition, or in the alternative, injuries to latent or unknown pre-existing conditions.

19. That Plaintiff alleges all of the foregoing injuries, loss and conditions are painful, humiliating, continuing pain.
20. That as a direct and proximate result of said Defendant's negligence, Plaintiff will be forced in the future to undergo medical treatment and have incurred hospital, medical and drug expenses, that the Plaintiff's social and recreational life was and will be in the future permanently reduced.

WHEREFORE, Plaintiff demands judgment against the Defendant VANDENABEELE, in whatever amount Plaintiff is found to be entitled that is in excess of Twenty Five Thousand (\$25,000.00) Dollars, together with costs, interest, attorney fees and any other remedy the Court deems just and proper.

**COUNT II-OWNERS LIABILITY MCL 257.401 and MCL 691.1405 AS TO
DEFENDANT RARE**

21. Plaintiffs hereby restate and reallege paragraphs 1 through 20 as if fully set forth herein.
22. Defendant RARE was the owner of the bus driven by Defendant VANDENABEELE who negligently operated the above described bus and caused the injury to Plaintiff PANAGIOTIDIS.
23. Defendant VANDENABEELE had the express and or implied consent and permission to use the bus he was driving at the time of the collision.
24. Defendant, RARE owed certain duties to the general public and specifically to Plaintiff's Decedent to prevent their bus from being operated in a negligent manner.
25. Defendant RARE negligently breached the above duties by allowing their bus to be operated by a person who negligently operated the bus in violation of MCL § 257.401 and MCL § 691.1405.
26. Defendant RARE, as the owner of the bus involved in the subject collision, is liable to Plaintiff by the following negligent acts committed by Defendant VANDENABEELE identified below as well as those acts identified within Count One of this Complaint:
 - a. Failure to use due care and caution while operating the bus;
 - b. Failure to operate a 40,000 lb bus in a safe manner and endangering other drivers and occupants of other vehicles, so as to demonstrate a substantial lack of concern for public safety, amounting to gross negligence;
 - c. Negligently driving a vehicle upon a public highway in a willful or wanton disregard for the safety of others, in violation of MCL § 257.648;

- d. Driving in a careless manner in violation of MCL § 257.626b;
 - e. Negligent failure to keep a sharp and careful lookout and to be attentive to existing traffic conditions in violation of MCL § 257.648;
 - f. Negligent failure to drive with due care and/or caution as required under the circumstance in violation of MCL § 257.627(1);
 - g. Failure to obey all applicable statutes and/or city ordinances; and
 - h. All other breaches that will become known through litigation.
27. As a direct and proximate result of the negligence and/or gross negligence and/or willful and wanton misconduct of Defendant VANDENABEELE, for which Defendant RARE is liable, Plaintiff, suffered the following injuries and damages:
- a. large subdural hematoma;
 - b. Severe contusions;
 - c. Significant injuries to both knees;
 - d. Back injuries
 - e. Neck injuries
 - f. head injuries
 - g. Mental, emotional and psychological pain, during and after the incident;
 - h. Conscious pain and suffering experienced during and after the incident;
 - i. Reasonable medical expenses for Plaintiff PANAGIOTIDIS; and
 - j. Any and all injuries which may become known throughout the course of discovery as a result of this crash.

WHEREFORE, Plaintiff respectfully requests a judgment in her favor and against Defendants, joint and severally, in excess of Twenty Five Thousand Dollars (\$25,000.00), exclusive of costs, interest and attorney fees.

COUNT III- NEGLIGENCE/VICARIOUS LIABILITY OF DEFENDANT RARE

28. Plaintiff hereby restates and realleges paragraphs 1 through 27 as if fully set forth herein.
29. Upon all information and belief, Defendant VANDENABEELE was an employee of Defendant RARE acting within the course and scope of his employment while operating the bus, which is owned by Defendant RARE.
30. At all relevant times, Defendant VANDENABEELE was a permissive user of the bus owned by RARE.
31. Defendant RARE is liable for the negligence of its employee, Defendant VAN DENABEE, under the Doctrine of Respondent Superior.
32. Defendant, RARE, is liable for the negligence of Defendant VAN DENABEE pursuant to the Doctrine of Respondent Superior, and one of the exceptions to governmental immunity, MCLA § 691.1405 and MCLA § 691.1407.
33. That as a direct and proximate result of the negligence of Defendant, VANDENABEELE, Defendant RARE is vicariously liable to Plaintiff PANAGIOTIDIS who suffered the following injuries:
- a. large subdural hematoma;
 - b. Severe contusions;
 - c. Significant injuries to both knees;
 - d. Back injuries
 - e. Neck injuries
 - f. head injuries
 - g. Mental, emotional and psychological pain, during and after the incident;
 - h. Conscious pain and suffering experienced during and after the incident;
 - i. Reasonable medical expenses for Plaintiff PANAGIOTIDIS; and
 - j. Any and all injuries which may become known throughout the course of discovery as a result of this crash.

WHEREFORE, Plaintiff respectfully requests judgment in their favor and against Defendant RARE in excess of Twenty Five Thousand Dollars (\$25,000.00), exclusive of costs, interest and attorney fees.

COUNT IV-NEGLIGENT ENTRUSTMENT AGAINST DEFENDANT RARE

34. Plaintiffs hereby restates and realleges paragraphs 1 through 33 as if fully set forth herein.
35. Upon all information and belief, Defendant RARE had the opportunity to observe and have knowledge of Defendant VANDENABEELE's driving practices and habits.
36. At all times relevant, Defendant RARE knew or reasonably should have known that by allowing VANDENABEELE to operate the above described bus he would likely wholly ignore any passenger safety procedures, which would reasonably result in the injury to a passenger.
37. Given VANDENABEELE's driving habits and Defendant RARE's failure to properly train Defendant VANDENABEELE on proper safety procedure, it was foreseeable that he would cause injury to a passenger, such as Plaintiff.
38. Defendant, RARE owed a duty to the general public and it's passengers, such as Plaintiff, to not negligently allow their vehicle to be driven by Defendant VANDENABEELE without due care and caution and not to allow the vehicle to be operated in such a manner as to endanger Plaintiff and in violation of the motor vehicle codes of the State of Michigan and the rules of common law.
39. Defendant, RARE, allowed the bus to be entrusted to Defendant VANDENABEELE with their express or implied consent or knowledge.
40. Contrary to the duties owed to it's passengers, specifically, Plaintiff PANAGIOTIDIS, Defendant RARE negligently breached these duties by allowing their bus to be operated by a person whom they knew or should have known would operate the vehicle in a careless, reckless, or incompetent manner, in violation of the motor vehicle codes of the State of Michigan and the rules of common law.
41. As a result of Defendant RARE's negligent entrustment of the motor vehicle to Defendant VANDENABEELE, Defendant VANDENABEELE was negligent as set forth in Count One, causing the following injuries:
 - a. large subdural hematoma;
 - b. Severe contusions;
 - c. Significant injuries to both knees;
 - d. Back injuries

- e. Neck injuries
- f. head injuries
- g. Mental, emotional and psychological pain, during and after the incident;
- h. Conscious pain and suffering experienced during and after the incident;
- i. Reasonable medical expenses for Plaintiff PANAGIOTIDIS; and
- j. Any and all injuries which may become known throughout the course of discovery as a result of this crash.

WHEREFORE, Plaintiff respectfully requests judgment in her favor and against Defendant RARE in excess of Twenty Five Thousand Dollars (\$25,000.00), exclusive of costs, interest and attorney fees.

**COUNT V: DECLATORY JUDGMENT AS TO PLAINTIFF'S PERSONAL
PROTECTION BENEFITS FROM THE OWNER OR OPERATOR
UNDER MCL 500.3115(1)**

- 42. Plaintiff re-incorporates all allegations contained in paragraphs 1 through 41.
- 43. That on or about June 13, 2019, Plaintiff PANAGIOTIDIS, was a passenger on Defendant RARE's public transportation bus.
- 44. That on or about June 13, 2019, upon information and belief, Defendant RARE and Defendant VANDENABEELE were self-insured by Defendant RARE under an automobile insurance policy which was approved by the Secretary of State and is in full force and in effect.
- 45. That on the aforesaid date, Plaintiff was injured in an automobile accident when she sustained serious and severe bodily injuries caused by an automobile collision involving Plaintiff, and Plaintiff's injuries involved a large subdural hematoma, severe contusions, significant knee sprain, memory loss, fear of driving and suffering serious and painful bodily function.
- 46. That as a result of said bodily injuries, Plaintiff have been required undergo medical care and treatment; and has further been caused to incur, and expense of traveling to and from the doctor's office and necessary services in lieu of those services would have performed for his own benefit if had not been injured.
- 47. Plaintiff seeks that this court adjudicate Defendant RARE as the responsible party for all personal protection benefits allowable under the No Fault Act pursuant to MCR 500.3115(1)(A) as the insurer of the owner of the vehicle that struck Plaintiff.

**COUNT VI: DECLATORY JUDGMENT AS TO PLAINTIFF'S ENTITLEMENT TO
PERSONAL PROTECTION BENEFITS AGAINST DEFENDANT MICHIGAN
ASSIGNED CLAIMS PLAN**

48. Plaintiff re-incorporates all allegations contained in paragraphs 1 through 47.
49. On June 13, 2019, Plaintiff sustained accidental bodily injuries arising out of the ownership, operation, maintenance, or use of a motor vehicle as a motor vehicle, within the meaning of the statutory provisions of MCL 500.3105.
50. As a direct and proximate result of said bodily injury, Plaintiff has sustained the following expenses and losses:
- a. Reasonable charges incurred for reasonably necessary products, services and accommodations for Plaintiff's care, recovery or rehabilitation;
 - b. Loss of income from work Plaintiff would have performed during the first three years after the date of the accident if Plaintiff had not been injured;
 - c. Expenses reasonably incurred in obtaining ordinary and necessary services in lieu of those that, if Plaintiff had not been injured, Plaintiff would have performed during the first three years after the date of the accident, not for lost income but the benefit of self or dependents.
51. On June 13, 2019, neither Plaintiff maintained no-fault insurance, neither Plaintiff was covered by no-fault insurance issued to a resident relative, the owner of the vehicle in which Plaintiffs were passengers did not maintain no-fault insurance, and the operator of the vehicle did not maintain no-fault insurance.
52. As a result of his injuries, Plaintiff incurred charges for reasonably necessary products and services for their care, recovery, and rehabilitation.
53. Plaintiff timely submitted Applications for Personal Injury Protection Benefits to Defendant.
54. Plaintiff also submitted treatment records from McLaren related to the accident at issue to Defendant.
55. To date, Defendant has failed to promptly assign Plaintiff's claim for no-fault benefits to an insurer, violating its duties under MCL 500.3171, MCL 500.3172, MCL 500.3173, MCL 500.3174, and MCL 500.3175.
56. Pursuant to MCL 500.3157, Plaintiffs are entitled to recover their expenses identified above from the no-fault insurer to which Defendant assigns his claim.

57. Despite Plaintiff's requests for assignment, Defendant has failed to so assign Plaintiff's claim.
58. Plaintiff is entitled to reasonable and actual attorney fees incurred in this action pursuant to MCL 500.3148.
59. Plaintiff is also entitled to interest applied to overdue payments pursuant to MCL 500.3142.
60. The insurance company to which Defendant assigns Plaintiff's claim will be first in priority to pay benefits.
61. Defendant is liable to Plaintiff for the claimed benefit should Defendant continue to violate its statutory duty to assign Plaintiffs' claim to an insurer.
62. Plaintiff claims as damages all outstanding personal protection insurance benefits, 12% penalty interest in accordance with MCL 500.3142, attorney fees in accordance with MCL 500.3148, and any and all other amounts Plaintiff may be entitled to recover under the laws of the State of Michigan, common law and statutory.


PRAYER FOR RELIEF

WHEREFORE, pursuant to MCR 2.111 (b) and MCR 2.605, the Plaintiff demands the following relief:

- a. That this Court grant Judgment against all or part of the Defendants, either individually or jointly, in excess of \$25,000.00, for each amount that the Plaintiff is found to be entitled for compensatory damages, interest, penalty and Plaintiff's actual attorney fees;
- b. That this Honorable Court adjudicate each and every of the individual Defendants' liability for No-Fault benefits payable to Plaintiff;
- c. That in accordance with MCR 2.605 has made and provided that this Court determine the total amount of liability due and payable to the Plaintiff by each Defendant pursuant to the No Fault Act and for Defendant RARE and Defendant VAN DENABEE's negligence.
- d. That the Court order a speedy hearing of this action and advance it to the calendar as provided in MCR 2.605 (d) 1985;
- e. That Plaintiff recover costs in this litigation;
- f. That this Honorable Court grant such further relief as is necessary and proper.

Date: June 2, 2020

Respectfully submitted,

By /s/ 
JOHN C. CAHALAN (P 77404)
Attorney for the Plaintiff
26640 Harper Ave.
St. Clair Shores, MI 48081
General Line: (888) 465 - 7255
Direct Line: (586) 690 - 9124

STATE OF MICHIGAN
IN THE SIXTEENTH CIRCUIT COURT FOR THE COUNTY OF MACOMB

DEBORAH PANAGIOTIDIS,

Plaintiff,

v.

ROGER VANDENABEELE, an individual,
RECREATIONAL AUTHORITY of ROSEVILLE
and EASTPOINTE, A Public Corporation,

Defendants, joint and several.

John C. Cahalan (P77404)
Attorney for Plaintiff
26640 Harper Avenue
St. Clair Shores, MI 48081
888.465-7255
John@CKlawservices.com

Case No. 2020-

-NI

Hon. **RICHARD L. CARETTI**
Circuit Court Judge

20-1983-NI

RECEIVED
JUN 08 2020
FRED MILLER
Macomb County Clerk

JURY DEMAND

NOW COMES Plaintiff, DEBORAH PANAGIOTIDIS, by and through her attorneys,
CAHALAN & KRALL, PLLC and hereby demands a trial by jury to hear all claims.

June 3, 2020

Cahalan & Krall, PLLC

/s/ John C. Cahalan
John C. Cahalan
Attorney for the Plaintiff

STATE OF MICHIGAN
IN THE SIXTEENTH CIRCUIT COURT FOR THE COUNTY OF MACOMB

DEBORAH PANAGIOTIDIS,

Plaintiff,

v.

ROGER VANDENABEELE, an individual,
RECREATIONAL AUTHORITY of ROSEVILLE
and EASTPOINTE, A Public Corporation,

Defendants, joint and several.

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26640 Harper Avenue
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Case No. 2020-

-NI

Hon.

Circuit Court Judge

20-1983-NI

RICHARD L. CARETTI

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June 3, 2020

Cahalan & Krall, PLLC

/s/ John C. Cahalan

John C. Cahalan

Attorney for the Plaintiff