

## **BOARD OF TRUSTEES REGULAR MEETING**

**Tuesday, December 06, 2022 at 2:30 PM  
Hamburg Township Hall Board Room**

### **AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE TO THE FLAG**

#### **ROLL CALL OF THE BOARD**

#### **CALL TO THE PUBLIC**

#### **CONSENT AGENDA**

1. Board of Trustees Regular Meeting Minutes November 15, 2022 7:00 pm
2. Parks & Recreation - Approved Committee Meeting Minutes - October 25, 2022
3. Parks & Recreation - Park Coordinator Report - November 2022
4. Public Information - Livingston County Road Commission Board Meetings for 2023
5. 2023 Hamburg Township Meeting Schedules
6. 2023 Hamburg Township Holiday Schedule
7. Parks & Recreation - Senior Center Report - November 2022
8. Parks & Recreation - December 2022 Meeting Notice
9. AP BILLS LIST 12-06-2022
10. Additions to AP Bills List December 06, 2022

#### **APPROVAL OF THE AGENDA**

#### **UNFINISHED BUSINESS**

#### **CURRENT BUSINESS**

11. Discussion of Board and Department Head Interaction
12. Fire Captain Promotion
13. Police Boat Refurbishment
14. Final Site Plan Application 22-003: 7878 M-36 (Carpet Depot)
15. DPW On Call Hires
16. Planning and Zoning Director
17. USGS River Gage
18. ARPA ReAllocation

- [19.](#) Finance Control Book October 2022
- [20.](#) Restroom Renovations

**CALL TO THE PUBLIC**

**BOARD COMMENTS**

**ADJOURNMENT**





10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

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## BOARD OF TRUSTEES REGULAR MEETING

Tuesday, November 15, 2022 at 7:00 PM  
Hamburg Township Hall Board Room

### MINUTES

#### CALL TO ORDER

Hohl called the meeting to order at 7:00 pm.

#### PLEDGE TO THE FLAG

#### ROLL CALL OF THE BOARD

##### PRESENT

Pat Hohl  
Mike Dolan  
Bill Hahn  
Chuck Menzies  
Cindy Michniewicz  
Patricia Hughes

##### ABSENT

Jason Negri

#### CALL TO THE PUBLIC

Clyde Shultes, 5859 M36, spoke regarding the vote on the Single Trash Hauler asking the Board to take the NO vote and leave the issue alone.

Lisa Wack, 7960 Forest Creek Court, spoke regarding the Single Trash Hauler supporting the the NO result.

Mark DePollo, 3815 Green Hills Court, spoke regarding the Single Trash Hauler supporting the NO result.

Irma Pedersen, 8045 Chilson Road, spoke against the Single Trash Hauler with cost concerns.

#### CONSENT AGENDA

Motion to approve the agenda as presented.

Motion made by Menzies, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

1. Board of Trustees Regular Meeting Minutes November 01, 2022
2. Approved MUC Minutes - October 12, 2022
3. DPW Monthly Report - October 2022
4. AP Bills List - November 15, 2022
5. Public Safety Monthly Report October, 2022
6. Invoice Pickleball Pavilion Installation

#### **APPROVAL OF THE AGENDA**

Motion to approve the agenda with the addition of #13 Planning and Zoning Director update.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

#### **UNFINISHED BUSINESS**

7. Discussion of Single Trash Hauler Election Results  
Motion for the Board to not consider going forward with a Single Trash Hauler and for the duration of their term which ends in 2024 that they not reconsider the Single Trash Hauler.

Motion made by Hohl, Seconded by Hahn.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

#### **CURRENT BUSINESS**

8. Fire Captain Promotion  
Motion to proceed with the employment of a full time Fire Captain from the eligibility list already established at the Fire Department.

Motion made by Hohl, Seconded by Dolan.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

9. Sale of Police Vehicle  
Motion to approve the sale of a 2007 Ford F150 Pickup vin#1FTPW12V07KA71192 through the MI Bid auction system.

Motion made by Menzies, Seconded by Hughes.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

10. Annual Firefighter Physicals

Motion to approve the contractual service with Bio-Care of Holt, MI for the purpose of providing annual firefighter physicals at a cost not to exceed \$15,000.00.

Motion made by Hughes, Seconded by Dolan.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

11. Parks & Recreation - Draft Master Plan - 30 Day Public Review Request

Motion to approve and open the 30 day public review period from November 16, 2022 through December 16, 2022 and direct the Township Parks Coordinator to provide copies and access digital versions of the document to the public.

Motion made by Dolan, Seconded by Hughes.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

12. Authorization of Bank as Approved Institution - Consumers Credit Union

Motion to add Consumers Credit Union to the Township list of banks.

Motion made by Hohl, Seconded by Hahn.

Roll Call Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Roll Call Voting Nay: None

13. Planning and Zoning Director Update

Motion that the Board authorize the amendment of the Planning and Zoning Directors job description by Supervisor Hohl, Scott Pacheco, Thelma Kubitskey, that the Board authorize advertisement for that position that the Board authorize Supervisor Hohl, Scott Pacheco, Thelma Kubitskey and the Chairman of the Planning Commission (if they wish to participate) and an outside planning professional to comprise the interview team and that individual be brought back to the board for approval before being hired with an objective to have that individual before the board the last meeting of December or the first meeting of January if an appropriate candidate can be found.

Motion made by Hohl, Seconded by Hahn.

Roll Call Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Roll Call Voting Nay: None

## CALL TO THE PUBLIC

A call was made with no response.

## BOARD COMMENTS

Trustee Hahn complimented the financial savings made by Deputy Public Safety Director Newton.

Clerk Dolan commented that the November General Election had equal number of in person voters to absentee voters.

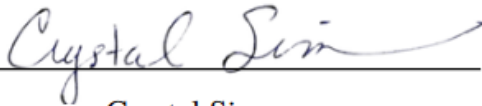
## ADJOURNMENT

Motion to adjourn at 7:55 pm.


Motion made by Menzies, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Respectfully submitted,



Crystal Simmons  
Recording Secretary



Mike Dolan  
Township Clerk



Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Monday, October 25, 2022  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:02 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Auxier, Muck

Board Members Absent: McCabe

Also Present: Deby Henneman, Township Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Dolan, supported by Auxier, to approve the agenda as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (McCabe)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Auxier, supported by Michniewicz, to approve the minutes from the September 27, 2022 Regular Meeting as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (McCabe)**

**MOTION CARRIED**

7. Correspondence

Letter of Concern re: 2022 Fun Fest Programming was received and filed.

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Master Plan Renewal

1. Master Plan Draft – Distribution

Henneman stated that comments and suggested edits are due to her no later than 11/2/22 in order to be incorporated into the final draft which will be presented to the Township Board at their 11/15/22 meeting.

2. Timeline Review & Next Steps

Comments on final draft – Due Date – 11/2/22  
Motion for Public Review – Township Board – 11/15/22  
Public Review Period – 11/15/22 – 12/15/22  
Recommendation of Adoption – Parks Meeting (Special) - 12/20/22  
Public Hearing and Adoption – Township Board – 1/3/23

Master Plan Renewal Deadline: 2/1/23

9. Old Business

**A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**

1. Iron Belle Trail/Lakelands Trail
  - a. Hay Creek Bridge Project – Funding Requested
  - b. Trail Maintenance Project – Complete – Awaiting Funds
  - c. Huron River free-span Bridge Project – No update
2. 5-year Master Plan Renewal – Update – Final Draft will be sent to TB for 11/15/22 meeting
3. West Park Trust Fund Grant – No update

**B. Township Park Use Policy/Fee/Procedures**

1. Park Use Policy updates – Updates pending.
2. Community Center Policy & Fee change – Updates pending.
3. Administrative Fee Schedule – Updates pending.

**C. Administrative Services**

1. Park Coordinator's Report – October 2022 – Report received and filed
2. Senior Center Report – October 2022 – Report received and filed
4. Scholarship Request – East Michigan Panthers – Fall 2022 Season

**Motion by Auxier, supported by Dolan, to approve the Every Child Shall Play Scholarship request for East Michigan Panthers as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (McCabe)**

**MOTION CARRIED**

5. Park Use Requests – PCS Cross Country Event – 11/1/22 (approved TB 10/18/22)

Henneman stated the application and supporting documentation for the event has been provided in the packet as information only. No action is needed as the Township Board has already approved the event.

Dolan stated the issues raised at the last meeting were discussed verbally with the Cross Country coach and they understand the concerns of the committee. Public safety will be present to assist with the safety concerns, and they recommended to waive fees, which the Township Board approved.

**D. Special Projects**

1. East Park Playground Renovation Project – No updates. Dolan will advise PCS Cross Country of the planned location.
2. Baseball Dugout Renovation Project – Small repairs to shingles, weather permitting.
3. Pickleball – Ground has been prepared for Court #3.
4. RC Car/Truck Track proposal – No update.

Dolan will advise PCS Cross Country of planned location of Car/Truck track.

5. Sledding Hill (RC Field) – MMRMA Risk Consultant came out to inspect and gave guidelines. Signage will need to be ordered, and plan for icy conditions will need to be secured with Building & Grounds.

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee – No updates
2. Commemorative Bench & Tree Program – Benches installed at Village Trailhead. Plaque proofs ordered.

**F. Signage and Community Awareness**

1. Wayfinding Signage – Proofs and pricing has been requested.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon

**G. Risk Management (Insurance/ADA)**

1. ADA Compliance in Parklands - No update
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments.

12. Adjourn Meeting

Motion by Muck, supported by Auxier, to adjourn the meeting.

**VOICE VOTE:** Ayes: 4 Absent: 1 (McCabe)

**MOTION CARRIED**

Meeting adjourned at 3:35 p.m.

Respectfully submitted,



Debra Henneman  
Township Coordinator  
Parks, ADA, Grants, Ordinances

**Next meeting: Tuesday, November 22, 2022 – 3:00 p.m.**





**Hamburg Township Offices**  
**10405 Merrill Rd., P.O. Box 157**  
**Hamburg, MI 48139**  
**(810)231-1000**  
**[www.hamburg.mi.us](http://www.hamburg.mi.us)**

November 17, 2022

To: Parks & Recreation Committee

From: Deby Henneman, Township Coordinator

Re: Parks & Recreation Report

The Township Board approved the Parks and Recreation Master Plan draft for distribution and public review at their November 15, 2022 meeting. The review period is November 16, 2022 through December 16, 2022 and comments and suggested edits can be dropped off, emailed, or relayed via phone/in person. Hard copies of the draft plan are available at Township Hall, the Senior Community Center, and Library, and digital copies can be found on our website. Once the review period is complete in December, a final draft will be recommended by the Parks & Recreation Committee at a special meeting on December 20, 2022 – 3:00 p.m., and presented to the Township Board at a Public Hearing January 3, 2023, for adoption. Deadline to MDNR is 2/1/23. Follow this link to see a copy of the plan:

[https://www.hamburg.mi.us/departments/parks\\_and\\_recreation/index.php](https://www.hamburg.mi.us/departments/parks_and_recreation/index.php)

We have sold another Commemorative bench to be placed at location 6W. I have created a map of suggested locations along the trail where benches could be placed, and have included a copy on the program page on our website. Information for this project can be viewed at:

[https://www.hamburg.mi.us/departments/parks\\_and\\_recreation/commemorative\\_bench\\_tree\\_garden\\_program.php](https://www.hamburg.mi.us/departments/parks_and_recreation/commemorative_bench_tree_garden_program.php).

I have been fielding comments on a recent Facebook post regarding the East Park playground renovation regarding accessibility. The surfacing was questioned, and when it was explained we were using engineered wood fiber, it was stated that it was difficult for children who had mobility devices to traverse over the chips. I bring this up because we will still have another playground to upgrade in West Park, whether or not we receive the grant funding, and I would recommend considering either partial or full accessible surfaces, such as a poured in place product. I will say that the budget for East Park of \$165,000 while substantial, would have needed to be increased in my estimation another \$100,000 in order to provide a solid surface for that project. You can find the post here: <https://www.facebook.com/HamburgParksAndRecreation/posts/pfbid02R1b48hadSmtPiDqxw45p4sX5T8CTgqwgTpCCDHRvrRELjNnX7QHehoivNk25YuZ6l>.

Also, in addition to the Expression swing which allows for someone to “ride with” a child in a bucket seat, I have checked into the possibility of installing a swing seat in lieu of one of the two single bucket seats we have coming. The vendor happened to have a green one in stock which

would fit in with the colors that were picked out by the clerk staff, and even better, they are donating it, so we just need to purchase chains! I have included a picture of a sample swing in the packet along with the renderings of the chosen color scheme. We will still take delivery of two bucket seats, and will have one in reserve for future use by our Building & Grounds staff.

**Projects I'm working on next:**

- Gathering comments and finalizing Master Plan with Spicer Group
- Updating ADA Transition Plan for attachment to the Parks Master Plan
- Create Counter "Cheat Sheets" for all Township Coordinator functions ie:
  - Parks
  - ADA
  - Grants
  - Ordinance
- Streamline process/procedure for Park & Senior Use invoices & donations with Treasury
- Merge/streamline all approved procedures into the Parks Policy and Procedure Manual
- Create Internal Policy & Procedure for Zoning & General Ordinance updates
- Organize and Scan all Park & Recreation archive files into Docuware System

**Holiday Schedule:**

Closed November 24 & 25, 2022 for Thanksgiving.

Closed December 23 & 26, 2022 for Christmas

Closed December 30, 2022 & January 2, 2023 for New Year

**Facebook Links:**

Parks & Recreation: <https://www.facebook.com/HamburgParksAndRecreation>

Lakelands Trail: <https://www.facebook.com/LakelandsTrailHamburgMI>

Winkelhaus Park: <https://www.facebook.com/WinkelhausPark>

Senior Center: <https://www.facebook.com/hamburgseniorcenter>

## **LIVINGSTON COUNTY ROAD COMMISSION**

In accordance with Public Act 528 of 2012, the following are scheduled dates and times for the Regular Meetings of the Board of County Road Commissioners of the County of Livingston. Meetings are held in the Board Room of the Livingston County Road Commission located at 3535 Grand Oaks Drive, Howell, Michigan. Changes to these dates or the location will be posted on the website and at the offices of the Livingston County Road Commission.

January 12,	2023	9:30 A.M.
January 26,	2023	9:30 A.M.
February 9,	2023	9:30 A.M.
March 2,	2023	9:30 A.M.
March 16,	2023	9:30 A.M.
March 30,	2023	9:30 A.M.
April 13,	2023	9:30 A.M.
April 27,	2023	9:30 A.M.
May 11,	2023	9:30 A.M.
May 25,	2023	9:30 A.M.
June 8,	2023	9:30 A.M.
June 22,	2023	9:30 A.M.
July 13,	2023	9:30 A.M.
July 27,	2023	9:30 A.M.
August 10,	2023	9:30 A.M.
August 24,	2023	9:30 A.M.
September 14,	2023	9:30 A.M.
September 28,	2023	9:30 A.M.
October 12,	2023	9:30 A.M.
October 26,	2023	9:30 A.M.
November 9,	2023	9:30 A.M.
November 21,	2023	9:30 A.M.
December 14,	2023	9:30 A.M.
December 28,	2023	9:30 A.M.

## Hamburg Township Committees 2023 Regular Meeting Schedule

**Public Safety  
Board Room**

**1<sup>st</sup> Wednesday of each month @ 3:00 p.m.**

January 4, 2023  
February 1, 2023  
March 1, 2023  
April 5, 2023  
May 3, 2023  
June 7, 2023  
July 5, 2023  
August 2, 2023  
September 6, 2023  
October 4, 2023  
November 1, 2023  
December 6, 2023

**Municipal Utilities Committee  
Board Room**

**2<sup>nd</sup> Wednesday of each month @ 2:30 p.m.**

January 11, 2023  
February 8, 2023  
March 8, 2023  
April 12, 2023  
May 10, 2023  
June 14, 2023  
July 12, 2023  
August 9, 2023  
September 13, 2023  
October 11, 2023  
November 8, 2023  
December 13, 2023

**Planning Commission  
Board Room**

**3<sup>rd</sup> Wednesday of each month @ 7:00 p.m.**

January 18, 2023  
February 15, 2023  
March 15, 2023  
April 19, 2023  
May 17, 2023  
June 21, 2023  
July 19, 2023  
August 16, 2023  
September 20, 2023  
October 18, 2023  
November 15, 2023  
December 20, 2023

**Zoning Board of Appeals  
Board Room**

**2<sup>nd</sup> Wednesday of each month @ 7:00 p.m.**

January 11, 2023  
February 8, 2023  
March 8, 2023  
April 12, 2023  
May 10, 2023  
June 14, 2023  
July 12, 2023  
August 9, 2023  
September 13, 2023  
October 11, 2023  
November 8, 2023  
December 13, 2023

**Parks & Recreation  
Board Room**

**4<sup>th</sup> Tuesday of each month @ 3:00 p.m.**

January 24, 2023  
February 28, 2023  
March 28, 2023  
April 25, 2023  
May 23, 2023  
June 27, 2023  
July 25, 2023  
August 22, 2023  
September 26, 2023  
October 24, 2023  
November 28, 2023  
December TBD

**Senior Advisory  
Board Room  
10:00 a.m.**

January 11, 2023  
March 8, 2023  
May 10, 2023  
July 12, 2023  
September 13, 2023  
November 8, 2023



P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

(810) 231-1000 Office  
(810) 231-4295 Fax



Supervisor: Pat [Item 6.]  
Clerk: Mike Dolan  
Treasurer: Jason Negri  
Trustees: Bill Hahn  
Patricia Hughes  
Chuck Menzies  
Cindy Michniewicz

TO: Hamburg Twp Board of Trustees  
Fr: Mike Dolan  
Subject: 2023 Holiday Schedule

Recommended 2023 Holiday building closures.

<b>Monday</b>	<b>January 2, 2023</b>	<b>New Year's Day</b>
<b>Monday</b>	<b>January 16, 2023</b>	<b>Martin Luther King Jr. Day</b>
<b>Monday</b>	<b>February 20, 2023</b>	<b>President's Day</b>
<b>Friday</b>	<b>April 7, 2023</b>	<b>Good Friday</b>
<b>Monday</b>	<b>May 29, 2023</b>	<b>Memorial Day</b>
<b>Tuesday</b>	<b>July 4, 2023</b>	<b>Independence Day</b>
<b>Monday</b>	<b>September 4, 2023</b>	<b>Labor Day</b>
<b>Friday</b>	<b>November 10, 2023</b>	<b>Veteran's Day</b>
<b>Thursday</b>	<b>November 23, 2023</b>	<b>Thanksgiving Day</b>
<b>Friday</b>	<b>November 24, 2023</b>	<b>Day after Thanksgiving</b>
<b>Monday</b>	<b>December 25, 2023</b>	<b>Christmas Eve Day</b>
<b>Tuesday</b>	<b>December 26, 2023</b>	<b>Christmas Day</b>
<b>Monday</b>	<b>January 1, 2024</b>	<b>New Year's Eve Day</b>
<b>Tuesday</b>	<b>January 2, 2024</b>	<b>New Year's Day</b>



November 16, 2022

To: Parks and Recreation Committee  
From: Julie Eddings, Senior Program Director  
Re: Senior Center Director's Report

**October Statistics:**

- Monthly Attendance: 2323
- Daily Average: 98
- Transportation Monthly Rides: 369
- Number of New Members: 41

**Upcoming Closures:**

- Friday, November 18, 2022-Holiday Bazaar Set Up
- Thursday and Friday, November 24-25, 2022-Thanksgiving Holiday
- Monday, December 5 at 12 pm for Kiwanis Christmas Party Set Up
- Friday, December 23 and Monday, December 26 for Christmas Holiday
- Friday, December 30 and Monday, January 2 for New Year's Holiday

**Upcoming Programming:**

- Kiwanis Christmas Lunch-December 6
- December Birthday Lunch-December 7
- Senior Center Bus Trip to Frankenmuth-December 9
- Senior Center Bus Trip to Randall Residence-December 14
- Christmas Craft-December 15
- Christmas Karaoke Party-December 16
- Brookdale Christmas Craft-December 21
- December Lunch Bunch-December 28

**Other Information:**

- The Annual Bazaar Fundraiser will be held on Saturday, November 19 from 9 am to 2 pm.
- The Senior Center purchased and received round rolling dining tables.
- The Senior Center is in the process of purchasing portable room dividers to accommodate more programming.



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

## NOTICE OF MEETING

Hamburg Township

10405 Merrill Road, Hamburg, MI

(810) 231-1000 Ext. 206

Please be advised of the following change of meeting date for:

Public Body: **Hamburg Township Parks and Recreation Committee**

Date and Time of Meeting: **December 20, 2022** Time: **3:00 p.m.**

Place of Meeting: **Hamburg Twp. Hall**

Status of Meeting: **Meeting has been scheduled to be held on Tuesday, December 20, 2022 at 3:00 p.m. to discuss and recommend the 2023 Hamburg Township Parks & Recreation Master Plan Update.**

Questions or concerns can be sent to: [clerk@hamburg.mi.us](mailto:clerk@hamburg.mi.us)

Signature of Hamburg Township Clerk

**November 28, 2022 4:00 p.m.**

Date and Time of Posting

The Hamburg Township Clerk will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 72 hour(s) notice to the Hamburg Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Hamburg Township Board by writing or calling the following:

**Mike Dolan**

Hamburg Township Clerk

10405 Merrill Road, P.O. Box 157

Hamburg, MI 48139

(810) 231-1000 Ext. 206

**A COPY OF THIS NOTICE IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK**



INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 11/15/2022 - 11/15/2022  
UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK  
Vendor Invoice Description

GL Number	GL Desc	Amount	Check #
Fund 101 General Fund			
Dept 000.000			
101-000.000-279.963	SECLUDED LANE PRIVATE ROAD		
	NICOLAS COLANGELO	2,500.00	
	Total For Dept 000.000	2,500.00	
Dept 101.000 Township Board			
101-101.000-900.000	LEGAL NOTICES/ADVERTISING		
	MICHIGAN.COM	270.00	
	Total For Dept 101.000 Township Board	270.00	
Dept 262.000 Elections			
101-262.000-955.000	SUNDRY		
101-262.000-955.000	SUNDRY	200.00	
101-262.000-955.000	SUNDRY	200.00	
	Total For Dept 262.000 Elections	600.00	
Dept 275.000 OTHER EXPENSES			
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT		
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	205.08	
101-275.000-853.000	PHONE/COMM/INTERNET	46.40	
	Total For Dept 275.000 OTHER EXPENSES	271.50	
Dept 701.000 Planning Commission			
101-701.000-900.000	LEGAL NOTICES/ADVERTISING		
	MICHIGAN.COM	522.98	
	Total For Dept 701.000 Planning Commission	340.00	
Dept 702.000 PLANNING AND ZONING			
101-702.000-900.000	LEGAL NOTICES/ADVERTISING		
	MICHIGAN.COM	225.00	
	Total For Dept 702.000 PLANNING AND ZONING	225.00	
Fund 207 Police Fund			
Dept 000.000			
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT		
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	119.99	
207-000.000-801.000	CONTRACTUAL SERVICES	44.06	
207-000.000-853.000	PHONE/COMM/INTERNET	49.00	
	Total For Dept 000.000	138.06	
	Total For Fund 101 General Fund	351.11	
Fund 208 SENIORS, PARKS, LL TRAIL			
Dept 751.000 Recreation Board			
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVE		
	BRIGHTON BUILDING COMPAN PICKLEBALL PAVILLION	3,200.00	
	Total For Dept 751.000 Recreation Board	3,200.00	
Dept 820.000 SENIOR CENTER			
208-820.000-804.000	SENIOR PROGRAMS		
	CHASE CARD SERVICES	75.02	
	Total For Dept 820.000 SENIOR CENTER	75.02	
	Total For Fund 208 SENIORS, PARKS, LL TRAIL	3,275.02	

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 11/15/2022 - 11/15/2022

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 General Fund	4,457.98
Fund 207 Police Fund	351.11
Fund 208 SENIORS, PARK	3,275.02

Total For All Funds:	8,084.11
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INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 12/06/2022 - 12/06/2022  
JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK				Amount	Check #
GL Number	GL Desc	Vendor	Invoice Description		
Fund 101 General Fund					
Dept 000.000					
101-000.000-073.002	DISABILITY - LIBRARY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	137.32	
101-000.000-073.004	LIFE INSURANCE - LIBRARY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	27.00	
101-000.000-231.420	VOL. LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0002-000 VOL - 12/1-12/31/	580.28	
101-000.000-279.410	CHILSON COMMONS	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 8/3	175.00	
101-000.000-279.966	STORGE FACILITY HALL RD	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 8/3	122.50	
Total For Dept 000.000				1,042.10	
Dept 101.000 Township Board					
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARR ANN & STEVEN LAMKIN VS HAMB TWP	35.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 10/31/22	629.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN LAMKIN VS HAMB TWP BD OF TRU	408.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	112.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	LABOR & EMPLOYMENT THROUGH 8/31/22	72.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN LAMKIN VS HAMB TWP BD OF TRU	1,035.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN & STEVEN LAMKIN VS HAMB TWP	402.50	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 8/31/22	1,462.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN & STEVEN LAMKIN VS HAMB TWP	140.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN LAMKIN VS HAMB TWP BD OF TRU	275.20	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 9/30/22	187.00	
Total For Dept 101.000 Township Board				4,757.70	
Dept 171.000 Township Supervisor					
101-171.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	45.19	
101-171.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	7.59	
Total For Dept 171.000 Township Supervisor				52.78	
Dept 201.000 ACCOUNTING					
101-201.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	113.98	
101-201.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	20.25	
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	MICHIGAN MUNICIPAL TREAS	MICHELLE DELANCEY - 2023 WINTER WORKS	149.00	
Total For Dept 201.000 ACCOUNTING				283.23	
Dept 215.000 CLERK'S OFFICE					
101-215.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	81.50	
101-215.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	15.54	
101-215.000-958.000	DUES/SUBSCRIP/RECEITIFICATION	MICHIGAN ASSOC OF MUNICI	2023 MEMBERSHIP - KUZNER	75.00	
101-215.000-958.000	DUES/SUBSCRIP/RECEITIFICATION	MICHIGAN ASSOC OF MUNICI	2023 MEMBERSHIP - DOLAN	75.00	
Total For Dept 215.000 CLERK'S OFFICE				247.04	
Dept 228.000 TECHNICAL/UTILITIES SERVICES					
101-228.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	67.60	
101-228.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	11.47	
Total For Dept 228.000 TECHNICAL/UTILITIES SERVICES				79.07	
Dept 253.000 Treasurer					
101-253.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	(378.37)	
101-253.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	(107.10)	
101-253.000-916.000	TRAINING	APTUSC	2023 ANNUAL APT US&C CONFERENCE	499.00	
Total For Dept 253.000 Treasurer				13.53	
Dept 262.000 Elections					
101-262.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	57.61	
101-262.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	13.49	

GL Number      GL Desc      Vendor      Invoice Description      Amount      Check #

Fund 101 General Fund				
Dept 262.000 Elections				
101-262.000-861.000	MILEAGE	MARY C. KUZNER	MILEAGE - ELECTION DAY (PRECINCTS)	82.50
Total For Dept 262.000 Elections				153.60
Dept 265.000 Township Buildings				
101-265.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	57.88
101-265.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	14.34
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCE AUTO PARTS	BULB	5.94
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER COOLER RENTAL	14.00
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	TWP HALL - 5 GALLON WATER - EXCHANGE	35.94
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	BOUND TREE MEDICAL, LLC	12 EXTREMITY TOURNIQUETS	113.96
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	WARD'S RENTAL CENTER	ASPHALT REMOVAL - E. PK	60.00
101-265.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS - 11/23/22	30.74
101-265.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS - 11/10/22	30.74
101-265.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS - 11/17/22	30.74
101-265.000-768.000	UNIFORMS/ACCESSORIES	RED WING BUSINESS ADVANT	STEEL TOE OR COMPOSITE TOE WORKBOOTS	197.99
101-265.000-801.000	CONTRACTUAL SERVICES	ASSURED PEST CONTROL	PEST CONTROL - TWP - NOVEMBER	60.00
101-265.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5166 - TWP - 10/13-11/10/22	350.54
101-265.000-930.000	MAINTENANCE TWP HALL	A-TEAM POWER CLEAN LLC	DEEP CLEANING, PAINTING, WINDOW CLEAN	750.00
101-265.000-930.000	MAINTENANCE TWP HALL	HOME DEPOT CREDIT SERVICE	5' ALUM RAIN DIVERTER FLASHING	33.75
101-265.000-930.000	MAINTENANCE TWP HALL	MYERS GROUP ENTERPRISES	BULK SALT	237.50
101-265.000-930.000	MAINTENANCE TWP HALL	SECURITY LOCK SERVICE, I	WIRELESS TRANSMITTER & RECEIVER KIT	548.00
101-265.000-930.008	MAINTENANCE LIBRARY	MYERS GROUP ENTERPRISES	BULK SALT	237.50
101-265.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	2014 EXPLORER	2,721.59
101-265.000-932.000	VEHICLE MAINTENANCE	COMPLETE BATTERY SOURCE,	GROUP 65 AUTO 12V	99.46
101-265.000-932.000	VEHICLE MAINTENANCE	HAMBURG GARAGE, LLC	2008 FORD EDGE - OIL SERVICE	75.92
101-265.000-932.000	VEHICLE MAINTENANCE	HAMBURG GARAGE, LLC	2011 FORD F-350 SUPER DUTY - OIL SERV	94.22
101-265.000-980.100	ARPA FUNDS STORAGE FACILITY	LINDHOUT ASSOC ARCHITECT	DPS PRE-ENGINEERED BLDG CODE REVIEW	590.00
Total For Dept 265.000 Township Buildings				6,390.75
Dept 275.000 OTHER EXPENSES				
101-275.000-840.000	LIABILITY/CASUALTY INSURANCE	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	15,374.69
101-275.000-931.000	EQUIPMENT MAINT/REPAIR	PITNEY BOWES GLOBAL FINA	9/28/2022- 12/27/2022	473.67
Total For Dept 275.000 OTHER EXPENSES				15,848.36
Dept 567.000 CEMETERY				
101-567.000-955.000	SUNDRY	WARD'S RENTAL CENTER	CEMETERY CREMATIONS	58.50
Total For Dept 567.000 CEMETERY				58.50
Dept 702.000 PLANNING AND ZONING				
101-702.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	(9.63)
101-702.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	6.75
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 10/	157.50
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 10/31/22	17.00
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 1	14.00
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	252.00
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	812.00
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 9/3	630.00
101-702.000-910.000	PROFESSIONAL DEVELOPMENT	LISA PERSCHKE	REIMBURSEMENT - CONFERENCE	35.00
Total For Dept 702.000 PLANNING AND ZONING				1,914.62
Dept 703.000 LAKES, RIVERS & STREAMS				
101-703.000-967.000	SPECIAL PROJECTS	GORDON'S LAWN & TREE SER	EMERGENCY TREE REMOVAL ON HURON RIVER	1,000.00
101-703.000-967.000	SPECIAL PROJECTS	LIVINGSTON CO. DRAIN COM	PHASE 11 IMPLEMENTATION - THROUGH 9/3	671.86

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 12/06/2022 - 12/06/2022  
JOURNALIZED

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund 101 General Fund					
Dept 703.000 LAKES, RIVERS & STREAMS					
Total For Dept 703.000 LAKES, RIVERS & STREAMS				1,671.86	
Total For Fund 101 General Fund				32,513.14	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	222.09	
206-000.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	39.15	
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	F.D. #11 - WATER	59.90	
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	F.D. #12 - WATER	27.97	
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	STRYKER MEDICAL DIVISION	LUCAS POWER SUPPLY W/CORD	360.42	
206-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	UNIFORMS	1,140.47	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS SOLUTIO	F.D. #12 - 10/6-11/5/22	19.84	
206-000.000-840.000	LIABILITY/CASUALTY INSURANCE	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	28,085.76	
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	ALPHA PSYCHOLOGICAL SERV	EVALUATION FOR 1 CAPTAIN CANDIDATE	850.00	
206-000.000-916.000	TRAINING	BRIGHTON AREA FIRE AUTHO	JONATHON LUSK - FIREFIGHTER I &II TRA	800.00	
206-000.000-920.000	ELECTRIC	CONSUMERS ENERGY	1000 3979 7285 - F.D.#12 - 10/8-11/9/	523.48	
206-000.000-920.000	ELECTRIC	CONSUMERS ENERGY	1000 1698 7719 - F.D.#11 - 10/12-11/1	579.02	
206-000.000-920.100	SIREN ELECTRIC USAGE	DTE ENERGY	9100 167 2020 3 - SIREN (HAMBURG RD) -	18.07	
206-000.000-930.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL - F.D.#11 - NOVEMBER	67.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL - F.D.#12 - NOVEMBER	72.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	GVC PAINTING CO INC.	PAINTING	18,310.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	MASTERCRAFT PLUMBING INC	F.D.#12 - MEN'S BATHROOM	2,026.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	MYERS GROUP ENTERPRISES	BULK SALT	475.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	TODD'S SERVICES INC	FALL WINTERIZATION	210.00	
206-000.000-932.000	VEHICLE MAINTENANCE	APPARATUS CENTRAL REPAIR	ENGINE 11 &12 - PUMP TEST	997.50	
206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	HOME DEPOT CREDIT SERVIC	RANGE & REFRIGERATOR	2,751.76	
Total For Dept 000.000				57,635.43	
Total For Fund 206 Fire Fund				57,635.43	
Fund 207 Police Fund					
Dept 000.000					
207-000.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	738.10	
207-000.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	122.85	
207-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	DUFFANY - JACKET	189.49	
207-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	10 - REMOVE AND REPLACE PATCH	150.00	
207-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	WALLACE - 2 UNDERVEST SHIRT	109.98	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	LABOR & EMPLOYMENT LAW THROUGH 10/31/	126.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 10/31/22	408.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 1	868.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	882.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 8	98.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 8/31/22	1,445.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 9	406.00	
207-000.000-840.000	LIABILITY/CASUALTY INSURANCE	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 9/30/22	731.00	
207-000.000-916.000	TRAINING	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	65,641.47	
207-000.000-921.000	NATURAL GAS/HEAT	MATTHEW DUHAINE	REIMBURSEMENT - TOLL FEE & MAINTENAN	211.21	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	CONSUMERS ENERGY	1000 1237 5224 - P.D. - 10/13-11/10/2	151.39	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	ASSURED PEST CONTROL	PEST CONTROL - P.D. - NOVEMBER	45.00	
207-000.000-932.002	VEHICLE MAINTENANCE	MYERS GROUP ENTERPRISES	BULK SALT	237.50	
207-000.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	2020 EXPEDITION 3179	1,021.44	
207-000.000-932.000	VEHICLE MAINTENANCE	CAPITAL TIRE INC.	8 - 225/60R18 GOO EAGLE ENFORCER	1,144.08	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 Police Fund					
Dept 000.000					
207-000.000-932.000	VEHICLE MAINTENANCE		JEEP CHEROKEE VEHICLE:3185	2,157.00	
207-000.000-932.000	VEHICLE MAINTENANCE	CRUISERS, INC.	NOTEBOOK DOCKING STATION HANDLE MOUNT	62.43	
207-000.000-932.000	VEHICLE MAINTENANCE	DELL MARKETING L.P.	2017 CHARGER 7003	41.64	
207-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	2020 DODGE CHARGER 7002	24.95	
207-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	2021 DODGE DURANGO 7010	24.95	
207-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	WINTERIZE 76-300 HP OUTBOARD	160.91	
207-000.000-932.000	SPECIAL PROJECTS	LEADSONLINE LLC	SERVICE PACKAGE - 1/15/23 - 1/14/24	2,416.00	
207-000.000-967.000	CAPITAL EQUIPMENT/CAPITAL IMP	MOTOROLA SOLUTIONS INC.	BODY WORN CAMERAS/WARRANTY/LICENSE &	2,470.00	
207-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	MOTOROLA SOLUTIONS INC.	IN CAR VIDEO EQUIPMENT	6,495.00	
207-000.000-980.000		Total For Dept 000.000		88,579.39	
Fund 208 SENIORS, PARKS, LL TRAIL					
Dept 000.000					
208-000.000-239.100	BENCHES DONATION PROGRAM	BLUE VALLEY INDUSTRIES,	LIFTGATE CHARGE	149.00	
208-000.000-239.500	SENIOR CENTER TRIP DEPOSITS	BECKY PARIS	REFUND FOR MIS CHRISTMAS LIGHTS TRIP	156.00	
208-000.000-239.500	SENIOR CENTER TRIP DEPOSITS	BIANCO TOURS	SHIPSHEWANA XMAS	2,350.50	
208-000.000-239.500	SENIOR CENTER TRIP DEPOSITS	DOREEN RENKO	TRIP REFUND SHIPSHEWANA	130.00	
208-000.000-239.500		Total For Dept 000.000		2,785.50	
Dept 751.000 Recreation Board					
208-751.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	MI CONCRETE LIFTING INC	9 PICKLE BALL COURT SLABS	1,000.00	
208-751.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	21.88	
208-751.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	4.72	
208-751.000-840.000	LIABILITY/CASUALTY INSURANCE	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	475.55	
208-751.000-910.000	PROFESSIONAL DEVELOPMENT	MPARKS	EDUCATIONAL DELEGATE 2023	310.00	
208-751.000-930.005	MAINTENANCE PARK BUILDINGS	A-TEAM POWER CLEAN LLC	DEEP CLEANING, PAINTING, WINDOW CLEAN	150.00	
208-751.000-930.005	MAINTENANCE PARK BUILDINGS	JANSSEN CONSTRUCTION SER	FIELD 1 DUGOUT	125.00	
208-751.000-946.000	ENGINEERING SERVICES	SPICER GROUP, INC.	PARKS AND REC MASTER PLAN THROUGH 10/	1,320.75	
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVE	GRIMCO, INC.	WHITE CORRUGATED FLUTES & PLASTIC	58.89	
208-751.000-967.962		Total For Dept 751.000 Recreation Board		3,466.79	
Dept 800.000 LAKELAND TRAIL					
208-800.000-840.000	LIABILITY/CASUALTY INSURANCE	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	100.64	
208-800.000-938.000	LAKELAND TRAIL MAINTENANCE	A-TEAM POWER CLEAN LLC	DEEP CLEANING, PAINTING, WINDOW CLEAN	180.00	
208-800.000-938.000	LAKELAND TRAIL MAINTENANCE	ULINE, INC.	CONVEX SAFETY MIRROR - 36' ACRYLIC, O	235.45	
208-800.000-938.000		Total For Dept 800.000 LAKELAND TRAIL		516.09	
Dept 820.000 SENIOR CENTER					
208-820.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	27.74	
208-820.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	6.75	
208-820.000-752.000	SUPPLIES & SMALL EQUIPMENT	ULINE, INC.	STACKABLE CHAIR HAND TRUCK	381.91	
208-820.000-840.000	LIABILITY/CASUALTY INSURANCE	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	1,330.60	
208-820.000-853.000	PHONE/COMM/INTERNET	CHARTER COMMUNICATIONS	8245 12 483 0156556 - S.C. -11/22-12/	258.52	
208-820.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5075 - SEN CENTER - 10/13-1	187.35	
208-820.000-930.001	MAINTENANCE COMM CENTER	A-TEAM POWER CLEAN LLC	DEEP CLEANING, PAINTING, WINDOW CLEAN	450.00	
208-820.000-930.001	MAINTENANCE COMM CENTER	MYERS GROUP ENTERPRISES	BULK SALT	237.50	
208-820.000-930.001		Total For Dept 820.000 SENIOR CENTER		2,880.37	
208-820.000-930.001		Total For Fund 208 SENIORS, PARKS, LL TRAIL		9,648.75	

OPEN - CHECK TYPE: PAPER CHECK

Vendor Invoice Description Amount Check #

Fund 272 Rustic/Lake Pointe Road SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC RUSTIC RD & LAKE POINTE DR - GRADED R	425.00	
272-000.000-802.000		Total For Dept 000.000	425.00	
		Total For Fund 272 Rustic/Lake Pointe Road SAD	425.00	
Fund 273 Scott Drive ROAD SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC SCOTT DR - GRADED RD ON 11/14/22	300.00	
273-000.000-802.000		Total For Dept 000.000	300.00	
		Total For Fund 273 Scott Drive ROAD SAD	300.00	
Fund 275 Norene Ct/Pearry Dr SAD - Rd Mn Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC NORENE & PEARY DRS GRADED ON 11/14/22	385.00	
275-000.000-802.000		Total For Dept 000.000	385.00	
		Total For Fund 275 Norene Ct/Pearry Dr SAD - Rd Mn	385.00	
Fund 276 Community Dr SAD - Road Maint Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC COMMUNITY DR GRADED RD ON 11/9/22	275.00	
276-000.000-802.000		Total For Dept 000.000	275.00	
		Total For Fund 276 Community Dr SAD - Road Maint	275.00	
Fund 279 Riverside/Century/Lagoon SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC RIVERSIDE,CENTURY LAGOON & RADIAL DRS	1,290.00	
279-000.000-802.000		Total For Dept 000.000	1,290.00	
		Total For Fund 279 Riverside/Century/Lagoon SAD	1,290.00	
Fund 280 Island Shore/Schlenker SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC ISLAND SHORE DR & SCHLENKER RD GRADED	600.00	
280-000.000-802.000		Total For Dept 000.000	600.00	
		Total For Fund 280 Island Shore/Schlenker SAD	600.00	
Fund 281 Campbell Drive SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC CAMPBELL DR GRADED RD ON 11/14/22	250.00	
281-000.000-802.000		Total For Dept 000.000	250.00	
		Total For Fund 281 Campbell Drive SAD	250.00	
Fund 283 KINGSTON DRIVE MAINTENANCE SAD Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC KINGSTON DR AREA GRADED RDS ON 11/10/	1,050.00	
283-000.000-802.000		Total For Dept 000.000	1,050.00	
		Total For Fund 283 KINGSTON DRIVE MAINTENANCE SAD	1,050.00	

284 Winans Drive SAD



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OPEN - CHECK TYPE: PAPER CHECK

Vendor

Invoice Description

Amount

Check #

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
Fund 284 Winans Drive SAD					
Dept 000.000	ROAD IMPROVEMENT	BOB MYERS EXCAVATING INC	WINANS DR - GRADED RDS ON 11/9/22	400.00	
284-000.000-802.000		Total For Dept 000.000		400.00	
Total For Fund 284 Winans Drive SAD					
Fund 590 SEWER FUND					
Dept 000.000	8980 MAYFRED DR	C & E CONSTRUCTION CO.,	GRINDER PUMP INSTALL @ 8980 MAYFRED D	8,688.50	
590-000.000-198.054	4439CORNWELLLN(1533110013)	C & E CONSTRUCTION CO.,	GRINDER PUMP INSTALL @ 4439 CORNWELL	11,322.80	
590-000.000-198.828		Total For Dept 000.000		20,011.30	
Dept 527.000 SEWER OPERATING					
590-527.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 STD & LTD - 12/1-	261.75	
590-527.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 LIFE - 12/1-12/31	54.35	
590-527.000-751.100	GRINDER PUMP PARTS	REDMOND ENVIRONMENTAL IN	CUTTER & SCREW PARTS-SS	923.75	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCE AUTO PARTS	LUBE	4.20	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER COOLER RENTAL	7.00	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	DPW - 5 GALLON WATER	5.99	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	BOUND TREE MEDICAL, LLC	12 EXTREMITY TOURNIQUETS	227.92	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	CINTAS CORPORATION # 31	UNIFORMS - 11/23/22	79.83	
590-527.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS - 11/10/22	82.28	
590-527.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS - 11/17/22	79.83	
590-527.000-768.000	UNIFORMS/ACCESSORIES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 10/31/22	680.00	
590-527.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 9/30/22	527.00	
590-527.000-826.000	LEGAL FEES	MICHIGAN MUNICIPAL RISK	LIABILITY & CASUALTY INSURANCE (2ND I	12,594.29	
590-527.000-840.000	LIABILITY/CASUALTY INSURANCE	KCI	UTILITY BILLING - RST	994.70	
590-527.000-851.000	POSTAGE	MICHIGAN RURAL WATER ASS	WASTEWATER COLLECTION SYSTEM MAINT -	735.00	
590-527.000-910.000	PROFESSIONAL DEVELOPMENT	CONSUMERS ENERGY	1000 6018 7471 - 10/8-11/9/22 - WINA	24.10	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 3773 9556 - REGENCY - 10/12-11/1	19.47	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1266 6192 - ENTERPRISE POLE BARN	145.67	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 0019 5535 - RUSTIC DR - 10/12-11	77.36	
590-527.000-921.000	NATURAL GAS/HEAT	ADVANCE AUTO PARTS	ANTIFREEZE	34.18	
590-527.000-932.000	VEHICLE MAINTENANCE	BELLE TIRE DISTRIBUTORS,	SET OF 4 NEW TIRES FOR F250 DPW TRUCK	811.96	
590-527.000-932.000	VEHICLE MAINTENANCE	BELLE TIRE DISTRIBUTORS,	SET OF 4 NEW TIRES FOR DPW PUMP TRUCK	811.96	
590-527.000-932.000	VEHICLE MAINTENANCE	#774494 - CUMMINS BRIDGE	UC S1-94050	490.51	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	GORDON'S LAWN & TREE SER	EMERGENCY TREE WORK ON LAKELAND TRAIL	2,300.00	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	Multi LAKES SEWER AUTHOR	CONFINES SPACE TRAINING - FISHER, RID	574.29	
590-527.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	C & E CONSTRUCTION CO.,	M-36 FORCE MAIN PROJECT	74,812.50	
590-527.000-980.017	CAPITAL IMPROVEMENTS-SEWER LOOP	Total For Dept 527.000 SEWER OPERATING		97,359.89	
Dept 537.000					
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER COOLER RENTAL	7.00	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WWTP - 5 GALLON WATER	5.99	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	FILPRO CORP	AIR FILTERS FOR SLUDGE BLOWERS @ WWTP	1,018.84	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	HACH COMPANY, AMERICAN S	AMMONIA	1,055.84	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	HACH COMPANY, AMERICAN S	POTASSIUM	331.34	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	HACH COMPANY, AMERICAN S	POTASSIUM	331.34	
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	CONSUMERS ENERGY	1000 1266 6259 - WWTP - 10/13-11/10/2	85.47	
590-537.000-921.000	NATURAL GAS/HEAT	Total For Dept 537.000		2,835.82	
Dept 538.000					
538.000-955.000	SUNDRY	LIVINGSTON COUNTY REGIST	SIMPSON	60.00	



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OPEN - CHECK TYPE: PAPER CHECK

Amount      Check #

Invoice Description

Vendor

GL Desc

GL Number

Fund 590 SEWER FUND  
Dept 538.000

Total For Dept 538.000

60.00

Total For Fund 590 SEWER FUND

120,267.01

JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Vendor

Invoice Description

Amount

Check #

GL Desc

GL Number

Fund Totals:

Fund 101 General Fund	32,513.14
Fund 206 Fire Fund	57,635.43
Fund 207 Police Fund	88,579.39
Fund 208 SENIORS, PARK	9,648.75
Fund 272 Rustic/Lake P	425.00
Fund 273 Scott Drive R	300.00
Fund 275 Norene Ct/Pea	385.00
Fund 276 Community Dr	275.00
Fund 279 Riverside/Cen	1,290.00
Fund 280 Island Shore/	600.00
Fund 281 Campbell Driv	250.00
Fund 283 KINGSTON DRIV	1,050.00
Fund 284 Winans Drive	400.00
Fund 590 SEWER FUND	120,267.01

Total For All Funds:

313,618.72

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000				73.40	
101-000.000-073.000	DUE FROM LIBRARY	PAYCOR PAYROLL SERVICES	PAY DATE 11/10/2022		
101-000.000-073.001	HEALTH INSURANCE - LIBRARY	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	3,087.10	
101-000.000-073.003	RETIREMENT - LIBRARY	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	1,087.90	
101-000.000-231.500	DEFERRED COMPENSATION/457	ALERUS RETIREMENT SOLUTI	457 CONTRIBUTION PAYDATE 11/10/2022	12,815.53	
101-000.000-231.800	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEE'S RET	2022-09	15,359.29	
101-000.000-231.800	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEE'S RET	2022-10	9,320.96	
		Total For Dept 000.000		41,744.18	
Dept 171.000 Township Supervisor				450.02	
101-171.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	1,651.02	
101-171.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22		
		Total For Dept 171.000 Township Supervisor		2,101.04	
Dept 201.000 ACCOUNTING				1,566.10	
101-201.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	1,869.23	
101-201.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	100.00	
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022		
		Total For Dept 201.000 ACCOUNTING		3,535.33	
Dept 215.000 CLERK'S OFFICE				846.91	
101-215.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	4,299.21	
101-215.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	37.99	
101-215.000-931.000	EQUIPMENT MAINT/REPAIR	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022		
		Total For Dept 215.000 CLERK'S OFFICE		5,184.11	
Dept 228.000 TECHNICAL/UTILITIES SERVICES				589.66	
101-228.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	1,308.47	
101-228.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22		
		Total For Dept 228.000 TECHNICAL/UTILITIES SERVICES		1,898.13	
Dept 253.000 Treasurer				502.44	
101-253.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	3,738.46	
101-253.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22		
		Total For Dept 253.000 Treasurer		4,240.90	
Dept 262.000 Elections				635.66	
101-262.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	3,738.47	
101-262.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22		
		Total For Dept 262.000 Elections		4,374.13	
Dept 265.000 Township Buildings				500.71	
101-265.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	2,670.10	
101-265.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	85.20	
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	490.11	
101-265.000-759.000	VEHICLE FUEL	WEX BANK	TWP - OCTOBER	286.34	
101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022		
		Total For Dept 265.000 Township Buildings		4,032.46	
Dept 275.000 OTHER EXPENSES				150.65	
101-275.000-853.000	PHONE/COMM/INTERNET	TELNET WORLDWIDE	10/15-11/14/2022	751.32	
101-275.000-953.000	PAYROLL PROCESSING	PAYCOR PAYROLL SERVICES	PAY DATE 11/10/2022	120.00	
101-275.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022		
		Total For Dept 275.000 OTHER EXPENSES		1,021.97	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 702.000 PLANNING AND ZONING				840.67	
101-702.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	3,336.81	
101-702.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22		
		Total For Dept 702.000 PLANNING AND ZONING		4,177.48	
		Total For Fund 101 General Fund		72,309.73	
Fund 206 Fire Fund					
Dept 000.000				2,273.90	
206-000.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	7,662.30	
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	132.15	
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	3,696.50	
206-000.000-759.000	VEHICLE FUEL	WEX BANK	F.D. - OCTOBER	941.30	
206-000.000-768.000	UNIFORMS/ACCESSORIES	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	137.55	
206-000.000-853.000	PHONE/COMM/INTERNET	TEINET WORLDWIDE	10/15-11/14/2022	129.98	
206-000.000-853.000	PHONE/COMM/INTERNET	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	275.00	
206-000.000-916.000	TRAINING	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	424.99	
206-000.000-932.000	VEHICLE MAINTENANCE	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	149.90	
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	4,966.44	
206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	20,790.01	
		Total For Dept 000.000		20,790.01	
		Total For Fund 206 Fire Fund		20,790.01	
Fund 207 Police Fund					
Dept 000.000				40,951.73	
207-000.000-716.000	DEFINED CONTRIBUTION	MUNICIPAL EMPLOYEE'S RET	2022-09	24,851.96	
207-000.000-716.000	DEFINED CONTRIBUTION	MUNICIPAL EMPLOYEE'S RET	2022-10	1,008.24	
207-000.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	24,360.27	
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	445.40	
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	6,358.21	
207-000.000-759.000	VEHICLE FUEL	WEX FLEET UNIVERSAL	P.D. - OCTOBER	23.90	
207-000.000-768.000	UNIFORMS/ACCESSORIES	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	17.72	
207-000.000-851.000	POSTAGE	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	144.10	
207-000.000-853.000	PHONE/COMM/INTERNET	TEINET WORLDWIDE	10/15-11/14/2022	90.79	
207-000.000-932.000	VEHICLE MAINTENANCE	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	598.11	
207-000.000-967.000	SPECIAL PROJECTS	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	98,850.43	
		Total For Dept 000.000		98,850.43	
		Total For Fund 207 Police Fund		98,850.43	
Fund 208 SENIORS, PARKS, LL TRAIL					
Dept 000.000				95.94	
208-000.000-239.000	RENOVATION COMM CTR KITCHEN	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	95.94	
		Total For Dept 000.000		95.94	
Dept 751.000 Recreation Board					
208-751.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	196.05	
208-751.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	1,308.47	
		Total For Dept 751.000 Recreation Board		1,504.52	
Dept 820.000 SENIOR CENTER					
820.000-716.000	DEFINED CONTRIBUTION	ALERUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	248.46	
820.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	1,869.23	

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 10/05/2022 - 11/30/2022

12/01/2022 11:45 AM

User: KarenJ  
DB: Hamburg

JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Vendor

Invoice Description

Amount

Check #

GL Number

GL Desc

Fund 208 SENIORS, PARKS, LL TRAIL			
Dept 820.000 SENIOR CENTER	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	1,057.48
208-820.000-804.000	TELNET WORLDWIDE	10/15-11/14/2022	13.10
208-820.000-853.000	Total For Dept 820.000 SENIOR CENTER		3,188.27
Total For Fund 208 SENIORS, PARKS, LL TRAIL			4,788.73
Fund 590 SEWER FUND			
Dept 527.000 SEWER OPERATING	ALPUS RETIREMENT SOLUTI	401 A CONTRIBUTION PAYROLL DATE 11/10	2,305.36
590-527.000-716.000	BLUE CROSS BLUE SHIELD O	12/01/22 THROUGH 12/31/22	8,085.36
590-527.000-718.000	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	988.53
590-527.000-752.000	WEX BANK	TWP - OCTOBER	1,276.48
590-527.000-759.000	FLAGSTAR BANK, FSB	10/5/2022 - 11/2/2022	26.60
590-527.000-931.000	Total For Dept 527.000 SEWER OPERATING		12,682.33
Dept 537.000			19.61
590-537.000-853.000	TELNET WORLDWIDE	10/15-11/14/2022	19.61
Total For Dept 537.000			12,701.94
Total For Fund 590 SEWER FUND			
Fund 703 Winter Tax Collection Fund			
Dept 000.000	LIVINGSTON COUNTY TREASU	TAXES COLLECTED 10/16-10/31/22	11,091.41
703-000.000-222.101	LIVINGSTON COUNTY TREASU	TAXES COLLECTED 11/1-11/15/22	9,789.76
703-000.000-222.101	LIVINGSTON COUNTY TREASU	TAXES COLLECTED 10/16-10/31/22	20,738.77
703-000.000-222.500	LIVINGSTON COUNTY TREASU	TAXES COLLECTED 11/1-11/15/22	18,305.00
703-000.000-222.500	BRIGHTON AREA SCHOOLS	TAXES COLLECTED 10/16-10/31/22	195.52
703-000.000-225.201	LIVINGSTON COUNTY EDUCAT	TAXES COLLECTED 10/16-10/31/22	2,000.21
703-000.000-234.101	LIVINGSTON COUNTY EDUCAT	TAXES COLLECTED 11/1-11/15/2022	1,268.43
703-000.000-234.101	Total For Dept 000.000		63,389.10
Total For Fund 703 Winter Tax Collection Fund			63,389.10

OPEN - CHECK TYPE: PAPER CHECK  
Vendor Invoice Description

GL Number	GL Desc	Amount	Check #
Fund Totals:			
	Fund 101 General Fund	72,309.73	
	Fund 206 Fire Fund	20,790.01	
	Fund 207 Police Fund	98,850.43	
	Fund 208 SENIORS, PARK	4,788.73	
	Fund 590 SEWER FUND	12,701.94	
	Fund 703 Winter Tax Co	63,389.10	
	Total For All Funds:	272,829.94	

**TO:** Hamburg Township Board of Trustees

**FROM:**

**DATE:** 12/02/2022

**AGENDA ITEM TOPIC:** Additions to AP Bills List December 06, 2022

Number of Supporting Documents: **XX**

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**Requested Action**

- Additional invoices will be distributed to the Board via email as soon as they are available and will be added to the AP Bills List December 06, 2022.



http://americancarportsinc.com  
 457 North Broadway Street  
 P.O. Box 38  
 Joshua, TX, 76058  
 Phone: (866) 730-9865

## CUSTOMER INVOICE

Date: 12/3/2022  
 Order No: **AS084086**  
 Order Type: Sales Order  
 Customer ID: SC074288

SHIP TO:		DEALER:		
Hamburg Township (Tony Randazzo)		NW Custom Structures		
10675 Merrill Rd		10400 SW Allen Blvd.		
Whitmore Lake MI 48189-9745		Beaverton OR 97005		
Day: (810) 231-1000		Phone: (530) 648-5663		
Evening: (734) 634-5977				
Email: TRandazzo@hamburg.mu.us				
ORDER DATE	SHIP VIA	SITE:		
9/9/2022	American Steel Delivery	800 - Indiana Warehouse		
ITEM		QTY	PRICE	EXTENDED PRICE
<b>60x41x14 A-Frame Vertical 14GA</b>		1.00	56,400.00	56,400.00
NOTE: Roof: Earth Brown	Trim: Earth Brown			
Sides: Clay	Ends: Clay			
<b>2 - Horizontal Sides</b>		2.00	0.00	0.00
<b>2 - Horizontal Ends</b>		2.00	0.00	0.00
<b>2 - 36x36 Double Pane Window</b>		2.00	435.00	870.00
NOTE: On plans				
<b>1 - 36x80 Walk In Door No Window</b>		1.00	375.00	375.00
NOTE: On plans				
<b>2 - 10x12 Roll Up Door</b>		2.00	1,185.00	2,370.00
NOTE: On front end wall equally spaced on left side of both 12x12 RUDS				
<b>2 - 12x12 Roll Up Door</b>		2.00	2,690.00	5,380.00
NOTE: On front end wall equally spaced on right side of both 10x12 RUDS				
<b>Concrete Anchors Package</b>		1.00	0.00	0.00
<b>8 - Diagonal Bracing</b>		8.00	350.00	2,800.00
<b>Labor Day Sale</b>		1.00	-6,819.50	-6,819.50
<b>Freight Fee</b>		1.00	1,250.00	1,250.00
<b>Equipment Fee</b>		1.00	6,000.00	6,000.00

NOTE: Site Level: Yes      GPS: Yes      Installing On: Concrete Bigger

\*Call Customer 30 Minutes Before Arrival\*      \*90MPH Wind Warranty\*

\*Bring a Generator\*

Continued...





http://americancarportsinc.com  
 457 North Broadway Street  
 P.O. Box 38  
 Joshua, TX, 76058  
 Phone: (866) 730-9865

## CUSTOMER INVOICE

Date:  
 Order No:  
 Order Type:  
 Customer ID:

12/3/2022  
**AS084086**  
 Sales Order  
 SC074288

<b>SHIP TO:</b> Hamburg Township (Tony Randazzo)  10675 Merrill Rd Whitmore Lake MI 48189-9745 Day: (810) 231-1000 Evening: (734) 634-5977  Email: TRandazzo@hamburg.mu.us		<b>DEALER:</b> NW Custom Structures 10400 SW Allen Blvd. Beaverton OR 97005 Phone: (530) 648-5663	
<b>ORDER DATE</b>	<b>SHIP VIA</b>	<b>SITE</b>	
9/9/2022	American Steel Delivery	800 - Indiana Warehouse	
<b>ITEM</b>	<b>QTY</b>	<b>PRICE</b>	<b>EXTENDED PRICE</b>

Access to Electricity: No

Install On: Concrete

**It is the customers responsibility to inspect unit for any damages upon completion. By signing below, customer is completely satisfied with the product.**

Orders C.O.D

<b>Sales Total:</b>	68,625.50
<b>Tax Total:</b>	0.00
<b>Total:</b>	68,625.50
<b>All Down Payment:</b>	.00
<b>Prepayment:</b>	.00
<b>Tax adjustment:</b>	.00
<b>Bal. Due:</b>	68,625.50

PLEASE INFORM CONTRACTORS OF ANY UNDERGROUND CABLES, GAS LINES, OR ANY OTHER UTILITY LINES.  
 WE WILL NOT BE RESPONSIBLE FOR ANY DAMAGE.

CUSTOMER SIGNATURE \_\_\_\_\_  
 INSTALLER SIGNATURE \_\_\_\_\_  
 DATE \_\_\_\_\_

☐ Satisfactory ☐ Non-Satisfactory

Payment Type: Cash Payment

☐ Check # \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_



http://americancarportsinc.com  
 457 North Broadway Street  
 P.O. Box 38  
 Joshua, TX, 76058  
 Phone: (866) 730-9865

## CUSTOMER INVOICE

**Date:** 12/1/2022  
**Order No:** AS084084  
**Order Type:** Sales Order  
**Customer ID:** SC074288

SHIP TO:		DEALER:		
Hamburg Township (Tony Randazzo)		NW Custom Structures		
10675 Merrill Rd		10400 SW Allen Blvd.		
Whitmore Lake MI 48189-9745		Beaverton OR 97005		
Day: (810) 231-1000		Phone: (530) 648-5663		
Evening: (734) 634-5977				
Email: TRandazzo@hamburg.mi.us				
ORDER DATE	SHIP VIA	SITE		
9/9/2022	American Steel Delivery	800 - Indiana Warehouse		
ITEM		QTY	PRICE	EXTENDED PRICE
<b>12x41x10/8 A-Frame Vertical Lean to 14GA</b>		1.00	6,235.00	6,235.00
NOTE: Roof: Earth Brown Trim: Earth Brown				
Sides: Clay Ends: Clay				
<b>1 - Horizontal Side</b>		1.00	682.50	682.50
<b>2 - Horizontal Ends</b>		2.00	980.00	1,960.00
<b>24 - Asphalt Anchors</b>		24.00	40.00	960.00
<b>2 - 16x8 Frame outs/Side</b>		2.00	420.00	840.00
NOTE: 18' Headers				
1 - On 10' side wall 2' from Left post				
1 - On 10' side wall 2' from right post				
<b>Labor Day Sale</b>		1.00	-1,067.75	-1,067.75

NOTE: Site Level: Yes GPS: Yes Installing On: Asphalt

\*Call Customer 30 Minutes Before Arrival\* \*90MPH Wind Warranty\*

\*Bring a Generator\*

Access to Electricity: No Install On: Asphalt

**It is the customers responsibility to inspect unit for any damages upon completion. By signing below, customer is completely satisfied with the product.**

**Orders C.O.D**

<b>Sales Total:</b>	9,609.75
<b>Tax Total:</b>	0.00
<b>Total:</b>	9,609.75
<b>All Down Payment:</b>	.00
<b>Prepayment:</b>	.00
<b>Tax adjustment:</b>	.00
<b>Bal. Due:</b>	9,609.75

PLEASE INFORM CONTRACTORS OF ANY UNDERGROUND CABLES, GAS LINES, OR ANY OTHER UTILITY LINES.  
 WE WILL NOT BE RESPONSIBLE FOR ANY DAMAGE.

CUSTOMER SIGNATURE \_\_\_\_\_

INSTALLER SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

☐ Satisfactory ☐ Non-Satisfactory

Payment Type: Cash Payment

☐ Check # \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

**BRUCE DONOVAN CONSTRUCTION, INC.**

(810) 231-3633 fax (810) 231-3634

P.O Box 308

Hamburg, MI 48139

BILL TO
Hamburg Township

**Invoice**

DATE	INVOICE #
12/2/2022	4088

P.O. NO.	TERMS	DUE DATE	PROJECT
		12/12/2022	

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
PER	<p>Hamburg Township Hall 10409 Merrill Rd. Whitmore Lake, MI 48189</p> <p>Building Permit for township hall Michigan Sales Tax</p> <p>GL Code <u>101, 265, 980, 100</u> Approved <u>R</u> DEC 02 2022 Entered _____ Due Date _____</p>		<p>680.83 6.00%</p>	<p>680.83 0.00</p>
<b>Total</b>				<b>\$680.83</b>

**TO:** Hamburg Township Board of Trustees

**FROM:** Clerk Dolan

**DATE:** December 06, 2022

**AGENDA ITEM TOPIC:** Discussion of Board and Department Head Interaction

Number of Supporting Documents: **XX**

---

**Requested Action**

- Board discussion for the purpose of establishing a mechanism to facilitate communication the first Tuesday of every month.

**Background**

November 01, 2022 Regular Board Meeting board comments.



# Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 • FAX: (810) 231-9401  
EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 12.

---

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** December 1, 2022  
**RE:** Agenda Item Topic: **Fire Captain Promotion**  
General Ledger #: 206-000.000-705.000  
Number of Supporting Documents: N/A  
NEW/OLD BUSINESS: **XXX** New Business  
\_\_\_\_\_ Old Business – Previous Agenda #:

---

## Requested Action

- Motion to approve the promotion of Salvatore Vultaggio to the position of full-time Captain effective December 7, 2022.

## Background

On November 15, 2022 the Township Board approved the addition of a full-time Fire Captain position and authorized that the next candidate on the Fire Captain eligibility list be offered the position. Lt. Salvatore Vultaggio was the next candidate on the eligibility list and he has successfully completed his pre-employment requirements. As such, it is my recommendation that Lt. Vultaggio be promoted to the rank of full-time Captain effective December 7, 2022.

Respectfully,

Chief Richard Duffany  
Director of Public Safety



# Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 • FAX: (810) 231-9401  
EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 13.

---

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** December 1, 2022  
**RE:** Agenda Item Topic: **Police Boat Refurbishment**  
General Ledger #: 206-000.000-980.000  
Number of Supporting Documents: 1  
NEW/OLD BUSINESS: **XXX** New Business  
\_\_\_\_\_ Old Business – Previous Agenda #:

---

## **Requested Action**

- Motion to approve the hiring of Nowak Boats of Morrice, MI for the purpose of refurbishing the Hamburg Township Police boat as outlined in the provided quote at a cost of \$8,188.00.

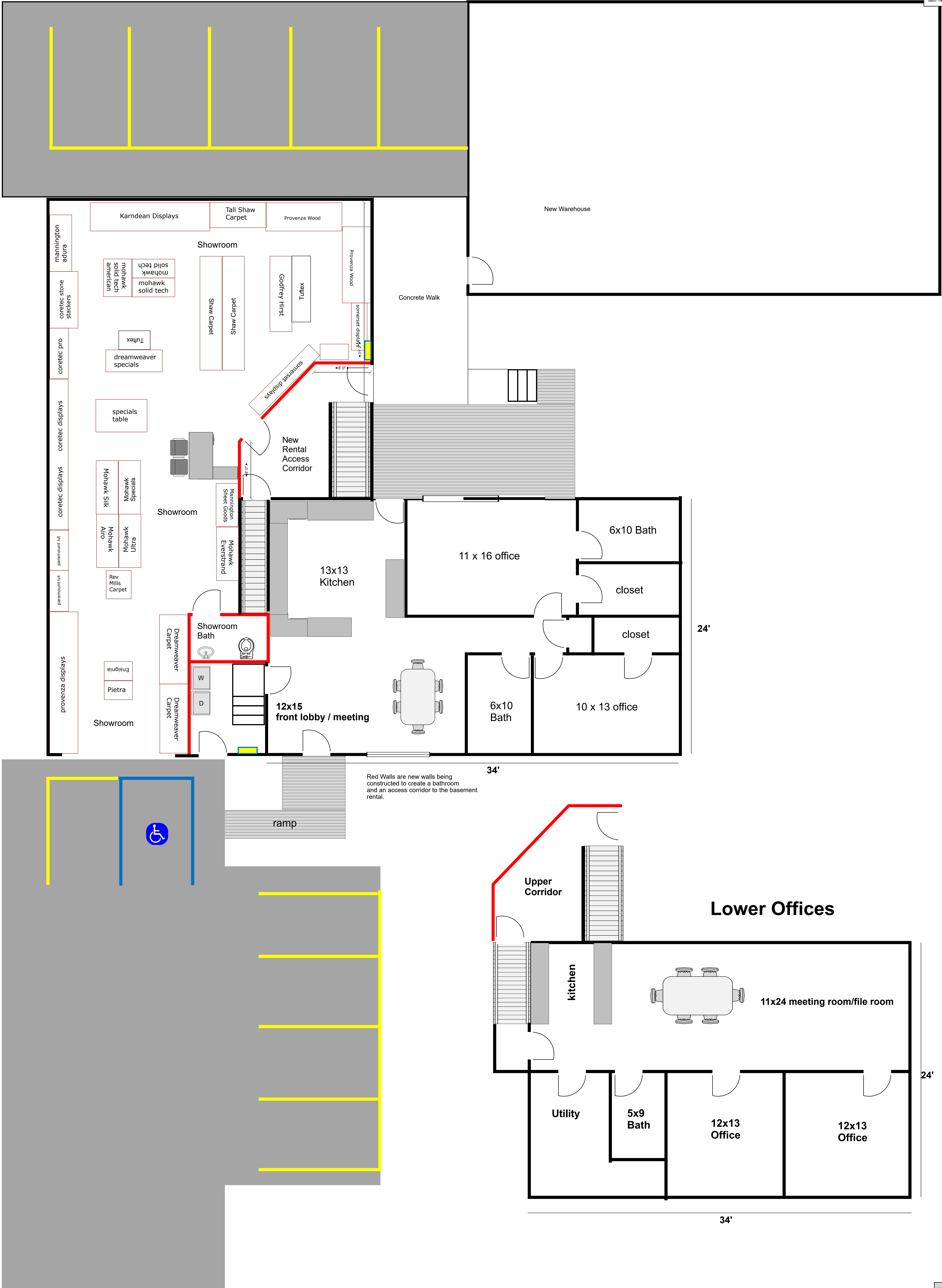
## **Background**

The department obtained the Boston Whaler boat currently used as the primary vessel for marine patrols in 2006 from Washtenaw County. The boat was in used condition when received. The motor was replaced in 2019 and the electrical components of the boat have been maintained in excellent condition, however, over the past 16 years the exterior and crew area of the boat have been deteriorating. This deterioration was exacerbated this past boating season as the usage of the boat significantly increased with the advent of double-time overtime for marine patrol details.

We reached out to 5 vendors to obtain quotes on the cost of refurbishing the boat. Four of the Vendors (Wonderland Marine West of Pinckney, Cruisers of Howell, Mid-Towne Collision of Howell, and Wilson Marine of Howell) all declined to provide quotes citing that they were not interested in this labor-intensive project. Nowak Boats of Morrice, MI was the only vendor to provide a quote.

## **Budget Impact**

This project was not included in the approved FY 22/23 budget. However, the cost of the project can be paid for using funds from the department's undesignated reserve fund without adversely affecting the current budget.





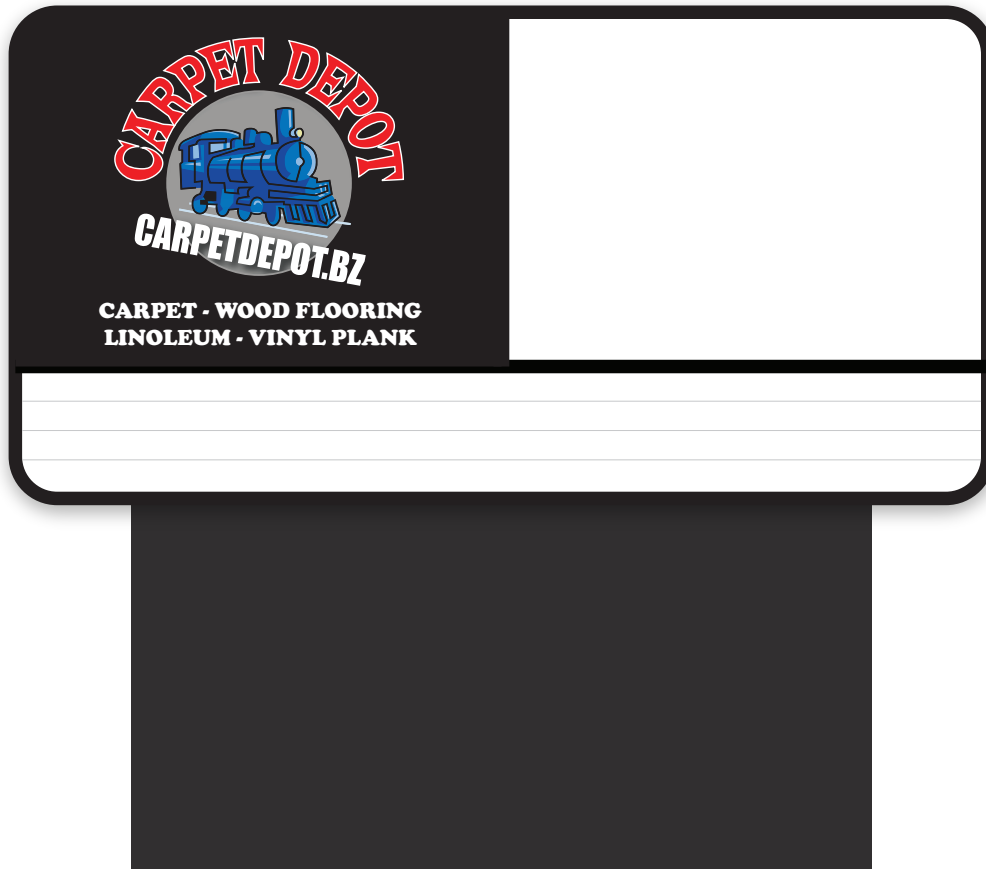
# DESIGN PROOF

Item 14.

37 ENTERPRISE DR. ANN ARBOR, MI. 48103 ☎ 734.276.8585 🌐 HANDHSIGNS.COM ✉ DESIGN@H-HSIGNS.COM

Date: 10-3-22

Proof #: 4



Aluminum Excursion

Acrylic Faces

12" Wide 4' Tall 8' Long

Aluminum Skirt

4" Steel Tube In Ground 4' Encased In Concrete

Tap Out Led Sticks (Illuminated)

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Your order is currently on hold. Please review, verify and sign this proof to complete your order.

I certify that I have fully reviewed this proof and agree that **all content** (including graphic elements, specifications, spelling and grammar) is correct and to my satisfaction.

I understand that after approving this proof, production will begin and no refunds will be given.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed name: \_\_\_\_\_

☐ Approved as is. ☐ New proof required.





# DESIGN PROOF

Item 14.

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Date: 9-3-21

Proof #: 2



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I certify that I have fully reviewed this proof and agree that **all content** (including graphic elements, specifications, spelling and grammar) is correct and to my satisfaction.

I understand that after approving this proof, production will begin and no refunds will be given.

Signature: \_\_\_\_\_

Date: 9-3-21

Printed name: \_\_\_\_\_

☒ Approved as is. ☐ New proof required.

Exhibit C-Proposed front building elevation.



Fee: 1,200  
escrow: 3,500  
\$4700



# Hamburg Township

a great place to grow

FAX 810-231-4295  
PHONE 810-231-1000

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139

PSPA 22-0003  
Item 14.

## SITE PLAN APPROVAL APPLICATION



Please note: All required information, copies, fees, and other materials as appropriate must be submitted and complete before the Township Planning Commission will set a public hearing date on the Site Plan Approval Application.

Application fees and review fees are required at the time of application.

In the case of separate applications for Preliminary and Final reviews, separate application and review fees shall be collected. Review fees shall be placed into a non-interest bearing escrow account. Upon final review, review fee balances shall be returned upon receipt of final billing. The applicant shall be responsible for all costs incurred.

Note: Acreage calculations based upon the acreage being developed or utilized for the project (parking, buildings, walks, storm water retention etc.)

The undersigned hereby makes application for a Site Plan Approval for: (Check all that apply)

1. **TYPE OF PROJECT:** ☐ Open Space ☐ Echo ☐ Residential ☐ Condominium  
☐ Apartments ☒ Commercial ☐ Industrial ☐ PUD ☐ Hardship PUD
2. **TYPE OF APPLICATION:** ☐ Preliminary Site Plan ☐ Optional Conceptual Site Plan Review by Planning Commission  
☐ Final Site Plan ☒ Combined - Preliminary/Final Site Plan  
☐ Minor Site Plan ☐ Site Plan Amendment (less than 25% area of site being changed) ☐ Site Plan Amendment (26% or more of site being changed)

3. **PROJECT NAME:** 7878 M-36 REMODEL & WAREHOUSE BUILDING Submittal Date: 9-16-2022

4. **PROJECT ADDRESS:** 7878 M-36, WHITMORE LAKE, MI 48189

Tax Code Numbers: 15 - 25-200-003 15 - 15 -

15 - 15 - 15 -

☒ Metes & Bounds Parcel ☐ Subdivision Lot Numbers:

Zoning District Classification: VC, VILLAGE CENTER

Floodplain Classification: ZONE "X", OUTSIDE 0.2% ANNUAL CHANCE

Number of Lots Proposed: N/A

Acreage of Project: 1.05 ACRES (GROSS), 0.93 ACRES (NET/DEVELOP)

5. **PROJECT DESCRIPTION:** REMODEL OF EXISTING BUILDING TO BE CONVERTED INTO CARPET SHOWROOM & OFFICE SPACE, PROPOSED 5,000 S.F. WAREHOUSE BUILDING, PROPOSED PAVING OVER EXISTING GRAVEL DRIVE & PARKING AREAS, PROPOSED DUMPSTER ENCLOSURE, PROPOSED LANDSCAPING & PROPOSED RETENTION BASIN FOR ON-SITE STORMWATER.

RECEIVED

SEP 19 2022

6. **OWNER/PROPRIETOR INFORMATION:**

Name: BRAD HASKIN Phone Number(s): (517) 404-5977  
Email: DBHASKIN@GMAIL.COM Address: PO BOX 146  
City: HAMBURG State: MI Zip: 48139

7. **APPLICANT:**

Name: CARPET DEPOT, INC. ATTN: DOUG HILL Phone Number(s): (810) 844-3306  
Email: DOUG@CARPETDEPOT.BZ Address: 3659 JUNIOR DRIVE  
City: PINKNEY State: MI Zip: 48169

8. **DESIGNER INFORMATION:**

Name: GREENTECH ENGINEERING, INC. Phone Number(s): (248) 668-0700  
Email: CHAD@GREENTECHENGINEERING.NET Address: 51147 PONTIAC TRAIL  
City: WIXOM State: MI Zip: 48393

9. **SPECIAL USE PERMIT:**

Is a Special Use Permit required for this project? ☒ No ☐ Yes

IF YES, Attach Special Use Permit Application Form with this site plan review application form

---

**APPLICANT CERTIFICATION:**

I hereby certify that all structures and uses for which this application is made shall conform to the Ordinances of Hamburg Township, Livingston County and the State of Michigan. All information submitted as a part of the site plan application is to my knowledge accurate. If the information is determined either now or in the future to be inaccurate any permits granted for the incorrect information shall be void and any structures built or uses approved may be in violation of the required ordinances and must otherwise be brought into compliance with all regulations.

I further agree that any deviation from the plans submitted or the breach of any additional safeguards, conditions or requirements the Hamburg Township may impose in granting this application shall constitute a violation of the Ordinance and invalidate the permit granted.

PROPERTY OWNERS SIGNATURE:  DATE: 9-16-22

\*If an agent submits the project to the Township for the property owner a letter authorizing must be submitted.

RECEIVED

SEP 19 2022

Hamburg Township  
Planning and Zoning Department

## **PRELIMINARY & FINAL SITE PLAN** **CHECKLIST**

Each preliminary & Final Site Plan submitted for review shall provide the following information at the time of application.

**A. General Information**

- ☐ 1. Name and address of the proprietor and proof of ownership, developer, and registered engineer, registered surveyor, registered architect, registered landscape architect, or registered community planner who prepared the site plan.
- ☐ 2. Date of plan preparation, north arrow, and scale of plan, which shall not be greater than one inch equals twenty feet (1" = 20') nor less than one inch equals two hundred feet (1" = 200').
- ☐ 3. Full legal description of parcel and dimensions of all lot and property lines showing the relationship to abutting properties, and in which district the subject property and abutting properties are located.
- ☐ 4. Area map showing the relationship of the parcel to the surrounding area within one-half mile.
- ☐ 5. The location and description of all existing structures within one hundred feet (100') of the parcel.

**B. Physical Information**

- ☐ 1. Proposed plans for site grading, surface drainage, water supply and sewage disposal.
- ☐ 2. The location of existing and proposed landscaping, buffer areas, fences, or walls on the parcel.
- ☐ 3. Existing and proposed structure information including the following:
  - a. Footprint location, dimensions and setbacks.
  - b. Finished floor and grade line elevations.
  - c. Elevations drawings that illustrate building design, size, height, windows and doors, and describe construction materials. Elevations shall be provided for all sides visible from an existing or proposed public street or a residential zoning district.
  - d. The Planning Commission may require a color rendering of the building elevation required in paragraph c.
  - e. Proposed materials and colors shall be specified on the site plan. Color chips or samples shall also be submitted at or prior to the Planning Commission meeting to review the site plan. These elevations, colors and materials shall be considered part of the approved site plan.
- ☐ 4. The location and dimensions of all existing and proposed streets, driveways, sidewalks, service lanes and other vehicular and pedestrian circulation features within and adjacent to the parcel.
- ☐ 5. The location, dimensions, and numbers of off-street parking and loading spaces.

RECEIVED

SEP 19 2022

**doug@carpetdepot.bz**

---

**From:** Brad Haskin <brad@awtworks.com>  
**Sent:** Friday, September 16, 2022 8:59 AM  
**To:** Doug Hill  
**Subject:** Letter

Hamburg Township,

This letter is to grant Doug Hill of Carpet Depot to speak on behalf of developing the property at 7878 M-36 Hamburg, MI 48139. The property is under contract for Doug to purchase from me, Dennis Haskin. Thank you for your consideration.

Dennis Haskin  
517-404-5977

--  
**Brad Haskin, President**  
O: 800.273.9978



RECEIVED

SEP 19 2022

Hamburg Township  
Planning and Zoning Department



RECEIVED

SEP 19 2022

Hamburg Township  
Planning and Zoning Department

September 16, 2022

Doug Hill  
Carpet Depot, Inc  
9600 Chilson Commons Cir.  
Pinckney, MI, 48169

Dear Mr. Doug Hill:

This letter is to confirm that your loan request for the purchase of commercial real estate at 7878 M-36, Hamburg Township, Michigan, as well as funding for construction on the subject property has been approved by the bank contingent upon final SBA 504 approval and authorization.

Currently, the Michigan Certified Development Corporation is in their final phases of the SBA underwriting to submit for final approval.

Please feel free to reach out to me with any further questions.

Kind regards,

A handwritten signature in black ink, appearing to read "James R. Johnston", written over the "Kind regards," text.

James R. Johnston  
Vice President



September 30, 2022

Mr. Chris Madigan, Planning Administrator  
Hamburg Township  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

Re: 7878 M-36 Site Plan Review

Dear Mr. Madigan

We have reviewed the final site plan for the above referenced project, dated September 16, 2022, as prepared by Green Tech Engineering, Inc. We offer the following comments for your consideration:

1. The petitioner is proposing a retention basin for the storm water management plan. In accordance with the Livingston County Drain Commissioner standards, the following should be provided:
  - The entire tributary area must be taken into account. It appears offsite drainage from the west will need to be accounted for.
  - The petitioner must submit infiltration test pit results or infiltration results from a soil boring taken within the basin bottom. The retention basin shall be able to dewater a 100-year storm with 72 hours based on the infiltration rates.
  - An overflow from the basin must be provided that is not injurious of downstream structures or features.
2. The southern parking lot as currently shown will drain to the south. The petitioner should make accommodation for the storm water to be directed to the retention basin or provide additional grading information showing how water is directed around the site.
3. An existing 4" pipe is shown leaving the property to the south on Sheet 2 (existing conditions). The petitioner should remove or otherwise address the pipe in the proposed conditions.
4. The petitioner should provide relevant construction details, such as pavement section.
5. Proposed parking spaces are shown abutting the existing house. The petitioner should include parking blocks or other protection and address any access issues caused by parked cars.

In summary, we do not recommend approval of the final site plan.

If you have any questions, please contact me at (734) 657-4925.

Sincerely,

Ted Erickson  
Digitally signed by Ted Erickson  
DN: cn=Ted Erickson, o=IMEG Corp, ou=IMEG Corp, email=ted@imegcorp.com, c=US

Ted L. Erickson, P.E.  
Principal



PHONE: 810-231-1000  
FAX: 810-231-4295



Item 14.

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

**To:** Township Board  
**From:** Scott Pacheco, AICP  
**Date:** December 6, 2022

**Agenda  
Item:** \_\_\_\_\_

**Re:** Final Site Plan Application 22-003: 7878 M-36 (Carpet Depot)

---

### PROJECT HISTORY:

On September 19, 2022 the applicant submitted for Final Site Plan review to the change the use of the property at 7878 M-36 from a residential use to a commercial. This change will include the conversion of the existing residential home on the site into a commercial facility with a 1,391 square foot showroom and 961 square foot of office space. The project also will include the addition of a new 5,000 square foot pole barn to the rear of the existing structure for storage of products sold from the site.

At the November 16, 2022 Planning Commission Public Meeting the Commission reviewed the proposed site plan application and project plans (Attachment A, Exhibit E and A). Because this project is converting an existing residential home to a commercial building there are many zoning and building regulations that are different for commercial use than they are for residential uses. The Planning Commission staff report (Attachment A) reviews the zoning regulations and discusses how, with conditions of approval, the existing and proposed developments on the site can comply with the regulations regarding commercial uses. No one from the public submitted any comments prior to the meeting or made any comments at the Planning Commission meeting on this project.

The Planning Commission recommend approval of the final site plan (SPA22-002) to the Township Board with the following conditions; because as conditioned and with the approval of a landscaping waiver under section 36-281 (F)(1-6) the project meets the site plan review standards A-L in section 36-73 (7), the additional approval standards of the Village Center District under section 36-187 (i)(2) (a-g) as discussed at tonight's meeting and as presented in the Staff Report.

**Conditions 1:** The applicant shall add a 6-foot-tall solid fence near the south side of the parking lot to lessen the impact from this project on future development of the property to the south.

**Condition 2:** Addition evergreen shrubs, with a minimum height of 6' when fully grown, shall be planted between the south side of the detention basin and the north side of the storage building to provide additional screening from M-36.

**Condition 3:** The existing wall lights on the rear of the structure shall be replaced with fully shielded light fixtures.

**Condition 4:** All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business.

**Condition 5:** Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted.

**Condition 6:** Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, and Health Department; Livingston Community Water Authority and the Michigan Department of Transportation.

**Condition 7:** Prior to issuance of a land use permit the applicant will submit and receive approval of a variance to the commercial driveway spacing regulations under section 36-339 (1 and 2). If the variance is not approved prior to the issuance of a land use permit the design of the project shall be altered so the driveway meets the requirements of 36-339 (1 and 2).

**Condition 8:** The freestanding monument sign shall have a base no higher than 2' and the sign shall be 10 feet minimum from the front right-of-way/ property line. The unused sign area(white) shown on the right portion of the freestanding sign shall be covered by an opaque surface until which time a sign for the future office use or other use is proposed in this area. At that time the sign shall be designed so that 60% of the sign face is composed of an opaque surface which allows no light to transmit through (meaning the wording and graphics for the business will be translucent and the background will be opaque). The second wall sign for the office use shall be no larger than 25.45 square feet in size.

**Condition 9:** The applicant shall work with the township engineer to reduce the slope of the drainage basin so no fence is required. If the drainage cannot be revised and a fence is required the fencing use shall be decorative and approved by the Zoning Administrator prior to permitting. See the picture below for an example of decorative fencing.

The November 16, 2022 Planning Commission staff report with exhibits and the meeting minutes are attached to this report for the Boards review (Attachment A). Board member may also go to the Township website below for a video recording of the Planning Commission meeting.

### **RECOMMENDATION:**

Staff suggests that the Township Board discuss and review the November 16, 2022 Planning Commission Staff Report, the recommendations by the Hamburg Township Planning Commission and the proposed project plans and application materials. The Board should make a determination on the proposed amendment in terms of its own judgment on particular factors related to the individual proposal. They should make a determination if the project meets the site plan review standards A-L in section 36-73 (7), the additional approval standards of the Village Center District under section 36-187 (i)(2) (a-g) of the Zoning Ordinance.

### **Example Approval Motion**

The Township Board approves the final site plan (SPA22-002) at 7878 E-M36 as presented at tonight's hearing and with the 9 conditions recommended by the Township Planning Commission; because as conditioned and with the waiver to the landscape standards the project meets the site plan review standards A-L in section 36-73 (7) and the additional approval standards of the Village Center District under section 36-187 (i)(2) (a-g) as discussed at tonight's meeting and at the November 16, 2022 Planning Commission meeting and as presented in the Staff Report.

### **ATTACHMENTS:**

**Attachment A:** November 16, 2022 Planning Commission Staff Report and Exhibits

**From:** [Seif, George \(MDOT\)](#)  
**To:** [Fournier, Laurent \(MDOT\)](#); [Scott Pacheco](#)  
**Cc:** [Chris Madigan](#)  
**Subject:** RE: Site Plan Review at 7878 M-36  
**Date:** Wednesday, September 21, 2022 11:47:26 AM  
**Attachments:** [image001.jpg](#)

---

Hi Scott,

The plans also need to include the following:

- Driveway approach cross section
- Proposed driveway sidewalk cross section and detailed grades.
- Include current version of MDOT standard plans R-29 and R-30

Thank you  
George

---

**From:** Fournier, Laurent (MDOT) <FournierL@michigan.gov>  
**Sent:** Wednesday, September 21, 2022 11:40 AM  
**To:** Scott Pacheco <spacheco@hamburg.mi.us>; Seif, George (MDOT) <SeifG@michigan.gov>  
**Cc:** Chris Madigan <cmadigan@hamburg.mi.us>  
**Subject:** RE: Site Plan Review at 7878 M-36

Scott,

I have a few comments/questions :

- Do you have any idea about what kind of traffic your store is going to generate? Hourly or daily.
- Please show on the plan where the MDOT ROW line is. The proposed monument sign seems to be within MDOT ROW. Please remove from MDOT ROW.
- Please use MDOT GEO-680 for commercial driveway design.

Let me know if you have any question,



**Laurent Fournier**  
 Traffic and Safety Engineer  
 Brighton TSC  
 10321 E. Grand River, Suite 500  
 Brighton, MI 48116  
 (517) 243-9776 | [fournierl@michigan.gov](mailto:fournierl@michigan.gov)

**From:** Scott Pacheco <[spacheco@hamburg.mi.us](mailto:spacheco@hamburg.mi.us)>  
**Sent:** Wednesday, September 21, 2022 10:52 AM  
**To:** Fournier, Laurent (MDOT) <[FournierL@michigan.gov](mailto:FournierL@michigan.gov)>; Seif, George (MDOT) <[SeifG@michigan.gov](mailto:SeifG@michigan.gov)>  
**Cc:** Chris Madigan <[cmadigan@hamburg.mi.us](mailto:cmadigan@hamburg.mi.us)>  
**Subject:** Site Plan Review at 7878 M-36

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

George and Laurent:

The attached plans are to convert an existing home at 7878 M-36 into a commercial business. This use will be for a carpet sales store (Carpet Depot) The project will convert the existing house into the showroom and offices for the carpet sales business and a new 5,000 sq. ft. pole barn will be added to the rear of the site to store the product. These plans have recently been submitted for Site Plan review and as always we would like MDOT to get involved in the process as early as possible. So the township is sending these plans to you for initial review comments. If you could provide any comments that you may have on this project by October 5, 2022 that would be very helpful. We will include your comments in the reports that are forwarded to the applicant and the planning commission.

Also as with all site plans reviewed by the Township if the plans are approved by the Planning Commission staff does suggest that the following is a condition of approval:

*Prior to the issuance of a land use permit as needed all appropriate local, county, state and federal agencies, including, but not limited to, Hamburg Township Fire, and Public Works Departments, the Livingston County Road Commission, Drain Commissioner, and Health Department; and the Michigan Department of Environment, Great Lakes and Energy and Transportation shall be received.*

Thank you in advance for you review of this project.

Scott Pacheco, AICP  
Hamburg Township  
Planning and Zoning



## SITE PLAN

for

## 7878 M-36 REMODEL &amp; WAREHOUSE BUILDING

HAMBURG TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN

#7879

BM  
1

E. M-36

(66 FEET WIDE)

S86°48'50"E  
146.35'

LOCATION MAP N.T.S.

## LEGEND

- FCI FOUND CAPPED IRON  
 ○ MON FOUND CONCRETE MONUMENT  
 (M) MEASURED  
 (R) RECORD  
 --- EX. OVERHEAD LINES  
 --- EX. UTILITY POLE  
 --- EX. GUY WIRE  
 [N] EX. ELECTRIC TRANSFORMER  
 [B] EX. BOLLARD  
 [E] EX. ELECTRIC METER  
 [E/P] EX. ELECTRIC PANEL  
 [G] EX. GAS METER  
 [R] EX. IRRIGATION CONTROL BOX  
 [S] EX. CATCH BASIN  
 [W] EX. SANITARY MANHOLE  
 [W] EX. WATER WELL  
 [M] EX. MAILBOX  
 ○ EX. DECIDUOUS TREE  
 --- EX. SANITARY SEWER  
 --- EX. STORM SEWER  
 --- EX. GAS MAIN  
 --- PRO. FENCE  
 [B] PRO. BOLLARD  
 [P] PRO. PARKING SPACES COUNT  
 [B] PRO. BARRIER-FREE SIGN

## HATCH LEGEND

- [HATCH] PROPOSED CONCRETE  
 [HATCH] PROPOSED ASPHALT PAVEMENT

## SITE DATA:

- SITE AREA:** PARCEL NO. 4715-25-200-003, 1.05 ACRES  
**ZONING:** VC, VILLAGE CENTER  
**EXISTING BUILDING USE:** RESIDENTIAL  
**PROPOSED USE:** EXISTING BUILDING (REMODEL): SHOWROOM & OFFICE SPACE  
 PROPOSED BUILDING: WAREHOUSE  
**REQUIRED BUILDING SETBACKS:** FRONT: 20 FEET  
 REAR: 15 FEET  
 SIDES: 10 FEET  
**EXISTING BUILDING (REMODEL):** OFFICE: 961 S.F. (GROSS)  
 SHOWROOM AREA: 1,391 S.F. (FLOOR AREA)  
**PROPOSED WAREHOUSE:** 5,000 S.F. (FLOOR AREA)  
**REQUIRED PARKING SPACES:** OFFICE: 1 SPACE PER 400 S.F. OF GROSS FLOOR AREA  
 SHOWROOM AREA: 1 SPACE PER 400 S.F. OF FLOOR AREA  
 WAREHOUSE: 1 SPACE PER 800 S.F. OF FLOOR AREA  
 11 REGULAR SPACES  
 1 HANDICAP SPACES  
 12 TOTAL SPACES  
**PROPOSED PARKING SPACES:** 13 REGULAR SPACES  
 1 HANDICAP SPACES  
 14 TOTAL SPACES (2 EXTRA SPACES PROVIDED, RESULTS IN NO NEED FOR COLLECTIVE PARKING)  
**REQUIRED LOADING ZONE:** ONE 12'x25' SPACE TO BE PROVIDED

## GENERAL NOTES:

THESE NOTES APPLY TO ALL CONSTRUCTION ACTIVITIES ON THIS PROJECT.

- ALL DIMENSIONS SHOWN ARE TO FACE OF CURB, FACE OF SIDEWALK, OUTSIDE FACE OF BUILDING, PROPERTY LINE, CENTER OF MANHOLE/CATCH BASIN OR CENTERLINE OF PIPE UNLESS OTHERWISE NOTED.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH HAMBURG TOWNSHIP AND/OR LIVINGSTON COUNTY CURRENT STANDARDS AND REGULATIONS.
- THE CONTRACTOR SHALL NOTIFY THE CITY ENGINEER AND/OR THE AUTHORITY HAVING JURISDICTION 3 BUSINESS DAYS PRIOR TO THE BEGINNING OF CONSTRUCTION.
- ANY WORK WITHIN THE STREET RIGHT-OF-WAY SHALL BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THE AGENCIES HAVING JURISDICTION AND SHALL NOT BEGIN UNTIL ALL NECESSARY PERMITS HAVE BEEN ISSUED FOR THE WORK.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ADJUST THE TOP OF ALL EXISTING AND PROPOSED STRUCTURES (MANHOLES, CATCH BASINS, INLETS, GATE WELLS ETC.) WITHIN GRADED AND /OR PAVED AREAS TO FINAL GRADE SHOWN ON THE PLANS. ALL SUCH ADJUSTMENTS SHALL BE INCIDENTAL TO THE JOB AND WILL NOT BE PAID FOR SEPARATELY.
- CONTRACTOR TO PROVIDE ALL REQUIRED TRAFFIC CONTROL DEVICES AND PERSONNEL TO MAINTAIN A SAFE WORK ENVIRONMENT.
- STATE REQUIREMENTS FOR BARRIER-FREE PARKING SPACES SHALL SUPERSEDE ANY TOWNSHIP REQUIREMENTS.
- NO OUTDOOR STORAGE IS PROPOSED WITH THIS SITE PLAN.

## BENCHMARKS:

BM1  
ARROW ON HYDRANT, 33'± NORTH OF  
CENTERLINE OF E. M-36, IN FRONT OF  
7879 E. M-36.  
ELEVATION: 931.10 N.A.V.D.88

## LEGAL DESCRIPTION (BY OTHERS):

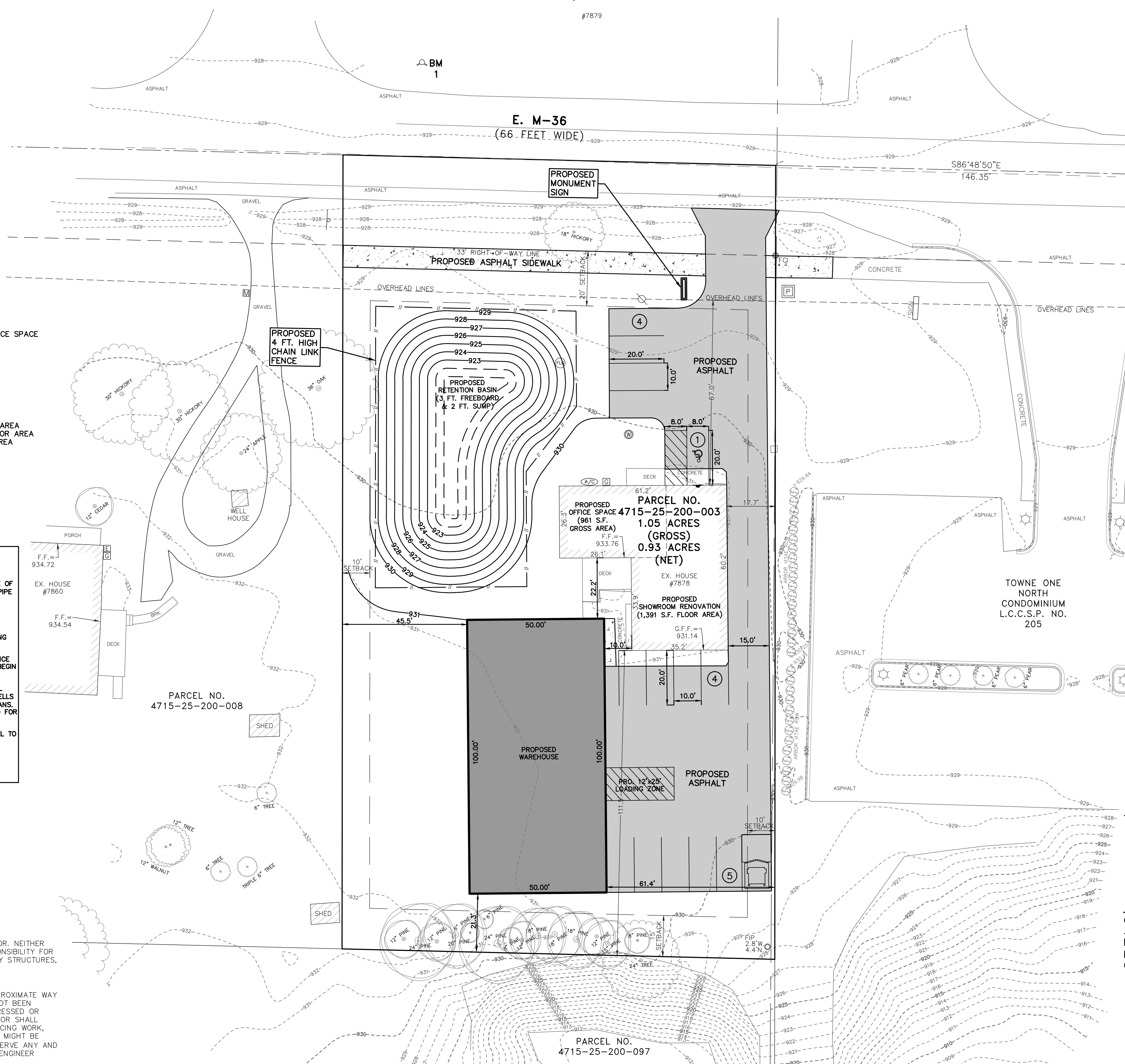
PART OF THE NORTHEAST 1/4 OF SECTION 25, T.1N., R.5E., HAMBURG TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING 444 FEET NORTH, AND 512 FEET EAST OF SOUTHWEST CORNER OF THE WEST 1/2 OF THE EAST 1/2 OF THE NORTHEAST 1/4; THENCE NORTH 290 FEET; THENCE S88°E 158 FEET ALONG CENTERLINE OF HIGHWAY; THENCE SOUTH 289 FEET; THENCE WEST 158 FEET TO THE POINT OF BEGINNING.

## NOTICE:

CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

## NOTE:

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AS DISCLOSED BY AVAILABLE UTILITY COMPANY RECORDS AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE COMPANY. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY IF A CONFLICT IS APPARENT.



## RETENTION BASIN SIZING REQUIREMENTS

Tributary Area (SF)		Req Storage (CF)	
39,317	5,566		
* Sized for 2" runoff from entire tributary area			
Tributary Area (AC)		TOTAL (AC)	
PAVE (0.95)	ROOF (0.9)	LAWN (0.25)	TOTAL (SF)
0.23	0.18	0.49	39,317
RETENTION BASIN SIZING		TOTAL (SF)	
ELEVATION	AREA	AVG. AREA	HEIGHT
923.0	1,406	1,682	1.0
924.0	1,957	2,261	1.0
925.0	2,565	2,897	1.0
926.0	3,229		
927.0 - 929.0	3 FT. FREEBOARD		
			5,840

## SHEET INDEX

- DIMENSION AND LAYOUT PLAN
- EXISTING CONDITIONS PLAN

- L-1 LANDSCAPE PLAN  
 L-2 LANDSCAPE DETAILS

- 1 OF 2 PHOTOMETRIC PLAN
- 2 OF 2 PHOTOMETRIC PLAN CUT SHEET

## ARCHITECTURAL PLANS

- EXISTING BUILDING REMODEL:  
 CO.1 COVER SHEET  
 A1.1 EXISTING FIRST FLOOR & DEMO PLAN  
 A1.2 NEW FIRST FLOOR PLAN  
 A1.3 BUILDING DETAILS  
 P1.1 PLUMBING PLAN  
 E1.1 ELECTRICAL PLAN

## PROPOSED WAREHOUSE:

- CO.1 COVER SHEET  
 A1.1 FIRST LEVEL PLAN  
 S1.1 FOUNDATION PLAN  
 S1.2 BUILDING ELEVATIONS  
 S1.3 BUILDING ELEVATIONS  
 S1.4 ROOF PLAN  
 E1.1 ELECTRICAL PLAN

## OWNER

BRAD HASKIN  
PO BOX 146  
HAMBURG, MI 48139  
PHONE: (517) 404-5977

## CIVIL ENGINEER

GREENTECH ENGINEERING, INC.  
51147 PONTIAC TRAIL  
WIXOM, MI 48393  
PHONE: (248) 668-0700  
FAX: (248) 668-0701  
CONTACT: DANIEL LECLAIR  
CHAD HOLDWICK

## APPLICANT

CARPET DEPOT, INC.  
3659 JUNIOR DRIVE  
PINKNEY, MI 48169  
PHONE: (810) 844-3306  
CONTACT: DOUG HILL

## ARCHITECT

LIZ HARROW, ARCHITECT  
1147 DAISY LANE  
EAST LANSING, MI 48823  
PHONE: (517) 803-8874  
CONTACT: MATT MORGAN



CLIENT: CARPET DEPOT, INC.

DIMENSION AND LAYOUT PLAN

7878 M-36 - PARCEL NO. 4715-25-200-003  
SECTION: 25  
HAMBURG TOWNSHIP  
LIVINGSTON COUNTY  
MICHIGAN

RANGE: 5 E.

SECTION: 25

HAMBURG TOWNSHIP

LIVINGSTON COUNTY

MICHIGAN

RANGE: 5 E.

SECTION: 25

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SECTION: 25

HAMBURG TOWNSHIP

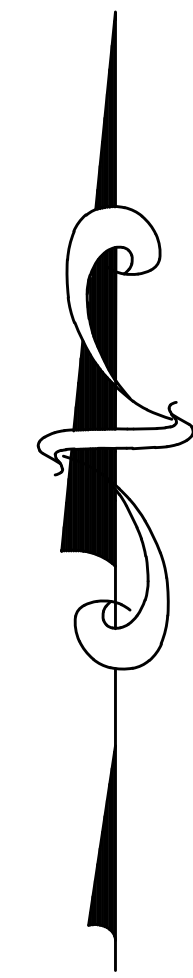
LIVINGSTON COUNTY

MICHIGAN

RANGE: 5 E.

SECTION:



**LEGEND**

- FCI FOUND CAPPED IRON
- FIP FOUND IRON PIPE
- (M) MEASURED
- (R) RECORD
- EX. UTILITY POLE
- EX. LIGHTPOLE
- EX. FLAG POLE
- EX. OVERHEAD LINES
- EX. FENCE
- EX. GUY WIRE/ANCHOR
- EX. HYDRANT
- EX. WELL
- EX. CATCH BASIN
- EX. SIGN
- EX. UTILITY PEDESTAL
- EX. AIR CONDITIONER
- EX. ELECTRIC METER
- EX. GAS METER
- EX. MAILBOX
- EX. SANITARY MANHOLE
- EX. CLEANOUT
- EX. DECIDUOUS TREE
- EX. CONIFEROUS TREE
- ✕ REMOVE EX. TREE

**ZONING:**

VC = VILLAGE CENTER

**SETBACKS:**

FRONT: 20 FEET  
SIDE: 10 FEET  
REAR: 15 FEET

**BENCHMARKS:**

BM1  
ARROW ON HYDRANT, 33'± NORTH OF  
CENTERLINE OF E. M-36, IN FRONT OF  
7879 E. M-36.  
ELEVATION: 931.10 N.A.V.D.88

**SURVEY NOTES:**

1. TITLE WORK WAS NOT PROVIDED. EXISTING EASEMENTS, IF ANY, HAVE NOT BEEN SHOWN.
2. A WETLAND AND TREE SURVEY WERE NOT PERFORMED AS PART OF THIS SURVEY.

**LEGAL DESCRIPTION (BY OTHERS):**

PART OF THE NORTHEAST 1/4 OF SECTION 25, T.1N., R.5E., HAMBURG TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING 444 FEET NORTH, AND 512 FEET EAST OF SOUTHWEST CORNER OF THE WEST 1/2 OF THE EAST 1/2 OF THE NORTHEAST 1/4; THENCE NORTH 290 FEET; THENCE S88°E 158 FEET ALONG CENTERLINE OF HIGHWAY; THENCE SOUTH 289 FEET; THENCE WEST 158 FEET TO THE POINT OF BEGINNING.

**FLOOD HAZARD STATEMENT:**

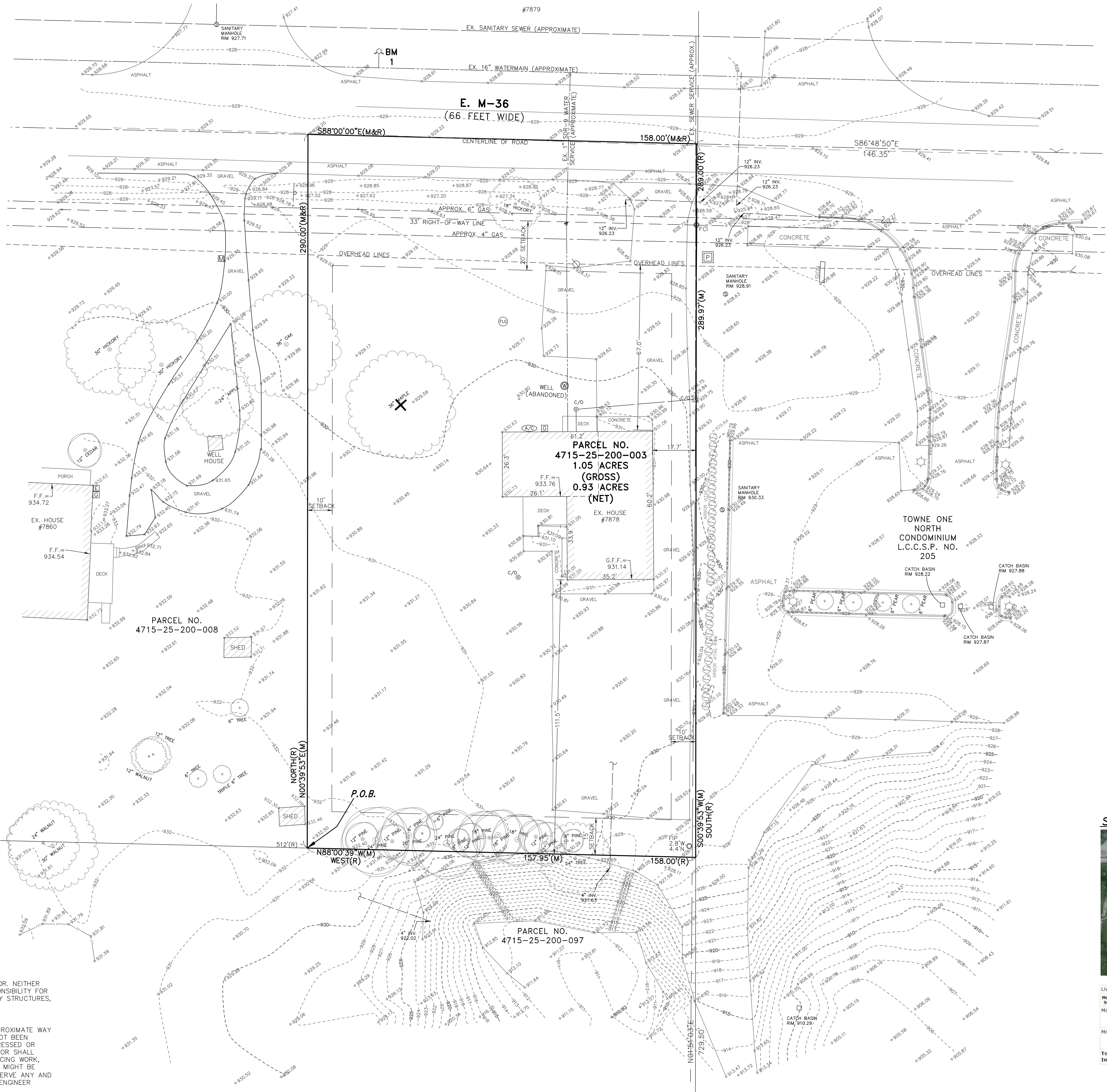
THIS PROPERTY IS LOCATED WITHIN A FEMA DESIGNATED ZONE "X" FLOOD HAZARD AREA AS SHOWN ON NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FOR MICHIGAN FLOOD INSURANCE RATE MAP (FIRM) #26163C0020E (COMMUNITY ID NO. 260118 - TOWNSHIP OF HAMBURG, MI) WITH AN EFFECTIVE DATE OF SEPTEMBER 17, 2008. THIS STATEMENT IS BASED ON THE RESULTS OF GRAPHIC PLOTTING ONTO THE ABOVE NAMED MAP AND PANEL, WHICH IS THE CURRENT MAP FOR THE COMMUNITY IN WHICH THE PROPERTY IS LOCATED. ZONE "X" INDICATES AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

**NOTICE:**

CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

**NOTE:**

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**SOILS INFORMATION:**

Livingston County, Michigan (M1093)			
Livingston County, Michigan (M1093)			
Map Unit Symbol	Map Unit Name	Acres in AOT	Percent of AOT
MoA	Wauwasee loam, 0 to 2 percent slopes	1.0	92.2%
MoE	Miami loam, 18 to 25 percent slopes	0.1	7.8%
Totals for Area of Interest		1.1	100.0%

**GREENTECH**  
ENGINEERING, INC.  
CIVIL ENGINEERS & LAND SURVEYORS

5147 Pontiac Trail, Wixom, MI 48393  
Phone: (248) 668-0700 Fax: (248) 668-0701

**811**  
Know what's below  
Call before you dig.

CLIENT: CARPET DEPOT, INC.

**EXISTING CONDITIONS PLAN**

7878 M-36 - PARCEL NO. 4715-25-200-003  
SECTION: 25  
HAMBURG TOWNSHIP  
LIVINGSTON COUNTY  
MICHIGAN

DATE: 9-16-2022  
DRAWN BY: CEH  
CHECKED BY: JPP/DJL

REVISED

DATE: 9-16-2022

DRAWN BY: CEH

CHECKED BY: JPP/DJL

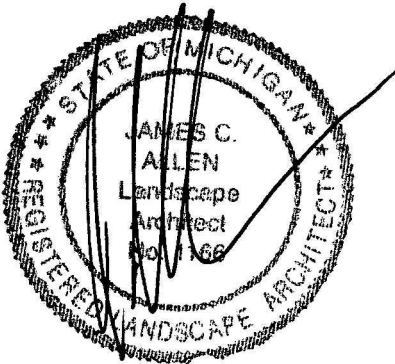
FBK: --

CHF: RG

SCALE: HOR 1" = 20 FT.  
VER 1" = -- FT.

22-169





# Landscape Plan

7878 M-36  
Hamburg Township, Michigan

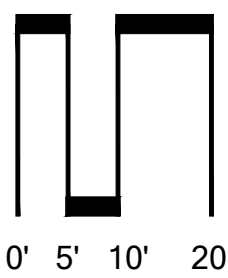
Greentech Engineering  
51147 Pontiac Trail  
Wixom, Michigan 48393  
248.668.0700

Review	August 15, 2022
Review	September 16, 2022

22-058

jca

ica

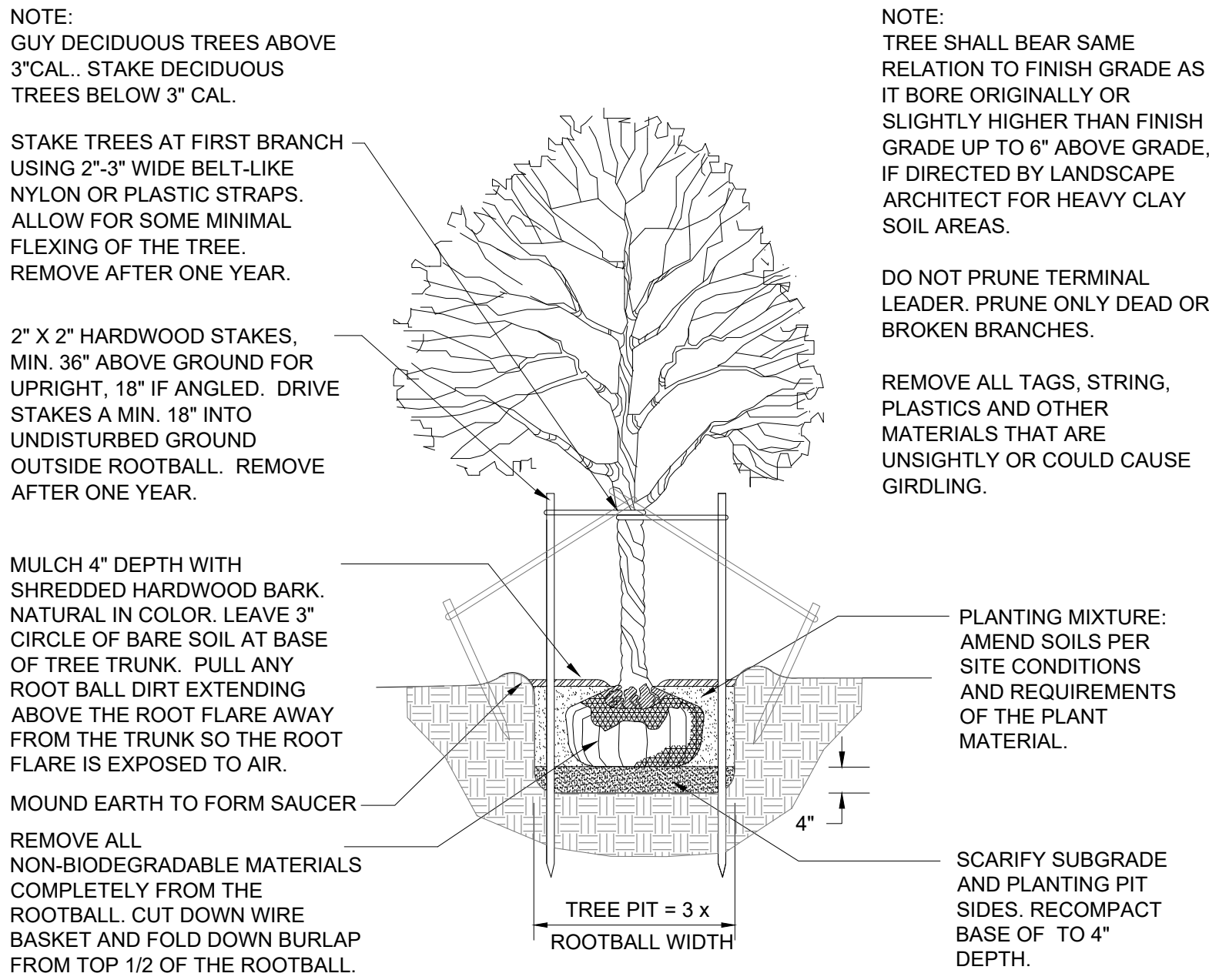


# L-1

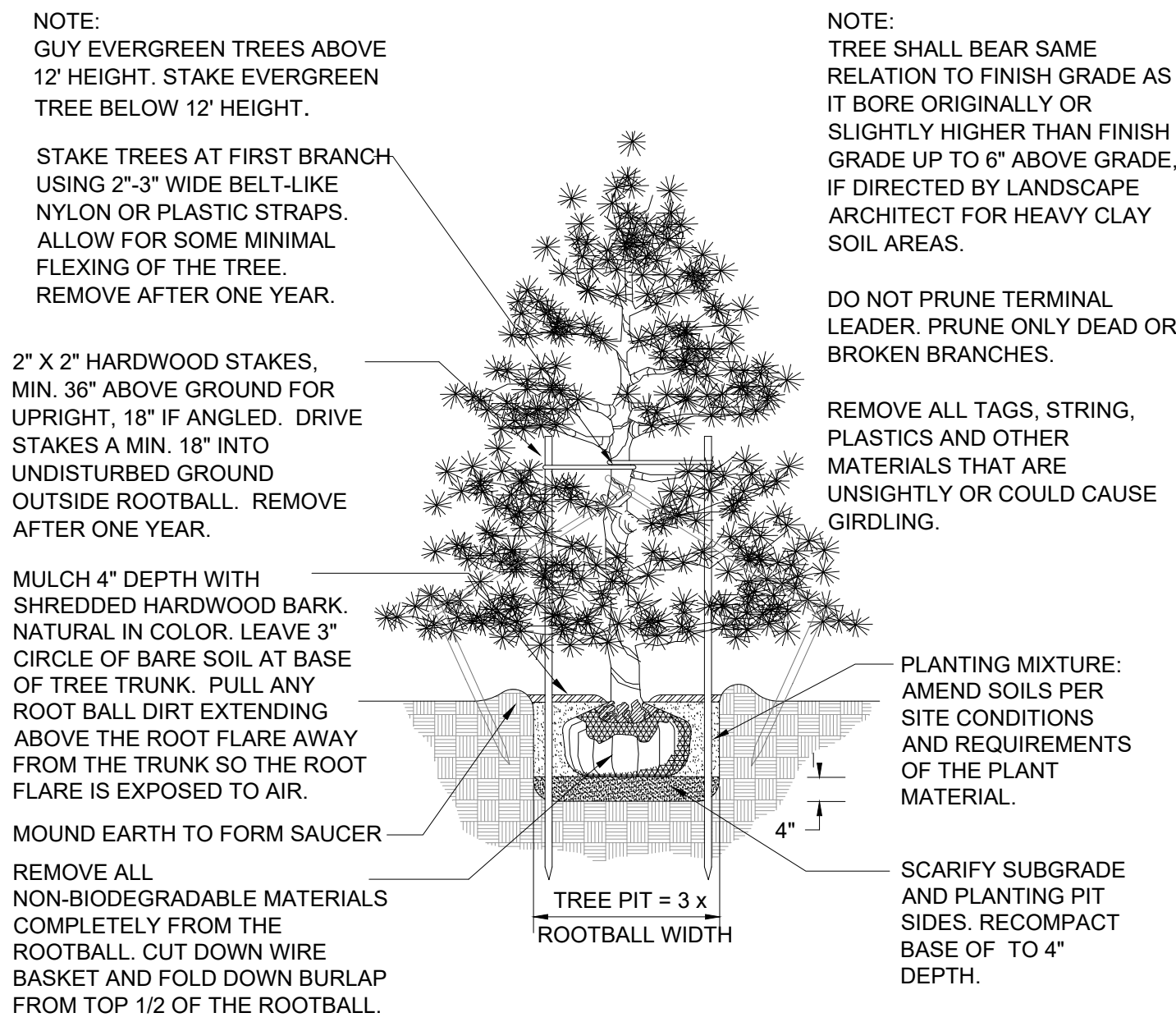


**Know what's below.  
Call before you dig.**

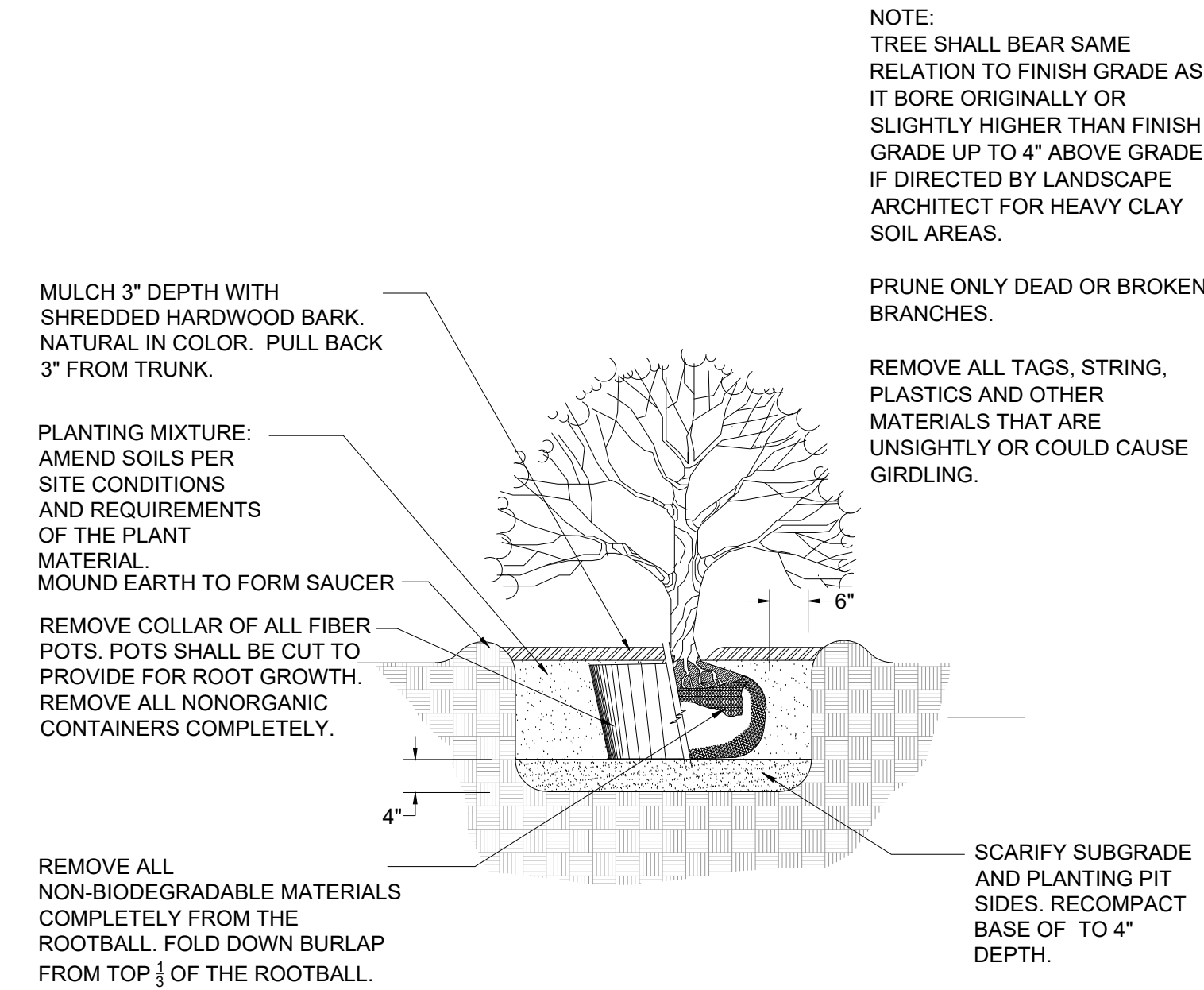




## DECIDUOUS TREE PLANTING DETAIL



## EVERGREEN TREE PLANTING DETAIL

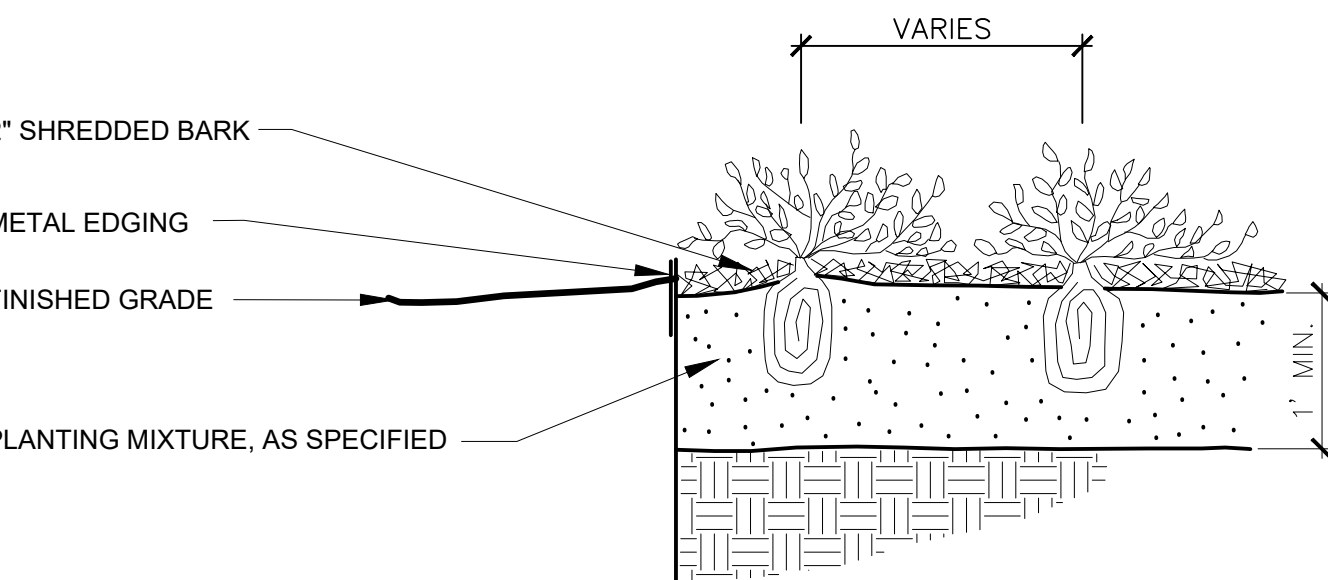


## SHRUB PLANTING DETAIL

NOT TO SCALE

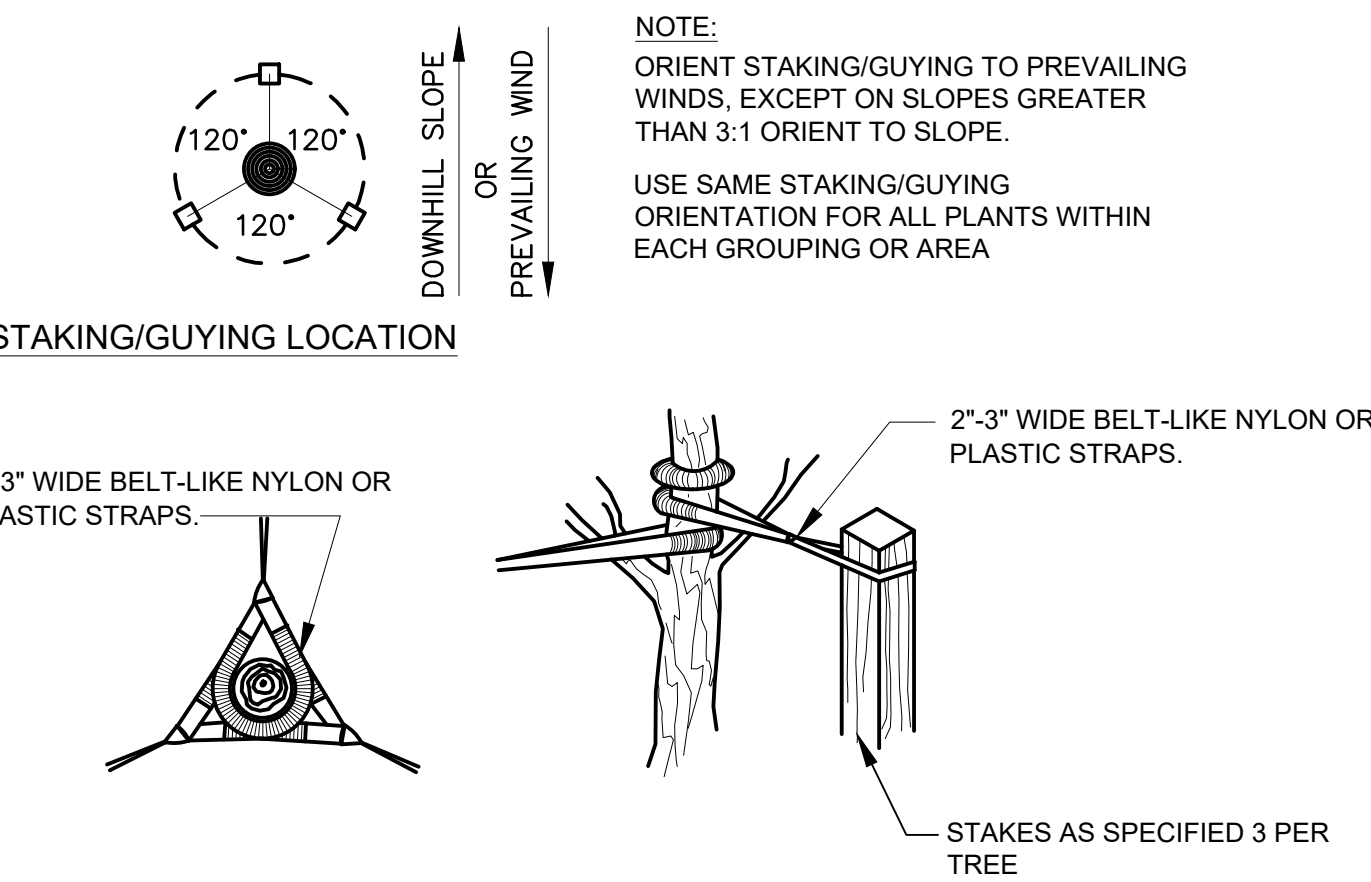
## LANDSCAPE NOTES

- All plants shall be north Midwest American region grown, No. 1 grade plant materials, and shall be true to name, free from physical damage and wind burn.
- Plants shall be full, well-branched, and in healthy vigorous growing condition.
- Plants shall be watered before and after planting is complete.
- All trees must be staked, fertilized and mulched and shall be guaranteed to exhibit a normal growth cycle for at least two (2) full years following Township approval.
- All material shall conform to the guidelines established in the most recent edition of the American Standard for Nursery Stock.
- Provide clean backfill soil, using material stockpiled on site. Soil shall be screened and free of any debris, foreign material, and stone.
- "Agriform" tabs or similar slow-release fertilizer shall be added to the planting pits before being backfilled.
- Amended planting mix shall consist of 1/3 screened topsoil, 1/3 sand and 1/3 peat, mixed well and spread to the depth as indicated in planting details.
- All plantings shall be mulched per planting details located on this sheet.
- The Landscape Contractor shall be responsible for all work shown on the landscape drawings and specifications.
- No substitutions or changes of location, or plant types shall be made without the approval of the Landscape Architect.
- The Landscape Architect shall be notified of any discrepancies between the plans and field conditions prior to installation.
- The Landscape Contractor shall be responsible for maintaining all plant material in a vertical condition throughout the guaranteed period.
- The Landscape Architect shall have the right, at any stage of the installation, to reject any work or material that does not meet the requirements of the plans and specifications, if requested by owner.
- Contractor shall be responsible for checking plant quantities to ensure quantities on drawings and plant list are the same. In the event of a discrepancy, the quantities on the plans shall prevail.
- The Landscape Contractor shall seed and mulch or sod (as indicated on plans) all areas disturbed during construction, throughout the contract limits.
- A pre-emergent weed control agent, "Preen" or equal, shall be applied uniformly on top of all mulching in all planting beds.
- All landscape areas shall be provided with an underground automatic sprinkler system.
- Sod shall be two year old "Baron/Cheriadelpi" Kentucky Blue Grass grown in a sod nursery on loam soil.



## PERENNIAL PLANTING DETAIL

Not to scale



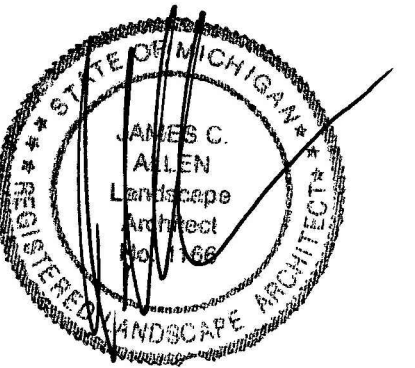
GUYING DETAIL

STAKING DETAIL

## TREE STAKING DETAIL

Not to scale

Seal:



Title:

Landscape Details

Project:

7878 M-36  
Hamburg Township, Michigan

Prepared for:

Greentech Engineering  
51147 Pontiac Trail  
Wixom, Michigan 48393  
248.668.0700

Revision:

Review  
Review

Issued:

August 15, 2022  
September 16, 2022

Job Number:

22-058

Drawn By:

jca

Checked By:



jca

Sheet No.



L-2



Schedule									
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Lumens Per Lamp	Light Loss Factor	Wattage
	EXIST	3	EXIST	EXIST	EXIST	EXIST	1642	1	11.3583
	A	3	Lithonia Lighting	WDGE2 LED P3 40K 80CRI TFTM	WDGE2 LED WITH P3 - PERFORMANCE PACKAGE, 4000K, 80CRI, TYPE FORWARD THROW MEDIUM OPTIC	LED	3166	0.9	32.1375

Statistics						
Description	Symbol	Avg	Max	Min	Avg/Min	Max/Min
Grade @ 0'	+	0.1 fc	4.3 fc	0.0 fc	N/A	N/A
Parking and Drive	✖	0.9 fc	4.3 fc	0.0 fc	N/A	N/A
Property Line	+	0.0 fc	0.6 fc	0.0 fc	N/A	N/A

- General Note**
- LUMINAIRE MOUNTING HEIGHT 15' - 0"
  - CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: 0' - 0"
  - LIGHTING ALTERNATES REQUIRE NEW PHOTOMETRIC CALCULATION AND RESUBMISSION TO CITY FOR APPROVAL.

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

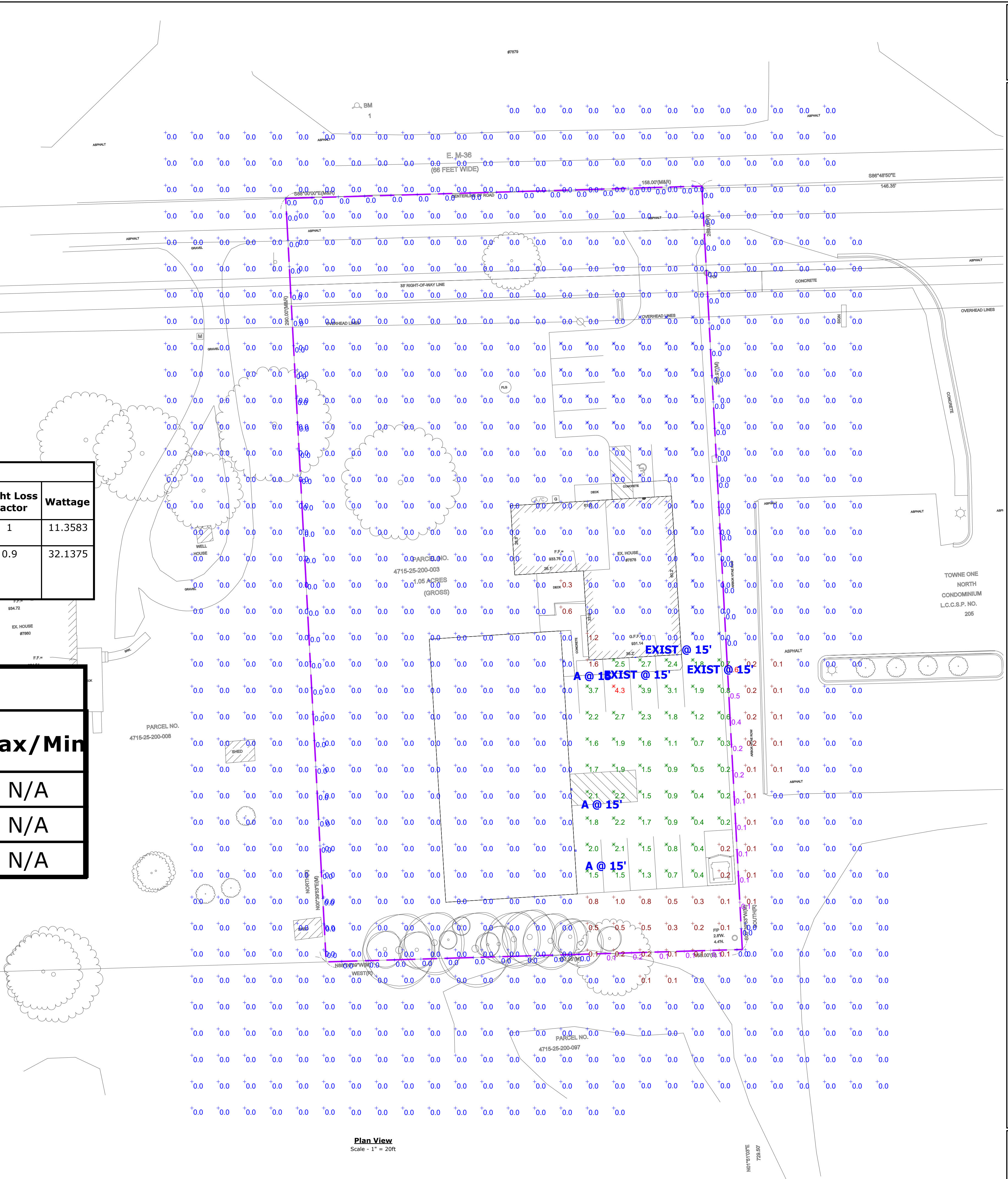
THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIRMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT ASG@GASSERBUSH.COM OR 734-266-6705.


FOR ORDERING INQUIRIES CONTACT GASSER BUSH AT QUOTES@GASSERBUSH.COM OR 734-266-6705.

THIS DRAWING WAS GENERATED FROM AN ELECTRONIC IMAGE FOR ESTIMATION PURPOSE ONLY. LAYOUT TO BE VERIFIED IN FIELD BY OTHERS.

MOUNTING HEIGHT IS MEASURED FROM GRADE TO FACE OF FIXTURE. POLE HEIGHT SHOULD BE CALCULATED AS THE MOUNTING HEIGHT LESS BASE HEIGHT.







WDGE2 LED

Architectural Wall Sconce

Precision Refractive Optic

DLC

THREE

DLC

THREE

IES

NA

USA

MADE

Buy American

TYPE

20

Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Depth (D1):

7"

Depth (D2):

1.5"

Height:

9"

Width:

11.5"

Weight:

(without options) 13.5 lbs

W

D1

D2

H

WDGE LED Family Overview

Luminaire	Optics	Standard EM, 0°C	Cold EM, -20°C	Sensor	Approximate Lumens (4000K, 80CRI)						
					P0	P1	P2	P3	P4	P5	P6
WDGE1 LED	Visual Comfort	4W		--	750	1,200	2,000	--	--	--	--
WDGE2 LED	Visual Comfort	10W	18W	Standalone / nLight	--	1,200	2,000	3,000	4,500	6,000	--
WDGE2 LED	Precision Refractive	10W	18W	Standalone / nLight	700	1,200	2,000	3,200	4,200	--	--
WDGE3 LED	Precision Refractive	15W	18W	Standalone / nLight	--	7,500	8,500	10,000	12,000	--	--
WDGE4 LED	Precision Refractive			Standalone / nLight	--	12,000	16,000	18,000	20,000	22,000	25,000

Ordering Information

EXAMPLE: WDGE2 LED P3 40K 80CRI VF MVOLT SRM DDBXD

Series	Package	Color Temperature	CRI	Distribution	Voltage	Mounting
WDGE2 LED	P0 <sup>1</sup>	27K 2700K	70CRI*	T1S Type I Short	MVOLT	<div>Shipped included</div> <div>SRM Surface mounting bracket</div> <div>ICW Indirect Canopy/Ceiling Washer bracket (dry/ damp locations only)</div> <div>Shipped separately</div> <div>AWS 3/8inch Architectural wall spacer</div> <div>PBBW Surface-mounted back box (top, left, right conduit entry). Use when there is no junction box available.</div>
	P1 <sup>2</sup>	30K 3000K	80CRI	T2M Type II Medium	347 <sup>3</sup>	
	P2 <sup>2</sup>	40K 4000K	LW <sup>4</sup> Limited Wavelength	T3M Type III Medium	480 <sup>5</sup>	
	P3 <sup>2</sup>	50K 5000K		T4M Type IV Medium		
	P4 <sup>2</sup>	AMB <sup>6</sup> Amber		TFTM Forward Throw Medium		

Options

E10WH Emergency battery backup, Certified in CA Title 20 MAEDBS (10W, 5°C min)

E20WC Emergency battery backup, Certified in CA Title 20 MAEDBS (18W, -20°C min)

PE<sup>7</sup> Photocell, Button Type

DMG<sup>4</sup> 0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately)

BCE Bottom conduit entry for back box (PBBW). Total of 4 entry points.

BAA Buy America(n) Act Compliant

Standalone Sensors/Controls

PIR Bi-level (100/35%) motion sensor for 8-15' mounting heights. Intended for use on switched circuits with external dusk to dawn switching.

PIRH Bi-level (100/35%) motion sensor for 15-30' mounting heights. Intended for use on switched circuits with external dusk to dawn switching.

PIR1FCV Bi-level (100/35%) motion sensor for 8-15' mounting heights with photocell pre-programmed for dusk to dawn operation.

PIRH1FCV Bi-level (100/35%) motion sensor for 15-30' mounting heights with photocell pre-programmed for dusk to dawn operation.

Networked Sensors/Controls

NLTAR2 PIR nLightAIR Wireless enabled bi-level motion/ambient sensor for 8-15' mounting heights.

NLTAR2 PIRH nLightAIR Wireless enabled bi-level motion/ambient sensor for 15-30' mounting heights.

See page 4 for out of box functionality.

Finish

D0BXD Dark bronze

D0LXD Black

DNAXD Natural aluminum

DWHXD White

DSSXD Sandstone

D0BTD Textured dark bronze

D0BLXD Textured black

DNATXD Textured natural aluminum

DWHGXD Textured white

DSSTXD Textured sandstone



LITHONIA

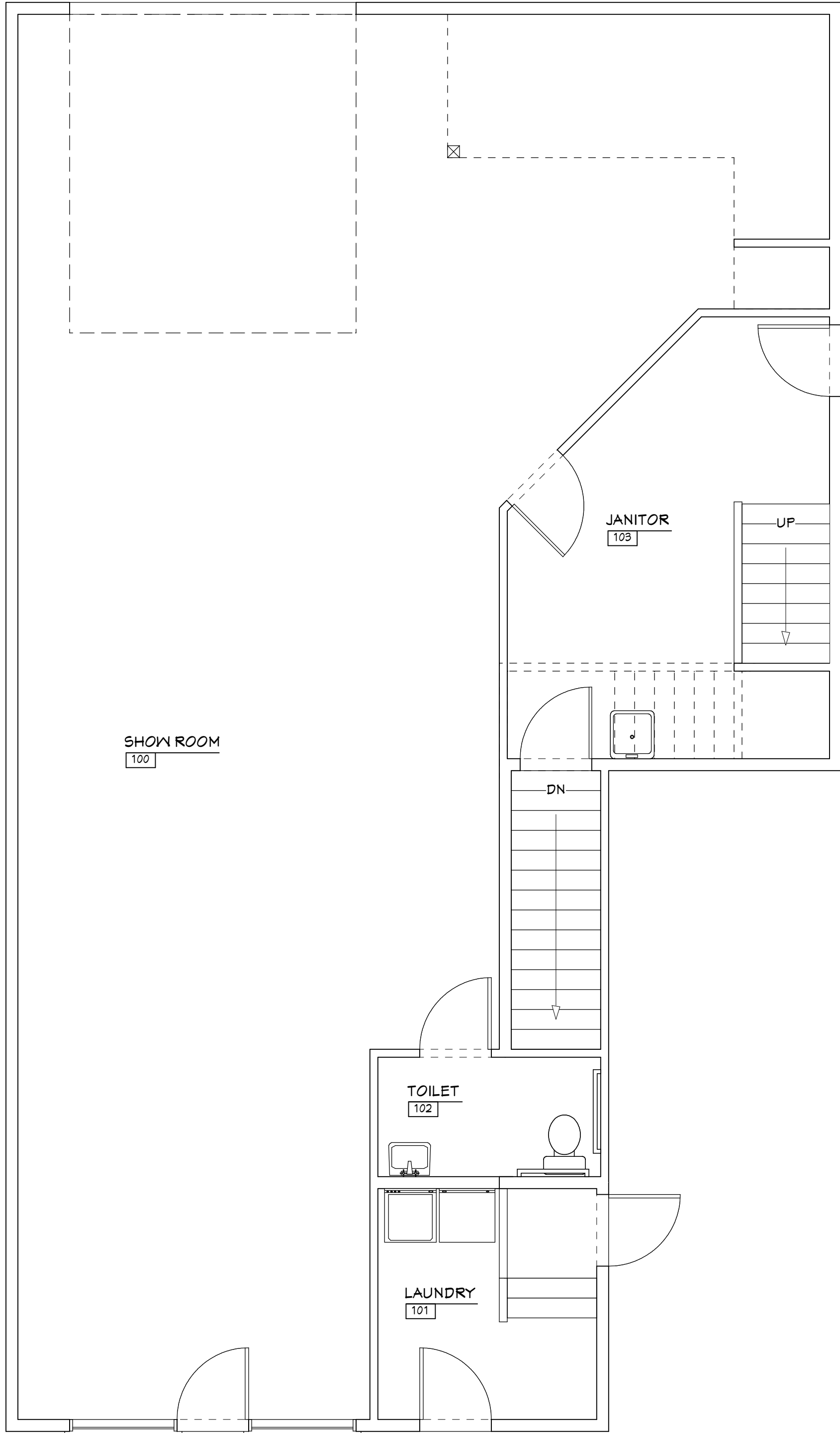
LIGHTING

COMMERCIAL OUTDOOR

One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-705-SERV (7378) • [www.lithonia.com](http://www.lithonia.com)  
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WDGE2 LED  
Rev. 03/01/22

Schedule									
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Lumens Per Lamp	Light Loss Factor	Wattage
	EXIST	3	EXIST	EXIST	EXIST	EXIST	1642	1	11.3583
	A	3	Lithonia Lighting	WDGE2 LED P3 40K 80CRI TFTM	WDGE2 LED WITH P3 - PERFORMANCE PACKAGE, 4000K, 80CRI, TYPE FORWARD THROW MEDIUM OPTIC	LED	3166	0.9	32.1375



FIRST FLOOR PLAN: KEY  
SCALE: 1/4" = 1'-0"

DRAWING INDEX

- C0.1 TITLE SHEET, CODE DATA, DRAWING INDEX, SITE LOCATION, KEY PLAN
- A1.1 FIRST LEVEL PLAN: EXISTING, FIRST LEVEL PLAN: DEMO, GENERAL DEMOLITION NOTES
- A1.2 FIRST LEVEL PLAN: NEW, LEGENDS, TYPICAL WALL SECTION, PLAN NOTES AND SPECS
- A1.3 DOOR AND FRAME SCHEDULE, ROOM FINISH SCHEDULE, DOOR AND FRAME TYPES, STANDARD ADA MOUNTING HEIGHTS, PLUMBING DETAILS, TOILER ROOM PLAN, TOILET ROOM ELEVATIONS
- P1.1 FIRST FLOOR PLAN: SANITARY, FIRST FLOOR PLAN: PLUMBING, GENERAL PLUMBING NOTES
- E1.1 FIRST FLOOR PLAN: ELECTRICAL, ELECTRICAL PLAN NOTES, LEGEND
- NOTE: EXISTING HVAC TO REMAIN AS IS. SUB CONTRACTOR TO ADJUST AS NEEDED AND SUBMIT ANY REQUIRED SPECS TO THE BUILDING DEPARTMENT. HVAC PLAN IS NOT A PART OF THIS PLAN SET

The drawings listed above have been prepared under the supervision of Liz Harrow and constitute the full set of drawings that are the responsibility of Liz Harrow, Architect



SEAL AND SIGNATURE OF  
DESIGN PROFESSIONAL OF  
THIS PLAN SET

LIZ HARROW, ARCHITECT  
1147 DAISY LANE  
EAST LANSING, MI 48823  
PH# 517-803-8814

CODE AUTHORITIES HAVING JURISDICTION

ZONING	Livingston County Building Department 517-546-3830	MBC 2015
LOCAL AGENCY	Livingston County Building Department 517-546-3830	
BARRIER FREE DESIGN	Livingston County Building Department 517-546-3830	2015 Michigan Building Code, Chapter 11 ICC A111.1-2009 & 2010 ADA
MECHANICAL CODE,	Livingston County Building Department 517-546-3830	Michigan Mechanical Code 2015
PLUMBING CODE	Livingston County Building Department 517-546-3830	Michigan Plumbing Code 2015
ELECTRICAL CODE	Livingston County Building Department 517-546-3830	NEC 2017 (State of Michigan Electrical Code) ASHRAE 90.1: 2010: In Compliance
FIRE ALARM & FIRE PROTECTION	Hamburg Township Fire Department 517-222-1105	IFC 2018
HEALTH DEPARTMENT	Livingston County Health Department 517-546-9850	

OTHER AUTHORITIES HAVING JURISDICTION

WATER	West Side Water System Water Department 517-495-5470	OTHER REVIEWERS
ELECTRIC	Consumers Energy Electric Services 517-374-2320	
GAS	Consumers Energy Gas Engineering 517-374-2320	
STORM SEWERS	Ingham County Drain Commission 517-676-8345	
SANITARY SEWERS	Ingham County Drain Commission 517-676-8345	
ROADWAY	Ingham County Road Commission 517-676-9722	

GENERAL BUILDING REQUIREMENTS

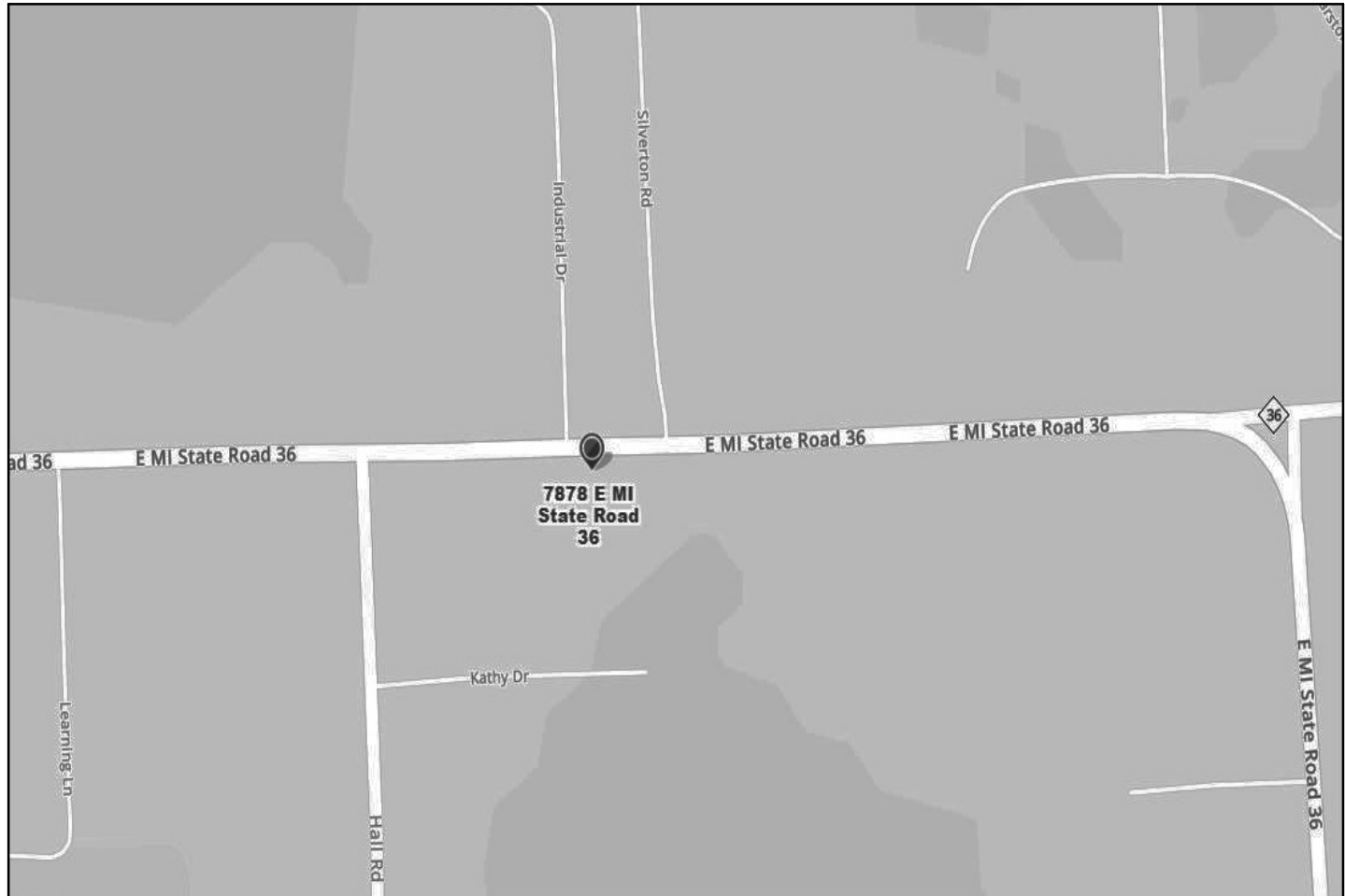
1. Use Group: B
2. Construction Type: 5B
3. Square Footage: 1,776



3 WORKING DAYS BEFORE YOU DIG  
CALL MISS DIG  
800-482-1111  
www.missdig.org

UTILITY WARNING

Underground utility locations, as shown on the plan, were obtained from utility owners and were not field located. A minimum of 3 working days prior to beginning construction, the contractor shall notify "Miss Dig" and have all underground utilities staked before any work may begin. The contractor shall be responsible for the protection of all utilities that may interfere with construction. Protection of utilities shall be incidental to construction.



NORTH  
SITE LOCATION MAP

LIZ HARROW, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-803-8814

CARPET DEPOT  
REMODEL

7878 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

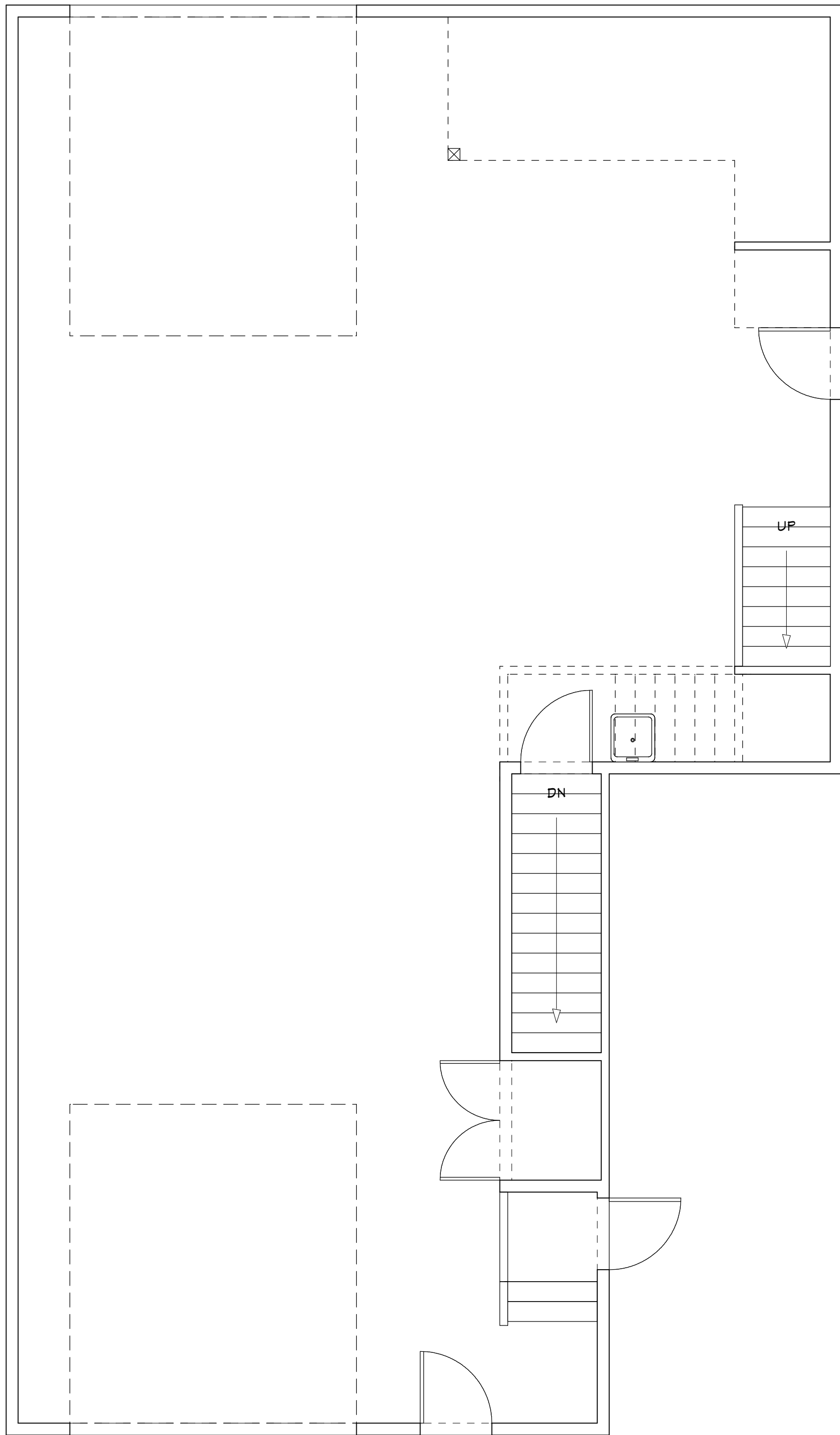
PLOT DATE:  
06-20-2022  
08-06-2022

2283-22  
PROJECT NUMBER:

C0.1

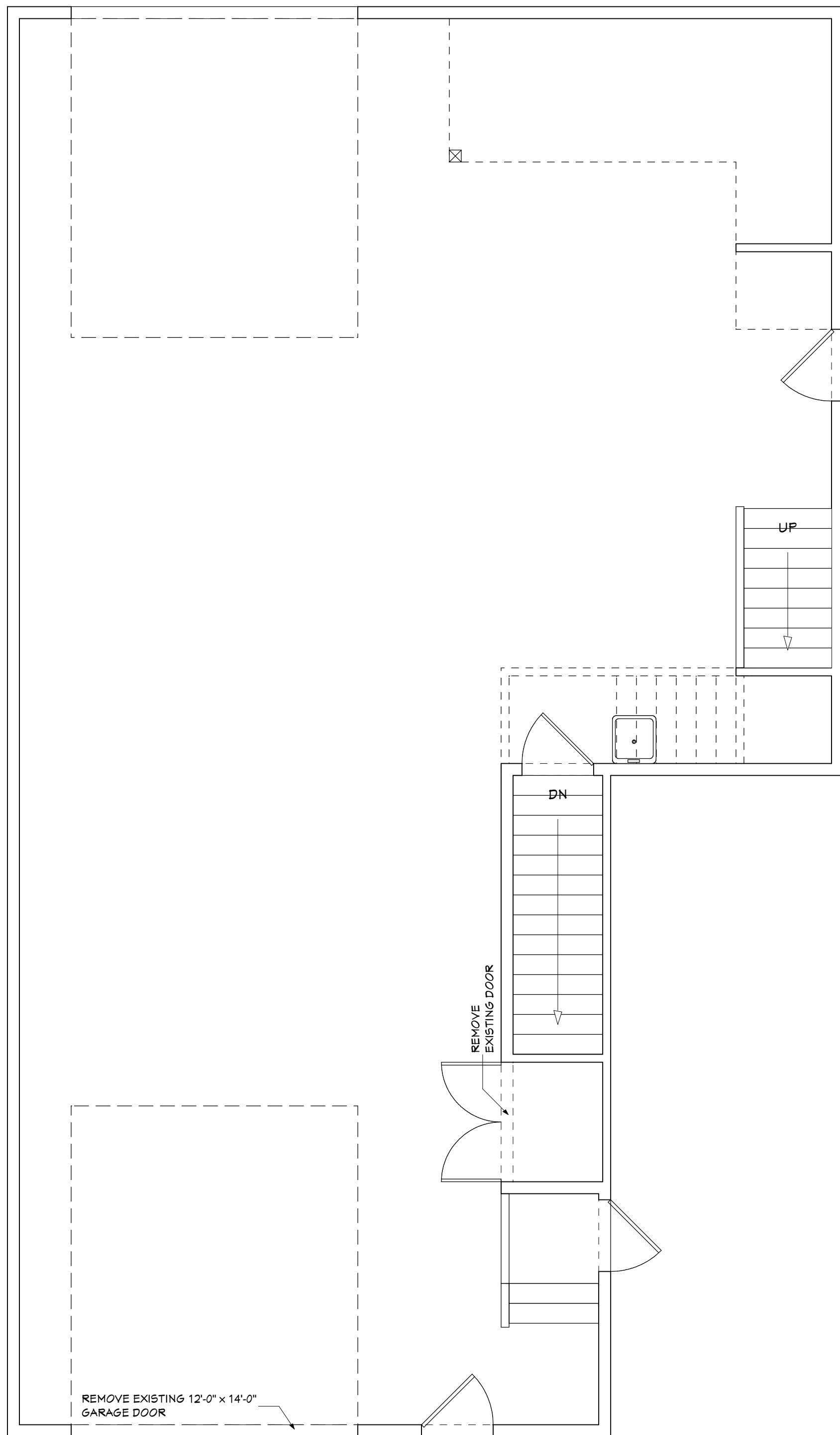
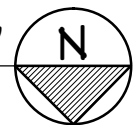
PAGE NUMBER:





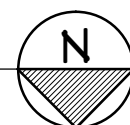
FIRST FLOOR PLAN: EXISTING

SCALE: 1/4" = 1'-0"



FIRST FLOOR PLAN: DEMO

SCALE: 1/4" = 1'-0"



EXISTING DOOR  
(TO REMOVE)

EXISTING DOOR  
(TO REMAIN)

GENERAL DEMOLITION NOTES

1. All items of demolition with salvageable value shall be placed in owner's storage unless instructed otherwise.
2. Coordinate all demolition work with individual trades.
3. The structural integrity of the building shall not be altered.
4. The contractor shall field verify all conditions for removal of all components necessary for coordination with new installations. These drawings are for general demolition only and are not intended to be shop drawings or "as built" drawings. All work that interferes with new construction, whether shown or not shown, shall be removed or relocated as directed by the owner or owner's representative.
5. Provide dust protection to all occupied areas, especially those containing computer and/or electronic systems.

WALLS TO BE REMOVED

EXISTING WALLS TO REMAIN

LIZ HARROW, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-505-6674

BUILDER:

CARPET DEPOT  
REMODEL

7978 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

PLOT DATE:  
06-20-2022  
08-06-2022

2283-22  
PROJECT NUMBER:

A1.1

PAGE NUMBER:

LIZ HARRON, ARCHITECT

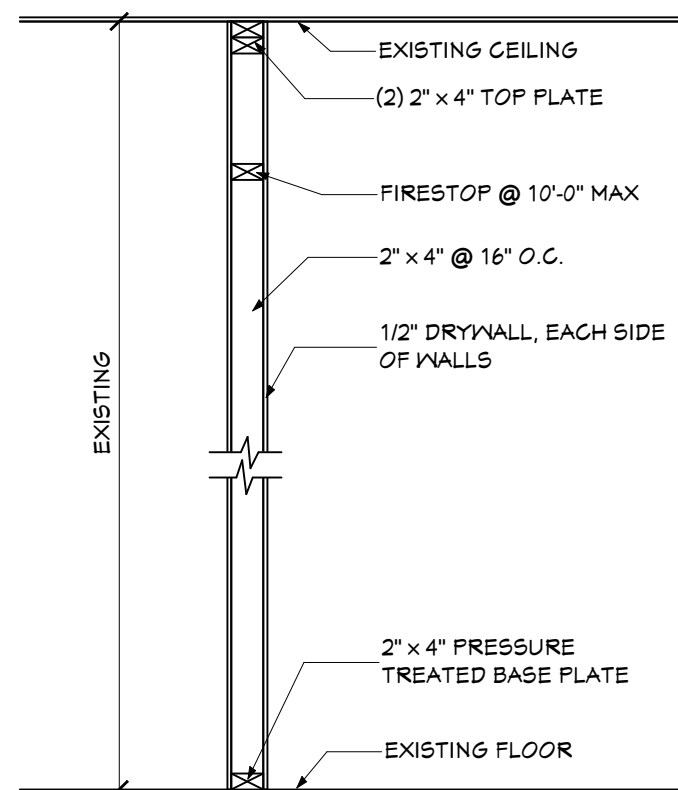
1147 Daisy Lane  
East Lansing, MI 48823  
517-803-8874

BUILDER:

CARPET DEPOT  
REMODEL7978 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134PLOT DATE:  
06-20-2022  
08-06-20222283-22  
PROJECT NUMBER:

A1.2

PAGE NUMBER:



### TYPICAL INTERIOR WALL SECTION

SCALE: 1/2" = 1'-0"

### GENERAL FIRESTOPPING NOTES

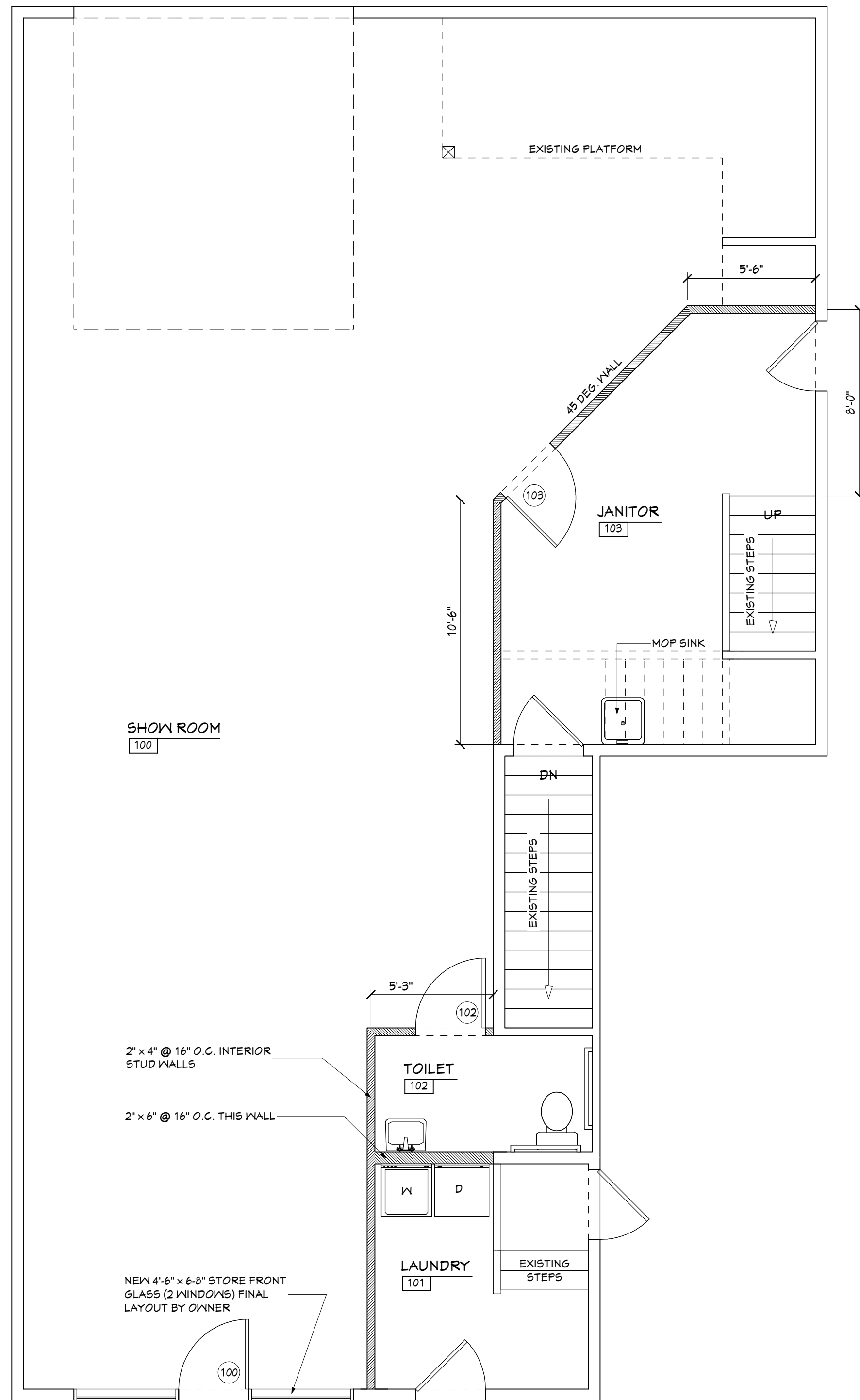
1. Provide Firestopping systems at all membrane and through penetrations of rated wall of floor/ceiling systems. Contract with a single manufacturer for firestopping systems. Fire stopping manufacturer shall provide submittal of system(s), and provide for on site instruction and inspection of installation.
2. All assemblies shall have an "F" rating that matches the hourly fire rating.
3. Through Penetration Protection System = TTPS
4. For installations or configurations not covered by UL or FM design number, a recommendation shall be obtained from the manufacturer, in writing, for the specific application, signed by a certified engineer.
5. All materials shall be asbestos free and non-carcinogenic.
6. Firestop materials shall not contain flammable or toxic solvents and shall not produce toxic or flammable outgassing during the drying or curing process.
7. Firestopping materials and systems must be intumescent or be capable of filling through openings created by the burning or melting of combustible pipes, pipe insulation materials or cable jacketing and the deflection of sheet metal due to thermal expansion.
8. Firestop sealants must be elastomeric or flexible to allow for normal pipe movement.
9. Do not proceed to enclose firestopping until local building inspectors have inspected the work and have given approval to close the work.
10. Holes cut for penetrations shall be within allowable limits for TTPS. Typically openings should allow for caulk or sealant beads around opening of at least 1/4" but no more than 1/2". Verify with each TTPS and manufacturer's technical representative.
11. After installation, properly identify all firestop systems. Identification shall occur at location where system has been installed and shall include:
  - A. Identify the firestopping system that has been installed as being a "Rated Penetration Firestop System - Do Not Disturb"
  - B. Use label minimum 3" x 5", yellow and black OSHA colors with manufacturer, building owner representative and/or contractor clearly identified.
12. Penetrations of concrete or masonry wall assemblies by 6" maximum diameter, non-combustible pipe, conduit, or steel jacketed wires, in openings less than 144 square inches may be protected by filling the complete wall thickness, for the total perimeter of opening, with concrete, grout, or mortar.
13. All non rated full height walls shall have all voids firestopped to resist the passage of smoke.

### SPECIFICATIONS

1. All door openings shall be protected with 1 3/4" flush solid core wood doors or 20-minute labeled fire-rated doors in smoke-tight, substantial frames and equipped with approved self-closing devices and non-locking-against-egress positive latching hardware.
2. Exit doors and all egress doors shall be side-hinged and equipped with approved hardware.
3. Storage rooms larger than 100 square feet require 1-hour fire resistive construction, including a minimum of 45-minute rated fire doors and frame assemblies equipped with an approved self-closing device and positive latching hardware. "B" labeled doors are acceptable.
4. Storage rooms 100 square feet or smaller shall be of 1-hour fire resistive construction. All door openings shall be protected with a minimum of 1 3/4" flush solid core wood doors or 20-minute labeled fire doors and frame assemblies equipped with an approved self-closing device and positive latching hardware.
5. Heating shall be by a central heating plant or an approved permanently installed electrical heating system. Heating plants located on the same floor as the children shall be in 1-hour fire resistive enclosures including a minimum of 45-minute rated fire doors and frame assemblies with approved self-closing devices and positive latching hardware in any interior openings. Door openings for heat plant enclosures not located on the same floor as the children may have 1 3/4" flush solid wood core doors or 20-minute labeled fire doors with positive latching hardware and approved self-closing devices. Air for proper combustion shall be provided directly from the outside at a minimum rate of 1 square inch per 4,000 BTUs input and through a permanently open louver or metal duct. "B" labeled doors are acceptable.

### PLAN NOTES

1. Contractors shall review and verify all dimensions and shall notify Architect of any discrepancies.
2. The Owner is responsible for obtaining proper building permit from the local authorities.
3. Applicable federal, state or local acts, codes, laws, ordinances, and regulations, etc. shall be considered as part of the requirements for this project and shall take precedent over these drawings and specifications. Advise the Architect of potential conflicts between these drawings and possible interpretations of codes, ordinances and regulations.
4. All mechanical and electrical work shall be completed by licensed Contractors who shall obtain the proper permits from local authorities.
5. The contractor shall assume that he may be required to provide the highest quality of work and the greatest quantity of materials required for a complete project conforming to all noted codes, whether or not such materials required for such conformance are indicated in these plans.
6. CONSTRUCTION METHODS: The Architect is not responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions since these are solely the contractors responsibility.
7. OWNER- AUTHORIZED CHANGES: If the owner authorizes deviations/ recorded or unrecorded; from the documents prepared by the Architect and Consultants without written agreement of the Architect, the owner shall indemnify and hold harmless the Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting in whole or in part from such deviations, regardless of whether or not such claim, damage, loss or expense is caused by a party indemnified hereunder.
8. INTERIOR WALL, TYPE I:  
Dimensioned at 5" nominal, 5/8" gypsum drywall each side of 2x4 wood studs at 1'-4" on center.
9. Provide nonabsorbant finish and backing at Toilet Room walls and floors. Provide 4" base and water resistant gypsum drywall on surfaces adjacent to water closets, lavatories, mop basin and drinking fountains.
10. All wood in contact with earth, concrete, concrete masonry, clay masonry, or exposed to the weather shall be treated to resist decay.
11. Exit doors shall remain unlocked during normal occupancy.
12. The address (street number) location shall be shown on the building. Six-inch-tall numbers visible from the street shall be required. The address location is subject to approval of the



### FIRST FLOOR PLAN: NEW

SCALE: 1/4" = 1'-0"

NEW WALL

NEW DOOR



LIZ HARRON, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-503-6674

BUILDER:

CARPET DEPOT  
REMODEL

7378 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

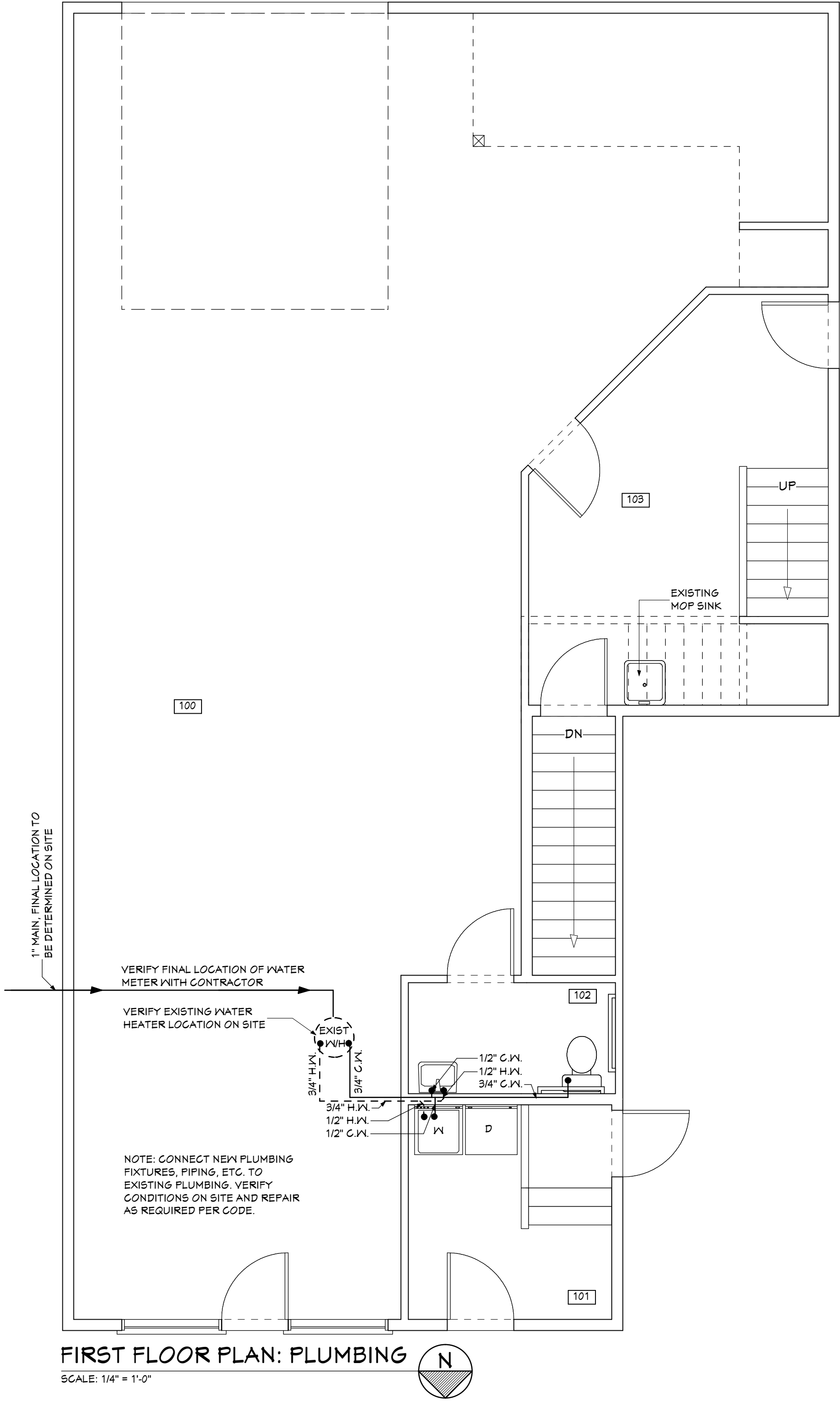
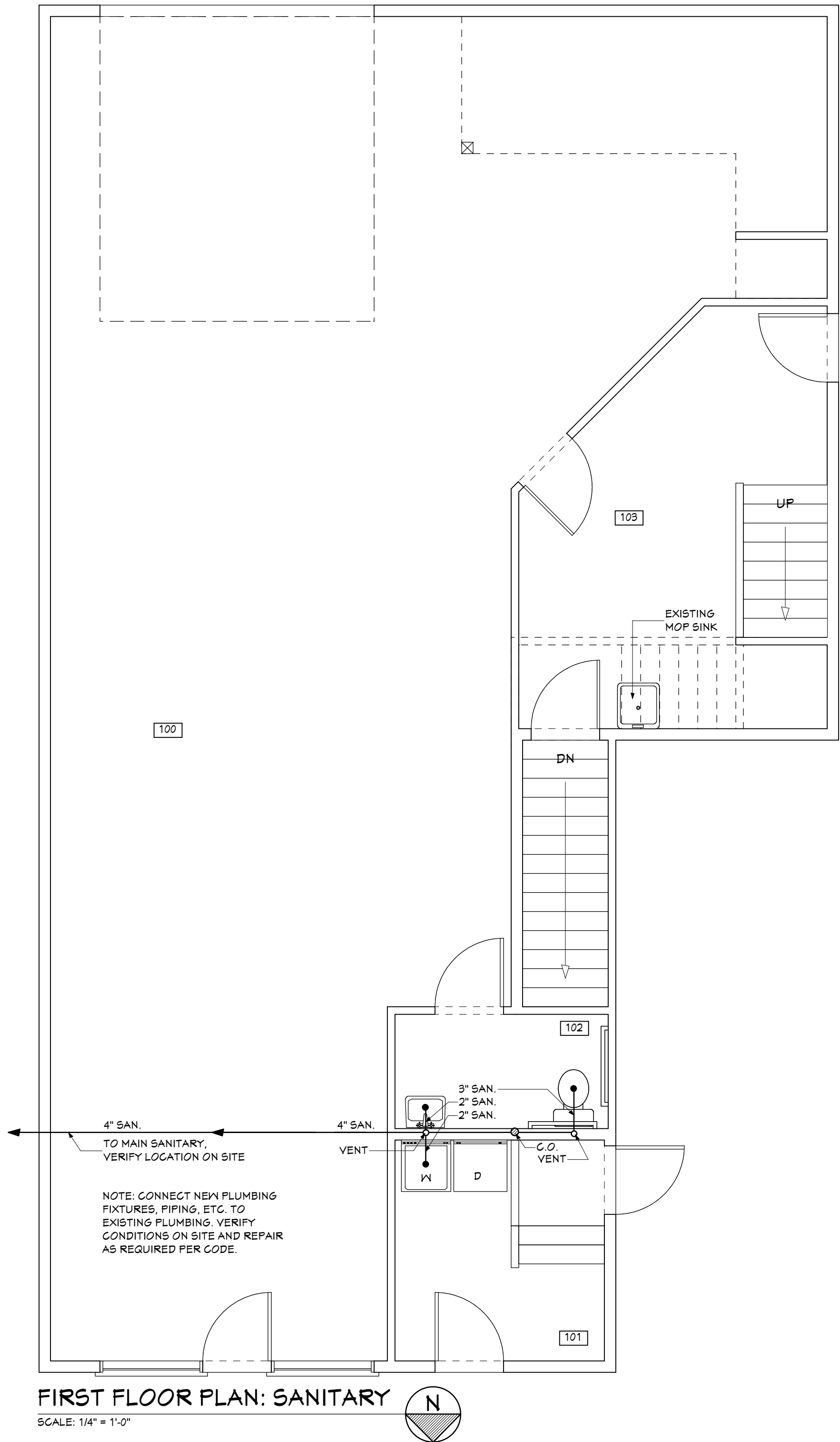
PLOT DATE:  
06-20-2022  
08-06-2022

2283-22  
PROJECT NUMBER:

P1.1

PAGE NUMBER:

ROOM NAME LEGEND	
ROOM NO.	ROOM NAME
100	SHOW ROOM
101	LAUNDRY
102	TOILET
103	JANITOR



GENERAL PLUMBING NOTES

- 1) Pipe specifications to be provided by plumbing contractor and are not a part of this plan set
- 2) The plumbing permit or a copy shall be kept on the site of work until the completion of the project
- 3) All water fed equipment shall be protected with an approved back flow preventor
- 5) Owner shall provide information for water heater sizing
- 6) Provide vents through ceiling if possible, provide AAV vents if required
- 7) Main vent shall be determined by plumbing contractor. Provide vent per code

LIZ HARRON, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-503-6674

BUILDER:

CARPET DEPOT  
REMODEL

7378 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

PLOT DATE:  
06-20-2022  
08-06-2022

2283-22  
PROJECT NUMBER:

E1.1

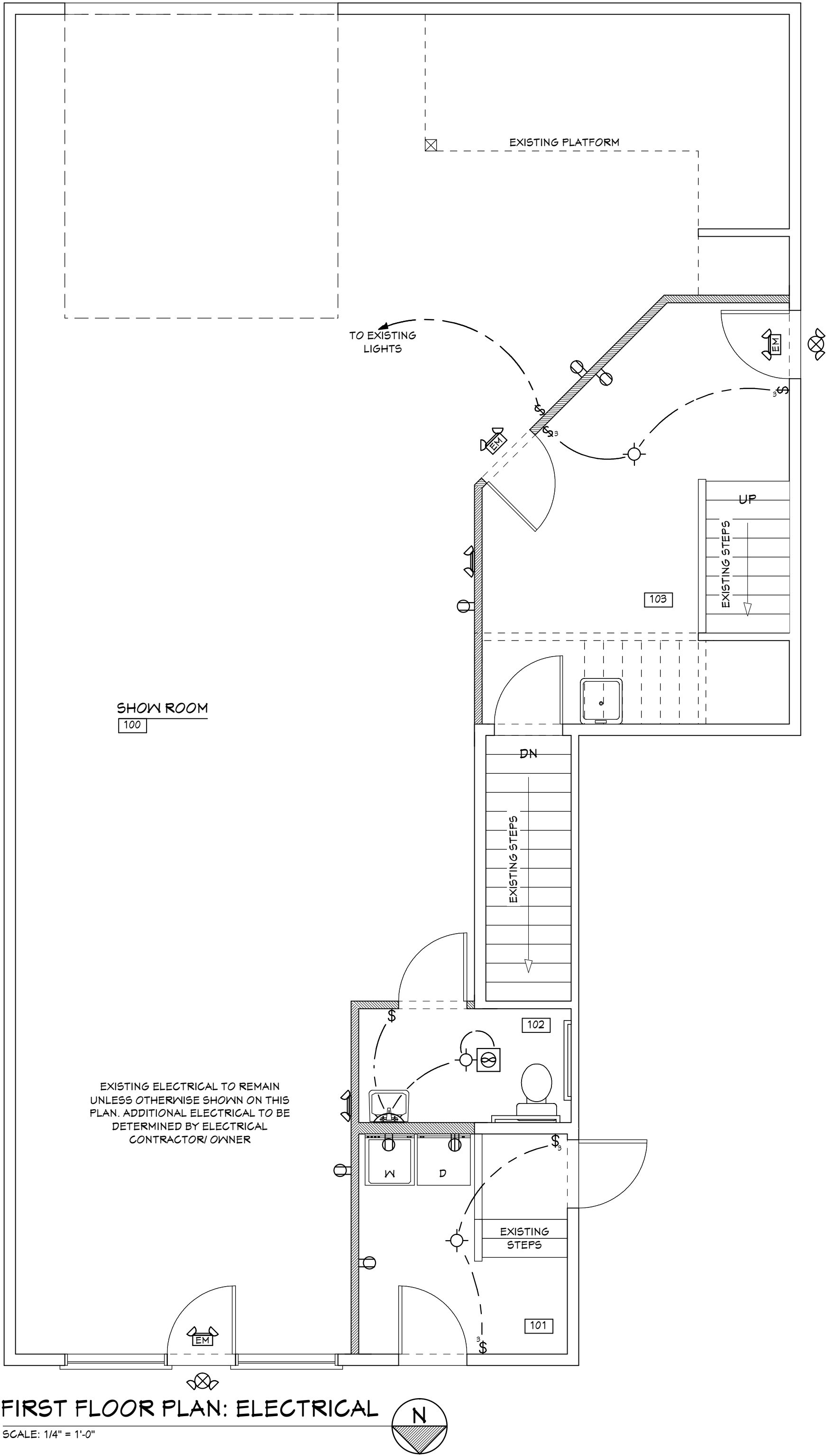
PAGE NUMBER:

GENERAL ELECTRICAL  
NOTES AND SPECIFICATIONS

1. All work shall be done in accordance with the latest edition of the National Electrical Code (NEC), and all state and local codes.
2. Coordinate the installation of all electrical equipment and connections with architectural and mechanical plans and equipment drawings.
3. All conductors shall be copper, aluminum conductors will not be acceptable.
4. Motor loads which are less than 6.0 amps shall be protected by a 15 amp circuit breaker.
5. Final connection to items subject to vibration shall be made with flexible metallic or liquidtight flexible metallic conduit. Install liquidtight flexible conduit in wet, damp, or corrosive atmosphere locations. Flexible metallic conduit or liquidtight flexible metallic conduit will not be approved for use as a grounding conductor. A separate green ground wire shall be installed in all flexible metallic conduit and liquidtight flexible metallic conduit.
6. All disconnect switches shall be standard duty type. Disconnect switches installed indoors shall be NEMA type 1. Weatherproof disconnect switches shall be NEMA type 3R.
7. All circuit breakers controlling or switching light fixtures shall be "SMD" rated. All circuit breakers controlling HVAC equipment shall be "HACR" rated.
8. All receptacles installed on 15 amp and 20 amp circuits shall be of the grounding type.
9. All fractional horsepower motor starters shall consist of a horsepower rated toggle switch, thermal overload and red pilot light in a common enclosure. Enclosure shall be NEMA type 1 for indoor locations and NEMA type 3R for outdoor locations.
10. Back to back or through wall boxes shall not be used. Boxes installed on opposite sides of a fire rated partition shall be separated by 24" min.
11. All conduits run in floor slab shall be spaced a minimum of one conduit diameter apart except where they rise to a panel.
12. All device mountings heights shall comply with the State of Michigan barrier free requirements.
13. Electrical and data lines to be verified with lessee before construction begins.
14. Battery back-up exit and emergency lights shall be fed from the same circuit as normal lighting in their respective areas and be connected ahead of any local switches. Provide power for exterior signs.
15. Exit signs shall be internally or externally illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes, in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment, or an on-site generator.
16. All detectors shall be installed and maintained in operable condition per their manufacturer's recommendations.
17. Multi-purpose fire extinguishers with a minimum 2A-10BC classification shall be installed in or adjacent to the door of the heat plant room.

FIXTURE LEGEND

LIGHT SWITCH	\$ \$ \$ \$
220 OUTLET	⊕
DUPLEX OUTLET	⊕
GROUND FAULT INTERRUPT OUTLET	⊕ GFI
EMERGENCY EXIT LIGHT	⊕
EMERGENCY EGRESS LIGHT	⊕
EMERGENCY FLOOD LIGHT	⊕
EXTERIOR FLOOD LIGHT	⊕
LUMINATED EXIT SIGN	⊕
EXHAUST FAN	⊕
LED LIGHT FIXTURE	⊕





LIZ HARROW, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-803-8874

BUILDER:

CARPET DEPOT  
WAREHOUSE

7978 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

PLOT DATE:  
07-20-2022  
07-21-2022  
08-06-2022

2284-22  
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### DRAWING INDEX

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A1.1	FIRST LEVEL PLAN, PLAN NOTES, GENERAL FIRESTOPPING NOTES, SPECS
S1.1	FOUNDATION PLAN, GENERAL FOUNDATION PLAN NOTES
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S1.4	ROOF PLAN, GENERAL FRAMING NOTES, ROOF FRAMING NOTES
E1.1	FIRST LEVEL PLAN: ELECTRICAL/ MECHANICAL, FIXTURE LEGEND, GENERAL ELECTRICAL AND MECHANICAL PLAN NOTES

The drawings listed above have been prepared under the supervision of Liz Harrow and constitute the full set of drawings that are the responsibility of Liz Harrow, Architect.



SEAL AND SIGNATURE OF  
DESIGN PROFESSIONAL OF  
THIS PLAN SET

LIZ HARROW, ARCHITECT  
1147 DAISY LANE  
EAST LANSING, MI 48823  
PH# 517-803-8874

### CODE AUTHORITIES HAVING JURISDICTION

ZONING	Livingston County Building Department 517-546-3830	MBC 2015
LOCAL AGENCY	Livingston County Building Department 517-546-3830	
BARRIER FREE DESIGN	Livingston County Building Department 517-546-3830	2015 Michigan Building Code, Chapter 11 ICC A111.1-2009 & 2010 ADA
MECHANICAL CODE,	Livingston County Building Department 517-546-3830	Michigan Mechanical Code 2015
PLUMBING CODE	Livingston County Building Department 517-546-3830	Michigan Plumbing Code 2015
ELECTRICAL CODE	Livingston County Building Department 517-546-3830	NEC 2017 (State of Michigan Electrical Code) ASHRAE 90.1: 2010: In Compliance
FIRE ALARM & FIRE PROTECTION	Hamburg Township Fire Department 517-222-1105	IFC 2018
HEALTH DEPARTMENT	Livingston County Health Department 517-546-9850	

### OTHER AUTHORITIES HAVING JURISDICTION

WATER	West Side Water System Water Department 517-495-5470	OTHER REVIEWERS
ELECTRIC	Consumers Energy Electric Services 517-574-2320	
GAS	Consumers Energy Gas Engineering 517-574-2320	
STORM SEWERS	Ingham County Drain Commission 517-676-8345	
SANITARY SEWERS	Ingham County Drain Commission 517-676-8345	
ROADWAY	Ingham County Road Commission 517-676-4722	

### GENERAL BUILDING REQUIREMENTS

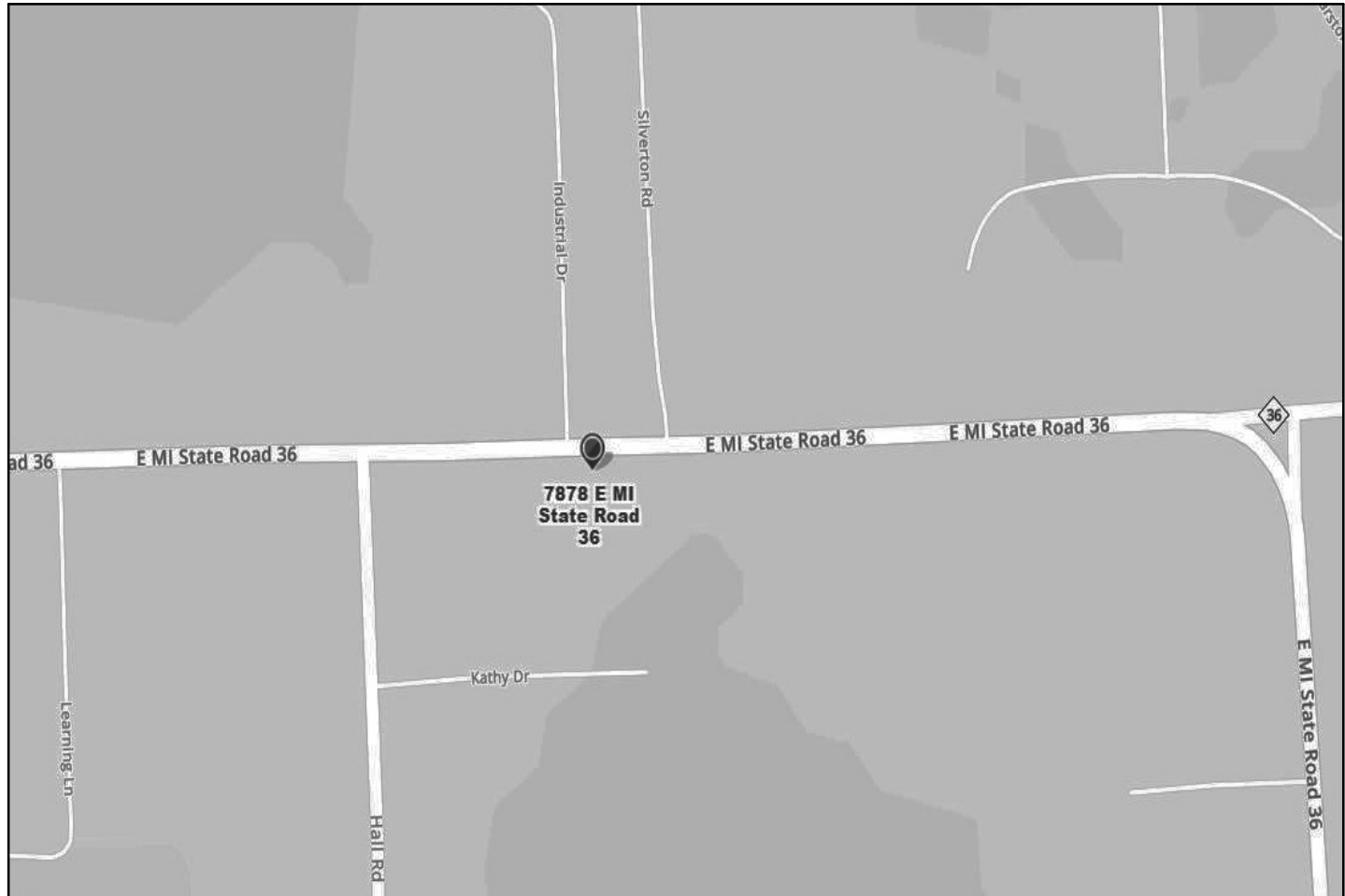
1. Use Group: S1
2. Construction Type: 5B
3. Square Footage: 5,000
4. Occupancy: 200 S.F. per person = 25 Occupants max



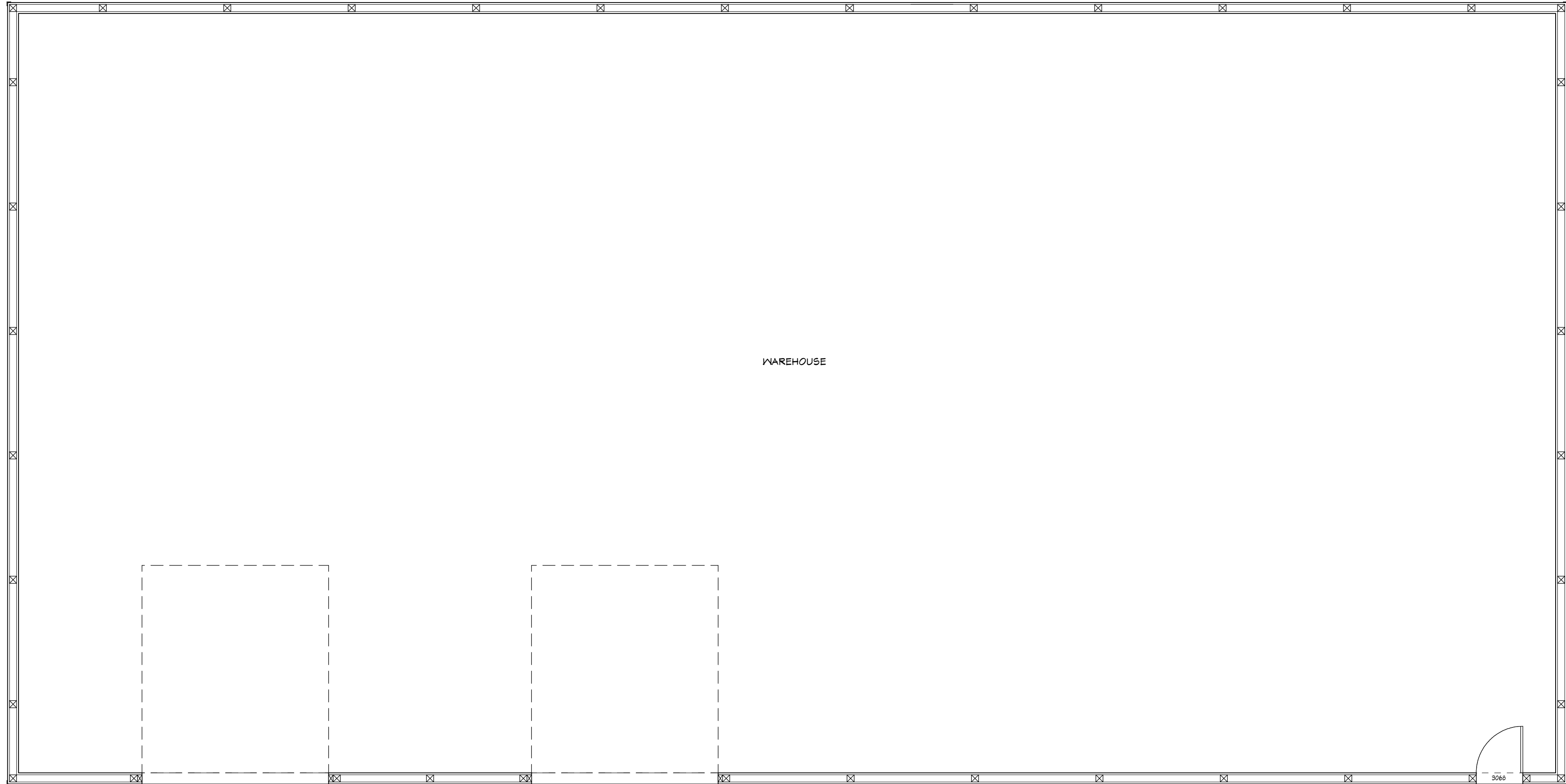
3 WORKING DAYS BEFORE YOU DIG  
CALL MISS DIG  
800-482-1111  
www.missdig.org

### UTILITY WARNING

Underground utility locations, as shown on the plan, were obtained from utility owners and were not field located. A minimum of 3 working days prior to beginning construction, the contractor shall notify "Miss Dig" and have all underground utilities staked before any work may begin. The contractor shall be responsible for the protection of all utilities that may interfere with construction. Protection of utilities shall be incidental to construction.



NORTH  
SITE LOCATION MAP



FIRST LEVEL PLAN: KEY  
SCALE 3/16" = 1'-0"

PLAN NOTES

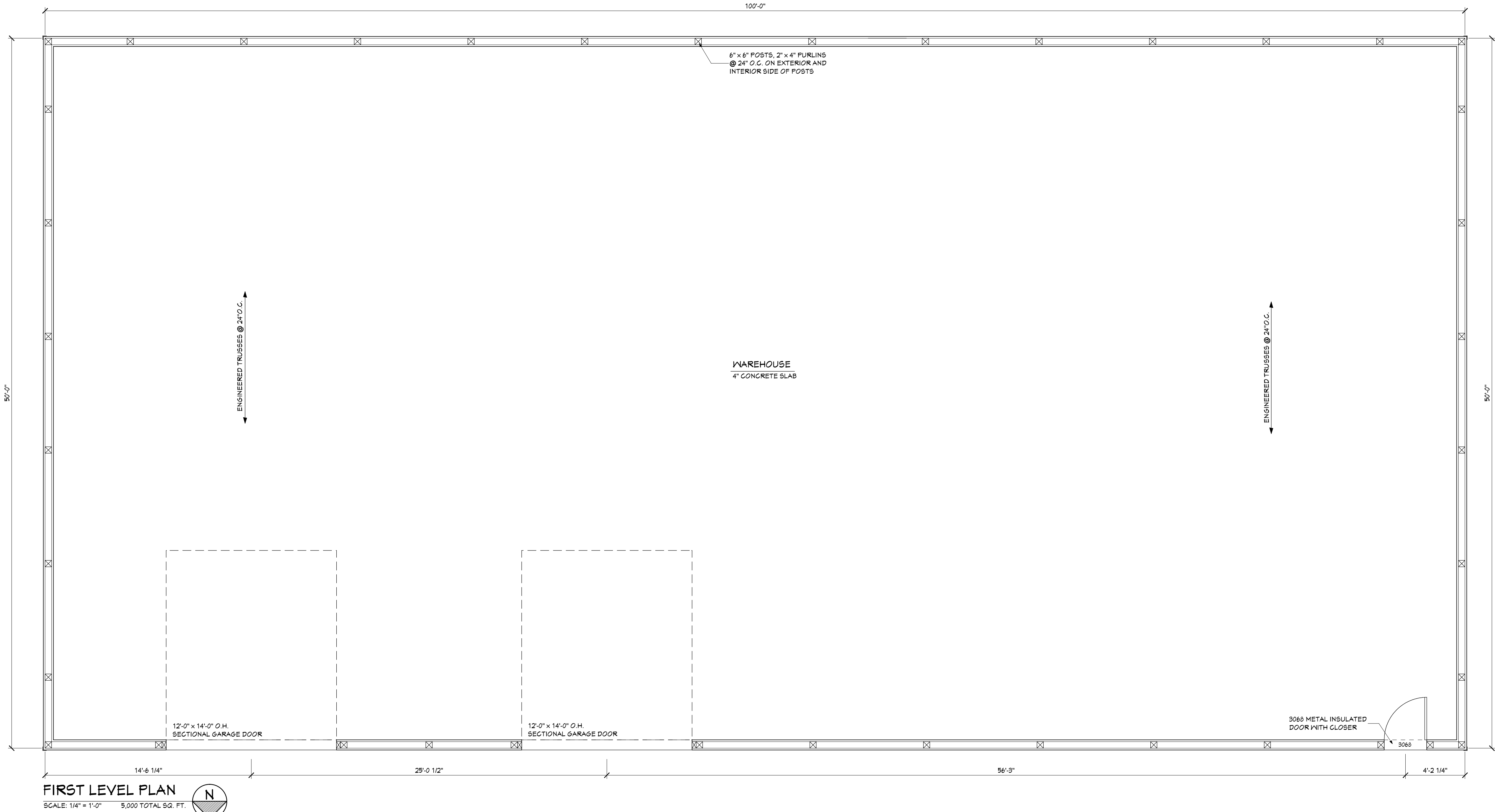
- Contractors shall review and verify all dimensions and shall notify Architect of any discrepancies.
- The Owner is responsible for obtaining proper building permit from the local authorities.
- Applicable federal, state or local acts, codes, laws, ordinances, and regulations, etc. shall be considered as part of the requirements for this project and shall take precedent over these drawings and specifications. Advise the Architect of potential conflicts between these drawings and possible interpretations of codes, ordinances and regulations.
- All mechanical and electrical work shall be completed by licensed Contractors who shall obtain the proper permits from local authorities.
- The contractor shall assume that he may be required to provide the highest quality of work and the greatest quantity of materials required for a complete project conforming to all noted codes, whether or not such materials required for such conformance are indicated in these plans.
- CONSTRUCTION METHODS; The Architect is not responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions since these are solely the contractors responsibility.
- OWNER-AUTHORIZED CHANGES; If the owner authorizes deviations/recorded or unrecorded; from the documents prepared by the Architect and Consultants without written agreement of the Architect, the owner shall indemnify and hold harmless the Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys fees, arising out of or resulting in whole or in part from such deviations, regardless of whether or not such claim, damage, loss or expense is caused by a party indemnified hereunder.
- INTERIOR WALL, TYPE I:  
Dimensioned at 5" nominal, 5/8" gypsum drywall each side of 2x4 wood studs at 1'-4" on center.
- Provide nonabsorbant finish and backing at Toilet Room walls and floors. Provide 4" base and water resistant gypsum drywall on surfaces adjacent to water closets, lavatories, mop basin and drinking fountains.
- All wood in contact with earth, concrete, concrete masonry, clay masonry, or exposed to the weather shall be treated to resist decay.
- Exit doors shall remain unlocked during normal occupancy.
- The address (street number) location shall be shown on the building. Six-inch-tall numbers visible from the street shall be required. The address location is subject to approval of the

GENERAL FIRESTOPPING NOTES

- Provide Firestopping systems at all membrane and through penetrations of rated wall of floor/ceiling systems. Contract with a single manufacturer for firestopping systems. Fire stopping manufacturer shall provide submittal of system(s), and provide for on site instruction and inspection of installation.
- All assemblies shall have an "F" rating that matches the hourly fire rating.
- Through Penetration Protection System = TTPS
- For installations or configurations not covered by UL or FM design number, a recommendation shall be obtained from the manufacturer, in writing, for the specific application, signed by a certified engineer.
- All materials shall be asbestos free and non-carcinogenic.
- Firestop materials shall not contain flammable or toxic solvents and shall not produce toxic or flammable outgassing during the drying or curing process.
- Firestopping materials and systems must be intumescent or be capable of filling through openings created by the burning or melting of combustible pipes, pipe insulation materials or cable jacketing and the deflection of sheet metal due to thermal expansion.
- Firestop sealants must be elastomeric or flexible to allow for normal pipe movement.
- Do not proceed to enclose firestopping with other construction until local building inspectors have inspected the work and have given approval to close the work.
- Holes cut for penetrations shall be within allowable limits for TTPS. Typically openings should allow for caulk or sealant beads around opening of at least 1/4" but no more than 1/2". Verify with each TTPS and manufacturer's technical representative.
- After installation, properly identify all firestop systems. Identification shall occur at location where system has been installed and shall include:  
A. Identify the firestopping system that has been installed as being a "Rated Penetration Firestop System - Do Not Disturb"  
B. Use label minimum 3" x 5", yellow and black OSHA colors with manufacturer, building owner representative and/or contractor clearly identified.
- Penetrations of concrete or masonry wall assemblies by 6" maximum diameter, non-combustible pipe, conduit, or steel jacketed wires, in openings less than 144 square inches may be protected by filling the complete wall thickness, for the total perimeter of opening, with concrete, grout, or mortar.
- All non rated full height walls shall have all voids firestopped to resist the passage of smoke.

SPECIFICATIONS

- All door openings shall be protected with 1 1/2" flush solid core wood doors or 20-minute labeled fire-rated doors in smoke-tight, substantial frames and equipped with approved self-closing devices and non-locking-against-egress positive latching hardware.
- Exit doors and all egress doors shall be slide-hinged and equipped with approved hardware.
- Storage rooms larger than 100 square feet require 1-hour fire resistive construction, including a minimum of 45-minute rated fire doors and frame assemblies equipped with an approved self-closing device and positive latching hardware. "B" labeled doors are acceptable.
- Storage rooms 100 square feet or smaller shall be of 1-hour fire resistive construction. All door openings shall be protected with a minimum of 1 1/2" flush solid core wood doors or 20-minute labeled fire doors and frame assemblies equipped with an approved self-closing device and positive latching hardware.
- Heating shall be by a central heating plant or an approved permanently installed electrical heating system. Heating plants located on the same floor as the children shall be in 1-hour fire resistive enclosures including a minimum of 45-minute rated fire doors and frame assemblies with approved self-closing devices and positive latching hardware in any interior openings. Door openings for heat plant enclosures not located on the same floor as the children may have 1 1/2" flush solid wood core doors or 20-minute labeled fire doors with positive latching hardware and approved self-closing devices. Air for proper combustion shall be provided directly from the outside at a minimum rate of 1 square inch per 4,000 BTUs input and through a permanently open louver or metal duct. "B" labeled doors are acceptable.



GENERAL FOUNDATION PLAN NOTES

1. Do not scale these drawings, use dimensions indicated on the drawings and those verified at the project site. Any dimensions or areas that are unclear on the drawings shall be clarified by the owner's representative. Scaling of these drawings at other methods to determine dimensions will not be acceptable.

2. Bottom of all footings exposed to frost shall be minimum of 3'-6" below grade. Verify grade with Civil Drawings.

3. Footing sizes are based on a soil bearing capacity of 3,000 pounds per square foot. Any bad soils encountered on the site should be brought to the attention of the site engineer.

4. During construction, the contractor shall provide for testing of soil capacity and ground water elevations at footing locations. Testing shall be performed by a Soils Engineer licensed in the State of Michigan. Engineer shall submit report of findings and recommendations for foundations and ground water impact on foundation.

5. Standard procedures of frost protection for footings and footing excavation shall be used for winter construction. Backfilling of footing excavations shall be done as soon as possible to protect footings from frost action.

6. Provide 1/2" Expansion material joint when concrete slabs and building foundations occur. All expansion joint material shall be premoiled and installed per manufacturer's specification requirements. Isolation joints: Provide between slabs and vertical elements such as columns and structural walls. Provide control joints in slabs on grade. Saw cuts must be made within 12 hours after slab pour. Joint depth shall be 1/4 depth of slab thickness.

7. Slope floor slabs to exterior doors. Provide control joints in floor slab at intervals not to exceed 20' x 20'. Provide control joints in exterior slabs at intervals not to exceed 10' x 10'. Provide control joints in sidewalk slabs at intervals not to exceed 5' x 5'.
8. Reinforcement:  
Bars: deformed steel, ASTM A15, Grade 60  
Mesh: welded steel wire fabric, ASTM A105

9. Concrete Materials  
Cement: portland cement, ASTM C 150, Type 1  
Aggregate: normal weight aggregates, ASTM C 33.  
Water-reducing Type super plasticizer as required for workability, euclid, silica, L&M or approved equal.

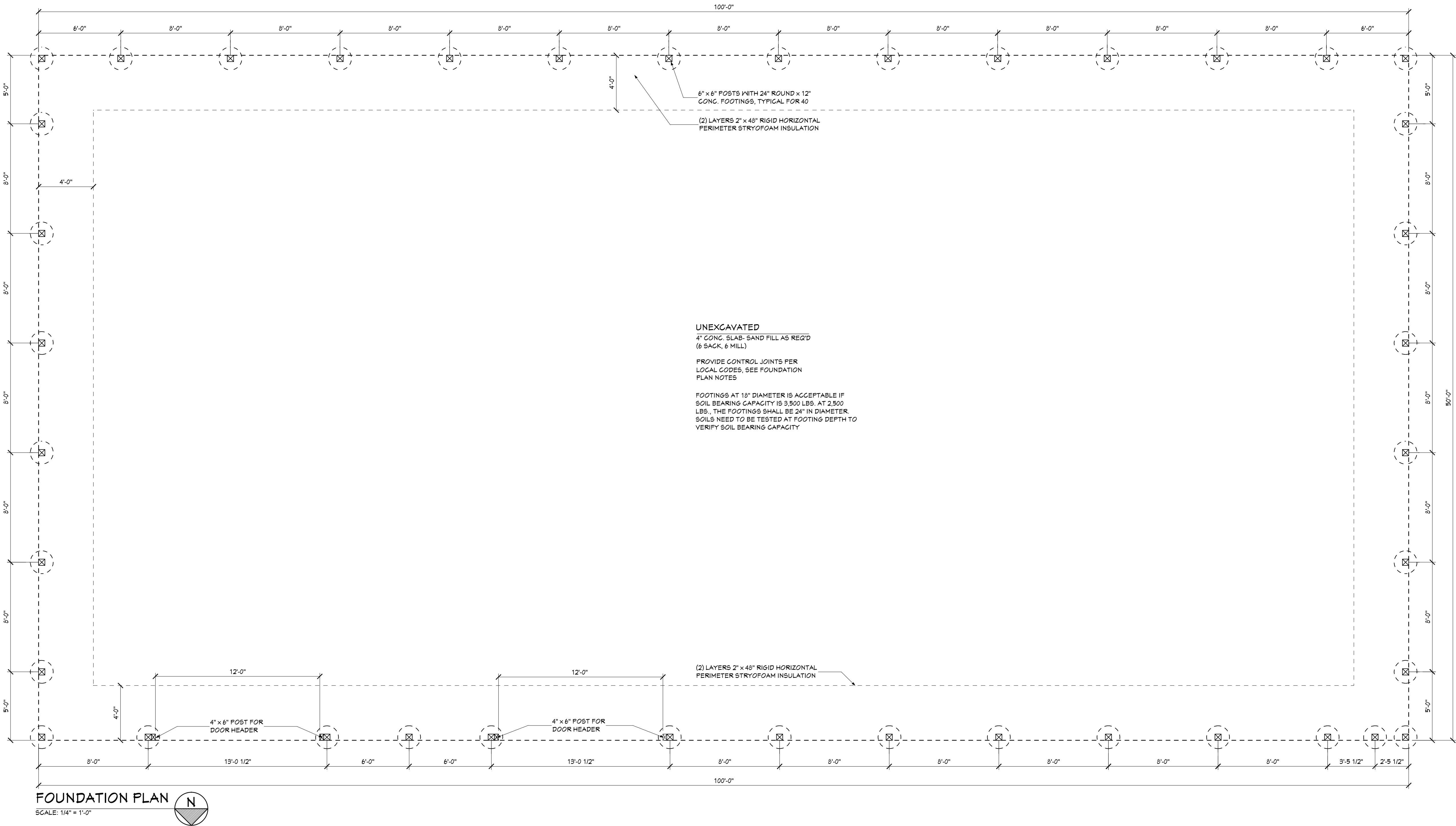
10. Miscellaneous materials:  
Hardener: non-metallic, quartz-silica, interior/exterior type, euclid surflex or equal  
Grout: non-metallic, non shrink type.

11. Concrete mixes:  
Standards: comply with ACI 301, 304, 305, 306, 311, 318, 347, CRSI "Manual of Standard Practice", and ASTM C94. Do not change mix design without approval. Calcium chloride admixtures are not permitted.  
Maximum slump of poured-in-place concrete shall be 3" for slabs-on-grade and 4" for all other concrete.  
For slabs-on-grade minimum flexural strength at end of 28 days shall be 650psi  
Minimum compressive strength at end of 28 days shall be:  
3,500 PSI Concrete shall be used at all interior concrete applications.  
4,000 PSI Concrete shall be used at all porch and exterior locations.

12. Patch all concrete floors where removed for sub grade work with 4,000 PSI concrete.

13. Tolerance: plus 1/8" in 10' for grade, alignment, and straightness.

14. Provide 6 mil moisture barrier beneath all slabs. Lap edges a minimum of 2'-0".



LIZ HARRON, ARCHITECT

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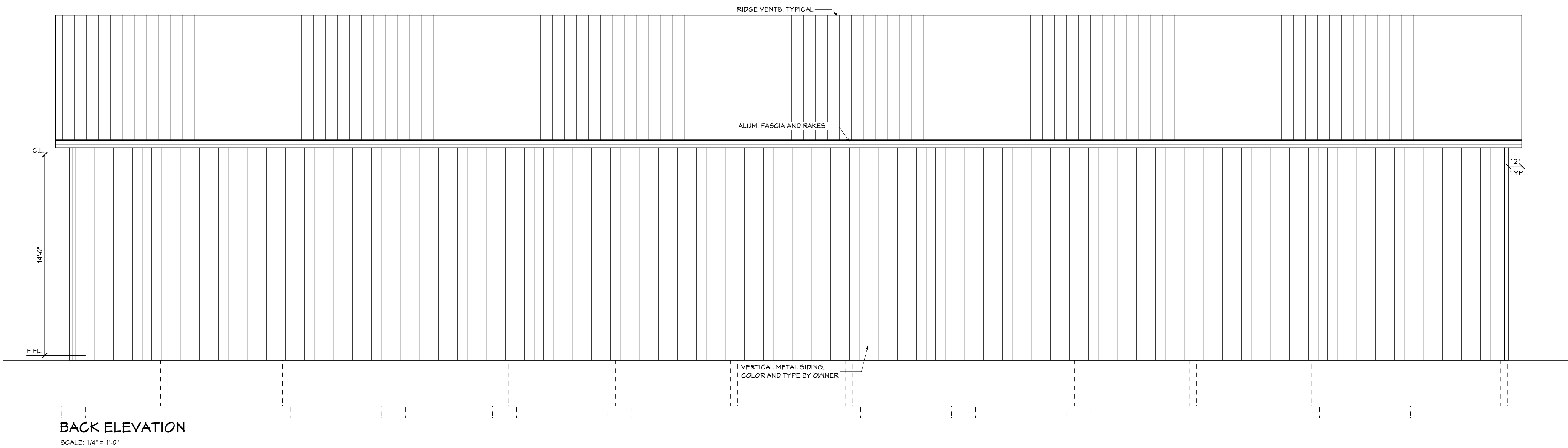
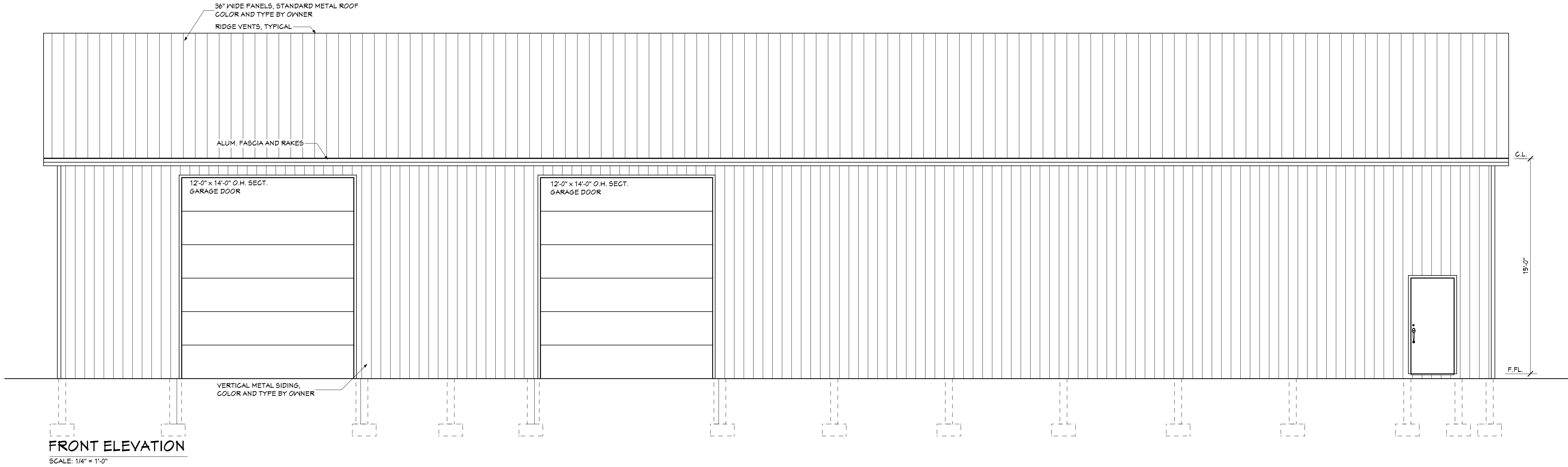
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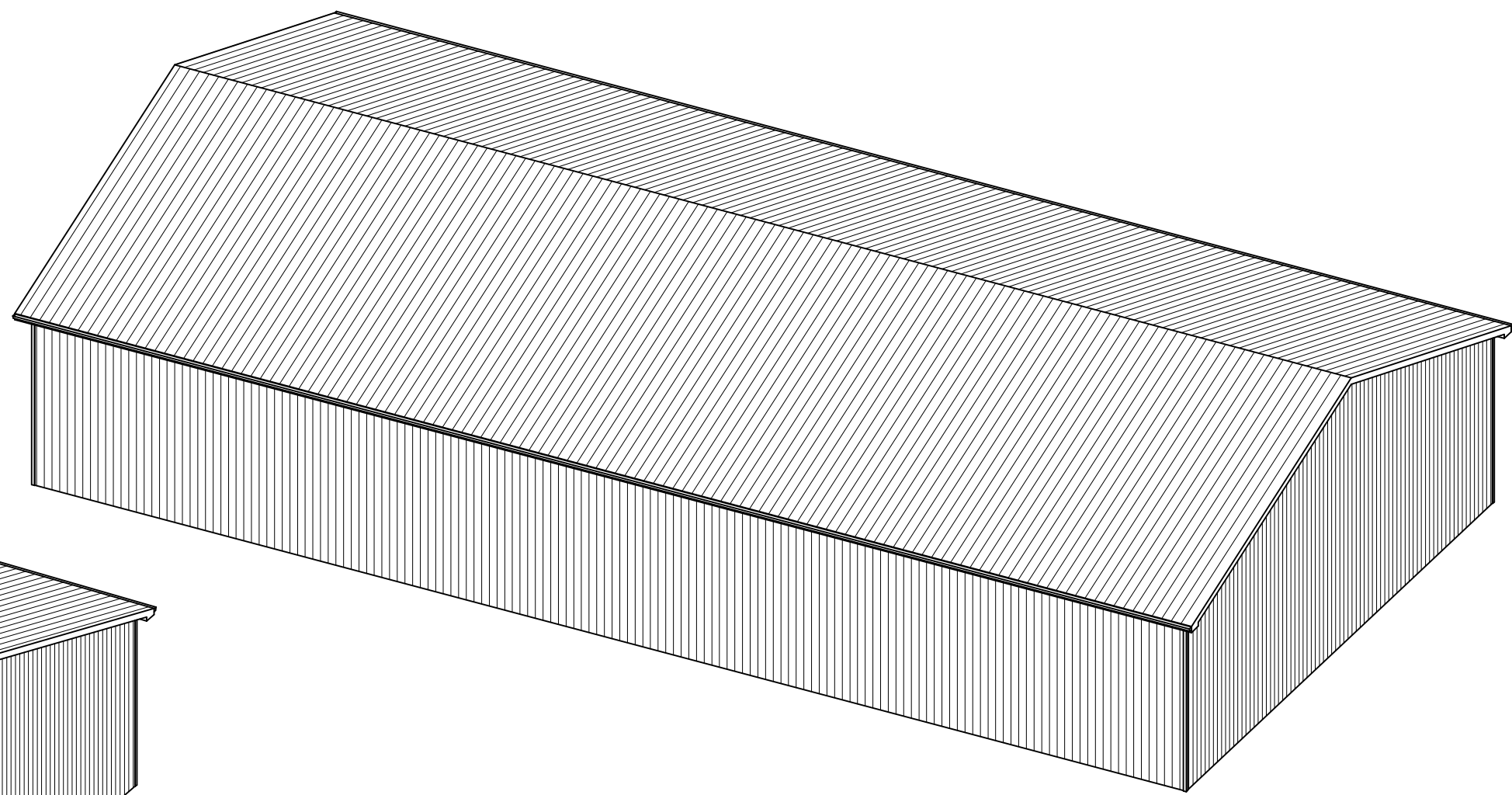
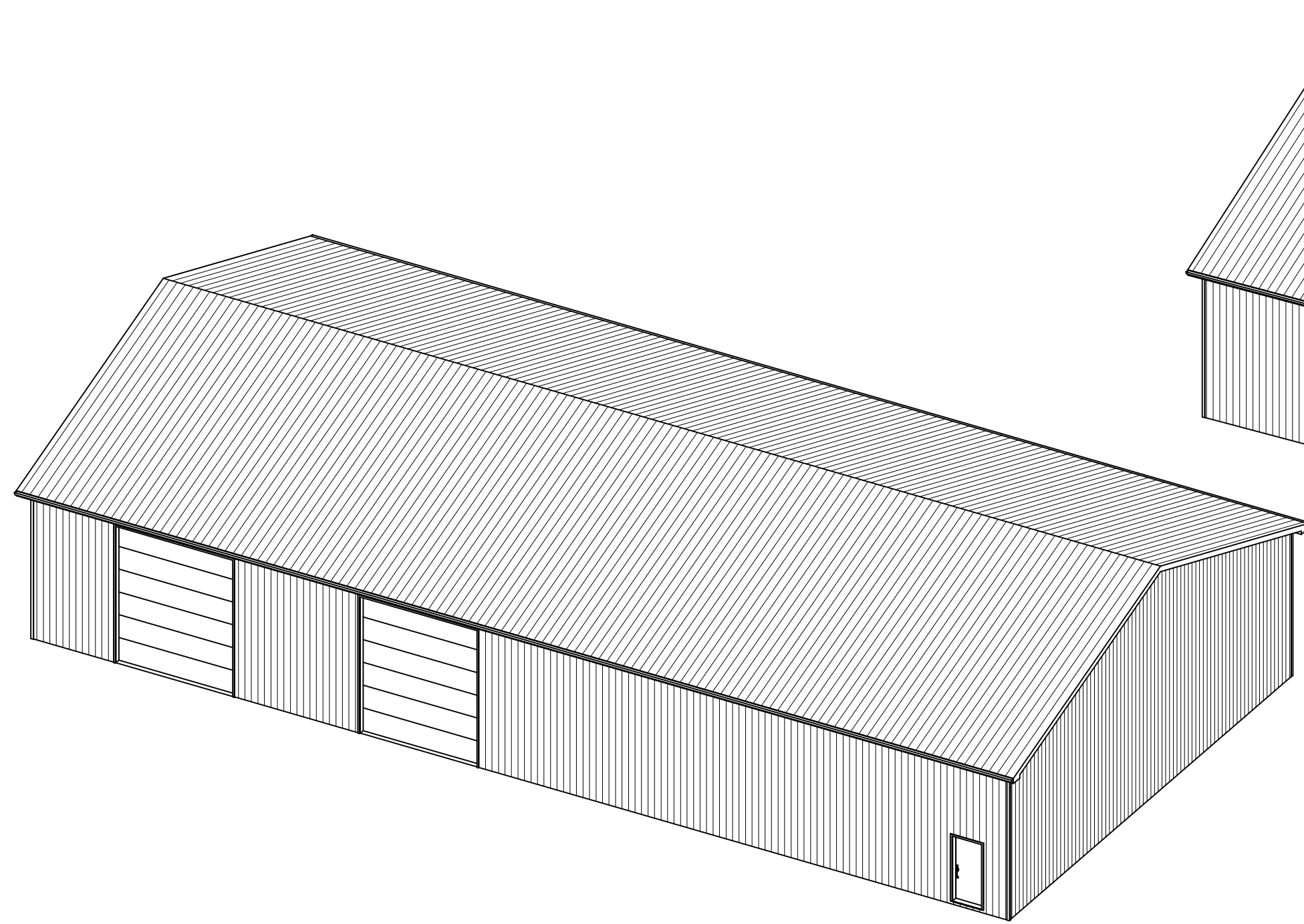
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THE CONTRACTOR SHALL FOLLOW ALL LATERAL BRACING SHOWN ON TRUSS SHOP DRAWINGS. ADD 2x4 DIAGONAL BRACING THAT ZIG-ZAGS FROM ONE TRUSS TO THE NEXT ON TOP OF THE BOTTOM CHORD OF EACH TRUSS ALONG THE LONG SIDE OR BEARING SIDES OF BARN. NAIL TO THE BOTTOM CHORD WITH A MINIMUM OF 3 NAILS PER TRUSS

36" WIDE PANELS, STANDARD METAL ROOF  
COLOR AND TYPE BY OWNER  
1/2" O.S.B. ROOF SHEATHING  
ENGINEERED TRUSSES @ 24" O.C.

PROVIDE "ICE SHIELD" FROM  
EAVE EDGE AND EXTENDING  
3'-0" MINIMUM INSIDE OF  
EXTERIOR WALL

METAL DRIP

ALUMINUM FASCIA  
COVER OVER 2x6  
CONTINUOUS

ALUMINUM SOFFIT  
2x12 TRUSS CARRIER  
CARRIER, BOLT THROUGH

(2) 2x12 TRUSS  
CARRIER IN-SET INTO  
POSTS, BOLT THROUGH

VERTICAL METAL SIDING  
PROVIDE INTERMEDIATE  
BLOCKING BETWEEN  
CARRIERS

ENGINEERED  
TRUSSES @ 24" O.C.  
HURRIGANE CLIPS

R-30 BLOWN  
INSULATION

6 MIL. MOISTURE BARRIER  
BETWEEN INSULATION  
AND METAL LINER PANELS

METAL LINER PANELS AT  
WALLS AND CEILINGS

6x6 POSTS @ 8'-0" O.C.  
MAXIMUM

R-19 BATT INSULATION

2" x 4" PURLINS @ 24" O.C.

2x10 TREATED SKIRT  
BOARDS, LEVEL WITH  
BOTTOM OF SLAB

SLOPE GRADE AWAY FROM  
BUILDING FOR DRAINAGE

2" x 4" TO RESIST UP-LIFT

CONCRETE FOOTING  
PAD AT EACH POST.  
ANCHOR POST INTO  
CONCRETE PADS

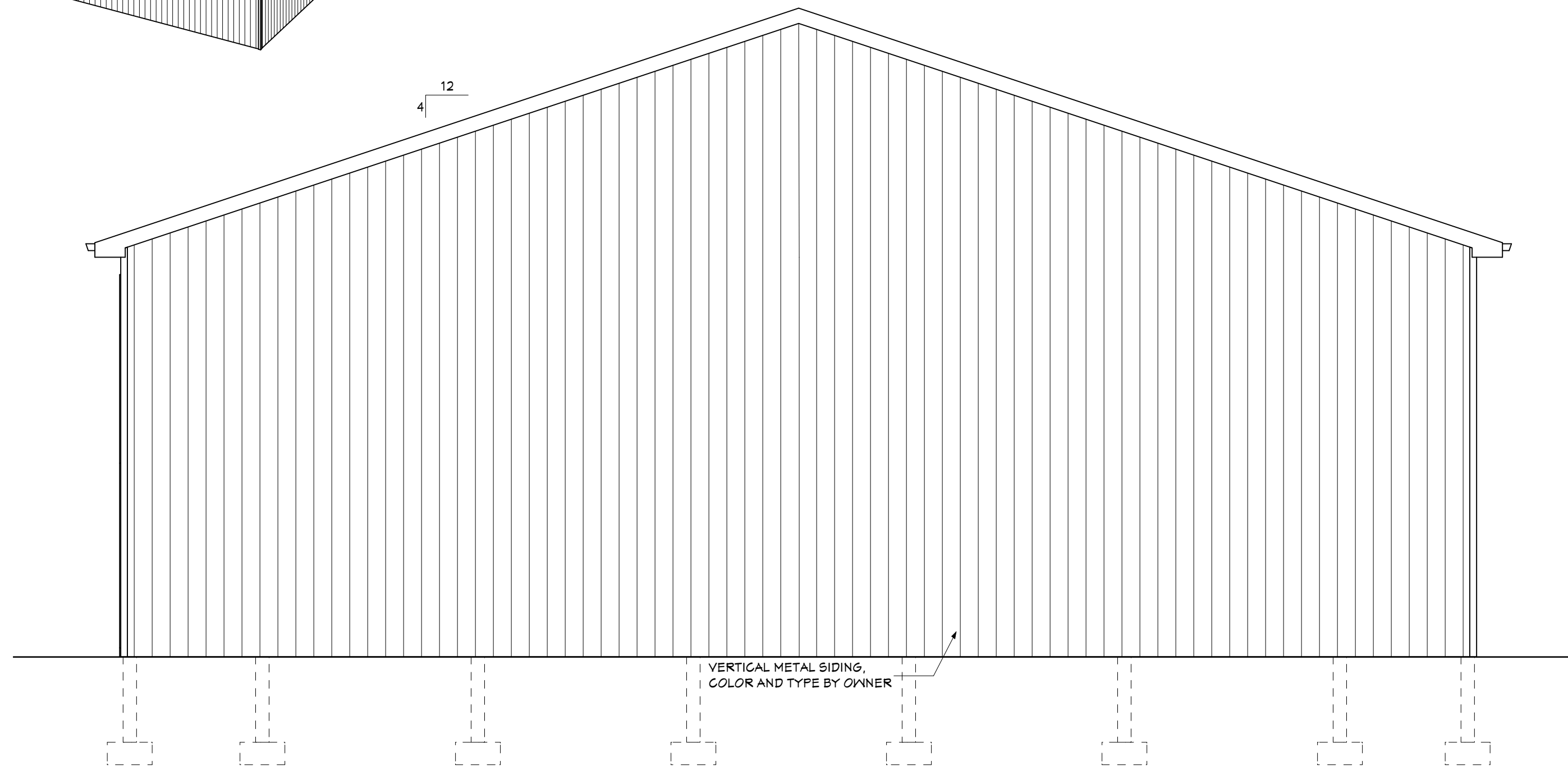
NOTE: PROVIDE 2" x 6" DIAGONAL  
BRACING 4'-0" DOWN AND 4'-0"  
ACROSS THE TOP AND NAIL TO  
THE POST AND THROUGH THE  
DOUBLE TOP HEADER

4" CONCRETE SLAB,  
SAND FILL AS REQUIRED

(2) 2" x 48" FOAM  
INSULATION, HORIZONTAL

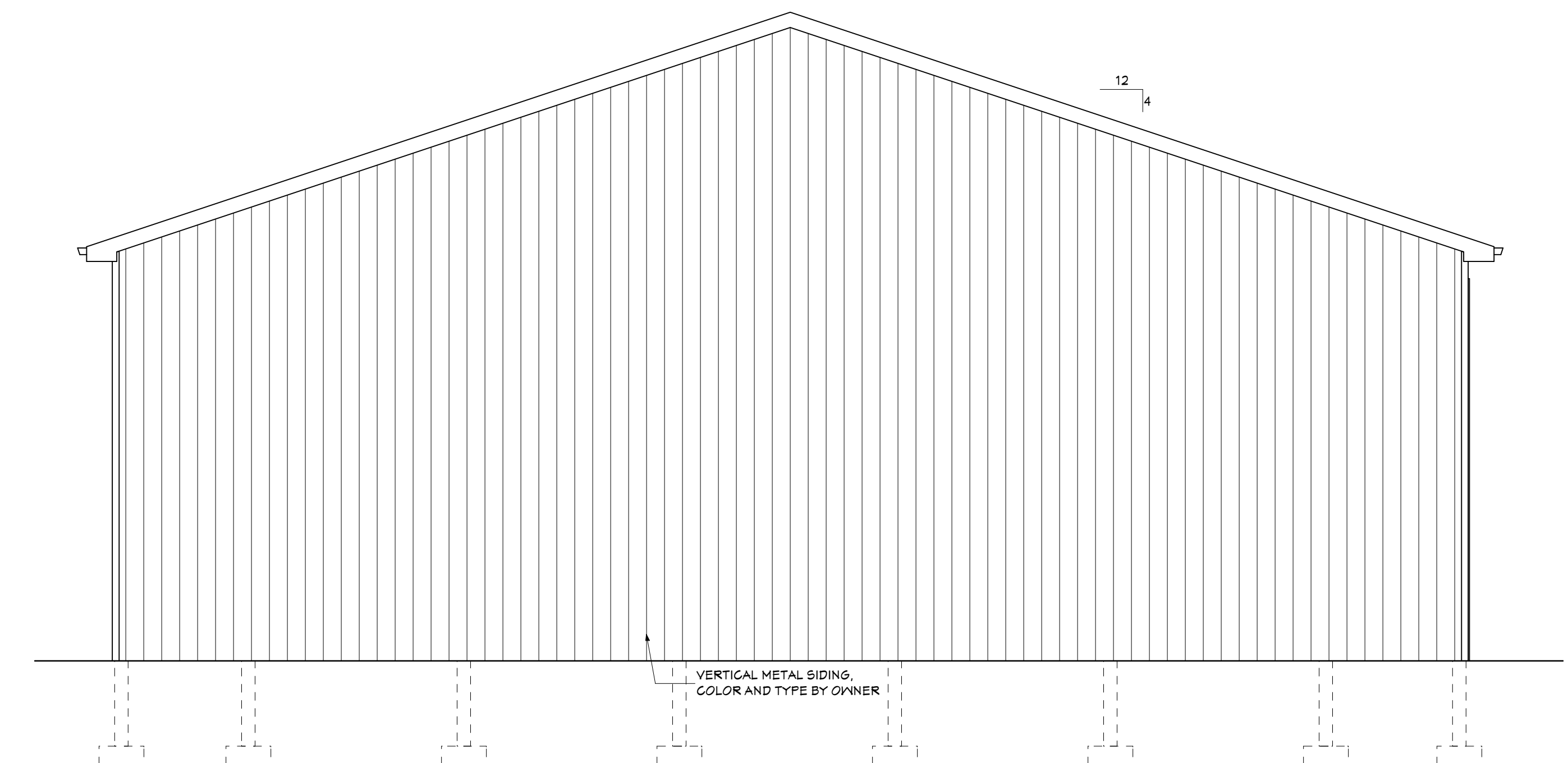
WALL SECTION

SCALE: 3/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

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GENERAL FRAMING NOTES

1. Do not scale these drawings, use dimensions indicated on the drawings and those verified at the project site. Any dimensions or areas that are unclear on the drawings shall be clarified by the owner's representative. Scaling of the drawings or other methods to determine dimensions will not be acceptable.

2. All Contractors (General and Sub Contractors, Vendors, and Suppliers) shall reveal and verify all dimensions and shall notify architect in writing of any discrepancies prior to starting work. Starting work shall be contractor's acceptance of these documents being correct and valid as to their part of the work. Requests for changes based on these drawings after start of work will not be accepted.

3. Provide nailers, blocking and grounds where required. Set work plumb, level, and accurately cut.

4. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent construction.

5. Exterior doors concrete slab shall be flush with interior floor elevation with threshold no greater than 1/2" in height. Comply with barrier free design rules.

6. Structural wood framing requirements.  
Based on spruce-pine-fir #2 or better  
Fb= 875 psi    Fc= 1,100 psi    E=1,400,000 psi

7. Wood nailers, blocking, furring and sleepers: Construction grade, finish 4 sides, 15% moisture content

8. The maximum total deflection of wood beams shall not exceed 1/360 of the total span.
9. All wood beams shall have a minimum bearing of 4".

10. FLYWOOD: APA rated for use and exposure.  
Roof sheathing: APA sheathing, exterior  
Wall sheathing: APA sheathing, exterior

11. BUILDING PAPER: Asphalt saturated felt. Non-perforated

12. WOOD TREATMENT:  
Preservative Treatment: Pressure treated with waterborne preservatives, to comply with AWPB LP-2 or LP-22, as applicable. Kiln dry to 15% max. moisture content. Treat wood exposed to deterioration by moisture, such as items in contact with roofing, flashing, waterproofing, masonry, concrete, or the ground.

13. Comply with manufacturer's requirements for cutting, handling, fastening, and working with treated materials.

14. Treat wood subject to insect attack.

15. Window headers shall be (3) 2" x 8" or (2) 2" x 10" with 1/2" plywood spacer

16. Nailing Pattern: Plywood for Shear Roof Diaphragm:  
8d common nails spaced at 6" on center at panel edge and 12" on center in the field of panel.

17. Nailing Pattern: Exterior Wall Sheathing:  
8d common nails spaced at 6" on center at panel edge and 12" on center in the field of panel.

ROOF FRAMING NOTES:

1. Do not scale the drawings, use dimensions indicated on the drawings, and those verified at the project site. Any demensions or areas that are unclear on the drawings shall be clarified by the owner's representative. Scaling of these drawings or other methods to determine demensions will not be accepted.

2. WOOD TREATMENT:  
Preservative treatment: Pressure-treated with waterborne preservatives, to comply with AWPB LP-2 or LP-22, as applicable. Kiln dry to 15% max. moisture content. Treat wood exposed to deterioration by moisture, such as items in contact with roofing, flashing, waterproofing, masonry, concrete, or the ground.

3. Comply with manufacturer's requirements for cutting, handling, fastening, and working with treated materials.

4. Treat wood subject to insect attack.

5. All sillsole plates shall be pressure treated.

6. Provide diagonal bracing at all wall corners, at each floor level.

7. Provide triple studs at bearing locations.

8. Coordinate work with other trades.

9. PREFABRICATED WOOD TRUSSES:  
Provide a complete roof framing system that consists of a minimum of roof trusses, permanent lateral bracing, permanent diagonal bracing, strongbacks, and truss bearing connectors (wind hold down clips) and other materials as required.

10. PREFABRICATED WOOD TRUSSES:  
Provide prefabricated gable, mono sloped, scissor, and girder & special profile trusses as required. Submit for review shop drawings and product data prepared by the truss manufacturer's structural engineer licensed in the State of Michigan. Comply with governing codes and regulations. Provide products of acceptable manufacturers which have been in satisfactory use in similar service for three years. Use experienced installers.

11. PREFABRICATED WOOD TRUSSES:  
Truss profiles shown on drawings are generic and shall be verified with owner for each area. Provide trusses indicated, and special profile trusses as required to complete the project. Web members indicated are symbolic and the truss manufacturer's structural engineer shall engineer actual locations, spacing, connections and sizes of all truss chord, web and bracing members.

12. Provide plywood sheathing or horizontal ties as required by truss engineer to eliminate horizontal thrusts from scissor and other trusses onto exterior walls.

13. PREFABRICATED WOOD TRUSSES:  
Standard dimension lumber connected by metal plates. Wood: Softwood meeting stress rating and design requirements. Metal plates: galvanized sheet steel, ASTM A 446, Grade A, Coating G60

14. Deliver, handle, and store materials in accordance with manufacturer's instructions.

15. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent contruction. Coordinate with work of other sections. Restore damaged components, clean and protect work from damage. Provide temporary and permanent bracing as required by design engineer and truss manufacturer.

16. Roof Trusses shall be tied to wall below to resist wind uplift in compliance with MBC. Truss manufacturer shall indicate required fasteners on truss shop drawings.

17. Provide truss shop & permanent bracing drawings prepared by engineer licensed in the State of Michigan. Submit copies to the building authority.

18. Provide temporary bracing during construction and truss erection as required by truss manufacturer.

19. Provide permanent bracing as required by truss manufacturer and as shown on permanent bracing drawings prepared by truss manufacturer structural engineer licensed in State of Michigan. Part of permanent bracing drawings shall include nailing schedule for Bracing

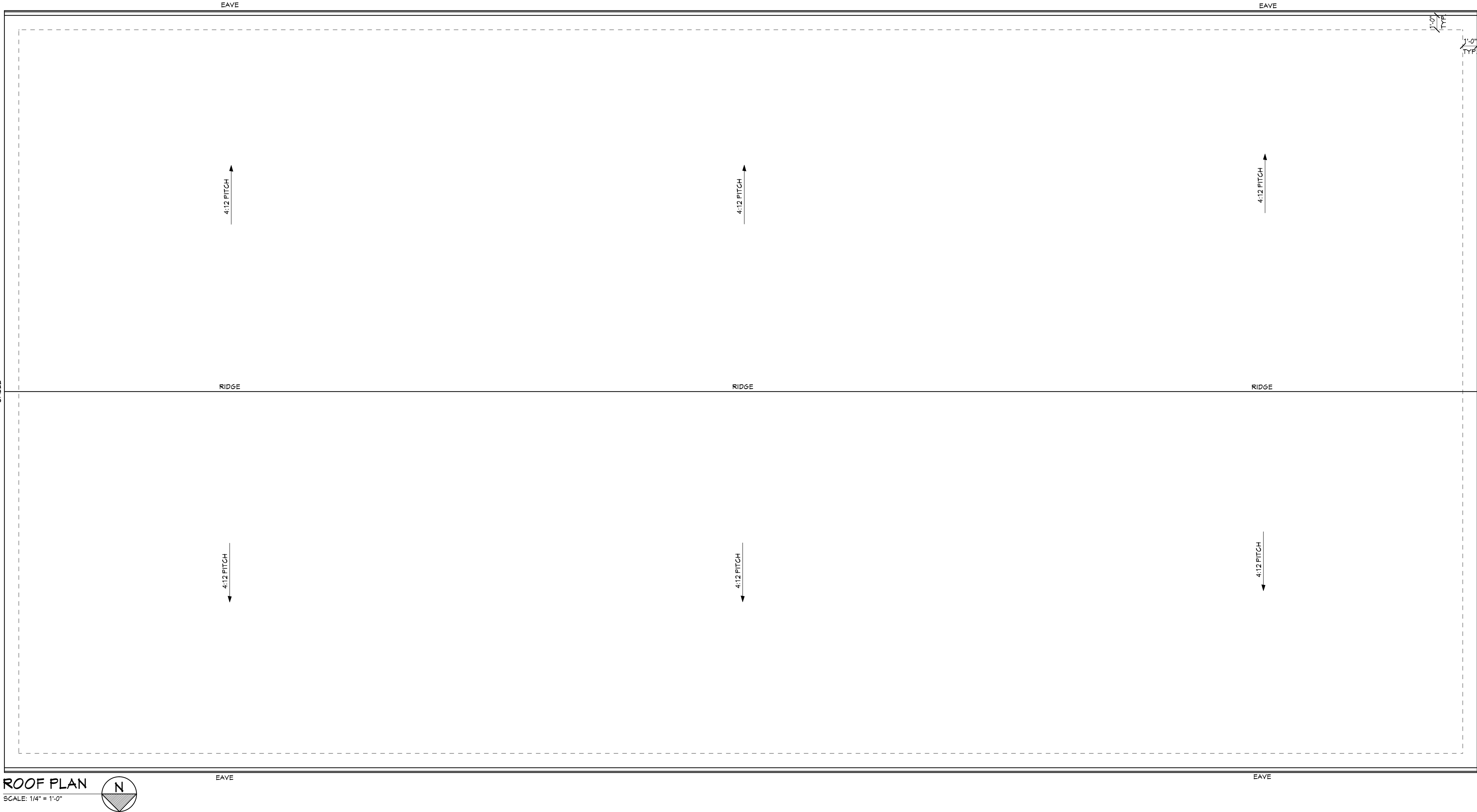
20. Provide continuous diagonal bracing at each line of lateral bracing.

21. Lateral roof truss bracing shall overlap a minimum of one truss space. Butt joint ends of bracing shall not be allowed.

22. Contractor shall provide for inspection of installed tTruss & permanent bracing system by engineer licensed in the State of Michigan.

23. Provide nailers, blocking and grounds where required. Set work plum, level, and accurately cut.

24. Owner/ Contractor shall have the trusses and truss bracing inspection in accordance with section 1104.3 of the building code and in accordance with the truss manufacturer.



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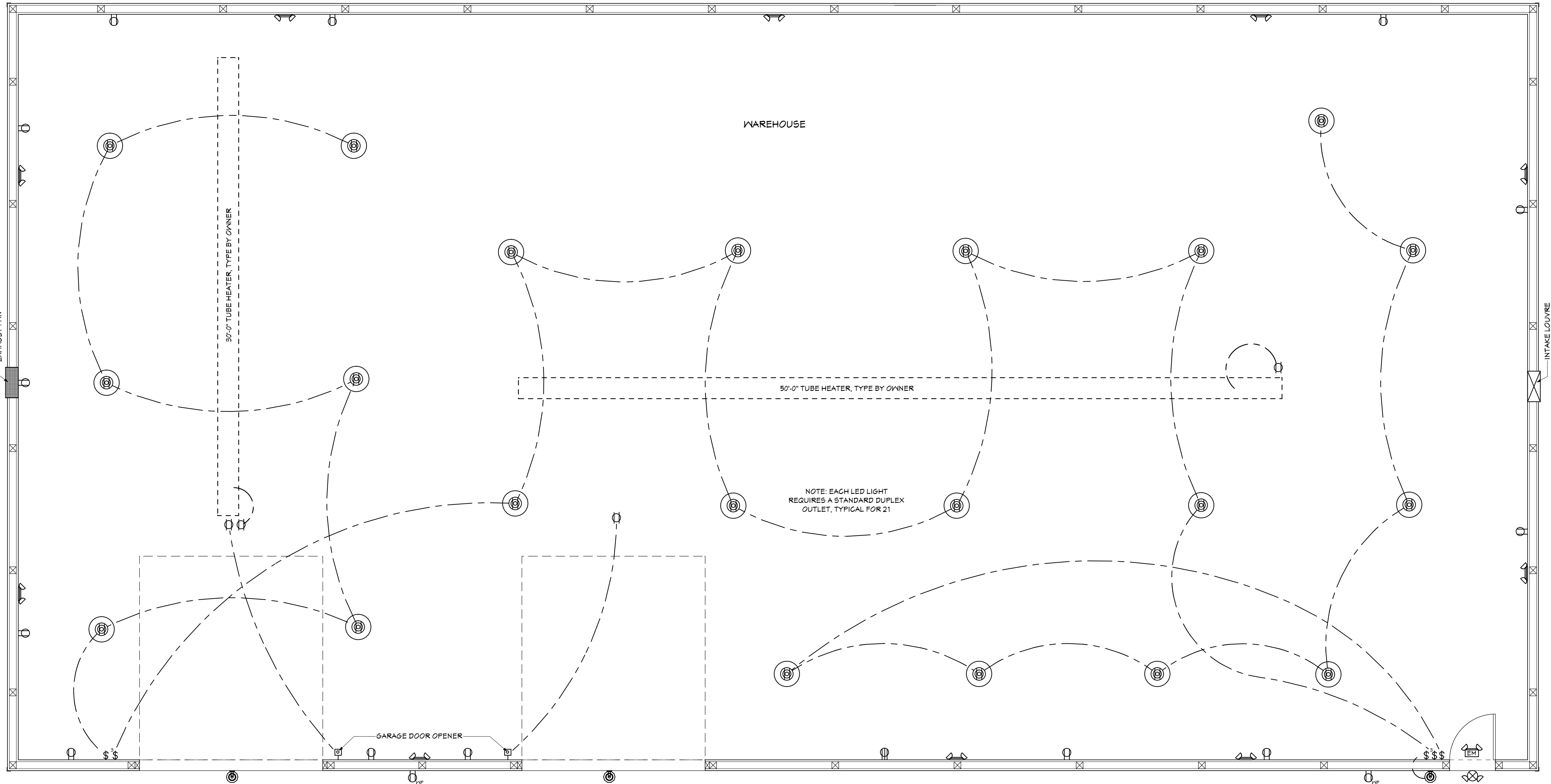
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GENERAL MECHANICAL NOTES

1. Install new systems as shown on drawings and in specifications and as required for complete, fully operational systems.
2. Contractor shall field verify locations and sizes and routing before submitting bids. Relocate and/or replace existing equipment, ductwork, lighting, piping, valves, etc. as required to maintain operation of all systems.
3. Contractor shall verify all dimensions, structures, elevations, etc. and report to the construction manager any conflicts which may effect the work prior to starting. Any dimensions shown on the drawings are for reference only and shall be field verified prior to start of demolition or new work.
4. Arrange and pay for all permits and inspections required. All work shall be provided by a licensed contractor and in accordance with all state and local codes, and with the provisions of the latest editions.
5. Contractor(s) shall remove and haul away all debris, equipment, pipes, ducts, etc. from the site immediately upon removal. Failure to remove and clean debris from areas promptly shall result in construction manager option to remove them at contractor's expense.
6. Fill all unused holes in floors and walls with grout and seal.
7. In finish areas, cut and patch existing walls as required, to install all new mechanical work, unless otherwise indicated.
8. Contractor shall leave adequate clearance around all new equipment, fittings, valves, electrical panels, etc. for service and operation.
9. Coordinate entire installation of the HVAC system with the work of other trades prior to any fabrication or installation. Provide all fitting, offsets, and transitions as required for a complete workable installation.
10. Maintenance label shall be affixed to all mechanical equipment and a maintenance manual shall be provided for the owner's use.
11. Refer to electrical drawings and specifications for all electrical devices required.
12. All equipment, ductwork, piping, and other devices and materials installed outside of the building or otherwise exposed to the weather shall be completely weatherproofed.
13. All outside air intakes shall be a min 10'-0" from any exhaust fan discharge, piping vents, and other exhaust system.
14. Each mechanical and electrical trade shall provide membrane and through penetration fire stop systems as required by the code, and shall submit methods of fire stopping to the building official for approval prior to work starting.
15. All gas piping by mechanical contractor.
16. All fresh air ducts and exhaust fan ducts shall be terminated to the exterior of the building envelope via a weatherproof cap. Terminating into the attic shall not be permitted.
17. Builder/ Developer to provide a concrete pad for condensing units if required.

GENERAL ELECTRICAL  
NOTES AND SPECIFICATIONS

1. All work shall be done in accordance with the latest edition of the National Electrical Code (NEC), and all state and local codes.
2. Coordinate the installation of all electrical equipment and connections with architectural and mechanical plans and equipment drawings.
3. All conductors shall be copper, aluminum conductors will not be acceptable.
4. Motor loads which are less than 6.0 amps shall be protected by a 15 amp circuit breaker.
5. Final connection to items subject to vibration shall be made with flexible metallic or liquidtight flexible metallic conduit. Install liquidtight flexible conduit in wet, damp, or corrosive atmosphere locations. Flexible metallic conduit or liquidtight flexible metallic conduit will not be approved for use as a grounding conductor. A separate green ground wire shall be installed in all flexible metallic conduit and liquidtight flexible metallic conduit.
6. All disconnect switches shall be standard duty type. Disconnect switches installed indoors shall be NEMA type 1. Weatherproof disconnect switches shall be NEMA type 3R.
7. All circuit breakers controlling or switching light fixtures shall be "SND" rated. All circuit breakers controlling HVAC equipment shall be "HACR" rated.
8. All receptacles installed on 15 amp and 20 amp circuits shall be of the grounding type.
9. All fractional horsepower motor starters shall consist of a horsepower rated toggle switch, thermal overload and red pilot light in a common enclosure. Enclosure shall be NEMA type 1 for indoor locations and NEMA type 3R for outdoor locations.
10. Back to back or through wall boxes shall not be used. Boxes installed on opposite sides of a fire rated partition shall be separated by 24" min.
11. All conduits run in floor slab shall be spaced a minimum of one conduit diameter apart except where they rise to a panel.
12. All device mountings heights shall comply with the State of Michigan barrier free requirements.
13. Electrical and data lines to be verified with lessee before construction begins.
14. Battery back-up exit and emergency lights shall be fed from the same circuit as normal lighting in their respective areas and be connected ahead of any local switches. Provide power for exterior signs.
15. Exit signs shall be internally or externally illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes, in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment, or an on-site generator.
16. All detectors shall be installed and maintained in operable condition per their manufacturer's recommendations.
17. Multi-purpose fire extinguishers with a minimum 2A-10BC classification shall be installed in or adjacent to the door of the heat plant room.



FIRST LEVEL PLAN:  
ELECTRICAL/ MECHANICAL

SCALE: 1/4" = 1'-0"

FIXTURE LEGEND

LIGHT SWITCH	\$ \$ \$
220 OUTLET	⏏
DUPLEX OUTLET	⏏
WATER PROOF EXTERIOR OUTLET	⏏ WP
EMERGENCY EXIT LIGHT	EXIT
EMERGENCY EGRESS LIGHT	EXIT
EMERGENCY FLOOD LIGHT	FLOOD
EXTERIOR WALL PACK LIGHT	⊙
LED LIGHT FIXTURE	⊙

NOTE: EACH LED LIGHT  
REQUIRES A STANDARD DUPLEX

HVAC SPECIFICATIONS

1. THERMOSTATS:  
1) Comfort Sense 5000
2. O2/ CO2 Detector: Macurco CM6, TX6 O2 Sensor Interlocked with exhaust fan.
3. Exhaust Fan: 24" Cook, 5000 cfm , 240v, 6.5 amps, with matching intake louver.
4. Tube Heater: Gordon Ray, BH 140, 140,000 BTU, 120v, 1 amp, verify with HVAC contractor
5. Make up air requirements based on Mechanical Code table 403.3

LIZ HARRON, ARCHITECT

1147 Daisy Lane  
East Lansing, MI 48823  
517-505-6674

BUILDER:

CARPET DEPOT  
WAREHOUSE

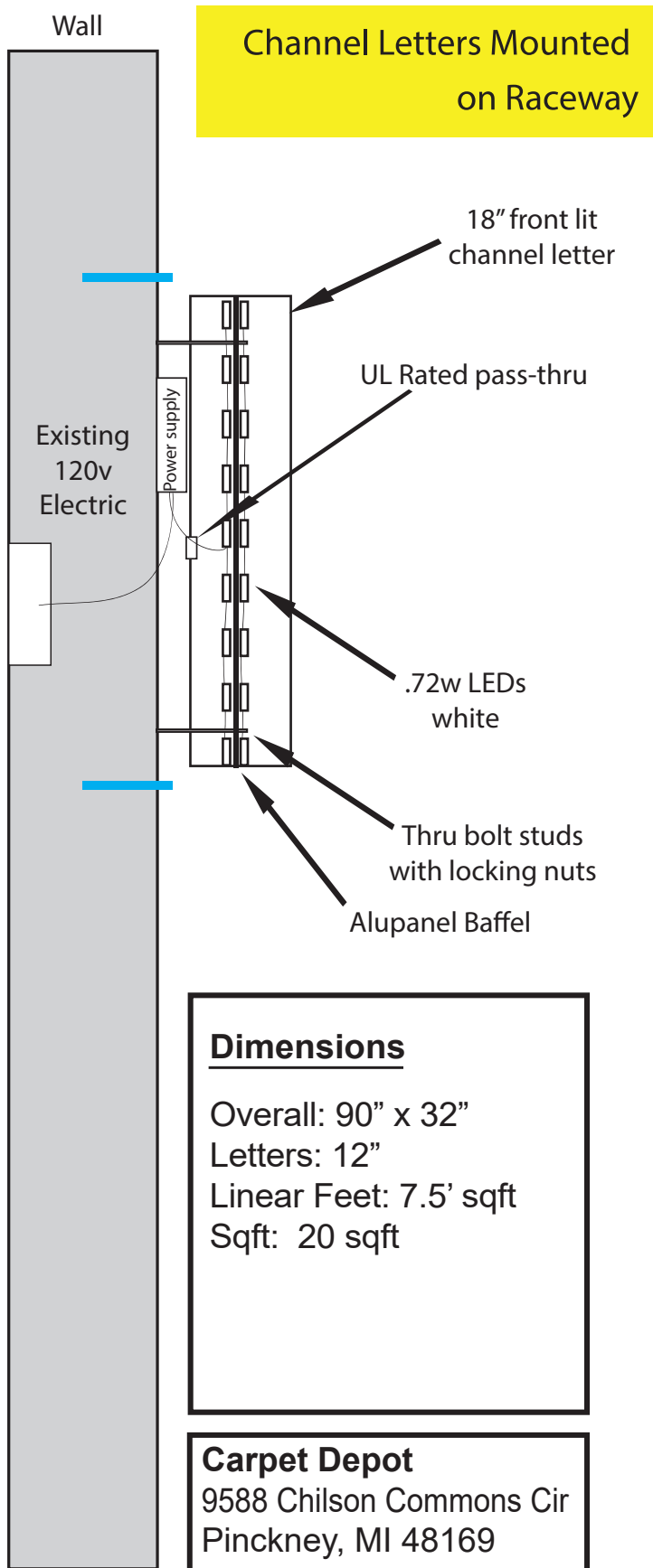
7976 E MICHIGAN 36  
HAMBURG, MICHIGAN 48134

PLOT DATE:  
07- 20- 2022  
07- 21- 2022  
08- 06- 2022

2284-22  
PROJECT NUMBER:

E1.1

PAGE NUMBER:



Aluminum letter  
w welded fabrication



Proposed sign location

Attached with 3/8" through bolts

Sign to be wired to existing electrical in junction box.  
 Studs will be secured & siliconed.  
 Disconnect switch will be visible and within sight.  
 Sign face is .177" clear polycarbonate - diffused.  
 front lit with 12v white low voltage LEDs.







## Hamburg Township Public Safety – Fire Division

Item 14.

10100 VETERANS MEMORIAL DRIVE  
P.O. Box 157 ♦ HAMBURG, MI 48139-0157  
PHONE: 810-222-1100 ♦ FAX: 810-231-9401  
E-MAIL: HTFD@HAMBURG.MI.US

*DEPUTY FIRE CHIEF JORDAN ZERNICK*

**To:** Hamburg Twp. Zoning

**From:** Deputy Chief, Jordan Zernick

**CC:** Deputy Director – Fire Division Jeffrey Newton

**Subject:** Site Plan Review – 7878 E M36 (Carpet Depot)

**Date:** August 29, 2022

I have completed the plan review of the Site Plan submittal for the proposed Carpet Depot Facility in Hamburg Township. The review was based on the applicable Fire Code and Hamburg Township Ordinance Requirements.

The plans are approved as submitted with the following requirements, revisions and clarification:

1. Building shall be required to have a 3200 series Knox Box placed on the building. Location to be approved by the Fire Code official.
2. Any alterations to these submitted plans shall require the submittal of As Built plans. Plans shall be submitted directly to the Hamburg Township Fire Department.
3. Architectural Building plans shall be submitted for review by the Fire Department.
4. Drive isle shall be required to have a minimum width of not less than 20 Feet.

This approval is subject to field inspection. This approval shall be valid for one year. If construction has not begun within 12 months of the date on this letter the plans must be resubmitted for approval. This approval does not exempt the project from complying with all applicable codes. Additional submittals and approvals may be required.

Deputy Chief Jordan Zernick

PHONE: 810-231-1000  
FAX: 810-231-4295



Item 14.

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

**To:** Planning Commissioners

**From:** Scott Pacheco, AICP  
Hamburg Township  
Planning

**Date:** November 16, 2022

**Agenda Item:** 7b

**Project address and Description:** **Final Site Plan (SPA 22-003):** Public Meeting to consider the change in use from a residential use to a commercial use at 7878 M-36. This change will also include the conversion of the existing residential home on the site into a commercial facility with a 1,391 square foot showroom and 961 square foot of office space. The project also will include the addition of a new 5,000 square foot pole barn to the rear of the existing structure for storage of products sold from the site.

**Owner:** Brad Haskins

**Applicant:** Carpet Depot: Doug Hill

**Agent:** Greentech Engineering Inc.

**LOCATION:**

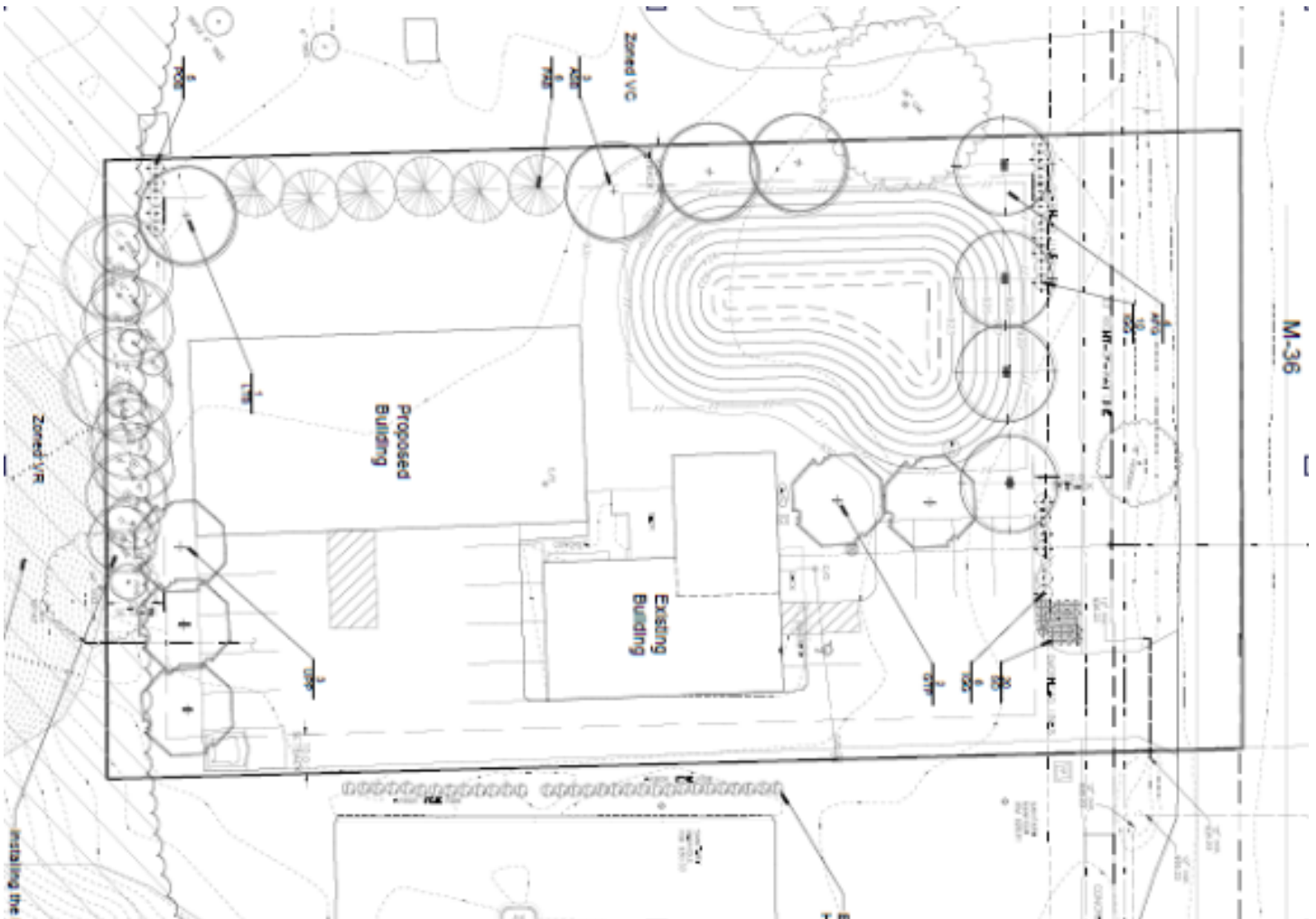
The subject site is a 1 acres site located on the south side of M-36 near the east border of Hamburg Township. The address of the property is 7878 M-36 and the Parcel number is 15-25-200-003. The subject site is zoned Village Center (VC) and is currently developed with a single family home-. The property to the north across M-36 is zoned Genreal Industrial and is developoed with an industrial use. The properties to the east and west are zoned Village Center and the property to the east is developed with a commercial use while the property to the west is developed with a residnetial use. The property to the south is zoned Village Residential and is developed with a residnetial use.



## **PROJECT DESCRIPTION**

Final site plan application to allow the change in the use of the site at 7878 M-36 from the existing residential use to the proposed commercial use. This change in use will also include the conversion of the existing residential home on the site into a commercial facility with a 1,391 square foot showroom and 961 square foot of office space. The project also include the addition of a new 5,000 square foot pole barn to the rear of the existing structure for storage of products sold from the site, a new paved driveway and parking area with 15 parking spaces (including one loading space), a new paved multi-purpose trail along M-36 and additional landscaping.

The project plans, building elevations, floorplans and sign plans are attached to this report for the Planning Commissions review. (Exhibit A-Site Plan, Exhibit B-Front Building Elevation, Exhibit C-Office Space Floor Plan and Exhibit D-Sign Plans)



**Table 1**  
**Development Review Compliance Table**

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<b>VC SETBACKS:</b> Front Yard: Rear Yard: Minimum Side:	* 15' 10'	Existing 80' 21' 15'	<b>See below</b> ✓ ✓
<p>*Buildings shall be placed no more than 20 feet from the front lot line. A lesser setback may be required by the planning commission where the established setbacks of adjacent buildings is less than 20 feet. Where the average front yard setbacks for the adjacent buildings on either side of the proposed use is greater than 20 feet the planning commission may permit a front yard setback above 20 feet but not to exceed the average front yard setbacks for the adjacent buildings.</p> <p>Because this building is existing and the front setback is from M-36 and not a neighborhood street the 80' setback appears appropriate. Also Section 36-187 Additional District Regulations, (I) VC and VR Districts, (h) Landscaping requires and 80 foot landscape buffer along M-36 in the VC district. Although this section is under review, and the landscape buffer is proposed to be reduced to 40 feet along M-36 in the Zoning Text Amendment that the Township is currently working on.</p>			
<b>NUMBER OF STORIES/ HEIGHT</b>	2.5 story/ 35 feet	2 story/ 28 feet (Existing)	✓
<b>LOT SIZE:</b>	18,700 square feet	45,738 square feet	✓
<b>LOT COVERAGE:</b> <b>Building:</b> <b>Total Impermeable:</b>	50% of Lot Size 80% of Lot Size	17.0% 38.5%	✓ ✓

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<b>LANDSCAPING:</b> <b>20' Wide Greenbelt</b>	1 canopy tree and 4 shrubs, for 40 linear feet of frontage	4 trees and 16 shrubs required and provided	✓
<b>20' Wide Buffer</b> <b>Com:Res (B)</b> <b>South:</b>	6 foot high continuous wall or berm, and 1 canopy tree, 1 evergreen tree and 4 shrubs per each 30 linear feet along the property line,	6 canopy trees, 6 evergreen trees, and 21 shrubs required 15 existing trees provided	<b>Waiver Requested</b>
<b>10' Wide Buffer</b> <b>Com:Com(C)</b> <b>East:</b> <b>West:</b>	1 canopy or evergreen tree or 4 shrubs per each 20 linear feet along the property line, rounded upward.	East Side: 13 trees and 52 shrubs required. No landscaping proposed. West Side	<b>Waiver Requested</b>
<b>Parking Lot</b>	1 canopy tree for each (2,000) square feet of paved driveway and parking lot surface	13 trees and 52 shrubs required. 10 trees and 0 shrubs provided.	<b>Waiver Requested</b>

**Sec. 36-280. Existing plant material.**

- (a) *Consideration of existing elements in the landscape design.* In instances where healthy plant material exists on a site prior to its development, the planning commission may permit substitution of such plant material in place of the requirements set forth in this section.

**Waivers and Modifications.** The Planning Commission may waive or modify the fencing or landscape buffering requirements upon a determination that a solid fence or landscaping buffer will not be necessary or effective for screening. In making such a determination, the following shall be considered.

1. Need for security;
2. Abutting district or existing use;
3. Extent that existing natural vegetation provides the desired screening;
4. Topography which would eliminate the benefits of required landscaping;
5. Building heights and views in relation to existing topography and

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>vegetation as well as views from adjacent uses;</p> <p>6. Similar conditions existing such that no good purpose would be served by providing the required landscaping plan.</p> <p><b>Staff Analysis:</b></p> <p><b>South Side:</b> The existing lot to the south is currently developed with a single family home accessed off Kathy Court and located on the west side of the property. The area of this property that is south of the subject site is not developed. The site is zoned VR to allow higher density residential in the future. The 15 existing trees provide good screening of the proposed development from the existing home on the Kathy Court site. However if this site is developed in the future to its highest and best use (higher density residential) additional screening may be required to block the lights from cars utilizing the rear parking and loading area on the proposed project.</p> <p><b>Staff Suggestion Conditions 1:</b></p> <p>The Planning Commission should consider requiring the applicant at a minimum to add a 6-foot-tall solid fence near the south side of the parking lot to lessen the impact from this project on future development of the property to the south.</p> <p><b>East Side:</b></p> <p>The existing home is 15 feet from the east property line and the proposed paved driveway and parking area will be within 2 feet of the east property line. Because of this design there is no space for landscaping along the east property line.</p> <p>The Baker Building is located on the property east of the subject property. There is an existing row of arbovitae planted between the parking area on the Baker building site and the existing residential home that provides screening in that location.</p> <p>The Planning Commission may wish to consider the storage building be shifted to the west allowing for additional space between the parking area in the rear and the east property line to allow for additional landscape screening.</p> <p><b>Staff Suggestion Condition 2:</b></p> <p>The storage building shall be shifted to the west to allow the paved area south of the existing structure to be shifted to the west allowing for landscape screening between this area and the east property line.</p> <p><b>West:</b></p> <p>Ten trees are proposed along this property line 6 evergreen trees west of the proposed storage facility that will provide good screening of this building from the existing home to the west, 3 sugar maples between the west side of the drainage basin and the west property line provide views to the building while site screening the site, and one tulip tree near the south west corner of the site.</p>			

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>The Planning Commission may wish to consider additional landscaping be provided between the south side of the detention basin and the north site of the new storage building to provide additional screening of this structure from M-36.</p> <p><b>Staff Suggestion Condition 3:</b> Addition evergreen shrubs, with a minimum height of 6' when fully grown, shall be planted between the south side of the detention basin and the north side of the storage building to provide additional screening from M-36.</p>			
<b>LIGHTING:</b>			
<p><b>Section 9.11.4</b></p> <p><b>1. Exterior lighting shall be fully shielded and directed downward toward the Earths surface, away from residential uses, roads, glass, water or other reflective materials which would create excessive off-site glare or incident rays.</b> There are three new lights proposed on the east side of the new storage building, two existing wall lights on either side of the existing garage door on the front(north) side of the existing structure, three wall lights on the south side of the existing structure and recessed lighting under the existing awning on the front of the structure. The new wall lights and the recessed lighting are fully shielded and directed toward the ground. The existing wall lights on the front and rear of the existing structure are shielded with a frost glass covering but are not fully shielded. These existing wall lights will provide lighting for the parking areas on the site.</p> <p><b>2. The Zoning Administrator and/or Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures will improve the appearance of the site.</b> The existing wall lights are decorative and are not fully shielded fixtures The Planning Commission may wish to allow the light on the front of the existing structure to remain as is. These lights will provide additional lighting for the customer parking area north of the building.</p> <p>The existing wall lights on the south side of the existing building would be visible from a future residential area.</p> <p><b>Staff Suggested Condition 4:</b> The existing wall lights on the rear of the structure shall be replaced with fully shielded light fixtures.</p> <p><b>3. Lights on poles shall not be taller than the building whose area they illuminate nor taller than fifteen (15) feet whichever is</b></p>			

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>shorter. Lights on poles may exceed fifteen (15) feet up to twenty (20) feet if the fixtures are located a minimum of seventy-five (75) feet from any planned, zoned or used residential areas.</p> <p>No light poles are proposed.</p> <p>4. <b>Lighting shall not be of a flashing, moving or intermittent type.</b> No flashing lighting is proposed.</p> <p>5. <b>Except where used for security purposes, all outdoor lighting fixtures, existing or hereafter installed and maintained shall be turned off between 11:00 p.m. and sunrise, except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Businesses with light fixtures used for security purposes are encouraged to use a motion detection devise which is directed to detect motion within the property.</b></p> <p><b>Staff Suggested Condition 5:</b> All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business.</p> <p>6. <b>Any light fixture must be placed in such a manner that no light emitting surface is visible from any residential area or public/private roadway, walkway, trail or other public way when viewed at ground level.</b> With suggested condition 4 and 5 this project meets this regulation.</p> <p>7. <b>The intensity of light within a site shall not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. The only exception is with gas station canopy and automobile dealership lighting, where a maximum of twenty (20) footcandles is permitted within the site but the above standards shall apply to intensity at the property line.</b></p> <p>The photometric plan that was submitted in the project plans (Exhibit A) only includes information on the three new lights proposed on the new storage building. None of the existing residential lights or the sign lighting is shown on this photometric plan.</p> <p><b>Staff Suggested Condition 6</b> Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted.</p>			



Criteria/Regulation	Required by Regulations	Proposed Project	Status
<b>Sec. 9.11.5. Sign Lighting Standards.</b> <ol style="list-style-type: none"> <li>1. Indirect illumination of signs, canopies and buildings is permitted provided a maximum 125 watt bulb is utilized and there is no glare.</li> <li>2. The use of laser light source, searchlights or any similar high intensity light for outdoor advertisement or entertainment is prohibited.</li> <li>3. Luminous tube and exposed bulb fluorescent lighting is prohibited as part of a sign provided the proposed luminous tube or exposed bulb fluorescent lighting is determined to be consistent with the architectural character of the building.</li> <li>4. Internally illuminated signs shall have a minimum of 60% of the sign face composed of an opaque surface which allows no light to transmit through.</li> </ol> <b>Staff Suggested Condition 6.</b> The proposed sign will have a maximum of 125 wall bulbs, no laser light sources, search lights or similar high intensity light for outdoor advertisement or entertainment will be permitted, and the proposed signs will have 60% of the sign face composed of an opaque surface which allows no light to transmit through.			
<b>PARKING:</b>			
<b>Regular Parking Stalls</b>	Carpet Store and Office Uses 1 space for every 400 square foot, warehouse uses 1 space for every 800 square foot.	Total parking spaces required is 12 Total parking spaces provided is 14	✓
<b>Loading Spaces</b>	Commercial Buildings over 5000 square feet of gross floor area require 1 truck loading space at least 12 feet X 25 feet with 14 feet in clearance.	1 Loading Space needed 1 Loading Spaces Provided	✓
<b>General Parking Requirements:</b>			
1. Off-street parking for non-residential uses shall be located on the same lot or parcel or within three hundred (300) feet of the building it is intended to serve provided the provisions of Section 10.2.2., Collective Parking, are met.			✓
2. A minimum area of 200 square feet shall be provided for each vehicle parking space and each space shall be designated and reserved for parking.			✓
3. A suitable means of ingress and egress shall be			*See

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>provided and located to minimize traffic congestion and interference with pedestrian movement. The location of all entrances and exits and directional signs, shall be approved by the Planning Commission, and where required by the Livingston County Road Commission and the Michigan Department of Transportation.</p> <p>4. Parking areas with a capacity of four or more vehicles shall be hard surfaced (either concrete, bituminous asphalt or other stabilized engineered surface) prior to occupancy and shall provide adequate drainage facilities to dispose of all collected surface water. The requirement for paving may be waived by the Planning Commission through paragraph 10.2.1.I.</p> <p>5. Except for single-family residential lots, lighting shall be provided for use when a parking area is in operation. The installation of such lighting shall be so hooded or shielded as to reflect the light away from abutting or neighboring property.</p> <p>6. When required off-street parking in a non-residential district abuts a residential district, there shall be located a landscaped buffer strip fifteen (15) feet wide and parallel to the mutual boundary. The buffer strip shall be composed of trees and/or foliage. In lieu of a buffer strip, the Planning Commission may permit or require a solid fence or wall between six (6) and eight (8) feet in height shall be located along the mutual boundary.</p> <p>7. Federal and State requirements regarding handicapped parking and access shall apply.</p>			<p><b>Suggested Condition 7</b></p> <p>✓</p> <p>✓</p> <p><b>*See suggested condition 1</b></p> <p><b>*See Suggested Condition 7</b></p>
<b>DRIVEWAYS: COMMERCIAL</b>			
<p><b>General Standards:</b></p> <p>A. Driveways shall be located so as to minimize interference with the free movement of traffic, to provide adequate sight distance, and to provide the most favorable driveway grade.</p> <p>B. Driveways, including the radii but not including right turn lanes, passing lanes and tapers, shall be located entirely within the right-of-way frontage, unless otherwise approved by Livingston County or the Michigan Department of Transportation and upon written certification from the adjacent property owner agreeing to such encroachment.</p> <p><b>Spacing of Driveways:</b> Posted speed limit 45+ minimum commercial driveway spacing is 300 feet.</p> <p><b>Spacing at Intersections:</b></p>			<p><b>*See Suggested Condition 7</b></p> <p><b>See Below</b></p> <p>✓</p>

Criteria/Regulation	Required by Regulations	Proposed Project	Status
Along Arterial driveways must be 300 feet from intersection			
<p><b>Staff Suggested Condition 7:</b>  Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, and Health Department; Livingston Community Water Authority and the Michigan Department of Transportation.</p> <p><b>Section 36-339 Driveway Spacing Standards</b>  (2) <i>For sites with insufficient street frontage to meet the above criterion, the planning commission may require construction of the driveway along a side street, a shared driveway with an adjacent property, construction of a driveway along the property line farthest from the intersection or require a service/frontage road.</i></p> <p>The project access driveway is only approximately 80 feet from the driveway for the baker building parking area on the lot to the east. The lot is not large enough to provide a driveway access point that is over 300 feet from this neighboring driveway entrance. Because of the proposed design of the project, the drainage basin, sewer and water lines are located so that a driveway located on the west side of the site furthest from the backer building entrance would not be ideal. Also the existing residential driveway is located in the same location and the proposed commercial driveway.</p> <p><b>Staff Suggested Condition 8:</b>  Prior to issuance of a land use permit the applicant will submit and receive approval of a variance to the commercial driveway spacing regulations under section 36-339 (1 and 2). If the variance is not approved prior to the issuance of a land use permit the design of the project shall be altered so the driveway meets the requirements of 36-339 (1 and 2).</p> <p>The applicant is still required to receive MDOT approval for the commercial driveway.</p>			
<b>USES ALLOWED</b>			
Village Center Retail and Offices Uses:	Permit Uses with approval of a Site Plan	Applied for a Final Site Plan	See analysis on pgs. 8-14
<b>SIGNS:</b>			
Freestanding Sign: Monument	Maximum 32 square feet, 6-foot height, 2-	32 square feet, 6-foot high, and 2-foot base	✓

Criteria/Regulation	Required by Regulations	Proposed Project	Status
Wall Signs Wall Sign 1 and Wall Sign 2	foot base, and 10-foot setback.  .75 square feet for every liner foot of building frontage.  The total building frontage is 61 feet allowing for a maximum of 45.75 square foot of wall signage.	setback 10-feet from right-of-way  Wall Sign 1: Carpet Depot 20 square feet, Individual Channel Letter Sign  Wall Sign 2: Office Tenant This wall sign can be a maximum of 25.45 square feet	✓  ✓
<b>Staff Suggested Condition 9:</b> The freestanding monument sign shall have a base no higher than 2' and the sign shall be 10 feet minimum from the front right-of-way/ property line. The unused sign area(white) shown on the right portion of the freestanding sign shall be covered by an opaque surface until which time a sign for the future office use or other use is proposed in this area. At that time the sign shall be designed so that 60% of the sign face is composed of an opaque surface which allows no light to transmit through (meaning the wording and graphics for the business will be translucent and the background will be opaque). The second wall sign for the office use shall be no larger than 25.45 square feet in size.			
<b>Additional Standards for VC districts 36-187</b>			
A. General: The overall design and mixture of uses shall be consistent with the intent of this district. Compatibility of uses shall be determined by the following: 1. The uses shall not create noise, dust, odors, fumes or other nuisances that will have an obnoxious effect on surrounding residences. 2. Traffic volumes generated by the use shall not have a negative impact on surrounding residential character. 3. Architecture shall meet the requirements of Section 4.5.7. 4. Location and use of yards shall contribute to the continuation of open space areas within the immediate vicinity. 5. Location and design of landscaping and pedestrian			✓  <b>See condition 7 and 8</b>  ✓

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>areas shall be compatible with and enhance the area pedestrian and open space network.</p> <p>6. Location, size and types of architectural projections such as porches or awnings shall be compatible with other structures along the same block.</p> <p>7. Location, scale and design of signs shall be consistent with the character of other signs, street elements structures and uses located along the same street.</p>			<p>✓</p> <p>✓</p> <p>✓</p>
<b>Sidewalks/Pedestrian Circulation</b>			
<p>1. Site design shall demonstrate a special sensitivity to pedestrian circulation and safety.</p> <p>2. Sidewalks at least five (5) feet wide and at least seven (7) feet wide where abutting parking shall be provided along public streets and private roads; bike paths shall be required in locations designated in the Hamburg Village Master Plan or to provide linkages with existing or planned bike paths.</p> <p>3. All developments shall provide pedestrian linkages between public sidewalks and the building entrances.</p>			<p>✓</p> <p>✓</p> <p>✓</p>
<b>Parking/Loading Areas</b>			
<p>2. Off street parking lots shall be located behind the front line of the principal building. Where this is not feasible or practical, the Planning Commission may permit off street parking within the front yard. Parking lots must be setback from any front lot line a minimum of twenty (20) feet.</p> <p>3. All off street parking spaces or loading areas must be screened from view of any public road or pedestrian path right-of-way, or private road or pedestrian path easement by an evergreen hedge row or masonry wall, which is consistent with building architecture and site design, at least three (3) feet in height.</p> <p>4. Where parking or loading areas abut a residential use, a six (6) foot tall masonry wall, which is consistent with building architecture and site design, shall be constructed between the parking lot or loading area and the adjacent residential use. The Planning Commission may substitute the masonry wall with one or more rows of six (6) foot tall evergreens.</p>			<p>✓</p> <p>✓</p> <p>*See suggested condition 1</p>
<b>Architecture</b>			
<p>1. Buildings shall possess architectural variety, but enhance the overall cohesive and historic village character.</p> <p>2. Building architecture shall meet the standards of Section 4.5.7.</p>			<p>Existing Structure</p> <p>See Analysis under Standard L on page 15-</p>

Criteria/Regulation	Required by Regulations	Proposed Project	Status
<p>3. The first floor of front facades shall include at least thirty percent (30%) windows. The approximate size, shape, orientation and spacing shall match that of buildings on adjacent lots.</p> <p>4. The mass and proportion of structures shall be similar to structures on adjacent lots and on the opposite site of the street. Larger buildings may be broken-up with varying building lines and roof lines to provide a series of smaller scale sections which are individually similar in mass and proportion to surrounding structures.</p>			<p>16</p> <p>✓</p> <p>Existing Structure</p>
<p><b>Staff Analysis:</b> The building being used is an existing structure. The new structure proposed is a storage building and will be to the rear of the existing structure.</p>			
<p><b>Signs:</b> Signs shall be designed to be compatible with the principal building's architecture and materials.</p>			✓
<p><b>Street and Access Design:</b> Streets shall meet the following, with the acknowledgment that for any public streets, any more stringent standards of the Livingston County Road Commission or the Michigan Department of Transportation shall apply.</p> <p>3. The Township may require shared access or connections between adjacent uses as a means to limit conflict points and preserve capacity along M-36.</p>			See condition 7 and 8
<p><b>Landscaping:</b> All landscaping shall meet the minimum requirements of Section 9.4, Landscape Standards. Because of the higher density of development permitted in the VC and VR districts, the following standards shall apply to frontage landscaping in place of the standards contained in Section 9.4:</p> <p>1. At least an eighty (80) foot wide landscaped greenbelt shall be provided along undeveloped areas of M-36, as designated on the Hamburg Village Master Plan, with at least two (2) rows of trees spaced no greater than twenty-five (25) feet on center. Trees shall be a mixture of evergreen and canopy trees meeting the minimum plant size requirements of Section 9.4. Provision of this landscaped greenbelt may be counted towards the common open space requirements of paragraph C above.</p>			See comment below
<p><b>Staff Analysis:</b> The existing house is setback over 80 feet from the M-36 right-of-way. 4 trees and sixteen shrubs are planted between M-36 and the existing building.</p>			
<p><b>Lighting.</b></p> <p>1. A consistent type of pedestrian scale ornamental lighting shall be provided along all sidewalks, within any off-street parking lots and along road frontages.</p> <p>2. Parking lot lighting shall not be greater than twenty</p>			<p>✓</p> <p>✓</p>

Criteria/Regulation	Required by Regulations	Proposed Project	Status
(20) feet in height.			

## **SITE PLAN REVIEW STANDARDS**

**In the review of all site plans, the Zoning Administrator and the Planning Commission shall endeavor to assure the following:**

**A. The proposed development conforms to all provisions of the Zoning Ordinances.**

Please see the “Table 1 Development Review Compliance Table” on pages 3-14 for analysis on the project compliance and consistency with the intent and purpose of the Township’s Zoning Ordinance.

The applicant has requested the Planning Commission approve a waiver for the landscaping requirements and either a variance approval will be required or the driveway will need to be revised to meet section 36-339 the commercial driveway spacing requirements.

With suggested Conditions 1-9 on pages 5 through 11 of this report staff believe the proposed development will conform to all the provisions of the Zoning Ordinance.

**B. All required information has been provided.**

The information submitted appears to be adequate to allow the Planning Commission to review the final site plan for the subject site.

**C. The movement of vehicular and pedestrian traffic within the site and in relation to access streets and sidewalks will be safe and convenient.**

As stated on page 10 of the staff report the existing location of the residential driveway would not meet the 300 feet spacing regulations for commercial driveways under section 36-339 of the Township Zoning Ordinance. Either a variance from this spacing standard will need to be granted by the Zoning Board of Appeal or the project will need to be redesigned to meet the regulation of 36-339. In order for the project to meet section 36-339 of the code the driveway on the subject property would need to be shifted to the west property line so the driveway access to the new commercial use is near the property line furthest from the access to the Baker Building site, or shared access from the baker building site or another adjacent site would be required.

The proposed project also includes a new 8-foot-wide multi-purpose trail along the front of the property adjacent to M-36. This trail will attach to and extend the multi-purpose trail on the baker building site to the east. This trail will eventually connect to a future multi-purpose trail and other pedestrian trails that link the Village Center area of Hamburg Township.

The Township Engineer has reviewed the project and has minimal comments, Exhibit F and prior to issuance of a permit on the site MDOT approval of the driveway access will be required. MDOT’s initial comments are attached and Exhibit H. See Condition 8 on page 10.

**D. The proposed development will be harmonious with existing and future uses in immediate area and the community.**

The proposed development will convert an existing single-family home into a commercial use. The existing home is set back over 80 feet from M-36. The proposed project will include landscaping to better screening the property from M-36, an 8-foot-wide multi-use trail that will tie into the existing 8-foot-wide multi use trail on the property to the east and will eventually tie into trails to the west, and proposes paving the existing gravel drive and a new small parking area at the front of the site. The existing garage door facing m-36 will be removed and a glass store front for the carpet store use will be created in this location.

There is a larger commercial office building on the property to the east and a single-family home on the property to the west. The proposed development will provide a good transition between these existing uses and in the future the development is designed to have a nice commercial frontage.

Please review staff analysis of the landscaping and lighting requirements on pages 4 and 8 of this report. With minimal addition landscaping and some small changing to the existing lighting on the structure this proposed development will be more harmonious with the existing and future uses in the immediate area.

Because of the current design of the drainage basin a 4 foot tall chain link fence is proposed at the perimeter of the drainage basin. Because the drainage basin is to the front of the property between the structures and the front property line, the fence will be visible from M-36.

**Staff Suggested Condition 10:**

The applicant shall work with the township engineer to reduce the slope of the drainage basin so no fence is required. If the drainage can not be revised and a fence is required the fencing use shall be decorative and approved by the Zoning Administrator prior to permitting. See the picture below for an example of decorative fencing.



It appears that the design of the proposed development as conditioned will be harmonious with the existing and future uses in the immediate area and the community.



- E. The proposed development provides the necessary infrastructure improvements, such as roads, drainage, pedestrian facilities and utilities, to serve the site, and be adequately coordinated with the current and future use of adjacent properties.**

The existing home is hooked up to public sewer and water, approvals of the LCWA and the Township Utilities department will be required prior to issuance of a Land Use Permit for the new commercial use and new building.

- F. The applicable requirements of Township, County and State agencies are met regarding grading and surface drainage and for the design and construction of storm sewers, storm water holding facilities, water mains, and sanitary sewers.**

The site plan has been forwarded to the Township Engineer, Utilities Department and the Livingston County Water Authority. Prior to issuance of a building permit the applicant will need approvals from all the required local, state, and federal agencies, including the Township Engineer and Utilities, the LCWA, and the Livingston County Drainage Commission.

**Suggested Conditions:**

See Condition 7 on page 10 of this report.

- G. Natural resources will be preserved to the maximum extent possible in the site design by developing in a manner which will not detrimentally affect or destroy natural features such as lakes, ponds, streams, wetlands, steep slopes, and woodlands.**

The lot is relatively flat and there is an existing residential home on the site. Minimal landscaping will be removed to place this development on the site and new landscaping is proposed to make the development blend into the surrounding neighborhood.

- H. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling, and grading required.**

The subject property is mostly flat and minimal grading (outside of the required drainage basin) will be required as a part of this project.

- I. The proposed development will not cause soil erosion or sedimentation.**

The LCDC will need to issuance a soil erosion or sedimentation control permit prior to issuance of a building permit.

- J. Landscaping, including trees, shrubs and other vegetative material is provided to maintain, improve and/or restore the aesthetic quality of the site.**

A Landscape plan has been provided as part of this final site plan (Exhibit A). The plan includes 19 trees, 21 bushes and 20 flowering plants. The applicant has requested a waiver from the landscaping requirements. Staff's analysis of the waivers requested is on pages 4-6 of this report in the development review compliance table.

With the suggested condition 1, 2, and 3 it appears the landscaping proposed will maintain, improve and/or restore the aesthetic quality of the site

- K. Conformance to the adopted Hamburg Township Engineering and Design Standards.**

The engineer has reviewed the plans for compliance with the Engineering and Design Standard and provided comments (Exhibit E). Prior to the land use permit approval the

Township engineer will require final review of the project to make sure the project is designed to best engineering practices.

- L. All proposed commercial, office, industrial, institutional and multiple family development shall utilize quality architecture to ensure that buildings are compatible with surrounding uses, protect the investment of adjacent landowners, blend harmoniously into the streetscape and meet the objectives the Township Master Plan. New buildings, additions and renovations shall be designed to preserve or complement the design character of existing development provide visual harmony between old and new buildings, and create a positive image for the Township's various commercial shopping nodes. Commercial, office, industrial, institutional and multiple family architecture shall be reviewed by the Planning Commission under the following criteria:**
- 1. Buildings shall front towards and relate to the public street. Buildings shall be located to create a define streetscape through uniform setbacks and proper relationship to adjacent structures. Proper relationship to existing structures in the area shall be maintained through building mass, proportion, scale, roof line shapes and rhythm. Buildings within the area designated on the M-36 Corridor Plan/Master Plan as the "Hamburg Village" shall be compatible with the historic character of the unincorporated place commonly referred to as the "Old Hamburg Village."**
  - 2. Building materials and colors shall relate well and be harmonious with the surrounding area. Roof shape and materials shall be architecturally compatible with adjacent buildings and enhance the predominant streetscape. For any side of a principal building facing a public or private street, at least fifty percent (50%) of the facade shall be constructed of, or covered with, the following materials:**
    - a. Brick;**
    - b. Fluted or scored concrete block;**
    - c. Cut stone;**
    - d. Vinyl siding;**
    - e. Wood siding;**
    - f. Glass; or,**
    - g. Other materials similar to the above as determined by the Planning Commission.**
  - 3. Buildings shall possess architectural variety, but enhance the overall cohesive community character. Buildings shall provide architectural features, details and ornaments such as archways, colonnades, towers, cornices or peaked roof lines.**
  - 4. Building walls over 100 feet in length shall be broken up with a combination of the following: varying building lines, windows, architectural accents and trees.**
  - 5. Building entrances shall utilize windows, canopies and awnings; provide unity of scale, texture, and color; and provide a sense of place.**
  - 6. Where the rear facade of a building will be visible from a residential zoning district, or the rear of the site will be used for public access or parking, such rear facade shall be constructed to a finished quality comparable to the front facade.**
  - 7. Signs, landscaping, lighting and other site elements shall be coordinated and compatible with the building design, as well as harmonious with other nearby**

**developments. Developments shall provide site features such as decorative entry signs, ornamental lighting, pedestrian plazas and/or pedestrian furniture.**

**Staff Analysis:**

The proposed use will utilize the existing structure on the site. The only changes proposed to the existing structure are as follows: The existing garage door will be removed and a glass storefront area will be built in this location for the proposed carpet store showroom, a handicap ramp will also be installed between the proposed parking area and the entrance to the office use, and two new wall signs are proposed on the front façade of the building for the two proposed uses.

It appears that the architecture of the existing structure with the proposed changes will be compatible with the surrounding property and meets the architectural standard 1 -7 above.

**36-187 ADDITIONAL District Standards**

**(i)(2) *Approval standards.*** The following criteria shall be used, in addition to the standards contained in article III of this chapter or the subdivision control ordinance, as a basis upon which site plans or subdivision plats shall be reviewed and approved by the Township:

**A. *Compatibility with adjacent uses.*** The proposal shall be designed, constructed, and maintained to be compatible with permitted uses on surrounding land to the extent that is reasonably feasible, giving consideration to economic and site conditions.

**Consideration may be given to:**

- 1. The location and screening of vehicular circulation and parking areas in relation to surrounding development, to the maximum extent feasible.**
- 2. The location and screening of outdoor storage, outdoor activity and work areas, and mechanical equipment in relation to surrounding development.**
- 3. The bulk, placement, and materials of construction of the proposed use in relation to surrounding development shall be compatible as determined by the general requirements listed in section 36-187(i)(1)a.**
- 4. Proposed site amenities.**
- 5. The site grading and stormwater drainage plan.**

The proposed development will utilize the existing building on the site. Because of the location of the site with an existing office building to the west, a single-family home to the east and south and the industrial uses across M-36 to the north; the proposed use will act as a buffer between the existing uses until future development of the area is proposed.

The proposed development includes an 80-foot setback from M-36 which will include a small parking area, landscaping, and the drainage basin for the development. The existing architecture, the proposed addition of the glass entrance area to the carpet store showroom in the location of the existing garage door, the small front parking area and the proposed wall signs will give this building a commercial appearance while not overly impacting the adjacent residential properties to the east and south.

**b. *Transportation and access.*** The proposed use shall be designed to minimize the impact of traffic generated by the use to the extent that is reasonably feasible,

giving consideration to economic and site conditions. Consideration may be given to the following:

1. Relationship between the proposed development and existing and proposed streets.
2. Estimated traffic generated by the proposed use.
3. Location and access to on-street parking.
4. Location and access to off-street parking.
5. Provisions for vehicular traffic.
6. Continuation of the planned street network for the village.

The planning commission may require a traffic impact study for special uses.

The project proposes changing the use from a single-family home to a commercial property, converting the existing garage into a carpet showroom, converting the existing house into office space, and adding a 5,000 square foot storage building to store the carpet sold at the site. No traffic study was submitted as a part of the final site plan review application.

The proposal is designed to utilize the existing driveway for the single-family home. As stated earlier in this report the spacing of this driveway location does not meet the minimum driveway spacing for commercial driveways under section 36-339 of the zoning code.

MDOT approval of the project will be required prior to issuance of a land use permit.

**See Suggested Conditions 7 and 8**

- c. ***Building architecture.*** In determining the appropriateness of buildings, design elements shall be evaluated in relation to existing and proposed surrounding buildings and uses. The design shall meet the standards of subsection (i)(1)e of this section

The project will utilize the existing single-family residential building on the site and proposes very minor changes to the main building. The existing garage door will be removed and a glass storefront area will be built in this location for the proposed carpet store showroom, a handicap ramp will also be installed between the proposed parking area and the entrance to the office use, and two new wall signs are proposed on the front façade of the building for the two proposed uses. The standards of subsection (i)(1)e are discussed on pages 12 and 13 of this report under Architecture.

- d. ***Emergency access.*** All buildings or groups of buildings shall be so arranged as to permit convenient and direct emergency vehicle access.

The Hamburg Township Fire District has reviewed the project and the comments are attached (Exhibit F). It does not appear that there are significant concerns over emergency access to the site.

- e. ***Health and safety concerns.*** Any use shall comply with applicable federal, state, county, and local health and pollution laws and regulations related to noise; dust, smoke and other air pollutants; vibration; glare and heat; fire and explosive hazards; gases; electromagnetic; radioactive materials; and toxic and hazardous materials. The planning commission may require an environmental impact study for special uses.

It does not appear that the proposed use will have health and safety concerns. Also as required in Suggested Condition 7 all state, local, and federal approvals are required as a part of this project.

- f. *Screening.* Off-street parking, outside refuse, storage areas, and mechanical and electrical equipment which are within sight of adjacent residential districts or public roads shall be adequately screened.**

With the suggested conditions the proposed off-street parking and the trash enclosure will be adequately screened from the adjacent residential districts and the public road.

- g. *Appearance.* Signs and other site features shall be designed and located on the site so that the proposed development is aesthetically pleasing and harmonious with nearby developments.**

As conditions the signs and other site feature will be designed and tlocated on the site so that the proposed development is aesthetically pleasing and harmonious with nearby developments.

### **RECOMMENDATIONS:**

Staff recommend the Planning Commission review, discuss and make a recommendation to the Township Board to either approval or denial of the Final Site Plan Application (FSPA22-003) or table the application and request any additional information deemed necessary for review.

#### Final Site Plan 22-003 Draft Approval Motion:

The Planning Commission recommend approval of the final site plan (SPA22-002) to the Township Board with the following conditions; because as conditioned the project meets the site plan review standards A-L in section 36-73 (7) and the additional approval standards of the Village Center District under section 36-187 (i)(2) (a-g) as discussed at tonight's meeting and as presented in the Staff Report.

**Conditions 1:** The Planning Commission should consider requiring the applicant at a minimum to add a 6-foot-tall solid fence near the south side of the parking lot to lessen the impact from this project on future development of the property to the south.

**Condition 2:** The storage building shall be shifted to the west to allow the paved area south of the existing structure to be shifted to the west allowing for landscape screening between this area and the east property line.

**Condition 3:** Addition evergreen shrubs, with a minimum height of 6' when fully grown, shall be planted between the south side of the detention basin and the north side of the storage building to provide additional screening from M-36.

**Condition 4:** The existing wall lights on the rear of the structure shall be replaced with fully shielded light fixtures.

**Condition 5:** All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business.

**Condition 6:** Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a

maximum of 0.5 footcandles is permitted.

**Condition 7:** Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Engineering and Public Works Departments, Livingston County Drain Commissioner, and Health Department; Livingston Community Water Authority and the Michigan Department of Transportation.

**Condition 8:** Prior to issuance of a land use permit the applicant will submit and receive approval of a variance to the commercial driveway spacing regulations under section 36-339 (1 and 2). If the variance is not approved prior to the issuance of a land use permit the design of the project shall be altered so the driveway meets the requirements of 36-339 (1 and 2).

**Condition 9:** The freestanding monument sign shall have a base no higher than 2' and the sign shall be 10 feet minimum from the front right-of-way/ property line. The unused sign area(white) shown on the right portion of the freestanding sign shall be covered by an opaque surface until which time a sign for the future office use or other use is proposed in this area. At that time the sign shall be designed so that 60% of the sign face is composed of an opaque surface which allows no light to transmit through (meaning the wording and graphics for the business will be translucent and the background will be opaque). The second wall sign for the office use shall be no larger than 25.45 square feet in size.

**Condition 10:** The applicant shall work with the township engineer to reduce the slope of the drainage basin so no fence is required. If the drainage cannot be revised and a fence is required the fencing use shall be decorative and approved by the Zoning Administrator prior to permitting. See the picture below for an example of decorative fencing.

## **PROCESS:**

### **EXHIBITS:**

- Exhibit A: Site Plan Project Plans (dated Sept 16, 2022)
- Exhibit B: Front Building Elevation-Main Structure
- Exhibit C: Office Space Floor Plans
- Exhibit D: Sign Plans
- Exhibit E: Site Plan Application
- Exhibit F: Hamburg Township Engineering Comments
- Exhibit G: Hamburg Township Fire Department Comments
- Exhibit H: MDOT Initial Comments











**From:** [Chad Holdwick](#)  
**To:** [Scott Pacheco](#)  
**Cc:** [doug@carpetdepot.bz](mailto:doug@carpetdepot.bz)  
**Subject:** FW: 7878 M-36 Site Plan  
**Date:** Wednesday, November 9, 2022 10:40:28 AM  
**Attachments:** [image001.jpg](#)  
[image002.png](#)

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Hello Scott,

Please see the below email correspondence with MDOT for your records. Just thought it may be something you'd like to see at this point in the process.

Thank You,  
Chad Holdwick, EIT, LSIT



51147 W. Pontiac Trail  
 Wixom, Michigan 48393  
 Phone: (248) 668-0700 Ext 212  
 Fax: (248) 668-0701

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**From:** Chad Holdwick <[chad@greentechengineering.net](mailto:chad@greentechengineering.net)>  
**Sent:** Wednesday, November 9, 2022 10:38 AM  
**To:** 'Seif, George (MDOT)' <[SeifG@michigan.gov](mailto:SeifG@michigan.gov)>; 'Fournier, Laurent (MDOT)' <[FournierL@michigan.gov](mailto:FournierL@michigan.gov)>  
**Cc:** '[doug@carpetdepot.bz](mailto:doug@carpetdepot.bz)' <[doug@carpetdepot.bz](mailto:doug@carpetdepot.bz)>  
**Subject:** RE: 7878 M-36 Site Plan

Hello George,

Thank you for the speedy turnaround on this. Having this information prior to our Planning Commission meeting is very helpful!

Thank You,  
Chad Holdwick, EIT, LSIT



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**From:** Seif, George (MDOT) <[SeifG@michigan.gov](mailto:SeifG@michigan.gov)>  
**Sent:** Wednesday, November 9, 2022 10:22 AM  
**To:** Chad Holdwick <[chad@greentechengineering.net](mailto:chad@greentechengineering.net)>; Fournier, Laurent (MDOT) <[FournierL@michigan.gov](mailto:FournierL@michigan.gov)>  
**Cc:** [doug@carpetdepot.bz](mailto:doug@carpetdepot.bz)  
**Subject:** RE: 7878 M-36 Site Plan

Hi Chad,

Below please find my responses in [blue](#).

Thank You

George N. Seif  
 Assistant Operations Engineer  
 Michigan Department of Transportation  
 Brighton TSC  
 FONDA Place Suite 500  
 10321 E. Grand River Ave.  
 Brighton, MI 48116  
 Cell: 313-575-5412  
 Fax: 810-227-7929

Thank you  
 George

---

**From:** Chad Holdwick <[chad@greentechengineering.net](mailto:chad@greentechengineering.net)>  
**Sent:** Friday, November 4, 2022 1:47 PM  
**To:** Seif, George (MDOT) <[SeifG@michigan.gov](mailto:SeifG@michigan.gov)>; Fournier, Laurent (MDOT) <[FournierL@michigan.gov](mailto:FournierL@michigan.gov)>  
**Cc:** [doug@carpetdepot.bz](mailto:doug@carpetdepot.bz)  
**Subject:** 7878 M-36 Site Plan

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

Hello George & Laurent,

Below are the initial comments you provided for the proposed warehouse project at 7878 M-36 in Hamburg Township. We have responded to your comments in [red](#). Along with those responses are questions in [green](#). I have attached the site plan for reference.

From Laurent:

- Do you have any idea about what kind of traffic your store is going to generate? Hourly or

daily.

- The store on a good busy day may have 7-8 customers but an average daily count would be more like 3-4. Other than that, 2 installation crews will come in the mornings to load up daily and deliveries 2-3 times per week from vendors. No additional information needed.
- Please show on the plan where the MDOT ROW line is. The proposed monument sign seems to be within MDOT ROW. Please remove from MDOT ROW.
  - We will represent the MDOT ROW line more boldly on the site plan so there is no confusion. The proposed monument sign will not to be located within the MDOT ROW.
- Please use MDOT GEO-680 for commercial driveway design.
  - Which MDOT GEO-680 configuration should be used? The below commercial driveway located on page 5? Would curb & gutter be required? Is there a minimum entering radius, exiting radius, & driveway width MDOT would like achieved for this project? No curb and gutter will be required unless sidewalk and ADA ramp grades require it. The Radius for both entering and exiting should be 40'.



From George:

- Driveway approach cross section
  - Is there is typical asphalt cross-section MDOT would suggest for this project? The pavement cross section within MDOT ROW must match the thickness of the existing HMA. The proposed cross section for pavement replacement must be a min of 7" of 4E3 HMA placed in 2-2.5" lift thicknesses (wearing course of a 5E3 mix Can be used.) over 16" 21AA aggregate base. An alternate base section if preferred would be 6" of 21AA over 18" of sand meeting Granular Material CL II requirements. The aggregate base must be shown as going 1' outside of the proposed pavement.
  -
- Proposed driveway sidewalk cross section and detailed grades.
  - For this project, what cross-section would MDOT suggest for this driveway? More detailed grading will be provided.
- Include current version of MDOT standard plans R-29 and R-30
  - Based on Laurent's responses above, which type opening would MDOT like for this project? If no curb and gutter are required, R-29 can be omitted.

Per these comments provided we have a few follow-up questions prior to our Township Planning

Commission meeting:

Additionally, does MDOT have any issues with the proposed location of the commercial drive approach? The proposed paved approach is being placed on the existing gravel approach. As long as the driveway and both Radii are located within the property limits, MDOT does not oppose the Driveway location.

Please contact me if you have any follow up questions/comments. We appreciate the help & coordination as we would like this project to be completed as smoothly & timely as possible now that we are on the Township agenda.

Thank You,  
Chad Holdwick, EIT, LSIT



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11/28/22

To: Hamburg Township Board  
From: Tony Randazzo

Re: DPW Part-Time On Call

I request approval to hire as many as two part time, on call only, DPW technicians at a rate of \$26.30 per hour. This position amounts to approximately 100-150 hours per year, but importantly reduces the overtime burden on our full-time staff. Ryan Ward and I have interviewed some viable candidates and would like to move forward with the hiring process.

**TO:** Hamburg Township Board of Trustees

**FROM:** Pat Hohl

**DATE:** November 30, 2022

**AGENDA ITEM TOPIC:** Planning and Zoning Director

Number of Supporting Documents: **01**

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**Requested Action**

A request that the Board of Trustees approve the amended Planning and Zoning Directors Job Description and offer the position of Hamburg Township Planning and Zoning Director to Amy Steffens at Grade 10, Step 8 with a starting date of January 1, 2023

**Background**

The Board of Trustees recently authorized me, Scott Pacheco and Thelma Kubitskey to amend the Planning and Zoning Directors Job Description to include plan and site plan review. That amended Job Description is attached for your review and approval.

The Board also authorized us to seek a Director of Planning and Zoning to replace Chris Madigan who resigned on November 4, 2022. The three of us strongly recommend the position be offered to Amy Steffens. Amy served as our part-time Planning and Zoning Director from 2017 to 2021. During her tenure Amy excelled as our Planning and Zoning Director. She was highly respected by the staff, the Board of Trustees and county officials. The restructuring of the position to include plan and site plan review will save the township, on average, \$25,000 per year in consulting fees.



## HAMBURG TOWNSHIP Job Description

**JOB TITLE:** **PLANNING & ZONING/DIRECTOR**  
**Director** (Full-time, Grade 10, Salary, Exempt)

**REPORTS TO:** Township Supervisor

**JOB SUMMARY:**

The Planning and Zoning Director/Administrator is responsible for how the Township's Planning and Zoning Department functions. The Director/Administrator oversees the recruitment, education, employment, evaluation, development and release of staff and contract personnel; supervises the department staff, and outside consultants on a daily basis; and develops department-wide goals, objectives, policies and procedures. The Director/Administrator oversees the development review process for all projects. The Director/Administrator should have excellent knowledge of the zoning requirements as well as planning practices and procedures. The Director should also have exemplary interpersonal and supervisory skills.

**PRIMARY DUTIES & RESPONSIBILITIES:**

1. Directs the day-to-day activities and staff of the Zoning Department. Duties include hiring, training, assigning duties, counseling and evaluating staff performance.
2. Monitors the construction of building structures and or land modifications within the Township to assure compliance with applicable local, county, state and federal codes and ordinances.
3. Manage Zoning Enforcement Officer and seeks voluntary compliance and cooperation when code and ordinance standards are not met, recommending corrections, issuing violation notices when necessary, and performing re-inspections to determine actions taken to bring the structure or situation into compliance with requirements. Pursues legal means of assuring compliance as necessary.
4. Reviews plans, specifications and blueprints of new construction or remodeled buildings and or land use changes for compliance with applicable local, county, state and federal codes and ordinances. Approves permit applications for construction/remodeling/land use changes when requirements are met.
5. Provides information and advice to property owners, contractors, developers, engineers, architects, and others regarding construction procedures, zoning ordinances, and appeals procedures.
6. Functions as the Township's Economic Development Coordinator liaison regarding new developments in commercial, recruitment and retainment.
7. Functions as the Township's Flood Plain Manager and assumes responsibility for enforcement of applicable regulations.
8. Monitors compliance with state-issued NPDES Phase II Storm Water Permits.
9. Develop and Administers departmental budget(s); assures expenditures are within the approved budget(s).
10. Develops and implements departmental policies and procedures (Township Ordinances) in accordance with applicable laws and ordinances; initiates corrective action as necessary.
11. Advises the Township Board, Planning Commission and Zoning Board of Appeals on various planning and zoning matters and legislation changes pertaining to zoning and planning.

12. Maintains current knowledge of court rulings and local/state mandates related to zoning requirements impacting the Township.
13. Prepares departmental records, documents, and reports as required and publishes monthly activity reports to the Board, Planning Commission and Zoning Board of Appeals.
14. Mediates disputes between residents regarding land use matters.
15. Interface with consultants as appropriate to carry out duties of the position.

**OTHER DUTIES & RESPONSIBILITIES:**

1. Performs other duties as assigned.

**JOB QUALIFICATIONS:**

1. Bachelor's degree in urban planning or related areas. Preference given to additional education and certifications.
2. Minimum of five years related planning, land use, and zoning administration experience and one year minimum of supervisory responsibilities.
3. Interpersonal skills necessary to work productively with all levels of Township staff, property owners, contractors, developers, engineers, architects, and others. The incumbent is also required to handle problem situations in a tactful, courteous and respectful manner.
4. Demonstrated supervisory skills to effectively manage the administration of assigned function(s).
5. Valid Michigan Driver's license
6. Physical ability to perform required fieldwork including accessing non-barrier free locations, walking on uneven terrain, climbing ladders, etc.
7. Mental ability to adapt and respond to multiple priorities and demands, work on tasks requiring accuracy and attention to detail, and handle pressures related to meeting deadlines and responding to problem situations in a positive manner.

**WORKING CONDITIONS:**

1. Normal office environment with little, if any, discomfort due to heat, dust, noise and the like.
2. Work involves travel to various locations throughout the Township with exposure to adverse weather, odors, dust, bodily injury, unrestrained animals, individuals who may be hostile, environmental hazards, and the like when inspecting properties and conducting enforcement activities.

---

*This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.*

*I have reviewed this job description and find it to be an accurate summary of the position.*

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

*Approved by the Hamburg Township Board 12-06-2022*

## HAMBURG TOWNSHIP Job Description

**JOB TITLE:** **PLANNING & ZONING/DIRECTOR**  
**Director** (Full-time, Salary, Exempt)Township

**REPORTS TO:** Supervisor

### **JOB SUMMARY:**

The Planning and Zoning Director/Administrator is responsible for how the Township's Planning and Zoning Department functions. The Director/Administrator oversees the recruitment, education, employment, evaluation, development and release of staff and contract personnel; supervises the department staff, and outside consultants on a daily basis; and develops department-wide goals, objectives, policies and procedures. The Director/Administrator **oversees the development review process for all projects**. The Director/Administrator should have excellent knowledge of the zoning requirements as well as planning practices and procedures. The Director should also have exemplary interpersonal and supervisory skills.

### **PRIMARY DUTIES & RESPONSIBILITIES:**

1. Directs the day-to-day activities and staff of the Zoning Department. Duties include hiring, training, assigning duties, counseling and evaluating staff performance.
2. Monitors the construction of building structures and or land modifications within the Township to assure compliance with applicable local, county, state and federal codes and ordinances.
3. Manage Zoning Enforcement Officer and seeks voluntary compliance and cooperation when code and ordinance standards are not met, recommending corrections, issuing violation notices when necessary, and performing re-inspections to determine actions taken to bring the structure or situation into compliance with requirements. Pursues legal means of assuring compliance as necessary.
4. Reviews plans, specifications and blueprints of new construction or remodeled buildings and or land use changes for compliance with applicable local, county, state and federal codes and ordinances. Approves permit applications for construction/remodeling/land use changes when requirements are met.
5. Provides information and advice to property owners, contractors, developers, engineers, architects, and others regarding construction procedures, zoning ordinances, and appeals procedures.
6. Functions as the Township's Economic Development Coordinator liaison regarding new developments in commercial, recruitment and retainment.
7. Functions as the Township's Flood Plain Manager and assumes responsibility for enforcement of applicable regulations.
8. Monitors compliance with state-issued NPDES Phase II Storm Water Permits.
9. Develop and Administers departmental budget(s); assures expenditures are within the approved budget(s).
10. Develops and implements departmental policies and procedures (Township Ordinances) in accordance with applicable laws and ordinances; initiates corrective action as necessary.
11. Advises the Township Board, Planning Commission and Zoning Board of Appeals on various planning and zoning matters and legislation changes pertaining to zoning and planning.

12. Maintains current knowledge of court rulings and local/state mandates related to zoning requirements impacting the Township.
13. Prepares departmental records, documents, and reports as required and publishes monthly activity reports to the Board, Planning Commission and Zoning Board of Appeals.
14. Mediates disputes between residents regarding land use matters.
15. Interface with consultants as appropriate to carry out duties of the position.

**OTHER DUTIES & RESPONSIBILITIES:**

1. Performs other duties as assigned.

**JOB QUALIFICATIONS:**

1. Bachelor's degree in urban planning or related areas. Preference given to additional education and certifications.
2. Minimum of ~~three~~ **five** years related planning, land use, and zoning administration experience and **one year minimum of** supervisory responsibilities.
3. Interpersonal skills necessary to work productively with all levels of Township staff, property owners, contractors, developers, engineers, architects, and others. The incumbent is also required to handle problem situations in a tactful, courteous and respectful manner.
4. Demonstrated supervisory skills to effectively manage the administration of assigned function(s).
5. Valid Michigan Driver's license
6. Physical ability to perform required fieldwork including accessing non-barrier free locations, walking on uneven terrain, climbing ladders, etc.
7. Mental ability to adapt and respond to multiple priorities and demands, work on tasks requiring accuracy and attention to detail, and handle pressures related to meeting deadlines and responding to problem situations in a positive manner.

**WORKING CONDITIONS:**

1. Normal office environment with little, if any, discomfort due to heat, dust, noise and the like.
2. Work involves travel to various locations throughout the Township with exposure to adverse weather, odors, dust, bodily injury, unrestrained animals, individuals who may be hostile, environmental hazards, and the like when inspecting properties and conducting enforcement activities.

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*This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.*

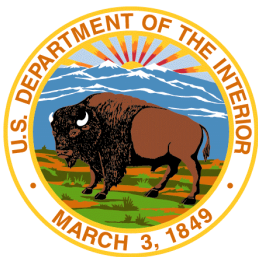
*I have reviewed this job description and find it to be an accurate summary of the position.*

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

Original APPROVE BY TOWNSHIP BOARD FEBRUARY  
17, 2015





# United States Department of the Interior

## U.S. GEOLOGICAL SURVEY

### Upper Midwest Water Science Center

**Minnesota Office**  
2280 Woodale Drive  
Mounds View, MN 55112  
763.783.3100

**Wisconsin Office**  
1 Gifford Pinchot Drive  
Middleton, WI 53762  
608.828.9901

**Michigan Office**  
5840 Enterprise Drive  
Lansing, MI 48911  
517.887.8903

November 17, 2022

Mr. Patrick Hohl  
Hamburg Township  
10405 Merrill Road  
Whitmore Lake, Michigan 48189

Dear Mr. Hohl:

Attached is an original of Joint Funding Agreement (JFA) No. 23NKJFA108 between Hamburg Township and the U.S. Geological Survey(USGS) for the continued operation of the streamgaging station on the Huron River near Hamburg, Michigan. The total program cost of \$15,508, of which Hamburg Township will be contributing \$12,318 and the USGS will be contributing \$3,190, covers the agreement period October 1, 2022 to September 30, 2023.

Work performed with funds from this agreement will be conducted on a fixed-cost basis. Your office will be billed annually in accordance with the JFA. The results of all work under this agreement will be available for publication by the U.S. Geological Survey.

Please sign an original and return. Then retain another for your files. If you have any questions, please contact Chris Hoard at 517-887-8949. We look forward to continuing our successful relationship.

Sincerely,

**JOHN  
WALKER**

Digitally signed by JOHN  
WALKER  
Date: 2022.11.17  
17:47:14 -06'00'

John F. Walker  
Director, Upper Midwest Water Science Center

Fixed Cost Agreement YES[ X ] NO[ ]

THIS AGREEMENT is entered into as of the October 1, 2022, by the U.S. GEOLOGICAL SURVEY, Upper Midwest Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the Hamburg Township party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for the continued operation of the streamgaging station 04172000 on the Huron River near Hamburg, Michigan, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$3,190 by the party of the first part during the period October 1, 2022 to September 30, 2023
- (b) \$12,318 by the party of the second part during the period October 1, 2022 to September 30, 2023
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www.usgs.gov/about/organization/science-support/science-quality-and-integrity/fundamental-science-practices>).

U.S. Department of the Interior  
U.S. Geological Survey  
Joint Funding Agreement  
FOR

Customer #: 6000001863  
Agreement #: 23NKJFA108  
Project #: NK00LZR  
TIN #: 38-1855320

Item 17.

Water Resource Investigations

9. Billing for this agreement will be rendered annually. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Christopher Hoard  
Eastern Data Chief  
Address: 5840 Enterprise Drive  
Lansing, MI 48911-4107  
Telephone: (517) 887-8949  
Fax: (517) 887-8937  
Email: cjhoard@usgs.gov

Customer Technical Point of Contact

Name: Patrick Hohl  
Township Supervisor  
Address: Hamburg Township Hall 10405 Merrill  
Road  
Whitmore Lake, Michigan 48189  
Telephone: (810) 231-1000 Ext 202  
Fax: (810) 231-4295  
Email: pathohl@hamburg.mi.us

USGS Billing Point of Contact

Name: Eric Hanes  
Budget Analyst  
Address: 5840 Enterprise Drive  
Lansing, MI 48911-4107  
Telephone: (517) 887-8951  
Fax: (517) 887-8937  
Email: emhanes@usgs.gov

Customer Billing Point of Contact

Name: Patrick Hohl  
Township Supervisor  
Address: Hamburg Township Hall 10405 Merrill  
Road  
Whitmore Lake, Michigan 48189  
Telephone: (810) 231-1000 Ext 202  
Fax: (810) 231-4295  
Email: pathohl@hamburg.mi.us

U.S. Geological Survey  
United States  
Department of Interior

Hamburg Township

Signature

JOHN  
By WALKER Date: 11/17/22  
Name: John F Walker  
Title: Center Director

Digitally signed by  
JOHN WALKER  
Date: 2022.11.17  
17:48:04 -06'00'

Signatures

By \_\_\_\_\_ Date: \_\_\_\_\_

Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_

Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_

Name:  
Title:

**TO:** Board of Trustees

**FROM:** Pat Hohl

**DATE:** November 28, 2022

**AGENDA ITEM TOPIC:** USGS River Gage

Number of Supporting Documents: **02**

---

**Requested Action**

I request board approval of the annual USGS Funding Agreement for the river gage on the Winans Lake Road bridge.

**Background**

As in the past, the USGS will pay \$3190 and Hamburg Township, Green Oak Charter Township and the Livingston County Drain Commission will each pay \$4106 for the annual cost of operating this gage. With board approval, Hamburg Township will pay \$12,318 and invoice Green Oak Charter Township and the Livingston County Drain Commission \$4106 for their portion of the annual cost.



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

11/09/22

To: Hamburg Township Board  
From: Tony Randazzo  
Re: ARPA Allocation

I am requesting a change to the ARPA allocation given to DPW and Buildings & Grounds. Previously, \$1.1 million was allocated to DPW for the M-36 sewer extension (roughly \$800,000) and the remaining amount was to be used for grinder pump replacement after the sewer extension was complete. However, after consulting with the Finance Director, I think that the grinder pump replacements should be paid out of the DPW equipment reserve account, and not out of ARPA funds. This will allow us to pay for pump replacements right now, instead of waiting for the extension to be finished. It will also alleviate a potential ARPA reporting headache as the pump replacements are a slow piecemeal project, subject to contractor availability.

I would then like to redirect \$145,000 in ARPA funds toward construction of the pole barn and carport for Buildings & Grounds. In addition, I would also like to redirect \$75,000 for the restroom renovation project at Township Hall. These projects are well suited for ARPA funds and easy to track.

The net effect of this ARPA reallocation is that DPW will receive \$800,000 and Buildings and Grounds will receive \$220,000, freeing up \$80,000 for use on other projects.

# HAMBURG TOWNSHIP

## FINANCE CONTROL

## BOOK



PERIOD ENDING October 31, 2022



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- Summary
- Revenue and Expenditure Report
- Cash Summary by Account

### **Tab 2**

- Summary
- Cash Flow Analysis
- Debt Payment Schedule
- Debt Payment Schedule

### **Tab 3**

- Summary
- Ten Year Tax Collection Comparison
- Property Tax Roll Ten Year Graph Tax
- Roll Distribution Chart

### **Tab 4**

- Summary
- Monthly Bank and Investment Report
- Approved Financial Institution List

### **Tab 5**

- Summary
- 5 Year Forecast and Capital Reserve



10405 Merrill Road ♦ P.O. Box 157  
 Hamburg, MI 48139  
 Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

## TAB 1

### BUDGET AND FINANCIAL STATUS SUMMARY:

#### Fiscal Year 2021/22

The Budget v. Actual report reflects transactions through October, 2022 and includes General, Roads, Fire, Police, Parks and Sewer Funds. All departments and funds are at or under budget as of October 31, 2022, considering the timing issues related to the Township's revenues and expenditures.

Timing of Revenues: Township tax collections for general fund, police fund and fire fund start on December 1, 2021 and run through February 28, 2022. **Revenues are posted to the general ledger in December when they are billed.** State shared revenue payments are bi-monthly and start on October 31, 2022. The last revenue sharing payment for FY 20/21 will be paid on October 31, 2023.

This tab also includes a Cash Summary by Account report which states the balance in each general ledger cash account at October 2022.

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 101 - General Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	981,700.00	981,700.00	0.00	0.00	0.00	0.00
412.000 DELINQUENT PP TAX	2,500.00	2,500.00	9.64	0.00	9.64	0.39
415.000 CHARGE BACKS/MTT/BOARD OF REVIEW	2,000.00	2,000.00	(161.38)	0.00	(481.85)	(24.09)
434.000 TRAILER PARK TAX FEES	2,200.00	2,200.00	167.50	0.00	668.50	30.39
447.000 PROPERTY TAX ADMIN FEE	495,000.00	495,000.00	2,091.44	0.00	113,889.15	23.01
448.000 SET COLLECTION FEE	30,500.00	30,500.00	0.00	0.00	26,264.50	86.11
477.000 FRANCHISE FEE - CABLE	350,000.00	350,000.00	4,214.22	0.00	4,214.22	1.20
478.000 SPECIAL USE PERMITS	250.00	250.00	0.00	0.00	0.00	0.00
479.000 LAND USE PERMITS	25,000.00	25,000.00	2,370.00	0.00	9,970.00	39.88
485.000 DOG LICENSES	300.00	300.00	27.00	0.00	96.00	32.00
528.000 OTHER FEDERAL GRANTS	1,148,481.00	1,148,481.00	0.00	0.00	0.00	0.00
574.000 STATE SHARED REVENUES	2,276,972.00	2,276,972.00	438,480.00	0.00	859,067.00	37.73
577.000 STATE ROW MAINTENANCE FEE-CABLE	12,000.00	12,000.00	0.00	0.00	0.00	0.00
606.000 FOIA REQUESTS	350.00	350.00	406.57	0.00	602.77	172.22
607.000 NON-TAX ADMIN FEE	3,600.00	3,600.00	0.00	0.00	8,480.91	235.58
636.000 COPIES/MAPS	100.00	100.00	13.00	0.00	43.00	43.00
643.000 SALE OF CEMETERY LOTS	8,900.00	8,900.00	4,000.00	0.00	5,750.00	64.61
643.001 CEMETERY SERVICES OPEN/CLOSE	11,000.00	11,000.00	0.00	0.00	5,455.66	49.60
645.000 MAUS SALES REVENUE	3,000.00	3,000.00	793.00	0.00	3,920.00	130.67
659.000 RETURNED CHECK FEE	50.00	50.00	0.00	0.00	36.00	72.00
664.000 INTEREST REVENUE	5,000.00	5,000.00	35,217.90	0.00	55,275.08	1,105.50
671.000 OTHER REVENUE - CONTRACT SERVICE	15,000.00	15,000.00	0.00	0.00	4,500.00	30.00
676.000 REIMBURSEMENTS & COST RECOVERY	0.00	0.00	2,471.95	0.00	3,571.95	100.00
677.000 SUNDRY	250.00	250.00	0.00	0.00	(21.99)	(8.80)
Total Revenue:	5,374,153.00	5,374,153.00	490,100.84	0.00	1,101,310.54	20.49
Account Type: Transfers-In						
699.590 FROM SEWER ENTERPRISE	115,000.00	115,000.00	0.00	0.00	28,750.02	25.00
699.999 APPROPRIATION FROM SURPLUS	338,759.00	338,759.00	0.00	(1,885.86)	0.00	(0.56)
Total Transfers-In:	453,759.00	453,759.00	0.00	(1,885.86)	28,750.02	5.92
Total Dept 000.000	5,827,912.00	5,827,912.00	490,100.84	(1,885.86)	1,130,060.56	19.36
Dept 702.000 - PLANNING AND ZONING						
Account Type: Revenue						
613.000 LAND DIVISION/COMBINATION FEES	0.00	0.00	0.00	0.00	400.00	100.00
617.000 SITE PLAN FEES	13,000.00	13,000.00	0.00	0.00	6,150.00	47.31
618.000 ZONING BOARD OF APPEALS APPLIC	3,500.00	3,500.00	(500.00)	0.00	2,700.00	77.14
Total Revenue:	16,500.00	16,500.00	(500.00)	0.00	9,250.00	56.06
Total Dept 702.000 - PLANNING AND ZONING	16,500.00	16,500.00	(500.00)	0.00	9,250.00	56.06
TOTAL REVENUES	5,844,412.00	5,844,412.00	489,600.84	(1,885.86)	1,139,310.56	19.46
Expenditures						
Dept 101.000 - Township Board						
Account Type: Expenditure						
703.100 TRUSTEES SALARIES	30,266.00	30,266.00	2,522.24	0.00	10,088.96	33.33
704.100 PER DIEM	8,840.00	8,840.00	780.00	0.00	2,470.00	27.94
709.000 TOWNSHIP FICA	2,400.00	2,400.00	252.64	0.00	960.87	40.04
716.000 DEFINED CONTRIBUTION	4,000.00	4,000.00	370.24	0.00	1,387.96	34.70

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

		2022-23		ACTIVITY FOR			
ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 101 - General Fund							
Expenditures							
801.500	ECONOMIC DEVELOPMENT CONSULTANT	20,300.00	20,300.00	0.00	0.00	0.00	0.00
826.000	LEGAL FEES	35,000.00	35,000.00	0.00	0.00	1,553.50	4.44
900.000	LEGAL NOTICES/ADVERTISING	5,000.00	5,000.00	160.00	0.00	7,150.00	143.00
910.000	PROFESSIONAL DEVELOPMENT	250.00	250.00	0.00	0.00	0.00	0.00
946.000	ENGINEERING SERVICES	31,500.00	31,500.00	2,500.00	0.00	2,500.00	7.94
955.000	SUNDRY	8,000.00	8,000.00	0.00	0.00	55.63	0.70
958.000	DUES/SUBSCRIP/RECERTIFICATION	15,000.00	15,000.00	0.00	0.00	11,938.49	79.59
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	2,123,946.00	2,123,946.00	0.00	0.00	108,875.00	5.13
Total Expenditure:		2,284,502.00	2,284,502.00	6,585.12	0.00	146,980.41	6.43
Total Dept 101.000 - Township Board		2,284,502.00	2,284,502.00	6,585.12	0.00	146,980.41	6.43
Dept 171.000 - Township Supervisor							
Account Type: Expenditure							
702.000	FULL-TIME EMPLOYEE SALARIES	9,552.00	9,552.00	1,469.61	0.00	5,878.43	61.54
703.200	ELECTED OFFICIALS SALARIES	80,453.00	80,453.00	6,188.68	0.00	25,064.15	31.15
709.000	TOWNSHIP FICA	7,000.00	7,000.00	589.06	0.00	2,379.91	34.00
716.000	DEFINED CONTRIBUTION	10,615.00	10,615.00	995.58	0.00	3,524.76	33.21
718.000	HEALTH/DENTAL/VISION INSURANCE	19,812.00	19,812.00	1,651.02	0.00	8,990.91	45.38
725.100	LONG/SHORT TERM DISABILITY	511.00	511.00	0.00	0.00	201.34	39.40
725.200	LIFE INSURANCE	91.00	91.00	0.00	0.00	33.72	37.05
853.000	PHONE/COMM/INTERNET	600.00	600.00	50.00	0.00	200.00	33.33
861.000	MILEAGE	200.00	200.00	0.00	0.00	0.00	0.00
955.000	SUNDRY	200.00	200.00	0.00	0.00	0.00	0.00
Total Expenditure:		129,034.00	129,034.00	10,943.95	0.00	46,273.22	35.86
Total Dept 171.000 - Township Supervisor		129,034.00	129,034.00	10,943.95	0.00	46,273.22	35.86
Dept 201.000 - ACCOUNTING							
Account Type: Expenditure							
702.000	FULL-TIME EMPLOYEE SALARIES	204,860.00	204,860.00	16,260.43	0.00	65,854.73	32.15
709.000	TOWNSHIP FICA	15,920.00	15,920.00	1,275.33	0.00	5,160.10	32.41
712.000	PAY IN LIEU OF MEDICAL INS	6,000.00	6,000.00	500.00	0.00	2,000.00	33.33
716.000	DEFINED CONTRIBUTION	25,100.00	25,100.00	2,113.86	0.00	8,918.13	35.53
718.000	HEALTH/DENTAL/VISION INSURANCE	22,440.00	22,440.00	1,869.23	0.00	9,351.52	41.67
725.100	LONG/SHORT TERM DISABILITY	1,240.00	1,240.00	0.00	0.00	426.33	34.38
725.200	LIFE INSURANCE	243.00	243.00	0.00	0.00	81.00	33.33
861.000	MILEAGE	250.00	250.00	51.75	0.00	199.25	79.70
910.000	PROFESSIONAL DEVELOPMENT	8,200.00	8,200.00	500.34	0.00	953.95	11.63
955.000	SUNDRY	250.00	250.00	0.00	0.00	0.00	0.00
958.000	DUES/SUBSCRIP/RECERTIFICATION	2,000.00	2,000.00	198.00	0.00	1,107.75	55.39
Total Expenditure:		286,503.00	286,503.00	22,768.94	0.00	94,052.76	32.83
Total Dept 201.000 - ACCOUNTING		286,503.00	286,503.00	22,768.94	0.00	94,052.76	32.83
Dept 215.000 - CLERK'S OFFICE							
Account Type: Expenditure							
702.000	FULL-TIME EMPLOYEE SALARIES	97,985.00	97,985.00	5,828.05	0.00	22,578.53	23.04
703.200	ELECTED OFFICIALS SALARIES	80,453.00	80,453.00	6,188.68	0.00	25,064.15	31.15
709.000	TOWNSHIP FICA	14,200.00	14,200.00	982.69	0.00	4,061.90	
713.000	OVERTIME	6,000.00	6,000.00	776.85	0.00	5,262.54	
716.000	DEFINED CONTRIBUTION	16,300.00	16,300.00	1,663.16	0.00	6,877.63	

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

		2022-23		ACTIVITY FOR			
ACCOUNT	DESCRIPTION	ORIGINAL	2022-23	MONTH	ENCUMBERED	YTD BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	10/31/22	YEAR-TO-DATE	10/31/2022	USED
Fund 101 - General Fund							
Expenditures							
718.000	HEALTH/DENTAL/VISION INSURANCE	62,820.00	62,820.00	4,299.21	0.00	21,508.41	34.24
725.100	LONG/SHORT TERM DISABILITY	1,100.00	1,100.00	0.00	0.00	325.59	29.60
725.200	LIFE INSURANCE	226.00	226.00	0.00	0.00	62.16	27.50
853.000	PHONE/COMM/INTERNET	1,000.00	1,000.00	85.00	0.00	340.00	34.00
861.000	MILEAGE	750.00	750.00	138.70	0.00	160.20	21.36
910.000	PROFESSIONAL DEVELOPMENT	5,000.00	5,000.00	0.00	0.00	50.00	1.00
931.000	EQUIPMENT MAINT/REPAIR	500.00	500.00	0.00	0.00	0.00	0.00
955.000	SUNDRY	2,000.00	2,000.00	0.00	0.00	0.00	0.00
958.000	DUES/SUBSCRIP/RECERTIFICATION	1,000.00	1,000.00	0.00	0.00	195.42	19.54
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Total Expenditure:		294,334.00	294,334.00	19,962.34	0.00	86,486.53	29.38
Total Dept 215.000 - CLERK'S OFFICE		294,334.00	294,334.00	19,962.34	0.00	86,486.53	29.38
Dept 228.000 - TECHNICAL/UTILITIES SERVICES							
Account Type: Expenditure							
702.000	FULL-TIME EMPLOYEE SALARIES	132,400.00	132,400.00	11,774.47	0.00	47,732.51	36.05
702.500	LEAVE TIME PAYOUT	1,265.00	1,265.00	0.00	0.00	1,335.88	105.60
704.000	PART-TIME EMPLOYEE SALARIES	30,701.00	30,701.00	2,358.10	0.00	8,269.48	26.94
709.000	TOWNSHIP FICA	12,575.00	12,575.00	1,096.22	0.00	4,442.42	35.33
712.000	PAY IN LIEU OF MEDICAL INS	3,000.00	3,000.00	250.00	0.00	1,000.00	33.33
713.000	OVERTIME	0.00	0.00	0.00	0.00	70.84	100.00
716.000	DEFINED CONTRIBUTION	11,300.00	11,300.00	1,370.38	0.00	5,788.70	51.23
718.000	HEALTH/DENTAL/VISION INSURANCE	15,705.00	15,705.00	1,308.47	0.00	8,014.06	51.03
725.100	LONG/SHORT TERM DISABILITY	575.00	575.00	0.00	0.00	306.55	53.31
725.200	LIFE INSURANCE	138.00	138.00	0.00	0.00	52.64	38.14
861.000	MILEAGE	0.00	0.00	68.50	0.00	68.50	100.00
Total Expenditure:		207,659.00	207,659.00	18,226.14	0.00	77,081.58	37.12
Total Dept 228.000 - TECHNICAL/UTILITIES SERVICE:		207,659.00	207,659.00	18,226.14	0.00	77,081.58	37.12
Dept 229.000 - COMPUTER/CABLE							
Account Type: Expenditure							
752.000	SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00	274.68	0.00	0.00
853.000	PHONE/COMM/INTERNET	4,000.00	4,000.00	35.00	0.00	340.38	8.51
910.000	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	0.00	0.00
933.000	SOFTWARE MAINTENANCE	95,000.00	95,000.00	2,631.54	5,913.47	47,657.88	56.39
946.000	ENGINEERING SERVICES	3,000.00	3,000.00	0.00	0.00	0.00	0.00
955.000	SUNDRY	250.00	250.00	(512.02)	0.00	108.64	43.46
980.000	CAPITAL EQUIPMENT	59,000.00	59,000.00	3,532.92	0.00	3,532.92	5.99
980.500	RESERVE FOR CABLE TV EQUIP PURCHASE	2,500.00	2,500.00	0.00	0.00	0.00	0.00
Total Expenditure:		164,750.00	164,750.00	5,687.44	6,188.15	51,639.82	35.10
Total Dept 229.000 - COMPUTER/CABLE		164,750.00	164,750.00	5,687.44	6,188.15	51,639.82	35.10
Dept 247.000 - Board of Review							
Account Type: Expenditure							
704.100	PER DIEM	2,800.00	2,800.00	0.00	0.00	130.00	4.64
709.000	TOWNSHIP FICA	215.00	215.00	0.00	0.00	9.94	4.62
900.000	LEGAL NOTICES/ADVERTISING	500.00	500.00	0.00	0.00	0.00	
955.000	SUNDRY	50.00	50.00	0.00	0.00	30.00	

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23		ACTIVITY FOR		ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 10/31/22				
Fund 101 - General Fund							
Expenditures							
Total Expenditure:	3,565.00	3,565.00	0.00	0.00	169.94	4.77	
Total Dept 247.000 - Board of Review	3,565.00	3,565.00	0.00	0.00	169.94	4.77	
Dept 253.000 - Treasurer							
Account Type: Expenditure							
702.000 FULL-TIME EMPLOYEE SALARIES	69,471.00	69,471.00	5,478.40	0.00	22,187.52	31.94	
703.200 ELECTED OFFICIALS SALARIES	40,226.00	40,226.00	3,094.34	0.00	12,532.08	31.15	
704.000 PART-TIME EMPLOYEE SALARIES	50,100.00	50,100.00	4,322.01	0.00	18,949.91	37.82	
709.000 TOWNSHIP FICA	12,300.00	12,300.00	988.19	0.00	4,112.49	33.43	
713.000 OVERTIME	400.00	400.00	0.00	0.00	25.68	6.42	
716.000 DEFINED CONTRIBUTION	12,900.00	12,900.00	1,013.33	0.00	4,116.54	31.91	
718.000 HEALTH/DENTAL/VISION INSURANCE	44,870.00	44,870.00	3,738.46	0.00	18,703.04	41.68	
725.100 LONG/SHORT TERM DISABILITY	445.00	445.00	0.00	0.00	150.63	33.85	
725.200 LIFE INSURANCE	81.00	81.00	0.00	0.00	27.00	33.33	
851.000 POSTAGE	8,900.00	8,900.00	2,412.50	0.00	8,749.45	98.31	
853.000 PHONE/COMM/INTERNET	1,020.00	1,020.00	85.00	0.00	340.00	33.33	
861.000 MILEAGE	600.00	600.00	75.63	0.00	389.38	64.90	
902.100 TAX ROLL PREP/TAX BILL PREP	4,500.00	4,500.00	2,090.18	0.00	2,090.18	46.45	
910.000 PROFESSIONAL DEVELOPMENT	1,900.00	1,900.00	0.00	0.00	0.00	0.00	
916.000 TRAINING	0.00	0.00	583.08	0.00	612.06	100.00	
955.000 SUNDRY	250.00	250.00	0.00	0.00	20.00	8.00	
958.000 DUES/SUBSCRIP/RECERTIFICATION	750.00	750.00	318.00	0.00	817.00	108.93	
Total Expenditure:	248,713.00	248,713.00	24,199.12	0.00	93,822.96	37.72	
Total Dept 253.000 - Treasurer	248,713.00	248,713.00	24,199.12	0.00	93,822.96	37.72	
Dept 257.000 - Assessing							
Account Type: Expenditure							
801.000 CONTRACTUAL SERVICES	330,500.00	330,500.00	27,255.75	0.00	133,134.00	40.28	
902.200 ASSESSMENT ROLL PREP	6,500.00	6,500.00	0.00	0.00	0.00	0.00	
955.000 SUNDRY	500.00	500.00	0.00	0.00	0.00	0.00	
Total Expenditure:	337,500.00	337,500.00	27,255.75	0.00	133,134.00	39.45	
Total Dept 257.000 - Assessing	337,500.00	337,500.00	27,255.75	0.00	133,134.00	39.45	
Dept 262.000 - Elections							
Account Type: Expenditure							
702.000 FULL-TIME EMPLOYEE SALARIES	104,825.00	104,825.00	8,084.99	0.00	32,022.70	30.55	
704.000 PART-TIME EMPLOYEE SALARIES	0.00	0.00	(1,104.96)	0.00	0.00	0.00	
707.000 TEMPORARY EMPLOYEES	81,000.00	81,000.00	5,924.46	0.00	35,149.45	43.39	
709.000 TOWNSHIP FICA	16,000.00	16,000.00	1,052.50	0.00	4,103.44	25.65	
712.000 PAY IN LIEU OF MEDICAL INS	0.00	0.00	(84.53)	0.00	0.00	0.00	
713.000 OVERTIME	25,000.00	25,000.00	853.94	0.00	6,993.30	27.97	
716.000 DEFINED CONTRIBUTION	11,600.00	11,600.00	1,162.07	0.00	5,059.19	43.61	
718.000 HEALTH/DENTAL/VISION INSURANCE	44,862.00	44,862.00	3,738.47	0.00	18,703.09	41.69	
725.100 LONG/SHORT TERM DISABILITY	660.00	660.00	0.00	0.00	227.89	34.53	
725.200 LIFE INSURANCE	162.00	162.00	0.00	0.00	53.96	33.31	
752.001 SUPPLIES FOR ELECTIONS	25,000.00	25,000.00	7,373.52	0.00	16,964.85	67.86	
861.000 MILEAGE	750.00	750.00	0.00	0.00	5.85		
900.000 LEGAL NOTICES/ADVERTISING	2,500.00	2,500.00	70.00	0.00	210.00		
931.000 EQUIPMENT MAINT/REPAIR	5,000.00	5,000.00	0.00	0.00	7,838.00		



## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 101 - General Fund						
Expenditures						
955.000 SUNDRY	10,000.00	10,000.00	972.02	0.00	6,755.55	67.56
980.000 OFFICE EQUIP & FURNITURE	5,000.00	5,000.00	0.00	0.00	0.00	0.00
980.500 RESERVE FOR EQUIPMENT PURCHASE	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	337,359.00	337,359.00	28,042.48	0.00	134,087.27	39.75
Total Dept 262.000 - Elections	337,359.00	337,359.00	28,042.48	0.00	134,087.27	39.75
Dept 265.000 - Township Buildings						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	102,848.00	102,848.00	6,528.80	0.00	22,373.12	21.75
704.000 PART-TIME EMPLOYEE SALARIES	63,400.00	63,400.00	6,396.92	0.00	32,314.64	50.97
709.000 TOWNSHIP FICA	13,800.00	13,800.00	988.14	0.00	4,584.07	33.22
713.000 OVERTIME	3,500.00	3,500.00	0.00	0.00	935.52	26.73
716.000 DEFINED CONTRIBUTION	9,850.00	9,850.00	760.74	0.00	3,398.17	34.50
718.000 HEALTH/DENTAL/VISION INSURANCE	32,041.00	32,041.00	2,670.10	0.00	12,623.30	39.40
725.100 LONG/SHORT TERM DISABILITY	660.00	660.00	0.00	0.00	209.12	31.68
725.200 LIFE INSURANCE	172.00	172.00	0.00	0.00	54.00	31.40
752.000 SUPPLIES & SMALL EQUIPMENT	5,000.00	5,000.00	1,923.83	403.94	3,798.72	84.05
758.000 DIESEL FUEL	2,000.00	2,000.00	519.77	0.00	1,997.31	99.87
759.000 VEHICLE FUEL	8,000.00	8,000.00	531.18	0.00	2,885.96	36.07
768.000 UNIFORMS/ACCESSORIES	3,500.00	3,500.00	122.96	600.00	989.93	45.43
801.000 CONTRACTUAL SERVICES	1,000.00	1,000.00	60.00	0.00	309.00	30.90
853.000 PHONE/COMM/INTERNET	420.00	420.00	35.00	0.00	140.00	33.33
917.000 SEWER USAGE	4,000.00	4,000.00	1,119.60	0.00	1,119.60	27.99
919.000 TRASH DISPOSAL	1,700.00	1,700.00	125.93	0.00	678.72	39.92
920.000 ELECTRIC	20,000.00	20,000.00	1,296.49	0.00	4,336.21	21.68
921.000 NATURAL GAS/HEAT	5,000.00	5,000.00	167.90	0.00	448.30	8.97
930.000 MAINTENANCE TWP HALL	10,000.00	10,000.00	175.87	0.00	3,752.31	37.52
930.004 MAINTENANCE DPW GARAGE/OLD PACKR	1,000.00	1,000.00	0.00	0.00	0.00	0.00
930.008 MAINTENANCE LIBRARY	1,500.00	1,500.00	380.04	0.00	380.04	25.34
930.020 MAINTENANCE - FERTILIZER	1,500.00	1,500.00	290.00	0.00	725.00	48.33
931.000 EQUIPMENT MAINT/REPAIR	7,500.00	7,500.00	360.65	0.00	2,772.76	36.97
932.000 VEHICLE MAINTENANCE	3,500.00	3,500.00	(428.26)	0.00	(120.16)	(3.43)
955.000 SUNDRY	500.00	500.00	206.96	0.00	206.96	41.39
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	55,000.00	55,000.00	10,095.00	81,060.25	10,095.00	165.74
980.500 RESERVE FOR EQUIPMENT PURCHASE	1,500.00	1,500.00	0.00	0.00	0.00	0.00
981.500 RESERVE FOR VEHICLE PURCHASE	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	363,891.00	363,891.00	34,327.62	82,064.19	111,007.60	53.06
Total Dept 265.000 - Township Buildings	363,891.00	363,891.00	34,327.62	82,064.19	111,007.60	53.06
Dept 275.000 - OTHER EXPENSES						
Account Type: Expenditure						
704.200 PORTAGE/BASE LAKES GROSS WAGES	1,500.00	1,500.00	500.00	0.00	500.00	33.33
708.000 UNEMPLOYMENT COMPENSATION	800.00	800.00	0.00	0.00	469.71	58.71
709.000 TOWNSHIP FICA	115.00	115.00	38.26	0.00	38.27	33.28
718.500 HEALTH CARE REIMBURSEMENT	80,000.00	80,000.00	1,955.37	0.00	21,757.47	27.20
727.000 WORKERS' COMPENSATION	10,000.00	10,000.00	0.00	0.00	4,803.86	48.04
752.000 SUPPLIES & SMALL EQUIPMENT	18,500.00	18,500.00	2,698.29	1,388.37	7,142.38	46.11
801.000 CONTRACTUAL SERVICES	12,500.00	12,500.00	77.78	0.00	6,228.58	49.83
802.100 ROAD MAINTENANCE	7,500.00	7,500.00	1,346.24	0.00	19,969.15	253.41
840.000 LIABILITY/CASUALTY INSURANCE	25,000.00	25,000.00	0.00	0.00	5,405.54	21.62
851.000 POSTAGE	12,500.00	12,500.00	5,000.00	0.00	10,000.00	80.00

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 101 - General Fund						
Expenditures						
853.000 PHONE/COMM/INTERNET	4,000.00	4,000.00	355.35	1,810.41	3,311.52	128.05
931.000 EQUIPMENT MAINT/REPAIR	2,500.00	2,500.00	0.00	0.00	473.67	18.95
946.000 ENGINEERING SERVICES	3,500.00	3,500.00	0.00	0.00	0.00	0.00
953.000 PAYROLL PROCESSING	12,500.00	12,500.00	1,030.09	0.00	4,586.66	36.69
954.000 AUDIT	23,780.00	23,780.00	6,820.00	0.00	28,640.00	120.44
955.000 SUNDRY	2,200.00	2,200.00	0.00	0.00	1,025.54	46.62
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	0.00	0.00	347.02	69.40
960.000 FOIA EXPENSES	100.00	100.00	0.00	0.00	0.00	0.00
967.200 ADA COMPLIANCE PROJECTS	20,000.00	20,000.00	0.00	0.00	0.00	0.00
980.000 OFFICE EQUIP & FURNITURE	8,100.00	8,100.00	0.00	0.00	0.00	0.00
995.591 TRANSFER OUT WATER FUND	154,000.00	154,000.00	0.00	0.00	38,500.02	25.00
Total Expenditure:	399,595.00	399,595.00	19,821.38	3,198.78	153,199.39	39.14
Account Type: Transfers-Out						
995.208 TRANSFER OUT RECREATION FUND	400,000.00	400,000.00	0.00	0.00	99,999.99	25.00
Total Transfers-Out:	400,000.00	400,000.00	0.00	0.00	99,999.99	25.00
Total Dept 275.000 - OTHER EXPENSES	799,595.00	799,595.00	19,821.38	3,198.78	253,199.38	32.07
Dept 345.000 - Public Safety (Police & Fire)						
Account Type: Expenditure						
704.100 PER DIEM	1,040.00	1,040.00	130.00	0.00	260.00	25.00
709.000 TOWNSHIP FICA	60.00	60.00	9.94	0.00	19.87	33.12
Total Expenditure:	1,100.00	1,100.00	139.94	0.00	279.87	25.44
Total Dept 345.000 - Public Safety (Police & Fire)	1,100.00	1,100.00	139.94	0.00	279.87	25.44
Dept 448.000 - Street Lighting						
Account Type: Expenditure						
926.000 STREET LIGHTING	17,500.00	17,500.00	1,196.61	0.00	3,563.28	20.36
Total Expenditure:	17,500.00	17,500.00	1,196.61	0.00	3,563.28	20.36
Total Dept 448.000 - Street Lighting	17,500.00	17,500.00	1,196.61	0.00	3,563.28	20.36
Dept 567.000 - CEMETERY						
Account Type: Expenditure						
704.000 PART-TIME EMPLOYEE SALARIES	11,318.00	11,318.00	870.62	0.00	6,126.01	54.13
709.000 TOWNSHIP FICA	925.00	925.00	69.28	0.00	477.82	51.66
801.000 CONTRACTUAL SERVICES	20,000.00	20,000.00	3,600.00	0.00	10,260.00	51.30
853.000 PHONE/COMM/INTERNET	420.00	420.00	35.00	0.00	140.00	33.33
931.000 EQUIPMENT MAINT/REPAIR	5,000.00	5,000.00	1,696.00	0.00	1,696.00	33.92
955.000 SUNDRY	1,350.00	1,350.00	0.00	0.00	1,108.07	82.08
Total Expenditure:	39,013.00	39,013.00	6,270.90	0.00	19,807.90	50.77
Total Dept 567.000 - CEMETERY	39,013.00	39,013.00	6,270.90	0.00	19,807.90	50.77
Dept 701.000 - Planning Commission						
Account Type: Expenditure						
704.000 PART-TIME EMPLOYEE SALARIES	1,200.00	1,200.00	470.00	0.00	470.00	
704.100 PER DIEM	5,640.00	5,640.00	0.00	0.00	875.00	
709.000 TOWNSHIP FICA	523.00	523.00	35.94	0.00	102.85	

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 101 - General Fund						
Expenditures						
826.000 LEGAL FEES	1,000.00	1,000.00	0.00	0.00	0.00	0.00
900.000 LEGAL NOTICES/ADVERTISING	500.00	500.00	0.00	0.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	0.00	0.00	0.00
Total Expenditure:	9,363.00	9,363.00	505.94	0.00	1,447.85	15.46
Total Dept 701.000 - Planning Commission	9,363.00	9,363.00	505.94	0.00	1,447.85	15.46
Dept 702.000 - PLANNING AND ZONING						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	124,750.00	124,750.00	9,444.18	0.00	38,148.30	30.58
704.000 PART-TIME EMPLOYEE SALARIES	95,276.00	95,276.00	3,875.56	0.00	15,639.86	16.42
704.100 PER DIEM	4,020.00	4,020.00	540.00	0.00	875.00	21.77
709.000 TOWNSHIP FICA	17,250.00	17,250.00	1,068.29	0.00	4,418.18	25.61
712.000 PAY IN LIEU OF MEDICAL INS	3,000.00	3,000.00	0.00	0.00	750.00	25.00
713.000 OVERTIME	600.00	600.00	0.00	0.00	519.36	86.56
716.000 DEFINED CONTRIBUTION	13,900.00	13,900.00	1,124.78	0.00	4,567.20	32.86
718.000 HEALTH/DENTAL/VISION INSURANCE	17,610.00	17,610.00	5,206.04	0.00	11,077.95	62.91
725.100 LONG/SHORT TERM DISABILITY	753.00	753.00	0.00	0.00	258.47	34.33
725.200 LIFE INSURANCE	162.00	162.00	0.00	0.00	54.00	33.33
752.000 SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00	(9.32)	0.00	0.00
826.000 LEGAL FEES	8,000.00	8,000.00	0.00	0.00	0.00	0.00
853.000 PHONE/COMM/INTERNET	1,760.00	1,760.00	105.00	0.00	420.00	23.86
861.000 MILEAGE	200.00	200.00	0.00	0.00	0.00	0.00
900.000 LEGAL NOTICES/ADVERTISING	750.00	750.00	0.00	0.00	345.00	46.00
910.000 PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	0.00	0.00	0.00
932.000 VEHICLE MAINTENANCE	0.00	0.00	428.26	0.00	0.00	0.00
946.000 ENGINEERING SERVICES	3,000.00	3,000.00	0.00	0.00	0.00	0.00
951.000 STORM WATER DISCHARGE	500.00	500.00	0.00	0.00	0.00	0.00
955.000 SUNDRY	300.00	300.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	2,700.00	2,700.00	0.00	0.00	413.00	15.30
Total Expenditure:	295,031.00	295,031.00	21,792.11	(9.32)	77,486.32	26.26
Total Dept 702.000 - PLANNING AND ZONING	295,031.00	295,031.00	21,792.11	(9.32)	77,486.32	26.26
Dept 703.000 - LAKES, RIVERS & STREAMS						
Account Type: Expenditure						
967.000 SPECIAL PROJECTS	25,000.00	25,000.00	0.00	0.00	53,015.77	212.06
Total Expenditure:	25,000.00	25,000.00	0.00	0.00	53,015.77	212.06
Total Dept 703.000 - LAKES, RIVERS & STREAMS	25,000.00	25,000.00	0.00	0.00	53,015.77	212.06
Dept 803.000 - HISTORICAL MUSEUM						
Account Type: Expenditure						
704.000 PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	(437.37)	100.00
709.000 TOWNSHIP FICA	0.00	0.00	84.53	0.00	51.07	100.00
853.000 PHONE/COMM/INTERNET	0.00	0.00	0.00	0.00	137.97	100.00
Total Expenditure:	0.00	0.00	84.53	0.00	(248.33)	100.00
Total Dept 803.000 - HISTORICAL MUSEUM	0.00	0.00	84.53	0.00	(248.33)	100.00

REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP  
PERIOD ENDING 10/31/2022  
% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23	2022-23		ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL	2022-23	AMENDED BUDGET	MONTH			
	BUDGET			10/31/22	YEAR-TO-DATE	10/31/2022	USED
Fund 101 - General Fund							
Expenditures							
TOTAL EXPENDITURES	5,844,412.00	5,844,412.00		247,810.31	91,441.80	1,383,288.13	25.23
Fund 101 - General Fund:							
TOTAL REVENUES	5,844,412.00	5,844,412.00		489,600.84	(1,885.86)	1,139,310.56	19.46
TOTAL EXPENDITURES	5,844,412.00	5,844,412.00		247,810.31	91,441.80	1,383,288.13	25.23
NET OF REVENUES & EXPENDITURES	0.00	0.00		241,790.53	(93,327.66)	(243,977.57)	100.00

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REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP  
 PERIOD ENDING 10/31/2022  
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Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 204 - Road Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	1,205,591.00	1,205,591.00	0.00	0.00	0.00	0.00
412.000 DELINQUENT PP TAX	4,000.00	4,000.00	11.65	0.00	11.65	0.29
415.000 CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	0.00	(26.15)	0.00	(50.26)	100.00
664.000 INTEREST REVENUE	1,000.00	1,000.00	488.65	0.00	1,819.61	181.96
Total Revenue:	1,210,591.00	1,210,591.00	474.15	0.00	1,781.00	0.15
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	146,409.00	146,409.00	0.00	0.00	0.00	0.00
Total Transfers-In:	146,409.00	146,409.00	0.00	0.00	0.00	0.00
Total Dept 000.000	1,357,000.00	1,357,000.00	474.15	0.00	1,781.00	0.13
TOTAL REVENUES	1,357,000.00	1,357,000.00	474.15	0.00	1,781.00	0.13
Expenditures						
Dept 000.000						
Account Type: Expenditure						
801.000 CONTRACTUAL SERVICES	0.00	0.00	590.00	0.00	2,380.00	100.00
802.000 ROAD IMPROVEMENT	1,357,000.00	1,357,000.00	135,000.00	0.00	774,087.40	57.04
Total Expenditure:	1,357,000.00	1,357,000.00	135,590.00	0.00	776,467.40	57.22
Total Dept 000.000	1,357,000.00	1,357,000.00	135,590.00	0.00	776,467.40	57.22
TOTAL EXPENDITURES	1,357,000.00	1,357,000.00	135,590.00	0.00	776,467.40	57.22
Fund 204 - Road Fund:						
TOTAL REVENUES	1,357,000.00	1,357,000.00	474.15	0.00	1,781.00	0.13
TOTAL EXPENDITURES	1,357,000.00	1,357,000.00	135,590.00	0.00	776,467.40	57.22
NET OF REVENUES & EXPENDITURES	0.00	0.00	(135,115.85)	0.00	(774,686.40)	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 206 - Fire Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	2,058,065.00	2,058,065.00	0.00	0.00	0.00	0.00
412.000 DELINQUENT PP TAX	100.00	100.00	20.29	0.00	20.29	20.29
415.000 CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	0.00	(45.75)	0.00	(86.92)	100.00
441.000 PERS PROPERTY TAX REIMB - STATE OF MI	5,000.00	5,000.00	0.00	0.00	0.00	0.00
628.000 FIRE INSPECTION FEES	0.00	0.00	0.00	0.00	50.00	100.00
636.000 COPIES/MAPS	0.00	0.00	10.41	0.00	10.41	100.00
664.000 INTEREST REVENUE	1,000.00	1,000.00	830.36	0.00	2,466.33	246.63
674.000 CONTRIBUTIONS/DONATIONS/GRANTS	2,500.00	2,500.00	0.00	0.00	0.00	0.00
676.000 REIMBURSEMENTS & COST RECOVERY	500.00	500.00	0.00	0.00	1,250.00	250.00
677.000 SUNDRY	50.00	50.00	0.00	0.00	0.00	0.00
Total Revenue:	2,067,215.00	2,067,215.00	815.31	0.00	3,710.11	0.18
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	17,656.00	17,656.00	0.00	(505.30)	0.00	(2.86)
Total Transfers-In:	17,656.00	17,656.00	0.00	(505.30)	0.00	(2.86)
Total Dept 000.000	2,084,871.00	2,084,871.00	815.31	(505.30)	3,710.11	0.15
TOTAL REVENUES	2,084,871.00	2,084,871.00	815.31	(505.30)	3,710.11	0.15
Expenditures						
Dept 000.000						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	444,000.00	444,000.00	29,328.98	0.00	151,479.13	34.12
702.500 LEAVE TIME PAYOUT	5,154.00	5,154.00	0.00	0.00	2,560.80	49.69
704.000 PART-TIME EMPLOYEE SALARIES	40,000.00	40,000.00	2,565.06	0.00	10,780.26	26.95
704.500 PART TIME FIRE FIGHTERS	500,000.00	500,000.00	69,231.34	0.00	179,820.60	35.96
709.000 TOWNSHIP FICA	82,500.00	82,500.00	8,523.21	0.00	29,882.32	36.22
712.000 PAY IN LIEU OF MEDICAL INS	4,200.00	4,200.00	350.00	0.00	1,400.00	33.33
713.000 OVERTIME	70,000.00	70,000.00	9,719.61	0.00	43,681.61	62.40
714.000 LONGEVITY PAY	10,500.00	10,500.00	0.00	0.00	0.00	0.00
716.000 DEFINED CONTRIBUTION	50,000.00	50,000.00	4,215.96	0.00	21,491.21	42.98
718.000 HEALTH/DENTAL/VISION INSURANCE	96,800.00	96,800.00	9,531.53	0.00	46,506.86	48.04
725.100 LONG/SHORT TERM DISABILITY	7,000.00	7,000.00	0.00	0.00	834.57	11.92
725.200 LIFE INSURANCE	470.00	470.00	0.00	0.00	158.18	33.66
727.000 WORKERS' COMPENSATION	56,800.00	56,800.00	0.00	0.00	15,664.66	27.58
752.000 SUPPLIES & SMALL EQUIPMENT	10,000.00	10,000.00	2,815.05	0.00	8,424.90	84.25
754.000 MEDICAL AND SCENE SUPPLIES	20,000.00	20,000.00	2,174.92	1,011.67	6,007.35	35.10
758.000 DIESEL FUEL	250.00	250.00	0.00	0.00	376.83	150.73
759.000 VEHICLE FUEL	30,000.00	30,000.00	2,944.50	0.00	10,830.03	36.10
768.000 UNIFORMS/ACCESSORIES	10,000.00	10,000.00	3,724.06	0.00	7,711.23	77.11
768.100 TURN OUT GEAR	50,000.00	50,000.00	0.00	0.00	3,188.21	6.38
801.000 CONTRACTUAL SERVICES	20,000.00	20,000.00	1,155.00	4,676.51	24,998.38	148.37
826.000 LEGAL FEES	8,000.00	8,000.00	0.00	0.00	14.00	0.18
840.000 LIABILITY/CASUALTY INSURANCE	39,000.00	39,000.00	0.00	0.00	10,570.12	27.10
843.100 EMPLOYEE PHYSICALS/VACCINATION	28,000.00	28,000.00	471.13	0.00	471.13	1.68
853.000 PHONE/COMM/INTERNET	11,000.00	11,000.00	429.81	1,697.26	3,824.49	50.20
870.000 HAZMAT YEARLY DUES	4,000.00	4,000.00	0.00	0.00	3,000.00	75.00
916.000 TRAINING	25,000.00	25,000.00	145.00	0.00	3,216.64	12.87
916.500 FIRE PREVENTION	7,500.00	7,500.00	2,348.56	0.00	2,495.63	
917.000 SEWER USAGE	2,000.00	2,000.00	622.00	0.00	622.00	
918.000 WATER USAGE	2,000.00	2,000.00	395.25	0.00	395.25	

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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Item 19.

ACCOUNT DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22	YEAR-TO-DATE	10/31/2022	USED
Fund 206 - Fire Fund						
Expenditures						
919.000 TRASH DISPOSAL	2,500.00	2,500.00	417.06	0.00	1,016.58	40.66
920.000 ELECTRIC	35,000.00	35,000.00	2,574.05	0.00	8,229.37	23.51
920.100 SIREN ELECTRIC USAGE	2,000.00	2,000.00	118.90	0.00	428.41	21.42
930.003 MAINTENANCE FIRE HALL	48,000.00	48,000.00	13,828.97	0.00	21,210.29	44.19
930.020 MAINTENANCE - FERTILIZER	2,500.00	2,500.00	335.00	0.00	670.00	26.80
931.000 EQUIPMENT MAINT/REPAIR	14,000.00	14,000.00	0.00	(11.00)	3,303.12	23.52
931.100 EMERGENCY SIREN MAINTENANCE/REPAIRS	4,000.00	4,000.00	0.00	0.00	766.79	19.17
932.000 VEHICLE MAINTENANCE	60,000.00	60,000.00	3,535.10	(13.19)	12,591.71	20.96
933.000 SOFTWARE MAINTENANCE	1,500.00	1,500.00	920.39	2,298.67	2,718.65	334.49
955.000 SUNDRY	3,000.00	3,000.00	0.00	(505.30)	0.00	(16.84)
958.000 DUES/SUBSCRIP/RECERTIFICATION	7,500.00	7,500.00	750.00	0.00	3,576.64	47.69
967.000 SPECIAL PROJECTS	10,000.00	10,000.00	599.99	3,710.50	599.99	43.10
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	205,500.00	205,500.00	2,272.50	7,731.21	9,664.92	8.47
981.000 CAPITAL EXPENSE - VEHICLE	55,197.00	55,197.00	4,735.80	35,877.00	38,837.80	135.36
Total Expenditure:	2,084,871.00	2,084,871.00	180,778.73	56,473.33	694,020.66	36.00
Total Dept 000.000	2,084,871.00	2,084,871.00	180,778.73	56,473.33	694,020.66	36.00
TOTAL EXPENDITURES	2,084,871.00	2,084,871.00	180,778.73	56,473.33	694,020.66	36.00
Fund 206 - Fire Fund:						
TOTAL REVENUES	2,084,871.00	2,084,871.00	815.31	(505.30)	3,710.11	0.15
TOTAL EXPENDITURES	2,084,871.00	2,084,871.00	180,778.73	56,473.33	694,020.66	36.00
NET OF REVENUES & EXPENDITURES	0.00	0.00	(179,963.42)	(56,978.63)	(690,310.55)	100.00



## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 207 - Police Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	2,971,200.00	2,971,200.00	0.00	0.00	0.00	0.00
412.000 DELINQUENT PP TAX	100.00	100.00	29.92	0.00	29.92	29.92
415.000 CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	0.00	(66.05)	0.00	(125.48)	100.00
441.000 PERS PROPERTY TAX REIMB - STATE OF MI	4,000.00	4,000.00	0.00	0.00	0.00	0.00
480.000 LIQUOR LICENSE FEES	9,700.00	9,700.00	1,989.07	0.00	9,627.20	99.25
481.000 SOLICITATION FEES	100.00	100.00	0.00	0.00	180.00	180.00
501.000 FEDERAL GRANT REVENUE	2,500.00	2,500.00	0.00	0.00	0.00	0.00
628.100 INSPECTION FEES	6,800.00	6,800.00	0.00	0.00	1,200.00	17.65
629.000 GUN PERM/FINGERPRINTS/VIN INSP	200.00	200.00	45.00	0.00	85.00	42.50
629.100 BREATHALIZER TEST REQUIRED	0.00	0.00	0.00	0.00	10.00	100.00
630.200 SALVAGE VEHICLE INSPECTION	100.00	100.00	0.00	0.00	0.00	0.00
636.000 COPIES/MAPS	1,000.00	1,000.00	25.00	0.00	301.50	30.15
657.000 ORDINANCE FINES	10,000.00	10,000.00	812.80	0.00	3,418.50	34.19
664.000 INTEREST REVENUE	1,000.00	1,000.00	0.00	0.00	(223.44)	(22.34)
674.000 CONTRIBUTIONS/DONATIONS/GRANTS	2,500.00	2,500.00	0.00	0.00	0.00	0.00
676.000 REIMBURSEMENTS & COST RECOVERY	1,000.00	1,000.00	82.50	0.00	522.77	52.28
676.200 OVERTIME REIMB - OTHER	2,500.00	2,500.00	0.00	0.00	687.00	27.48
677.000 SUNDRY	250.00	250.00	0.00	0.00	0.00	0.00
678.000 PA302 TRAINING REIMB	0.00	0.00	1,100.16	0.00	1,100.16	100.00
Total Revenue:	3,012,950.00	3,012,950.00	4,018.40	0.00	16,813.13	0.56
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	203,032.00	203,032.00	0.00	0.00	0.00	0.00
Total Transfers-In:	203,032.00	203,032.00	0.00	0.00	0.00	0.00
Total Dept 000.000	3,215,982.00	3,215,982.00	4,018.40	0.00	16,813.13	0.52
TOTAL REVENUES	3,215,982.00	3,215,982.00	4,018.40	0.00	16,813.13	0.52
Expenditures						
Dept 000.000						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	1,561,559.00	1,561,559.00	156,655.14	0.00	533,057.81	34.14
702.500 LEAVE TIME PAYOUT	4,555.00	4,555.00	0.00	0.00	1,908.40	41.90
704.000 PART-TIME EMPLOYEE SALARIES	36,000.00	36,000.00	2,239.98	0.00	10,844.41	30.12
706.000 HOLIDAY PAY	89,500.00	89,500.00	4,698.48	0.00	16,964.78	18.96
709.000 TOWNSHIP FICA	134,590.00	134,590.00	10,329.88	0.00	46,611.91	34.63
712.000 PAY IN LIEU OF MEDICAL INS	4,800.00	4,800.00	650.00	0.00	2,100.00	43.75
713.000 OVERTIME	70,000.00	70,000.00	(29,330.41)	0.00	32,702.84	46.72
716.000 DEFINED CONTRIBUTION	279,200.00	279,200.00	2,016.48	0.00	62,433.47	22.36
718.000 HEALTH/DENTAL/VISION INSURANCE	287,600.00	287,600.00	23,655.87	0.00	118,975.40	41.37
725.100 LONG/SHORT TERM DISABILITY	8,332.00	8,332.00	0.00	0.00	2,754.95	33.06
725.200 LIFE INSURANCE	1,860.00	1,860.00	0.00	0.00	464.40	24.97
726.500 EQUIPMENT ALLOWANCE	11,200.00	11,200.00	0.00	0.00	11,200.00	100.00
727.000 WORKERS' COMPENSATION	47,336.00	47,336.00	0.00	0.00	13,246.13	27.98
730.000 RETIREE HEALTH INSURANCE	104,000.00	104,000.00	0.00	0.00	104,000.00	100.00
731.000 EDUCATION INCENTIVE BONUS	12,000.00	12,000.00	0.00	0.00	0.00	0.00
752.000 SUPPLIES & SMALL EQUIPMENT	10,000.00	10,000.00	1,120.34	585.85	2,929.74	35.16
752.100 AMMUNITION	10,000.00	10,000.00	5,180.00	0.00	5,180.00	51.80
756.000 ACCREDITATION EXPENSES	10,000.00	10,000.00	0.00	0.00	5,255.86	
758.000 DIESEL FUEL	250.00	250.00	0.00	0.00	100.72	
759.000 VEHICLE FUEL	50,000.00	50,000.00	4,886.57	0.00	16,736.83	

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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Item 19.

ACCOUNT	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22	YEAR-TO-DATE	10/31/2022	USED
Fund 207 - Police Fund							
Expenditures							
768.000	UNIFORMS/ACCESSORIES	10,000.00	10,000.00	1,106.98	0.00	3,016.27	30.16
768.500	UNIFORM CLEANING	4,000.00	4,000.00	445.75	0.00	799.25	19.98
801.000	CONTRACTUAL SERVICES	7,500.00	7,500.00	1,324.94	0.00	6,682.82	89.10
807.000	SWAT TEAM EXPENSES	6,000.00	6,000.00	904.94	0.00	1,076.88	17.95
807.001	CODE ENFORCEMENT EXPENSES	500.00	500.00	626.30	0.00	626.30	125.26
809.000	JANITORIAL SERVICES	8,000.00	8,000.00	770.40	0.00	3,081.60	38.52
826.000	LEGAL FEES	7,000.00	7,000.00	0.00	0.00	448.00	6.40
840.000	LIABILITY/CASUALTY INSURANCE	125,500.00	125,500.00	0.00	0.00	35,553.00	28.33
851.000	POSTAGE	200.00	200.00	0.00	0.00	0.00	0.00
853.000	PHONE/COMM/INTERNET	12,000.00	12,000.00	812.56	1,753.84	4,972.87	56.06
914.000	TUITION REIMBURSEMENT	8,000.00	8,000.00	1,500.00	0.00	4,500.00	56.25
916.000	TRAINING	12,000.00	12,000.00	1,595.20	0.00	6,840.65	57.01
917.000	SEWER USAGE	3,000.00	3,000.00	870.80	0.00	870.80	29.03
920.000	ELECTRIC	12,000.00	12,000.00	1,229.57	0.00	3,906.28	32.55
921.000	NATURAL GAS/HEAT	3,000.00	3,000.00	137.53	0.00	494.11	16.47
930.002	MAINTENANCE POLICE BUILDING	12,000.00	12,000.00	153.05	(1,718.32)	1,559.51	(1.32)
930.020	MAINTENANCE - FERTILIZER	500.00	500.00	145.00	0.00	145.00	29.00
931.000	EQUIPMENT MAINT/REPAIR	3,000.00	3,000.00	0.00	0.00	46.74	1.56
932.000	VEHICLE MAINTENANCE	50,000.00	50,000.00	10,305.57	411.74	24,694.32	50.21
933.000	SOFTWARE MAINTENANCE	20,000.00	20,000.00	1,597.29	1,405.14	13,045.45	72.25
933.300	LAW ENFORCEMENT INFO NETWORK	6,000.00	6,000.00	2,138.00	0.00	2,525.00	42.08
955.000	SUNDRY	2,000.00	2,000.00	0.00	0.00	0.00	0.00
958.000	DUES/SUBSCRIP/RECERTIFICATION	1,500.00	1,500.00	79.00	0.00	335.70	22.38
967.000	SPECIAL PROJECTS	15,000.00	15,000.00	5,995.49	4,410.50	7,678.99	80.60
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	54,500.00	54,500.00	0.00	20,988.30	27,004.90	88.06
981.000	CAPITAL EXPENSE - VEHICLE	100,000.00	100,000.00	0.00	80,022.00	0.00	80.02
Total Expenditure:		3,215,982.00	3,215,982.00	213,840.70	107,859.05	1,137,372.09	38.72
Total Dept 000.000		3,215,982.00	3,215,982.00	213,840.70	107,859.05	1,137,372.09	38.72
TOTAL EXPENDITURES		3,215,982.00	3,215,982.00	213,840.70	107,859.05	1,137,372.09	38.72
Fund 207 - Police Fund:							
TOTAL REVENUES		3,215,982.00	3,215,982.00	4,018.40	0.00	16,813.13	0.52
TOTAL EXPENDITURES		3,215,982.00	3,215,982.00	213,840.70	107,859.05	1,137,372.09	38.72
NET OF REVENUES & EXPENDITURES		0.00	0.00	(209,822.30)	(107,859.05)	(1,120,558.96)	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Revenues						
Dept 000.000						
Account Type: Revenue						
412.000 DELINQUENT PP TAX	0.00	0.00	0.28	0.00	0.28	100.00
664.000 INTEREST REVENUE	0.00	0.00	780.42	0.00	3,327.59	100.00
Total Revenue:	0.00	0.00	780.70	0.00	3,327.87	100.00
Account Type: Transfers-In						
699.101 TRANSFER IN 101-OPERATIONS	400,000.00	400,000.00	0.00	0.00	99,999.99	25.00
699.999 APPROPRIATION FROM SURPLUS	192,085.00	192,085.00	0.00	0.00	0.00	0.00
Total Transfers-In:	592,085.00	592,085.00	0.00	0.00	99,999.99	16.89
Total Dept 000.000	592,085.00	592,085.00	780.70	0.00	103,327.86	17.45
Dept 751.000 - Recreation Board						
Account Type: Revenue						
651.000 PARKS & RECREATION FEES	15,000.00	15,000.00	785.07	0.00	9,285.61	61.90
674.000 CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	(25,500.00)	0.00	43,013.00	100.00
676.000 REIMBURSEMENTS & COST RECOVERY	0.00	0.00	0.00	0.00	4,092.00	100.00
Total Revenue:	15,000.00	15,000.00	(24,714.93)	0.00	56,390.61	375.94
Total Dept 751.000 - Recreation Board	15,000.00	15,000.00	(24,714.93)	0.00	56,390.61	375.94
Dept 800.000 - LAKELAND TRAIL						
Account Type: Revenue						
674.000 CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	0.00	0.00	263.00	100.00
Total Revenue:	0.00	0.00	0.00	0.00	263.00	100.00
Total Dept 800.000 - LAKELAND TRAIL	0.00	0.00	0.00	0.00	263.00	100.00
Dept 820.000 - SENIOR CENTER						
Account Type: Revenue						
651.001 SENIOR CENTER RENTALS	2,000.00	2,000.00	635.00	0.00	2,210.00	110.50
Total Revenue:	2,000.00	2,000.00	635.00	0.00	2,210.00	110.50
Total Dept 820.000 - SENIOR CENTER	2,000.00	2,000.00	635.00	0.00	2,210.00	110.50
TOTAL REVENUES	609,085.00	609,085.00	(23,299.23)	0.00	162,191.47	26.63
Expenditures						
Dept 751.000 - Recreation Board						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	43,110.00	43,110.00	3,016.16	0.00	10,839.38	25.14
704.000 PART-TIME EMPLOYEE SALARIES	6,098.00	6,098.00	0.00	0.00	2,930.62	48.06
704.100 PER DIEM	3,900.00	3,900.00	0.00	0.00	1,050.66	26.94
709.000 TOWNSHIP FICA	3,800.00	3,800.00	230.74	0.00	1,138.88	29.97
713.000 OVERTIME	0.00	0.00	0.00	0.00	66.16	100.00
716.000 DEFINED CONTRIBUTION	3,600.00	3,600.00	392.10	0.00	1,417.72	39.38
718.000 HEALTH/DENTAL/VISION INSURANCE	15,702.00	15,702.00	1,308.47	0.00	8,417.12	
725.100 LONG/SHORT TERM DISABILITY	226.00	226.00	0.00	0.00	86.37	
725.200 LIFE INSURANCE	57.00	57.00	0.00	0.00	18.88	

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
727.000 WORKERS' COMPENSATION	120.00	120.00	0.00	0.00	421.79	351.49
752.000 SUPPLIES & SMALL EQUIPMENT	2,500.00	2,500.00	559.98	0.00	1,254.10	50.16
758.000 DIESEL FUEL	1,500.00	1,500.00	519.78	0.00	1,232.48	82.17
809.000 JANITORIAL SERVICES	500.00	500.00	0.00	0.00	0.00	0.00
826.000 LEGAL FEES	0.00	0.00	0.00	0.00	153.00	100.00
840.000 LIABILITY/CASUALTY INSURANCE	500.00	500.00	0.00	0.00	(589.59)	(117.92)
900.000 LEGAL NOTICES/ADVERTISING	400.00	400.00	139.05	0.00	139.05	34.76
900.100 PRINTING	1,500.00	1,500.00	0.00	0.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	0.00	0.00
917.000 SEWER USAGE	700.00	700.00	155.50	0.00	155.50	22.21
919.000 TRASH DISPOSAL	1,500.00	1,500.00	176.15	0.00	528.45	35.23
920.000 ELECTRIC	4,000.00	4,000.00	305.71	0.00	1,489.12	37.23
930.005 MAINTENANCE PARK BUILDINGS	7,500.00	7,500.00	4,938.32	0.00	11,466.31	152.88
930.015 RESERVE FOR PARKS MAINTENANCE	1,000.00	1,000.00	390.00	0.00	835.00	83.50
930.020 MAINTENANCE - FERTILIZER	12,000.00	12,000.00	2,535.00	0.00	6,980.00	58.17
930.200 PLAYGROUND/FIELD REPAIR	100,000.00	100,000.00	0.00	0.00	0.00	0.00
930.300 PLAYGROUND INSPECTION	750.00	750.00	0.00	0.00	0.00	0.00
942.000 PORTABLE TOILETS	10,000.00	10,000.00	1,968.00	0.00	7,691.00	76.91
943.000 EVENT COMMITTEE EXPENSE	5,000.00	5,000.00	0.00	0.00	100.00	2.00
946.000 ENGINEERING SERVICES	5,000.00	5,000.00	0.00	0.00	5,889.50	117.79
955.000 SUNDRY	2,500.00	2,500.00	41.93	0.00	70.80	2.83
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	0.00	0.00	500.00	100.00
967.600 WINKELHAUS PARK	4,000.00	4,000.00	0.00	0.00	477.00	11.93
967.962 SPECIAL PROJECTS - MISC IMPROVEMENT	50,000.00	50,000.00	9,569.15	0.00	12,792.91	25.59
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	0.00	0.00	0.00	0.00
980.500 RESERVE FOR EQUIPMENT PURCHASE	20,000.00	20,000.00	0.00	8,548.70	0.00	42.74
Total Expenditure:	329,963.00	329,963.00	26,246.04	8,548.70	77,552.21	26.09
Total Dept 751.000 - Recreation Board	329,963.00	329,963.00	26,246.04	8,548.70	77,552.21	26.09
Dept 800.000 - LAKELAND TRAIL						
Account Type: Expenditure						
840.000 LIABILITY/CASUALTY INSURANCE	230.00	230.00	0.00	0.00	100.64	43.76
920.000 ELECTRIC	300.00	300.00	21.40	0.00	62.36	20.79
938.000 LAKELAND TRAIL MAINTENANCE	45,000.00	45,000.00	(75,000.00)	113,704.00	(56,839.79)	126.36
938.500 LL TRAIL RAILROAD MAINT FEE	1,000.00	1,000.00	0.00	0.00	0.00	0.00
942.000 PORTABLE TOILETS	6,000.00	6,000.00	828.00	0.00	3,378.00	56.30
955.000 SUNDRY	500.00	500.00	0.00	0.00	500.00	100.00
975.300 GRANT MATCH	5,000.00	5,000.00	(45,000.00)	106,331.48	115,331.48	4,433.26
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	4,000.00	4,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	62,030.00	62,030.00	(119,150.60)	220,035.48	62,532.69	455.53
Total Dept 800.000 - LAKELAND TRAIL	62,030.00	62,030.00	(119,150.60)	220,035.48	62,532.69	455.53
Dept 820.000 - SENIOR CENTER						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	49,680.00	49,680.00	3,822.40	0.00	15,480.72	31.16
704.000 PART-TIME EMPLOYEE SALARIES	38,700.00	38,700.00	2,673.35	0.00	10,829.12	27.98
709.000 TOWNSHIP FICA	6,800.00	6,800.00	500.75	0.00	2,027.96	29.82
716.000 DEFINED CONTRIBUTION	6,485.00	6,485.00	496.92	0.00	2,012.53	31.03
718.000 HEALTH/DENTAL/VISION INSURANCE	22,431.00	22,431.00	1,869.23	0.00	7,480.50	33.35
725.100 LONG/SHORT TERM DISABILITY	315.00	315.00	0.00	0.00	109.50	34.76
725.200 LIFE INSURANCE	81.00	81.00	0.00	0.00	27.00	33.33
727.000 WORKERS' COMPENSATION	900.00	900.00	0.00	0.00	0.00	0.00

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23	ACTIVITY FOR		ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 10/31/22			
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
752.000 SUPPLIES & SMALL EQUIPMENT	4,500.00	4,500.00	585.22	127.74	1,036.00	25.86
801.000 CONTRACTUAL SERVICES	22,000.00	22,000.00	2,031.00	0.00	5,413.65	24.61
804.000 SENIOR PROGRAMS	7,000.00	7,000.00	583.34	0.00	1,749.32	24.99
840.000 LIABILITY/CASUALTY INSURANCE	2,700.00	2,700.00	0.00	0.00	1,330.60	49.28
853.000 PHONE/COMM/INTERNET	4,000.00	4,000.00	308.52	237.62	1,528.49	44.15
900.200 NEWSLETTER/PUBLICATIONS	3,000.00	3,000.00	0.00	0.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	0.00	0.00
917.000 SEWER USAGE	1,750.00	1,750.00	438.51	0.00	438.51	25.06
919.000 TRASH DISPOSAL	2,000.00	2,000.00	160.00	0.00	640.00	32.00
920.000 ELECTRIC	4,500.00	4,500.00	493.69	0.00	1,864.50	41.43
921.000 NATURAL GAS/HEAT	2,500.00	2,500.00	67.46	0.00	133.91	5.36
930.001 MAINTENANCE COMM CENTER	10,500.00	10,500.00	222.30	93.14	848.21	8.97
930.020 MAINTENANCE - FERTILIZER	500.00	500.00	0.00	0.00	0.00	0.00
931.000 EQUIPMENT MAINT/REPAIR	2,000.00	2,000.00	0.00	0.00	298.26	14.91
937.000 IMPROVEMENTS	2,000.00	2,000.00	0.00	0.00	0.00	0.00
955.000 SUNDRY	1,000.00	1,000.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	750.00	750.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	7,057.36	0.00	7,057.36	35.29
Total Expenditure:	217,092.00	217,092.00	21,310.05	458.50	60,306.14	27.99
Total Dept 820.000 - SENIOR CENTER	217,092.00	217,092.00	21,310.05	458.50	60,306.14	27.99
TOTAL EXPENDITURES	609,085.00	609,085.00	(71,594.51)	229,042.68	200,391.04	70.50
Fund 208 - SENIORS, PARKS, LL TRAIL:						
TOTAL REVENUES	609,085.00	609,085.00	(23,299.23)	0.00	162,191.47	26.63
TOTAL EXPENDITURES	609,085.00	609,085.00	(71,594.51)	229,042.68	200,391.04	70.50
NET OF REVENUES & EXPENDITURES	0.00	0.00	48,295.28	(229,042.68)	(38,199.57)	100.00

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Dept 527.000 - SEWER OPERATING						
Account Type: Revenue						
653.000 O&M USAGE FEES	1,501,500.00	1,501,500.00	165,673.53	0.00	453,121.95	30.18
653.001 O&M LATE PENALTY	27,000.00	27,000.00	0.00	0.00	7,280.14	26.96
653.002 ADMIN FEE FOR DELINQ ON TAXES	22,000.00	22,000.00	0.00	0.00	22,340.60	101.55
664.001 INTEREST REVENUE - O&M ACCOUNTS	5,000.00	5,000.00	318.08	0.00	821.36	16.43
667.000 RENTAL INCOME	18,500.00	18,500.00	1,671.93	0.00	6,557.80	35.45
676.000 REIMBURSEMENTS & COST RECOVERY	12,000.00	12,000.00	0.00	0.00	7,980.72	66.51
677.000 SUNDRY	500.00	500.00	0.00	0.00	0.00	0.00
Total Revenue:	1,586,500.00	1,586,500.00	167,663.54	0.00	498,102.57	31.40
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	68,121.00	68,121.00	0.00	0.00	0.00	0.00
Total Transfers-In:	68,121.00	68,121.00	0.00	0.00	0.00	0.00
Total Dept 527.000 - SEWER OPERATING	1,654,621.00	1,654,621.00	167,663.54	0.00	498,102.57	30.10
Dept 537.000						
Account Type: Revenue						
637.300 PORTAGE MONTHLY SEWER OP	75,600.00	75,600.00	0.00	0.00	19,847.14	26.25
637.400 PORTAGE ADD'L FEES	10,000.00	10,000.00	0.00	0.00	0.00	0.00
Total Revenue:	85,600.00	85,600.00	0.00	0.00	19,847.14	23.19
Total Dept 537.000	85,600.00	85,600.00	0.00	0.00	19,847.14	23.19
Dept 538.000						
Account Type: Revenue						
607.000 NON-TAX ADMIN FEE	15,000.00	15,000.00	400.00	0.00	3,311.60	22.08
620.200 GRINDER PUMP INSTALLATION	150,000.00	150,000.00	6,271.05	0.00	24,545.09	16.36
626.000 Reinsp/inspection/easement/lgl	0.00	0.00	50.00	0.00	50.00	100.00
640.000 APPLICATION FEES - SEWERS	10,000.00	10,000.00	600.00	0.00	1,800.00	18.00
642.100 DIRECT TAP FEE	112,000.00	112,000.00	88,875.00	0.00	115,875.00	103.46
642.300 INDIRECT TAP FEE	442,500.00	442,500.00	0.00	0.00	127,500.00	28.81
644.100 MAIN LINE EXTENSION	50,000.00	50,000.00	0.00	0.00	9,809.45	19.62
646.200 GRINDER PUMP PURCHASE	100,000.00	100,000.00	5,140.00	0.00	44,800.00	44.80
646.300 REVENUE SALE OF GRINDER PUMPS	0.00	0.00	0.00	0.00	5,140.00	100.00
664.002 INTEREST REVENUE - CAPITAL ACCTS	5,000.00	5,000.00	2,518.49	0.00	7,664.33	153.29
675.590 CONTRIBUTED CAPITAL FROM OTHER	34,000.00	34,000.00	0.00	0.00	0.00	0.00
676.000 REIMBURSEMENTS & COST RECOVERY	0.00	0.00	0.00	0.00	616.00	100.00
Total Revenue:	918,500.00	918,500.00	103,854.54	0.00	341,111.47	37.14
Total Dept 538.000	918,500.00	918,500.00	103,854.54	0.00	341,111.47	37.14
Dept 539.000						
Account Type: Revenue						
472.000 SPECIAL ASSESSMENTS REVENUE	25,000.00	25,000.00	0.00	0.00	54.24	0.22
654.000 WWTP DEBT FEE	715,000.00	715,000.00	61,727.27	0.00	168,859.10	23.62
654.001 WWTP DEBT LATE PENALTY	12,000.00	12,000.00	0.00	0.00	3,167.73	26.40
664.003 INTEREST REVENUE SAD'S & OTHER	1,500.00	1,500.00	2,173.05	0.00	6,915.34	461.02
Total Revenue:	753,500.00	753,500.00	63,900.32	0.00	178,996.41	

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Total Dept 539.000	753,500.00	753,500.00	63,900.32	0.00	178,996.41	23.76
Dept 540.000						
Account Type: Revenue						
620.100 WATER METER INSTALLATION	300.00	300.00	0.00	0.00	100.00	33.33
637.500 WATER CONNECTION ADM FEE	2,000.00	2,000.00	0.00	0.00	700.00	35.00
654.500 WATER CHARGE O&M	40,000.00	40,000.00	0.00	0.00	25,805.75	64.51
654.501 WATER CHARGE PENALTY (10%)	1,000.00	1,000.00	0.00	0.00	202.75	20.28
664.001 INTEREST REVENUE - O&M ACCOUNTS	200.00	200.00	0.00	0.00	(83.04)	(41.52)
Total Revenue:	43,500.00	43,500.00	0.00	0.00	26,725.46	61.44
Total Dept 540.000	43,500.00	43,500.00	0.00	0.00	26,725.46	61.44
TOTAL REVENUES	3,455,721.00	3,455,721.00	335,418.40	0.00	1,064,783.05	30.81
Expenditures						
Dept 527.000 - SEWER OPERATING						
Account Type: Expenditure						
702.000 FULL-TIME EMPLOYEE SALARIES	424,096.00	424,096.00	36,815.57	0.00	144,826.54	34.15
702.500 LEAVE TIME PAYOUT	1,675.00	1,675.00	0.00	0.00	572.52	34.18
704.000 PART-TIME EMPLOYEE SALARIES	6,750.00	6,750.00	678.11	0.00	7,851.96	116.33
704.100 PER DIEM	1,560.00	1,560.00	130.00	0.00	520.00	33.33
709.000 TOWNSHIP FICA	37,100.00	37,100.00	2,965.83	0.00	13,082.38	35.26
713.000 OVERTIME	47,500.00	47,500.00	985.32	0.00	16,672.73	35.10
716.000 DEFINED CONTRIBUTION	47,851.00	47,851.00	4,240.62	0.00	18,486.15	38.63
718.000 HEALTH/DENTAL/VISION INSURANCE	84,800.00	84,800.00	8,085.36	0.00	38,974.74	45.96
725.100 LONG/SHORT TERM DISABILITY	3,800.00	3,800.00	0.00	0.00	951.78	25.05
725.200 LIFE INSURANCE	571.00	571.00	0.00	0.00	203.89	35.71
727.000 WORKERS' COMPENSATION	8,668.00	8,668.00	0.00	0.00	2,204.56	25.43
751.100 GRINDER PUMP PARTS	325,000.00	325,000.00	88,737.00	29,340.00	127,677.00	48.31
751.200 GRINDER PUMP CORES	130,000.00	130,000.00	0.00	0.00	0.00	0.00
752.000 SUPPLIES & SMALL EQUIPMENT	25,000.00	25,000.00	1,777.12	243.92	7,634.03	31.51
758.000 DIESEL FUEL	2,000.00	2,000.00	0.00	0.00	768.57	38.43
759.000 VEHICLE FUEL	12,000.00	12,000.00	1,175.74	0.00	6,134.12	51.12
768.000 UNIFORMS/ACCESSORIES	10,000.00	10,000.00	2,204.79	623.98	4,465.76	50.90
801.000 CONTRACTUAL SERVICES	12,000.00	12,000.00	3,420.00	0.00	15,187.70	126.56
826.000 LEGAL FEES	1,000.00	1,000.00	0.00	0.00	0.00	0.00
840.000 LIABILITY/CASUALTY INSURANCE	27,000.00	27,000.00	0.00	0.00	1,615.69	5.98
843.000 MISC MEDICAL EXPENSES	2,000.00	2,000.00	0.00	0.00	0.00	0.00
851.000 POSTAGE	7,500.00	7,500.00	2,174.71	0.00	3,835.23	51.14
853.000 PHONE/COMM/INTERNET	16,000.00	16,000.00	1,198.75	0.00	3,016.06	18.85
900.000 LEGAL NOTICES/ADVERTISING	400.00	400.00	70.00	0.00	70.00	17.50
910.000 PROFESSIONAL DEVELOPMENT	4,000.00	4,000.00	0.00	0.00	164.00	4.10
917.500 TREATMENT EXPENSE	115,000.00	115,000.00	29,590.94	0.00	29,590.94	25.73
920.000 ELECTRIC	30,000.00	30,000.00	1,866.77	0.00	6,189.07	20.63
921.000 NATURAL GAS/HEAT	4,000.00	4,000.00	225.36	0.00	610.61	15.27
930.010 SEWER MAINTENANCE GARAGE	1,500.00	1,500.00	0.00	0.00	556.00	37.07
930.011 ENTERPRISE POLE BARN (ORIGINAL)	500.00	500.00	2,191.15	0.00	2,191.15	438.23
931.000 EQUIPMENT MAINT/REPAIR	2,500.00	2,500.00	874.52	0.00	885.95	35.44
932.000 VEHICLE MAINTENANCE	4,000.00	4,000.00	0.00	0.00	584.00	14.60
933.000 SOFTWARE MAINTENANCE	2,000.00	2,000.00	201.84	574.83	596.58	
934.100 PUMP & MAIN REPAIR/MAINTENANCE	80,000.00	80,000.00	12,987.00	50,999.29	85,833.60	
934.200 GRINDER PUMP REPLACEMENT	78,000.00	78,000.00	2,450.00	0.00	48,707.75	



## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 10/31/2022

% Fiscal Year Completed: 33.70

Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
946.000 ENGINEERING SERVICES	10,000.00	10,000.00	0.00	0.00	2,371.50	23.72
955.000 SUNDRY	500.00	500.00	0.00	0.00	60.00	12.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	4,000.00	4,000.00	0.00	0.00	1,256.89	31.42
968.000 DEPRECIATION	750,000.00	750,000.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	0.00	819.65	819.65	8.20
980.017 CAPITAL IMPROVEMENTS-SEWER LOOP (ARPA)	0.00	0.00	203,485.00	0.00	203,485.00	100.00
981.000 CAPITAL EXPENSE - VEHICLE	28,000.00	28,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	2,368,271.00	2,368,271.00	408,531.50	82,601.67	798,654.10	37.21
Account Type: Transfers-Out						
999.101 TRANSFER OUT GENERAL FUND	57,500.00	57,500.00	0.00	0.00	14,375.01	25.00
Total Transfers-Out:	57,500.00	57,500.00	0.00	0.00	14,375.01	25.00
Total Dept 527.000 - SEWER OPERATING	2,425,771.00	2,425,771.00	408,531.50	82,601.67	813,029.11	36.92
Dept 537.000						
Account Type: Expenditure						
752.000 SUPPLIES & SMALL EQUIPMENT	20,000.00	20,000.00	1,148.02	1,382.43	5,797.00	35.90
753.000 CHEMICALS	25,000.00	25,000.00	0.00	0.00	8,753.20	35.01
758.000 DIESEL FUEL	250.00	250.00	0.00	0.00	969.16	387.66
853.000 PHONE/COMM/INTERNET	250.00	250.00	0.00	158.41	196.23	141.86
910.000 PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	0.00	0.00
917.600 SLUDGE REMOVAL EXPENSE WWTP	55,000.00	55,000.00	0.00	0.00	0.00	0.00
919.000 TRASH DISPOSAL	1,500.00	1,500.00	124.42	0.00	373.26	24.88
920.000 ELECTRIC	75,000.00	75,000.00	5,076.76	0.00	16,317.50	21.76
921.000 NATURAL GAS/HEAT	25,000.00	25,000.00	16.60	0.00	62.64	0.25
930.007 BUILDING MAINTENANCE - WWTP	2,500.00	2,500.00	42.30	0.00	339.60	13.58
931.000 EQUIPMENT MAINT/REPAIR	8,000.00	8,000.00	0.00	0.00	5,705.42	71.32
934.100 PUMP & MAIN REPAIR/MAINTENANCE	15,000.00	15,000.00	2,298.34	22,703.55	15,743.42	256.31
946.000 ENGINEERING SERVICES	12,000.00	12,000.00	0.00	0.00	90.00	0.75
952.000 LAB ANALYSIS - WWTP	9,000.00	9,000.00	498.00	0.00	4,337.00	48.19
952.100 LAB ANALYSIS FEES - PORTAGE	10,000.00	10,000.00	420.00	0.00	3,052.00	30.52
955.000 SUNDRY	250.00	250.00	0.00	0.00	0.00	0.00
955.100 ANNUAL GRNDWATER DISCHARGE FEE	5,000.00	5,000.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	(420.00)	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	7,500.00	7,500.00	1,004.00	0.00	1,004.00	13.39
Total Expenditure:	272,750.00	272,750.00	10,208.44	24,244.39	62,740.43	31.89
Total Dept 537.000	272,750.00	272,750.00	10,208.44	24,244.39	62,740.43	31.89
Dept 538.000						
Account Type: Expenditure						
946.000 ENGINEERING SERVICES	2,500.00	2,500.00	0.00	0.00	0.00	0.00
955.000 SUNDRY	1,000.00	1,000.00	60.00	0.00	510.00	51.00
Total Expenditure:	3,500.00	3,500.00	60.00	0.00	510.00	14.57
Account Type: Transfers-Out						
999.101 TRANSFER OUT G/F ADMIN FEE	57,500.00	57,500.00	0.00	0.00	14,375.01	25.00
Total Transfers-Out:	57,500.00	57,500.00	0.00	0.00	14,375.01	25.00
Total Dept 538.000	61,000.00	61,000.00	60.00	0.00	14,885.01	24.40
Dept 539.000						

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REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP  
 PERIOD ENDING 10/31/2022  
 % Fiscal Year Completed: 33.70

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Item 19.

ACCOUNT DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 10/31/2022	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
Account Type: Expenditure						
991.000 DEBT SERVICE - PRINCIPAL	525,000.00	525,000.00	0.00	0.00	0.00	0.00
992.000 INTEREST EXPENSE	130,000.00	130,000.00	0.00	0.00	60,807.21	46.77
993.000 AGENT FEES	1,200.00	1,200.00	0.00	0.00	0.00	0.00
Total Expenditure:	656,200.00	656,200.00	0.00	0.00	60,807.21	9.27
Total Dept 539.000	656,200.00	656,200.00	0.00	0.00	60,807.21	9.27
Dept 540.000						
Account Type: Expenditure						
917.900 WATER PURCHASE CITY OF BRIGHTON	40,000.00	40,000.00	28,632.00	0.00	28,632.00	71.58
Total Expenditure:	40,000.00	40,000.00	28,632.00	0.00	28,632.00	71.58
Total Dept 540.000	40,000.00	40,000.00	28,632.00	0.00	28,632.00	71.58
TOTAL EXPENDITURES	3,455,721.00	3,455,721.00	447,431.94	106,846.06	980,093.76	31.45
Fund 590 - SEWER FUND:						
TOTAL REVENUES	3,455,721.00	3,455,721.00	335,418.40	0.00	1,064,783.05	30.81
TOTAL EXPENDITURES	3,455,721.00	3,455,721.00	447,431.94	106,846.06	980,093.76	31.45
NET OF REVENUES & EXPENDITURES	0.00	0.00	(112,013.54)	(106,846.06)	84,689.29	100.00
TOTAL REVENUES - ALL FUNDS	16,567,071.00	16,567,071.00	807,027.87	(2,391.16)	2,388,589.32	14.40
TOTAL EXPENDITURES - ALL FUNDS	16,567,071.00	16,567,071.00	1,153,857.17	591,662.92	5,171,633.08	34.79
NET OF REVENUES & EXPENDITURES	0.00	0.00	(346,829.30)	(594,054.08)	(2,783,043.76)	100.00

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 10/01/2022 TO 10/31/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund 101	General Fund				
002.000	CASH/SAVINGS	4,401,097.49	987,187.52	730,684.10	4,657,600.91
002.100	ARPA FUNDING	2,285,711.74	0.00	0.00	2,285,711.74
002.179	TPA HEALTH CARE REIMB	5,761.22	0.00	1,602.87	4,158.35
002.200	ESCROW PERFORMANCE BONDS	125,332.75	0.00	2,132.00	123,200.75
002.279	ZONING REVIEW ESCROW	161,332.96	148.99	0.00	161,481.95
002.701	CASH 701 FUND	0.00	0.00	0.00	0.00
004.000	PETTY CASH	200.00	0.00	0.00	200.00
004.100	SENIOR CENTER PETTY CASH	300.00	0.00	0.00	300.00
008.000	CHANGE ACCOUNT	250.00	0.00	0.00	250.00
008.003	HAYCRK/CHAMBERSRDCONSTESCROW	40,806.47	0.00	0.00	40,806.47
008.004	HAYCRK/CHAMBERSRDENGESCROW	27,132.23	0.00	0.00	27,132.23
	General Fund	7,047,924.86	987,336.51	734,418.97	7,300,842.40
Fund 151	CEMETERY TRUST FUND				
003.005	RESTRICTED CEMETERY TRUST	7,691.72	7.10	0.00	7,698.82
Fund 204	Road Fund				
002.000	CASH/SAVINGS	664,695.07	500.30	135,590.00	529,605.37
Fund 206	Fire Fund				
002.000	CASH/SAVINGS	1,084,773.18	861.06	185,678.23	899,956.01
004.000	PETTY CASH	300.00	0.00	0.00	300.00
	Fire Fund	1,085,073.18	861.06	185,678.23	900,256.01
Fund 207	Police Fund				
002.000	CASH/SAVINGS	(168,110.23)	4,084.45	211,026.36	(375,052.14)
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	Police Fund	(167,910.23)	4,084.45	211,026.36	(374,852.14)
Fund 208	SENIORS, PARKS, LL TRAIL				
002.000	CASH/SAVINGS	802,426.13	127,552.77	84,150.45	845,828.45
Fund 211	Act 302 Training Fund				
002.000	CASH/SAVINGS	542.57	0.00	0.00	542.57
Fund 243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND				
002.000	CASH/SAVINGS	6,523.21	0.00	0.00	6,523.21
Fund 245	Public/Capital Improvements				
002.000	CASH/SAVINGS	11,626.41	0.00	11,626.41	0.00
Fund 265	Drug Enforcement Fund				
002.000	CASH/SAVINGS	2,574.74	7.22	0.00	2,581.96
002.003	FEDERAL FORFEITURE FUNDS	980.13	0.00	0.00	980.13
002.005	STATE FORFEITURE FUNDS	142.23	0.00	0.00	142.23
	Drug Enforcement Fund	3,697.10	7.22	0.00	3,704.32
Fund 272	Rustic/Lake Pointe Road SAD				
002.000	CASH/SAVINGS	(421.25)	0.00	0.00	(421.25)
Fund 273	Scott Drive ROAD SAD				
002.000	CASH/SAVINGS	(1,092.55)	0.00	0.00	(1,092.55)
Fund 274	Crystal Drive/Beach Rd Maint				
002.000	CASH/SAVINGS	70.04	0.00	0.00	70.04
Fund 275	Norene Ct/Peary Dr SAD - Rd Mn				
002.000	CASH/SAVINGS	3,060.47	0.00	0.00	3,060.47
Fund 276	Community Dr SAD - Road Maint				
002.000	CASH/SAVINGS	(94.96)	0.00	0.00	(94.96)

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 10/01/2022 TO 10/31/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund 277 002.000	Edgelake/Burton Drive SAD CASH/SAVINGS	(31.62)	0.00	0.00	(31.62)
Fund 278 002.000	Downing Drive SAD CASH/SAVINGS	2,008.72	0.00	0.00	2,008.72
Fund 279 002.000	Riverside/Century/Lagoon SAD CASH/SAVINGS	(4,482.35)	0.00	0.00	(4,482.35)
Fund 280 002.000	Island Shore/Schlenker SAD CASH/SAVINGS	122.00	0.00	0.00	122.00
Fund 281 002.000	Campbell Drive SAD CASH/SAVINGS	1,855.86	0.00	0.00	1,855.86
Fund 282 002.000	Mumford Park Lighting SAD CASH/SAVINGS	(403.86)	0.00	133.77	(537.63)
Fund 283 002.000	KINGSTON DRIVE MAINTENANCE SAD CASH/SAVINGS	(447.31)	0.00	0.00	(447.31)
Fund 284 002.000	Winans Drive SAD CASH/SAVINGS	(82.08)	0.00	0.00	(82.08)
Fund 285 002.000 003.497	STRAWBERRY INDIANOLA IMP SAD CASH/SAVINGS S'BERRY INDIANOLA DEBT CASH	(1,334.40) 106,960.78	0.00 97.55	0.00 0.00	(1,334.40) 107,058.33
	STRAWBERRY INDIANOLA IMP SAD	105,626.38	97.55	0.00	105,723.93
Fund 286 002.000	SHAN-GRI-LA AQUATIC WEED CONTROL CASH/SAVINGS	251.54	0.00	0.00	251.54
Fund 287 002.000 003.499	DOWNING DR ROAD IMP SAD CASH/SAVINGS DOWNING DEBT CASH	(560.79) 30,155.70	0.00 27.33	0.00 0.00	(560.79) 30,183.03
	DOWNING DR ROAD IMP SAD	29,594.91	27.33	0.00	29,622.24
Fund 302 002.000 002.302	Twp FIRE STN Cap Imp Debt Ser CASH/SAVINGS CASH	0.00 115,669.04	0.00 106.82	0.00 0.00	0.00 115,775.86
	Twp FIRE STN Cap Imp Debt Ser	115,669.04	106.82	0.00	115,775.86
Fund 375 002.000 003.908	Mumford Dredging Debt Retirement CASH/SAVINGS 2004 BOND DEBT	(51.97) 4,360.61	0.00 0.00	0.00 0.00	(51.97) 4,360.61
	Mumford Dredging Debt Retirement	4,308.64	0.00	0.00	4,308.64
Fund 376 002.000	Buhl Rd Improve. Debt Retirement CASH/SAVINGS	13,643.14	0.00	13,643.14	0.00
Fund 590 002.000 002.002 002.008 002.590 002.908 003.590 003.905 003.906 003.908 003.912 003.918 005.465	SEWER FUND CASH/SAVINGS WATER RECEIPTS FROM BILLS CASH - INFRASTRUCTURE DEPOSIT SAVINGS - O&M 2004 BOND SERIES CONSTRUCTION SAVINGS - CAP ACTIVITY-ENTERPRS 98 CONTRACT SAD'S RESTRICTED 01 CSAD'S/MA/TOW/GALL-WHT/BCK 2004 BOND DEBT MIDLAND SEWER CONTRACT SAD DEBT NIMS CONTRACT SAD SEWER CONNECTION WWTP BOND RESERVE	0.00 185,963.43 0.00 (190,605.47) 722,496.24 1,092,817.39 102,480.83 874,535.06 156,585.38 5,041.02 38,727.93 468,143.97	925,314.30 21,855.88 0.00 205,686.78 318.08 103,055.18 94.64 807.65 144.61 4.66 0.00 432.34	925,314.30 0.00 0.00 342,632.37 625,400.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 207,819.31 0.00 (327,551.06) 97,414.32 1,195,872.57 102,575.47 875,342.71 156,729.99 5,045.60 38,727.93 468,511.31

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 10/01/2022 TO 10/31/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
006.465	WWTP PRINCIPAL/INTER REDEMPTN	672,595.15	76,867.58	2,555.70	746,907.03
006.590	EQUIPMENT RESERVE - ENTERPRISE	1,493,590.49	1,379.36	0.00	1,494,969.85
	SEWER FUND	5,622,371.42	1,335,961.06	1,895,902.37	5,062,430.11
Fund 591	WATER DEBT SERVICE FUND				
002.000	CASH/SAVINGS	66,874.25	61.76	0.00	66,936.01
003.907	WATER SYSTEM DEBT (Well)	1,622.28	1.50	0.00	1,623.78
003.910	M36 CORRIDOR WATER DISTRICT DEBT	370,062.95	341.76	0.00	370,404.71
	WATER DEBT SERVICE FUND	438,559.48	405.02	0.00	438,964.50
Fund 703	Winter Tax Collection Fund				
002.000	CASH/SAVINGS	8,996,749.95	84,268.71	9,046,961.45	34,057.21
Fund 805	SPECIAL ASSESSMENT CAPITAL PROJECT FUND				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 811	PETTYS ROAD REHAB DISTRICT				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 854	2020-ROAD SAD FUND				
000.000	DEFERRED REVENUE	0.00	0.00	0.00	0.00
002.000	CASH/SAVINGS	293,630.31	1,038.84	0.00	294,669.15
002.854	2020 SAD ROAD IMPROVE	826,674.55	4,565.23	0.00	831,239.78
	2020-ROAD SAD FUND	1,120,304.86	5,604.07	0.00	1,125,908.93
Fund 857	HILLSIDE LAKES DRIVE ROAD IMPROVEMENT SA				
002.000	CASH/SAVINGS	1,940.42	0.00	0.00	1,940.42
	TOTAL - ALL FUNDS	25,911,370.91	2,546,819.97	12,319,131.15	16,139,059.73



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## **TAB 2**

### **CASH FLOW ANALYSIS/DEBT PAYMENT SCHEDULES**

The cash flow analysis is included in tab 2. The cash flow analysis has actual cash flows for October 2022.

The funds included in the pooled cash flow are general, fire, police, parks, public capital improvements and sewer operations and maintenance, WWTP debt accounts, cemetery, sewer equipment reserve, road maintenance SADs, performance bonds, SAD debt and escrows.

Tab 2 also includes a debt payment schedules for fiscal year 2022-23.

The cash flow analysis and the debt payment schedules assist the Treasurer's staff in determining maturity dates on future investments by determining cash needs for each month.

HAMBURG TOWNSHIP									
DEBT PAYMENT SCHEDULE									
FISCAL YEAR 2022-23									
			PRIN &			PRINCIPAL			
	DEBT	INTEREST	INTEREST	ADMIN FEE	AMOUNT	OUTSTANDING			
	ISSUE	DUE DATE	DUE DATE	DUE DATE	DUE	FY 2022-23	principal	interest	Terms
\$2,595,000 Bond Sale	12 REFUNDING (04 SAD)	10/1/2022			3,075	205,000		3,075	10/1/2022
	12 REFUNDING (04 SAD)		4/1/2023		205,000		205,000	3,075	
	12 REFUNDING (04 SAD)			4/1/2023	750				
\$1,1730,000 Bond Sale	12 REFUNDING (2002 WATER)			4/1/2023	750	820,000			10/1/2031
	12 REFUNDING (2002 WATER)	4/1/2023			14,900			16,400	
	12 REFUNDING (2002 WATER)		10/1/2022		114,900		100,000	14,900	
\$1,455,000 Bond Sale	2008 WATER SYS PROJ	10/1/2022			15,625	525,000		15,625	4/1/2028
	2008 WATER SYS PROJ			4/1/2023	750				
	2008 WATER SYS PROJ		4/1/2023		115,625		100,000	15,625	
5308-01 Project MFA	2009 ORE LAKE SRF	4/1/2023			6,928	489,202		6,928	10/1/2029
	2009 ORE LAKE SRF		10/1/2022		71,927		65,000	6,927	
\$445,000 SAD Bond Sale	2010 IND/DOWNING	10/1/2022			4,713	137,000		4,713	
	2010 IND/DOWNING	4/1/2023			29,713		25,000	4,713	4/1/2030
5301-01 Project MFA	2010 WWTP IMP		10/1/2022		190,875	1,500,000	170,000	20,875	10/1/2030
	2010 WWTP IMP	4/1/2023			18,750			18,750	
\$4,590,000 Bond Sale	2007 WWTP REFUNDING	7/1/2022			294,684	1,160,000	265,000	-	7/1/2026
	2007 WWTP REFUNDING			1/1/2023	750		-		
	2007 WWTP REFUNDING		1/1/2023		24,219		-	24,219	
\$3,315,000 Bond Sale	Special Assessments	10/1/2022			14,735	2,740,000		14,735	4/1/2030
			4/1/2023		354,735		340,000	14,735	
		7/1/2022			750				
					1,734,003	7,815,902	1,509,700	194,694	
								1,700,644	Including yearly
									fees





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 Hamburg, MI 48139  
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## TAB 3

### PROPERTY TAXES:

#### Fiscal Year 2022/23:

The 2022/23 tax collection cycle began July 1, 2022 and will end March 1, 2023. All unpaid tax bills on March 2, 2023 will be turned over delinquent to the Livingston County Treasurer for further collection efforts. Hamburg Township will no longer be able to collect payments on those tax bills turned over. Any unpaid tax bills must be paid directly to the Livingston County Treasurer.

The first section of Tab 3 contains a 10-year comparison table of the following information: 1) taxable values for all properties in Hamburg Township; 2) taxes billed on all properties; and, 3) the percentage of delinquent tax bills sent to Livingston County.

Section 2 of Tab 3 is a chart of the past 10 years of annual budgeted millage rate.

Section 3 of Tab 3 is a table that shows the millage rates for each taxing entity for which the township collects taxes. These entities are Hamburg Township, Hamburg Township Library, Livingston County, Pinckney, Brighton, and Dexter Schools, Livingston and Washtenaw County Intermediate School Districts, and Dexter Library.

Hamburg Township  
Fiscal Year 2022-23 Annual Budget  
History of Taxable Values

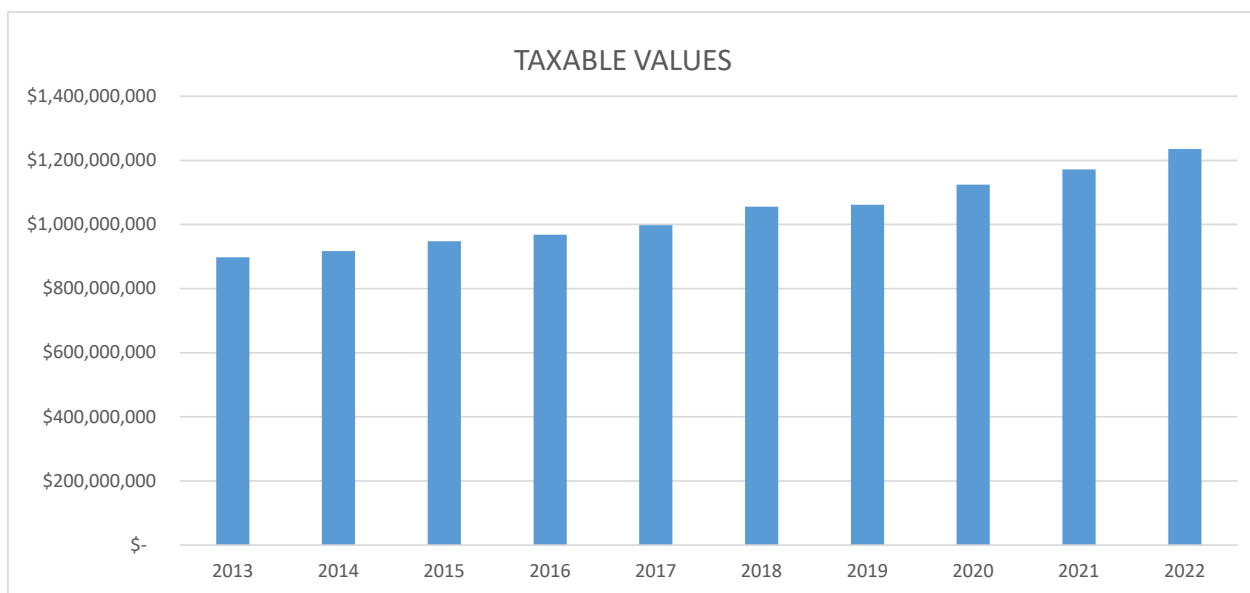
Item 19.

**Property Taxes:**

Property taxes are expressed in terms of millage with one mill being equal to \$1.00 per thousand dollars of taxable v. Assessing records maintain two values for each property in the Township. Prior to Proposal A, all property was taxed based on the State Equalized Value (S.E.V.), which represents 50% of true cash value. Proposal A limits the increase in value attributed to market changes to the lower of 5% or the Inflation Rate Multiplier (previously referred to as Consumer Price Index). The one exception refers to properties that change ownership, which brings the taxable value back up to the S.E.V.

The following shows recent history of taxable values and percentage change from prior year.

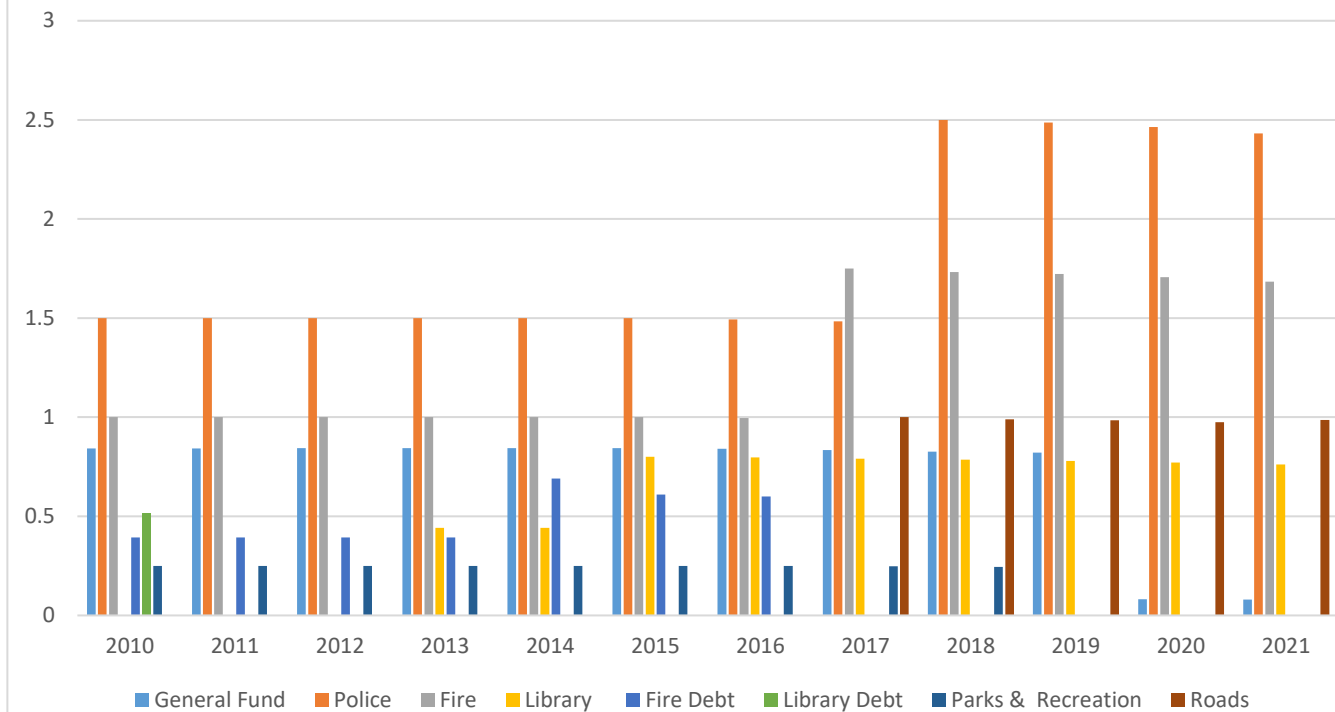
Tax Year	Taxable Value
2013	\$ 897,809,412
2014	\$ 917,520,530
2015	\$ 948,085,112
2016	\$ 967,818,734
2017	\$ 997,810,022
2018	\$ 1,055,544,188
2019	\$ 1,061,210,928
2020	\$ 1,123,880,169
2021	\$ 1,171,442,304
2022	\$ 1,235,111,138



Hamburg Township  
Fiscal Year 2022-2023 Annual Budget  
Millage Rate History  
Actual from Fiscal Year 2010 - 2021

Fiscal Year	General Fund	Police	Fire	Library	Fire Debt	Library Debt	Parks & Recreation	Roads
2010	0.8422	1.5000	1.0000		0.3932	0.5159	0.2500	
2011	0.8422	1.5000	1.0000		0.3932		0.2500	
2012	0.8442	1.5000	1.0000		0.3932		0.2500	
2013	0.8442	1.5000	1.0000	0.4418	0.3932		0.2500	
2014	0.8442	1.5000	1.0000	0.4418	0.6904		0.2500	
2015	0.8442	1.5000	1.0000	0.8000	0.6100		0.2500	
2016	0.8405	1.4935	0.9957	0.7965	0.6000		0.2489	
2017	0.8349	1.4836	1.7500	0.7912			0.2472	1.000
2018	0.8262	2.5000	1.7318	0.7859			0.2445	0.9896
2019	0.8217	2.4867	1.7226	0.7787				0.9843
2020	0.08143	2.4645	1.7072	0.7717				0.9755
2021	0.08034	2.4317	1.6844	0.7614				0.9867

Millage Rate History



\*\* Fire Millage voted in August of 2016  
\*\* Road Millage voted in August of 2016  
\*\* Police millage voted in August 2018

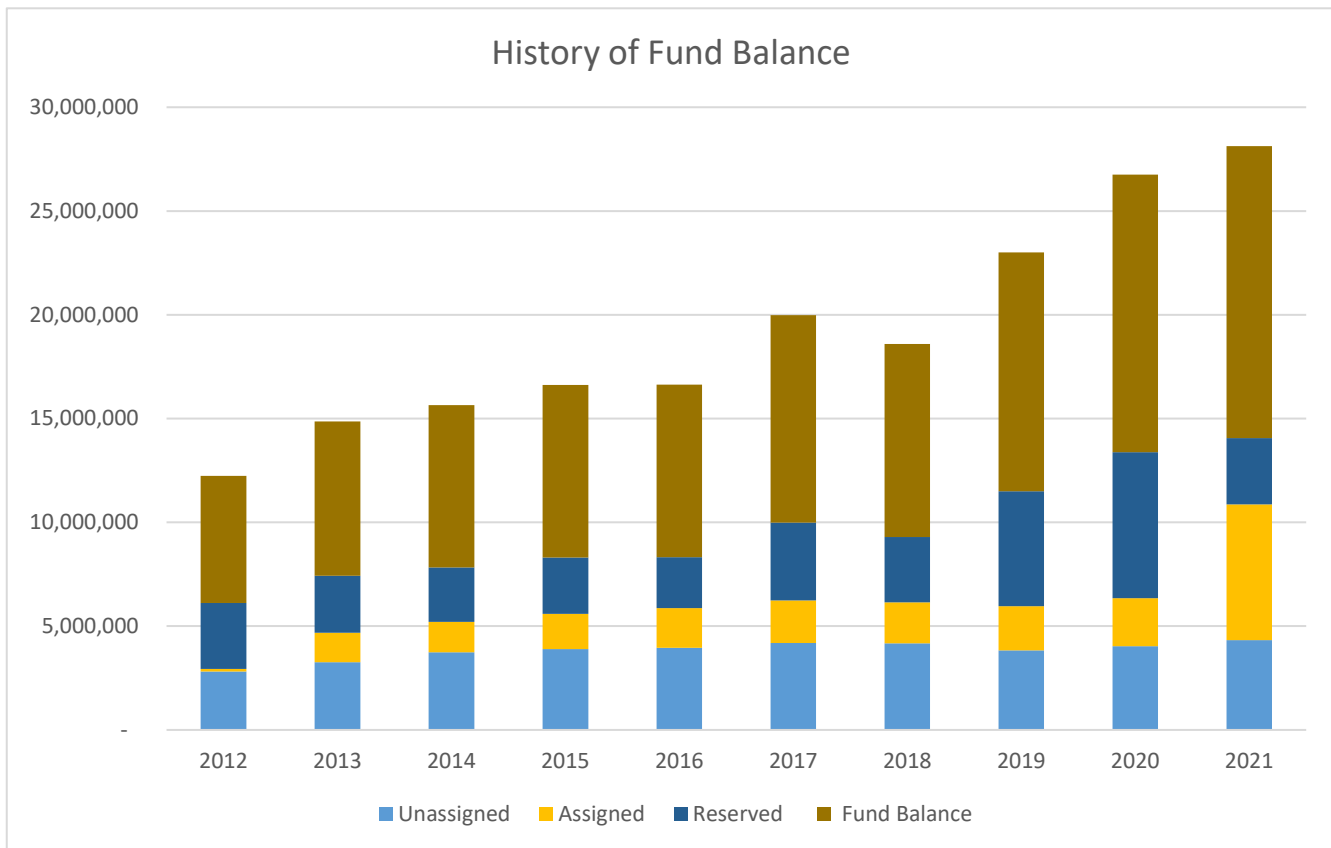
Hamburg Township  
Fiscal Year 2022-23 Annual Budget  
History of Fund Balance

Year End	Unreserved Unassigned	Designated Assigned	Restricted Reserved	Total Fund Balance
2012	2,822,180	109,700	3,188,111	6,119,991
2013	3,256,455	1,430,998	2,743,028	7,430,481
2014	3,741,357	1,459,918	2,626,759	7,828,034
2015	3,889,089	1,706,751	2,712,022	8,307,862
2016	3,957,943	1,909,150	2,451,521	8,318,614
2017	4,187,873	2,054,559	3,749,157	9,991,589
2018	4,173,323	1,968,604	3,158,128	9,300,055
2019	3,837,996	2,117,364	5,550,531	11,505,891
2020	4,027,984	2,325,398	7,020,424	13,373,806
2021	4,322,432	6,538,932	3,203,356	14,064,720

Restricted/Reserved: Prepaid, Long term receivables, Roads, Police, Fire, Debt service, Parks & Recreation,  
Cemetery, SAD Maint.

Unreserved/Unassigned: General Fund

Assigned: library, Building Maintenance, Equipment, Vehicles, Flood Prevention





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## TAB 4

### MONTHLY BANK AND INVESTMENT REPORT:

Fiscal Year 2022/23:

The information in this tab includes:

- 1) Name of financial institution in which Hamburg Township has money deposited/invested
- 2) Type of account
- 3) Amount in account
- 4) Interest rate
- 5) Maturity rate of investment, if applicable.

The Township invests cash not needed for immediate purchases into various investments such as certificates of deposit. The maturity dates on CDs are “laddered” so that one or more matures in order to meet projected cash flow needs. The laddering strategy ensures that funds are invested for optimal earnings while keeping funds available for day-to-day expenses and for debt service payments.

Property tax collection season is from July 1 through February 28 of the following year. The Township is the collection point for township, school and county millages. During tax collection season, much of the cash in the pooled account is waiting for distribution to taxing entities outside of the township.

Other cash balances in the pooled account and in investments are restricted for future debt service payments for bonds used to finance special assessment districts.

**Monthly Report****10/31/2022**

BANK	TOTAL BAL	BALANCE VERIFICATION DATE
MICHIGAN CLASS	\$ 4,060,324.19	10/31/2022
FLAGSTAR	\$2,535,169.90	10/31/2022
STATE BANK	\$3,020,476.96	10/31/2022
CIBC	\$1,269,283.93	10/31/2022
MICHIGAN STATE CREDIT UNION	\$1,205,204.54	10/31/2022
PFM	\$2,002,996.00	10/31/2022
HORIZON BANK	\$1,245,000.00	10/31/2022
ROBERT BAIRD & CO.	\$750,017.92	10/31/2022
Total	\$16,088,473.44	
final numbers		

**Michigan Class****10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE		INT EARNED	CURRENT BAL
POOLED	CASH	MONEY MKT		3.15%		11377.36	\$ 4,060,324.19
BANK TOTAL						\$ 11,377.36	\$ 4,060,324.19

\*\*interest payment does not affect the montly current balance; funds hit the pooled account

**Flagstar CDARS CD's****10/31/2022**

	INV NAME	INV/RENEW	MATURITY	INT RATE			CURRENT BAL
1998 SEWER SAD	WESTERN ALLIANCE BANK	10/27/2022	4/27/2023	3.15%		\$57.96	\$58,205.75
2004 SAD CONSTRUCTION	RIVER CITY BANK	8/11/2022	2/9/2023	2.35%			\$187,246.52
2004 SAD CONSTRUCTION	BANK OF AMERICA	10/27/2022	4/27/2023	3.15%		\$318.08	\$243,500.00
2004 SAD CONSTRUCTION	FIRST HORIZON BANK	10/27/2022	4/27/2023	3.15%			\$75,931.27
HEY CREEK CONSTRUCTION	BANK OF AMERICA	8/18/2022	2/16/2023	2.35%			\$40,369.19
HEY CREEK ENGINEERING	CD TERMS 30 DAYS	8/24/2022	12/22/2022	2.25%			\$27,569.51
2004 SAD CONSTRUCTION	CD TERMS 62 DAYS	8/22/2022	1/24/2023	2.40%			\$57,258.76
POOLED	CD TERMS 120 DAYS	7/13/2022	11/10/2022	1.50%			\$23,917.38
POOLED	CD TERMS 90 DAYS	9/22/2022	12/21/2022	2.90%			\$54,362.76
POOLED	CD TERMS 180 DAYS	7/27/2022	1/23/2023	1.75%			\$54,286.36

POOLED	CD TERMS 185 DAYS	9/12/2022	3/16/2023	2.55%			\$54,349.21
POOLED	CD TERMS 180 DAYS	6/24/2022	12/21/2022	1.75%			\$250,000.00
POOLED	checking account			0.60%		<b>\$876.05</b>	\$1,398,406.71
PAYROLL	checking account						
DISBURSEMENT	checking account						
HEALTH REIMBURSEMENT	reimbursement account			0.60%		<b>\$3.36</b>	\$6,062.16
FEDERAL DRUG	savings account			2.32%		<b>\$7.22</b>	\$3,704.32
						<b>\$1,262.67</b>	<b>\$2,535,169.90</b>

**CIBC****10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	5/16/2022	11/14/2022	1.20%	\$269,283.93		\$269,283.93
POOLED	CD	9/26/2022	9/26/2023	3.45%	\$250,000.00		\$250,000.00
POOLED	CD	9/26/2022	3/25/2023	3.25%	\$250,000.00		\$250,000.00
POOLED	CD	5/24/2022	5/24/2023	1.50%	\$500,000.00		\$500,000.00
					<b>\$1,269,283.93</b>		<b>\$1,269,283.93</b>

**The State Bank****10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
MONEY MARKET	MONEY MARKET	1/14/2019		2.27%	\$3,015,779.51	<b>\$ 4,275.90</b>	\$3,020,055.41
POOLED	ICS sweep	10/18/2019		1.00%	\$251.71	<b>\$ 0.21</b>	\$251.92
	sweep account			0.99%	\$179.48	<b>\$ (9.85)</b>	\$169.63
	dormant fee						
<b>BANK TOTAL</b>					<b>\$3,016,210.70</b>	<b>\$ 4,266.26</b>	<b>\$3,020,476.96</b>



**Michigan State Credit Union**  
**10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	7/21/2022	1/21/2023	0.55%	\$504,002.80		\$504,002.80
POOLED	CD	4/30/2022	5/30/2023	1.05%	\$201,196.74		\$201,196.74
POOLED	CD	5/26/2022	11/26/2022	0.95%	\$500,000.00		\$500,000.00
General Account	Savings account				\$5.00		\$5.00
					<b>\$1,205,204.54</b>		<b>\$1,205,204.54</b>

**PFM**
**10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	TERM RATE	9/21/2022	12/21/2022	3.50%	\$502,996.00		\$502,996.00
POOLED	TERM RATE	3/25/2022	12/20/2022	1.31%	\$500,000.00		\$500,000.00
POOLED	TERM RATE	7/18/2022	1/11/2023	3.05%	\$500,000.00		\$500,000.00
POOLED	TERM RATE	7/18/2022	4/17/2023	3.40%	\$500,000.00		\$500,000.00
					<b>\$2,002,996.00</b>		<b>\$2,002,996.00</b>

**Horizon Bank**
**10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	4/13/2022	4/8/2023	1.62%	\$245,000.00		\$245,000.00
POOLED	CD	6/28/2022	12/27/2022	1.87%	\$500,000.00		\$500,000.00
POOLED	CD	9/26/2022	9/26/2023	3.97%	\$250,000.00		\$250,000.00
POOLED	CD	9/26/2022	3/27/2023	3.67%	\$250,000.00		\$250,000.00
					<b>\$1,245,000.00</b>		<b>\$1,245,000.00</b>

**Robert Baird & Co.**
**10/31/2022**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
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**Hamburg Township  
Approved Financial Institutions  
Revised 11/17/2022**

Item 19.

**Ann Arbor State Bank  
125 W. William St.  
Ann Arbor, MI 48104**

**Brighton Commerce Bank  
8700 No. Second Street  
Brighton, MI 48116**

**CIBC  
34901 Woodward Avenue  
Suite 200  
Birmingham, MI 48009**

**Comerica Bank  
Municipalities Group  
PO Box 75000  
Detroit, MI 48226**

**Fifth Third Bank  
Public Funds Banking  
1000 Town Center, Suite 1400  
Southfield, MI 48075**

**First National Bank  
101 East Grand River  
Howell, MI 48843**

**Flagstar Bank  
Public Funds Group  
5151 Corporate Drive  
Troy, MI 48098**

**Huntington Bank  
801 W. Big Beaver Rd.  
Troy, MI 48084**

**JP Morgan Chase  
Municipal Banking Group  
620 S. Capitol Ave  
Lansing, MI 48933**

**Level One  
32991 Hamilton Ct  
Farmington Hills, MI 48334**

**Michigan Class  
3135 S. State Street, Suite 108  
Ann Arbor, MI 48108**

**Old National Bank  
205 W. Grand River Ave  
Suite 102  
Brighton, MI 48116**

**Horizon Bank  
2555 Crooks Road  
Suite 100  
Troy, MI 48084**

**Robert W. Baird & Co.  
4017 Hillsboro Pike  
Suite 403  
Nashville, TN 37215**

**The State Bank  
175 N Leroy St.  
P.O. Box 725  
Fenton, MI 48430-0725**

**PNC  
5290 W. Pierson Rd  
Flushing, MI 48433**

**Independent Bank  
201 W. Big Beaver Rd.  
Suite 125  
Troy, MI 48084**

**MSU Federal Credit Union  
3777 West Rd  
East Lansing MI 48823**

**PFM Asset Management  
535 Griswold Street, Suite 550 I  
Detroit, MI. 48226**

**Consumers Credit Union  
7200 Elm Valley Drive  
Kalamazoo, MI 49009**



10405 Merrill Road ♦ P.O. Box 157  
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## **TAB 5**

### **FIVE-YEAR FORECAST**

Tab 5 is the five-year forecast for the Township, which was updated in June 2022. Also, included is the capital reserve schedule.

HAMBURG TOWNSHIP GENERAL FUND FINANCIAL PROJECTION									
	Actual FY 2019/20	Actual FY 2020/21	PROJECTED YEAR-End 2021/22	PROPOSED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25	PROJECTED FY 2025/26	PROJECTED FY 2026/27	
<b>REVENUES:</b>									
PROPERTY TAXES	885,813	921,075	943,666	981,700	1,001,334	1,021,361	1,041,788	1,062,624	
PROP TAX ADMIN FEE	338,157	351,112	492,124	495,000	504,900	514,998	525,298	535,804	
STATE SHARED REVENUE	1,889,284	2,227,926	3,131,853	2,276,972	2,322,511	2,368,962	2,416,341	2,464,668	
CABLE FRANCHISE FEE	345,266	336,447	350,000	350,000	350,000	350,000	350,000	350,000	
ADMIN FEE FROM SEWER FUND	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	
INTEREST REVENUE	88,591	3,032	8,500	5,000	8,500	9,500	9,500	9,500	
ALL OTHER	278,791	158,902	202,753	1,281,981	255,000	257,550	260,126	262,727	
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>3,940,902</b>	<b>4,113,494</b>	<b>5,243,896</b>	<b>5,505,653</b>	<b>4,557,245</b>	<b>4,637,370</b>	<b>4,718,052</b>	<b>4,800,322</b>	
<b>EXPENDITURES:</b>									
SALARIES AND WAGES	1,564,477	1,619,670	1,467,510	1,500,871	1,575,915	1,654,710	1,737,446	1,824,318	
HEALTH INSURANCE	286,945	328,193	277,392	297,790	312,680	328,313	344,729	361,966	
RETIREMENT	141,274	243,389	121,916	117,780	123,669	129,852	136,345	143,162	
FICA	121,920	125,187	110,624	115,213	120,557	126,585	132,915	139,560	
OTHER PERSONNEL COSTS	7,829	7,986	8,145	8,308	8,724	9,160	9,618	10,099	
BLDG & MAUSOLEUM DEBT	22,000	22,000	22,000	-	-	-	-	-	
OTHER OPERATING COSTS	852,536	777,014	1,453,307	3,404,450	1,200,000	1,224,000	1,248,480	1,273,450	
TRANSFER TO POLICE OPERATING	250,000	250,000	250,000	-	-	-	-	-	
TRANSFER TO PARKS - OPERATING	450,363	423,120	429,890	400,000	420,000	420,000	420,000	420,000	
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,697,345</b>	<b>\$ 3,796,558</b>	<b>\$ 4,140,784</b>	<b>\$ 5,844,412</b>	<b>\$ 3,761,544</b>	<b>\$ 3,892,621</b>	<b>\$ 4,029,533</b>	<b>\$ 4,172,555</b>	
<b>OPERATING SURPLUS (SHORTFALL)</b>	<b>\$ 243,558</b>	<b>\$ 316,936</b>	<b>\$ 1,103,112</b>	<b>\$ (338,759)</b>	<b>\$ 795,701</b>	<b>\$ 744,749</b>	<b>\$ 688,520</b>	<b>\$ 627,767</b>	
FUND BALANCE - BEGINNING OF YEAR	\$ 4,746,737	\$ 4,990,295	\$ 5,307,231	\$ 6,410,343	\$ 6,071,584	\$ 6,867,285	\$ 7,612,034	\$ 8,300,553	
FUND BALANCE - END OF YEAR	\$ 4,990,295	\$ 5,307,231	\$ 6,410,343	\$ 6,071,584	\$ 6,867,285	\$ 7,612,034	\$ 8,300,553	\$ 8,928,321	
FUND BALANCE RESERVED FOR WATER RECEIVABLE***	459,648	459,648	459,648	459,648	459,648	459,648	459,648	459,648	
OTHER DESIGNATED FUND BALANCE **	502,661	502,701	502,741	502,781	502,821	502,861	502,901	502,941	
<b>UNDESIGNATED FUND BALANCE</b>	<b>\$ 4,027,986</b>	<b>\$ 4,344,882</b>	<b>\$ 5,447,954</b>	<b>\$ 5,109,155</b>	<b>\$ 5,904,816</b>	<b>\$ 6,649,525</b>	<b>\$ 7,338,004</b>	<b>\$ 7,965,732</b>	
** Committed Fund Balances, Assets held for resale, prepaids									
*** Long-term receivable									
Board Resolution FB 125% of operating expenses	4,621,681	4,745,698	5,175,980	7,305,515	4,701,930	4,865,777	5,036,916	5,215,693	
difference	\$ 368,614	\$ 561,533	\$ 1,234,363	\$ (1,233,931)	\$ 2,165,355	\$ 2,746,257	\$ 3,263,638	\$ 3,712,627	

**HAMBURG TOWNSHIP  
POLICE FUND FINANCIAL PROJECTION**

	Actual FY 2018/19	Actual FY 2019/20	Actual FY 2020/21	PROJECTED YEAR-End 2021/22	PROPOSED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25
<b>REVENUES:</b>							
PROPERTY TAXES	2,588,969	\$ 2,691,489	2,772,279	2,863,620	<b>2,971,200</b>	3,090,048	3,182,749
TRANSFER FROM GENERAL FUND - OPERATING	1,198,700	250,000	250,000	250,000	-	-	-
TRANSFER FROM FORFEITURE	-	-	-	-	-	-	-
TRANS FROM G/F - BLDG DEBT	-	-	-	-	-	-	-
ALL OTHER	72,137	96,201	240,633	98,106	<b>41,750</b>	43,003	44,293
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>\$ 3,859,806</b>	<b>\$ 3,037,690</b>	<b>\$ 3,262,912</b>	<b>\$ 3,211,726</b>	<b>\$ 3,012,950</b>	<b>\$ 3,133,051</b>	<b>\$ 3,227,042</b>
<b>EXPENDITURES:</b>							
SALARIES AND WAGES	1,311,228	1,612,755	1,713,028	1,665,011	<b>1,761,614</b>	1,814,462	1,868,896
HEALTH INSURANCE	232,900	256,979	262,479	277,051	<b>279,195</b>	293,155	307,812
RETIREMENT	206,041	268,370	284,153	277,051	<b>351,817</b>	362,372	373,243
RETIREE HEALTH CARE	82,500	82,500	88,000	104,000	<b>104,000</b>	104,000	104,000
FICA	112,556	124,227	131,944	127,737	<b>134,590</b>	138,806	142,971
OTHER PERSONNEL COSTS	453,198	48,998	49,977	58,846	<b>60,468</b>	61,677	62,911
BLDG DEBT	-	-	-	-	-	-	-
OTHER OPERATING COSTS	537,679	669,106	847,028	578,061	524,298	540,027	556,228
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,936,102</b>	<b>\$ 3,062,935</b>	<b>\$ 3,376,608</b>	<b>\$ 3,087,757</b>	<b>\$ 3,215,982</b>	<b>\$ 3,314,499</b>	<b>\$ 3,416,061</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>	<b>\$ 923,704</b>	<b>\$ (25,244)</b>	<b>\$ (113,696)</b>	<b>\$ 123,969</b>	<b>\$ (203,032)</b>	<b>\$ (181,449)</b>	<b>\$ (189,019)</b>
FUND BALANCE - BEGINNING OF YEAR	\$ 99,734	\$ 1,023,438	\$ 998,193	\$ 884,498	<b>\$ 1,008,467</b>	\$ 805,435	\$ 623,986
<b>FUND BALANCE - END OF YEAR</b>	<b>\$ 1,023,438</b>	<b>\$ 998,193</b>	<b>\$ 884,498</b>	<b>\$ 1,008,467</b>	<b>\$ 805,435</b>	<b>\$ 623,986</b>	<b>\$ 434,967</b>
FB DESIGNATED FOR VEHICLES	20,000	20,000	20,000	20,000	-	-	-
FB DESIGNATED FOR LEAVE TIME P/O	20,742	20,000	20,000	20,000	<b>40,000</b>	30,000	30,000
FB DESIGNATED FOR BLDG MAINT	25,000	25,000	25,000	25,000	-	-	-
OTHER DESIGNATED FUND BALANCE **	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	<b>\$ 20,000</b>	\$ 20,000	\$ 20,000
<b>UNDESIGNATED FUND BALANCE</b>	<b>\$ 937,696</b>	<b>\$ 913,193</b>	<b>\$ 799,498</b>	<b>\$ 923,467</b>	<b>\$ 745,435</b>	<b>\$ 573,986</b>	<b>\$ 384,967</b>

\*\* Committed Fund Balances, Assets held for resale, prepaid

Board Resolution FB 25% of operating expenses	734,026	765,734	844,152	771,939	<b>803,996</b>	828,625	854,015
difference	\$ 289,412	\$ 232,460	\$ 40,346	\$ 236,527	<b>\$ 1,439</b>	\$ (204,639)	\$ (419,048)

HAMBURG TOWNSHIP											Item 19.
FIRE FUND FINANCIAL PROJECTION											
		Actual	Actual	Actual	PROJECTED	PROPOSED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		FY	FY	FY	YEAR-End	FY	FY	FY	FY	FY	FY
		FY 2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>REVENUES:</b>											
PROPERTY TAXES		1,792,305	1,862,464	1,920,387	1,983,641	2,058,065	2,119,807	2,183,401	2,248,903	2,293,881	2,339,759
TRANSFER IN FROM GENERAL FUND		-	-	-	-	-	-	-	-	-	-
ALL OTHER		38,655	42,346	217,083	11,626	9,150	9,608	10,088	10,290	10,290	10,495
<b>TOTAL REVENUES &amp; TRANSFERS</b>		<b>\$ 1,830,960</b>	<b>\$ 1,904,810</b>	<b>\$ 2,137,470</b>	<b>\$ 1,995,267</b>	<b>\$ 2,067,215</b>	<b>\$ 2,129,414</b>	<b>\$ 2,193,489</b>	<b>\$ 2,259,193</b>	<b>\$ 2,304,171</b>	<b>\$ 2,350,254</b>
<b>EXPENDITURES:</b>											
SALARIES AND WAGES		772,096	900,975	908,157	1,066,164	1,059,154	1,090,929	1,123,656	1,157,366	1,192,087	1,227,850
HEALTH INSURANCE		49,812	74,565	70,966	98,882	109,500	114,975	120,724	126,760	133,098	139,753
RETIREMENT		27,605	36,950	39,818	46,941	50,000	51,500	53,045	54,636	56,275	57,964
FICA		58,324	69,521	70,178	86,576	82,500	83,456	85,960	87,679	89,432	91,221
OTHER PERSONNEL COSTS		43,904	63,003	64,263	81,642	78,970	81,339	83,779	86,293	88,881	91,548
OTHER OPERATING COSTS		236,979	259,180	338,472	418,152	444,050	452,931	466,519	480,514	494,930	509,778
OTHER CAPITAL EQUIPMENT PURCHASES		70,000	108,396	205,782	250,000	205,500	75,000	81,000	82,620	84,272	85,958
CAPITAL PURCHASES FOR APPARATUS		-	51,434	1,155,054	37,000	55,197	700,000	93,000	45,000	805,000	45,000
RESERVE FOR SCBA EQUIPMENT		20,000	20,000	-	-	-	-	-	-	-	-
RESERVE FOR EQUIPMENT PURCHASES		-	-	-	-	-	174,000	54,000	59,000	59,000	59,000
RESERVE FOR APPARATUS REPLACEMENT		135,000	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,413,720</b>	<b>\$ 1,584,025</b>	<b>\$ 2,852,690</b>	<b>\$ 2,085,357</b>	<b>\$ 2,084,871</b>	<b>\$ 2,824,130</b>	<b>\$ 2,161,683</b>	<b>\$ 2,179,869</b>	<b>\$ 3,002,977</b>	<b>\$ 2,308,071</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>		<b>\$ 417,239</b>	<b>\$ 320,784</b>	<b>\$ (715,221)</b>	<b>\$ (90,091)</b>	<b>\$ (17,657)</b>	<b>\$ (694,716)</b>	<b>\$ 31,805</b>	<b>\$ 79,323</b>	<b>\$ (698,807)</b>	<b>\$ 42,182</b>
FUND BALANCE - BEGINNING OF YEAR		\$ 1,471,003	\$ 1,888,242	\$ 2,209,026	\$ 1,493,805	\$ 1,403,714	\$ 1,386,057	\$ 691,341	\$ 723,146	\$ 802,469	\$ 103,662
<b>FUND BALANCE - END OF YEAR</b>		<b>1,888,242</b>	<b>2,209,026</b>	<b>1,493,805</b>	<b>1,403,714</b>	<b>1,386,057</b>	<b>691,341</b>	<b>723,146</b>	<b>802,469</b>	<b>103,662</b>	<b>145,845</b>
FUND BALANCE DESIGNATED FOR VEHICLE		365,892	635,892	-	-	-	200,000	200,000	400,000	400,000	400,000
OTHER DESIGNATED FUND BALANCE **		26,779	46,779	46,779	46,779	46,779	46,779	46,779	46,779	46,779	46,779
				46,779	46,779	46,779	246,779	246,779	446,779	446,779	446,779
<b>UNDESIGNATED FUND BALANCE</b>		<b>\$ 1,475,571</b>	<b>\$ 1,526,355</b>	<b>\$ 1,447,026</b>	<b>\$ 1,356,935</b>	<b>\$ 1,339,278</b>	<b>\$ 444,562</b>	<b>\$ 476,367</b>	<b>\$ 355,690</b>	<b>\$ (343,117)</b>	<b>\$ (300,934)</b>
Board Resolution FB 25% of operating expense difference		353,430	396,006	713,172	521,339	521,218	706,032	540,421	544,967	750,744	577,018
		1,534,812	1,813,020	780,633	882,375	864,840	(14,691)	182,725	257,502	(647,082)	(431,173)
** Committed Fund Balances, Assets held for resale, prepaid											
*** Millage expires in 12/2025											



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

11/30/22

To: Hamburg Township Board  
From: Tony Randazzo  
Re: Restroom Renovations at Township Hall

Last month, I sent out an RFP to five contractors for renovating the restrooms on the east side of the building that date back to 1986. The renovation calls for demolishing the current restrooms down to the studs and adding some space from a storage room to make the new women's restroom ADA compliant. The new restrooms will switch places when compared with the current layout to accommodate the extra space needed.

After the thirty-day window specified in the RFP, we received two bids for the project, with one being a little over \$16,000 more than the other. This is in contrast to the RFP I sent out nearly a year ago for this work which netted zero bidders. Both contractors that submitted bids are more than capable of doing the work and visited Township Hall multiple times to make sure they bid out the job accurately.

Although the total price is higher than we expected, I recommend that we move forward and award the project to Vantage Construction Company, who entered a bid of \$110,180. We plan to save some time and money on this project by reevaluating some of the fixtures that were specified by the architect and substituting lower cost products that also have better delivery times. Also, as mentioned in a separate memo before the Board this meeting, I would like to use ARPA funding for this project.



**GMK Construction Company, L.L.C.**

5189 Leland  
Brighton, MI 48116

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Bidder: GMK Construction Co., LLC.

Due Date and Time: November 14, 2022, 2pm. Eastern Time

Contents: Cover Sheet

Request for Proposal

GMK Construction Co., LLC. Proposal

Project: Restroom Renovations at Hamburg Township Hall

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## REQUEST FOR PROPOSAL FOR RESTROOM RENOVATIONS AT HAMBURG TOWNSHIP HALL

Issue Date: October 14th, 2022

Proposal Deadline: **November 14th, 2022, at 2:00 p.m., Eastern Time**

Hamburg Township  
Tony Randazzo  
10405 Merrill Road, P.O. Box 157  
Hamburg, MI 48139

Township Contact: Tony Randazzo  
Director of Technical & Utility Services  
Direct: (810) 222-1191  
Email: [trandazzo@hamburg.mi.us](mailto:trandazzo@hamburg.mi.us)

**DESCRIPTION:** Hamburg Township is seeking proposals to renovate existing men's and women's restrooms at the Township Hall building.

This solicitation, along with any attachments and/or addenda may be downloaded from the Hamburg Township website at [hamburg.mi.us](http://hamburg.mi.us). Copies of this solicitation document and any issued addenda may also be obtained from the Hamburg Township office.

Proposals must be time stamped by the exact date and time indicated above. Late proposals will not be accepted.

### **Project Description:**

Hamburg Township seeks bids to renovate the existing restrooms on the east side of the building. The project will consist of demolishing the existing bathrooms and installing all new fixtures and materials. The women's room will be expanded by taking some space out of area currently used for storage. Architectural drawings are attached in **Appendix A** detailing the work to be done.

To visit the site prior to submitting a bid please contact the Tony Randazzo, at (810) 222-1191 to schedule an on- site walk through.

REQUEST FOR PROPOSAL FOR  
BATHROOM RENOVATIONS

Item 20.

Bidder shall provide equipment, materials and labor as follows:

Bidder exclusions (please list): \_\_\_\_\_  
\_\_\_\_\_

Not To Exceed Project Cost: \$ 126,005.00

Estimated time frame for completion of work: Please provide the length of time (i.e., days, weeks, etc.) for the work schedule.

6 weeks

The undersigned agrees that if the foregoing Proposal shall be accepted by the Owner, he will commence work, within thirty (30) days (legal holidays excepted) after received notice of such acceptance, and will complete the Project, ready for use, at the price and within the time stated in this Proposal.

The Bidder shall acknowledge that he/she is an equal opportunity employer and that they do not discriminate against other firms due to race, age, gender or physical conditions.

In submitting this bid, it is understood that the right is reserved by the OWNER to accept any bid, to reject any or all bids, and to waive irregularities in bidding in the interest of the OWNER.

Dated and signed this the 10<sup>th</sup> day of November, 2022.

OFFICIAL ADDRESS

5189 Leiznd  
Bridgton, ME 48460

Telephone

BIDDER'S NAME

Gregory Kasper  
Signature

Gregory Kasper  
Printed Name

Owner Harris  
Title

Proposal Accepted and Notice to Proceed given:

By: Patrick J. Hohl,  
Supervisor, Hamburg Township

Date:

### **Terms, Conditions and Proposed Agreement**

The selected bidder shall be asked to enter into an Agreement with Hamburg Township that may include, but is not limited to, the following contract provisions.

- The Contractor will not hire any Township employee to provide any of the required services.
- The Contractor will maintain, at its own expense during the term of the Contract, Liability Insurance in an amount acceptable to Hamburg Township and naming Hamburg Township as an additional insured on the policy.
- The Contractor awarded the job shall also be required to submit their W-9 form.

### **Contract Time Period**

- RFP released 10/14/2022
- Proposals due 2:00 pm on 11/14/2022
- Planned Award Date on or around 11/15/2022
- Project Completion Date 10/01/2023

### **Submissions**

Bidders wishing to be considered for this project should submit two (2) written copies of their proposal to:

Tony Randazzo  
Director of Technical & Utility Services  
10405 Merrill Road, P.O. Box 157  
Hamburg, MI 48139  
Email: [trandazzo@hamburg.mi.us](mailto:trandazzo@hamburg.mi.us)

Proposals must be submitted in sealed envelopes or packages with the following information clearly printed on the outside:

1. Name and address of Bidder
2. Due date and time
3. Envelope contents (cost proposal)
4. Project name

**You may also digitally submit your proposal by emailing it to [trandazzo@hamburg.mi.us](mailto:trandazzo@hamburg.mi.us).**

Questions about the project should be directed to Tony Randazzo, Director of Technical & Utility Services at (810) 222-1191 or at: [trandazzo@hamburg.mi.us](mailto:trandazzo@hamburg.mi.us)

### **PROPOSAL TERMS**

Bidders are hereby advised that Hamburg Township is a public body and its records, including statements submitted in response to this request are considered public records. Hamburg



Township reserves the right to retain all submitted materials; to withdraw this request, or any part of this request; to reject any and all responses to the request, to waive any requirements of this request, to waive any minor informalities in a statement, to modify or amend, with the consent of the respective bidder, any statement, if otherwise permitted by law; and to effect any agreement deemed by Hamburg Township to be in its best interest. Hamburg Township also reserves the right to seek additional information from any and all bidders. Hamburg Township shall not be responsible for any costs incurred by bidders in the preparation, submission or presentation of their proposals.

The proposal submitted to Hamburg Township must indicate a not-to-exceed project cost.

**GMK Construction Company, L.L.C.**

5189 Leland  
Brighton, MI 48116

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P [REDACTED]

Hamburg Twp.  
Mr. Tony Randazzo  
Director of Technical & Utility Services  
10405 Merrill Rd.  
PO Box 157  
Hamburg, MI 48139

November 10, 2022

Re: Restroom Renovation

Dear Mr. Randazzo,

Following is our scope of work and pricing for the renovation to the restrooms at 10405 Merrill Rd. Pricing is based on plans prepared by J.A. Janiga Architects, Inc. dated 6.10.2019.

**Carpentry Demolition**

Remove toilet partitions, all toilet accessories and countertops (lavs)

Remove existing Women's Room door and frame.

Demo entire wall separating existing Men's Room and Storage Room, a portion of existing Women's Room wall to accommodate new door and frame and short wing wall next to existing sink.

Demo a portion of drop ceiling in Storage Room including VCT flooring.

Remove existing drywall on remaining walls from floor to ceiling in both Restrooms to accommodate new wall finishes.

**Carpentry/ Drywall**

Furnish and install ½" greenboard on perimeter walls of restrooms where new wall tile to be installed. Tape one coat.

Frame ceiling and install drywall at restroom expansion where drop ceiling currently at former Storage Room area.

Frame new metal stud partition for Women's Room matching height of existing framing from floor to bottom of wood joists. Include 3 ½" unfaced batt insulation. Tape and finish where ready for new finishes.

Provide and install new oak door and frame with casing for Men's Room. Reinstall existing push/ pull handle, kickplate and closer.

Provide and install new Bobrick 1092 Series toilet partitions and all toilet accessories noted in Schedule on Sheet A3.1.

F&I tactile Men's and Women's BR restroom signage.

Frame in and finish wall at previous door opening. Include 3 ½" unfaced batt insulation. Tape and finish drywall.

### **Concrete**

Sawcut and remove existing concrete to accommodate new underground plumbing. Replace with 4" concrete, pins and visqueen.

### **Plumbing**

Remove existing fixtures and take to contractor supplied dumpster.

PVC Sanitary, soil, waste and vent piping to new fixtures:

(1) Urinal

(2) Dual station lavatory sinks

Toilet rough plumbing to remain as-is.

New water piping to new fixtures, connect to existing hot and cold in area.

Insulate new water piping

Replace (2) floor drain strainers

Install (1) new floor clean out in new Men's Room

Furnish and install new plumbing fixtures:

(3) Floor mounted tank toilets

(1) Kohler K-2590-0 wall hung urinal/ sensor type

(2) Sloan Dual Station Lavatory System:

Sloan AD-8200 with sensor faucets, soap dispensers and hand dryer

Permits

### **Electrical**

Remove (2) existing exhaust fans. Replace with new in existing locations. Include new grille's.

Remove (4) wall mounted light fixtures.

Furnish and install (\$200.00 per fixture allowance) for (4) new wall mounted fixtures.



Furnish and install (2) 6" wafer style white LED recessed can lights.  
 Relocate switch for new door location and (4) GFCI outlets to  
 accommodate paper towel dispensers.  
 Provide power to (2) SLAN two station sinks with integrated faucets, soap  
 dispensers and (2) hand dryers.  
 Permit

### **Mechanical**

Install new return air grille, no new ductwork provided for.  
 No permit included.

### **Ceramic Tile**

\$11.00 SF. material allowance to furnish and install American Olean  
 "Sunset Falls" wall tile and American Olean "Waterwood" floor tile. Color  
 and size to be determined.  
 Wall tile to be installed in a grid pattern per Ceramic Tile note #6 on sheet  
 A0.2. from 4" above floor to drywall ceiling.  
 Bring floor tile up 4" to serve as base.

### **Painting/Staining**

Stain (1) new oak door, frame and casing.  
 Paint existing and new drywall ceilings in both restrooms.  
 Paint new drywall in existing Storage Room.  
 Paint corridor wall outside Men's Room from corner to corner due to door  
 relocation.

### **General Conditions**

Supervision  
 (2) 30 yard dumpsters  
 Cartage of all materials to jobsite  
 Building Permit Fee's per Livingston County Building Dept. Plan review  
 fee's by others.

Total Cost of All Work Above .....\$ 126,605.00

Thank-you for the opportunity to provide this proposal.

Sincerely,

Gregory Kenger, GMK Construction Co.

# REQUEST FOR PROPOSAL FOR BATHROOM RENOVATIONS

**Bidder shall provide equipment, materials and labor as follows:**

Bidder exclusions (please list): \_\_\_\_\_

**Not To Exceed Project Cost:**

\$110,180

**Estimated time frame for completion of work:** Please provide the length of time (i.e., days, weeks, etc.) for the work schedule.

10 WEEKS

The undersigned agrees that if the foregoing Proposal shall be accepted by the Owner, he will commence work, within thirty (30) days (legal holidays excepted) after received notice of such acceptance, and will complete the Project, ready for use, at the price and within the time stated in this Proposal.

The Bidder shall acknowledge that he/she is an equal opportunity employer and that they do not discriminate against other firms due to race, age, gender or physical conditions.

In submitting this bid, it is understood that the right is reserved by the OWNER to accept any bid, to reject any or all bids, and to waive irregularities in bidding in the interest of the OWNER.

Dated and signed this the 14<sup>th</sup> day of NOVEMBER, 2022.

**OFFICIAL ADDRESS**

209 WEST MAIN SUITE 102

BRIGHTON MI 48116

Telephone

**BIDDER'S NAME**

Signature

Printed Name

Title

Brian Parsons

BRIAN PARSONS

PRESIDENT Vantage Cons. Co.

**Proposal Accepted and Notice to Proceed given:**

By: Patrick J. Hohl,  
Supervisor, Hamburg Township

Date:

# Vantage Construction Company

Custom Builder and Remodeling Contractor

209 West Main suite 102  
Brighton, MI 48116  
810-533-5014

## Hamburg Township Hall Restroom Renovation Proposal

Attention Tony Randazzo  
10405 Merrill Road  
Hamburg, MI 4819

11/14/2022



Score	Breakdown	Description of work
1	Permits	<i>Included</i> We will get permits from the Livingston County Building Department
2	Dust Protection	<i>Included</i> We will install plastic curtains where needed and keep the doors closed to help prevent the dust.
3	Demolition	<i>Included</i> We will remove all of the plumbing fixtures, all of the ceramic tile, the countertops, the partitions, the towel dispensers, the lighting, and mirrors in the women's, men's bathrooms. The wall between the bathroom (currently the men's) and the storage room will be removed. This will all be hauled away.
4	Electrical	<i>Included</i> The recessed lighting will be upgraded to LED cans. Both bathrooms will get new exhaust fans. A new 20 amp circuit will be added to power the hand dryers. Install new light fixtures per plan. Move switches and outlets per plans.
5	Ceramic Tile	<i>Included</i> Provide and install American Clean "Waterwood" floor tile in both bathrooms. Install "Sunset Falls" by American Clean on the walls in both bathrooms 7ft high in a herringbone pattern. Repair quarry tile in Hallway after relocating the men's room door opening.
6	Plumbing Fixtures	<i>Included</i> Relocate the men's room toilet flange closer to the outer wall to meet ADA codes. Install a new urinal, toilets, Sloan AER-DEC wall hung double sink units, lav faucets soap dispensers, hand dryers, per plans. We will install the mirrors, hand towel dispensers, and baby changing stations, new partitions, toilet paper holders and grab bars per plans. The women's will have a sanitary napkin disposal unit.
7	Drywall/Painting	<i>Included</i> Repair any holes in the walls and the ceilings. Finish to a "Level 5" (complete drywall compound coverage on all painted drywall). Repaint the ceiling and walls. Color to be determined.
8	New Oak Door	<i>Included</i> Provide and install a new solid oak door to the men's room.
9	Suspended ceilings	<i>Included</i> Repair grid and tiles in storage room.
10	Final Cleaning	<i>Included</i> Clean the ceramic floors and walls, remove labels from new fixtures, clean the bathrooms ready for the public use.



**Vantage Construction Company**  
Custom Builder and Remodeling Contractor

209 West Main suite 102  
Brighton, MI 48116  
810-533-5014

**Hamburg Township Hall Restroom Renovation Proposal**

Attention Tony Randazzo  
10405 Merrill Road  
Hamburg, MI 4819

11/14/2022



Scope	Breakdown	Description of work
11 Insurance	Included	Vantage and all subcontractors carry General Liability and Workmens Comp.
Total		\$110,180

Thank you for the opportunity of preparing this information for  
Feel free to call us if you have any questions.

Brian Parsons  
Vantage Construction Co.

