Hamburg Township
a great place to grow

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

Supervisor Jason Negri **Clerk** Mike Dolan **Treasurer** Jennifer Daniels **Trustees** Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, December 01, 2026 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. Bills List(s) 12.01.2026

APPROVAL OF THE AGENDA

UNFINISHED BUSINESS

CURRENT BUSINESS

2. Swearing-In of Elected Officials
3. Final Site Plan **POSPUD 26-003**
4. Audit Presentation
5. Police Department Deficit Elimination Plan
6. Police Department Budget Amendment
7. Updated Public Safety SOPs
8. DPW Mini Vac Truck
9. Senior Center – Interior Lighting and Ceiling Tile Improvements
10. Summer Tax Collection Agreements
11. Committee Assignments
12. Gym Membership Reimbursement Policy
13. 2027 Holiday Schedule
14. American Legion - LCC resolution

CALL TO THE PUBLIC

BOARD COMMENTS

ADJOURNMENT

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
4IMPRINT I	4IMPRINT, INC	11/17/2026	10082026	GEN	PD FULL COLOR STICKERS FOR EVENTS	
86451	101 COMMERCE ST	12/01/2026	20260718	N		355.77
10/08/2026	OSHKOSH WI, 54901	/ /	0.0000	N		0.00
		12/01/2026		N		355.77

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.000	500 FULL COLOR STICKERS	346.50	346.50
207-000.000-752.000	FREIGHT	9.27	9.27
		355.77	355.77

VENDOR TOTAL: 355.77

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
A&J QUICKL	A&J'S QUICK LUBE	11/18/2026	79289	GEN	DPW LOF 2016 FORD F-350 66810	
86470	5637 E M-36	12/01/2026		N		151.91
10/28/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		Y		151.91

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-932.000	VEHICLE MAINTENANCE	151.91

VENDOR TOTAL: 151.91

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
A1ENGRAV01	A-1 ENGRAVING & SIGNS, INC	11/19/2026	52965	GEN	TF 22-0107 MANLEY BENNET IMP GRANT M	
86491	397 A WASHINGTON ST.	12/01/2026		N		75.00
11/12/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		75.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-975.300	GRANT MATCH	75.00

VENDOR TOTAL: 75.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
A2ZLWNSERV 86444 11/16/2026	A2Z LAWN SERVICES, LLC 2531 JACKSON AVE SUITE 336 ANN ARBOR MI, 48103	11/17/2026 12/01/2026 / / 12/01/2026	INV_5596 0.0000	GEN N N Y	FAL CLEAN UP NORTH, SOUTH, PLACEWAY	4,301.25 0.00 4,301.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-801.000	CONTRACTUAL SERVICES	4,301.25

VENDOR TOTAL: 4,301.25

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ADVANCAUTO 86469 11/07/2026	ADVANCE AUTO PARTS P.O. BOX 404875 ATLANTA GA, 30384-4875	11/18/2026 12/01/2026 / / 12/01/2026	2749-546494 20260810 0.0000	GEN N N Y	FD - STA 11 VEH MAINTENANCE SUPPLIES	15.67 0.00 15.67

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	EXTREME CCM 60128P	15.67	15.67

VENDOR TOTAL: 15.67

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ALEXANDE01 86534 11/16/2026	ALEXANDER CHEMICAL CORPORATION A CARUS COMPANY 16932 COLLECTION CENTER DR. CHICAGO IL, 60693	11/24/2026 12/01/2026 / / 12/01/2026	114731 0.0000	GEN N N N	WWTP POLYALUMINUM CHLORIDE DELPAC (2	9,738.40 0.00 9,738.40

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-753.000	CHEMICALS	9,738.40

VENDOR TOTAL: 9,738.40

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ALLSTRALR1 86506 11/10/2026	ALLSTAR ALARM, LLC 8345 MAIN ST WHITMORE LAKE MI, 48189	11/19/2026 12/01/2026 / / 12/01/2026	466841 0.0000	GEN N N Y	TWP DOOR/WINDOW TRANSMITTER	271.03 0.00 271.03

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	271.03

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	271.03
ALPHAPSYCH 86471 11/06/2026	ALPHA PSYCHOLOGICAL SERVICES, P.C. 41820 SIX MILE RD., #104 NORTHVILLE MI, 48168	11/18/2026 12/01/2026 / / 12/01/2026	11062026 20260811 0.0000	GEN N N N	FD - PSYCH EVALUATION, JORDAN OKDIE	425.00 0.00 425.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
206-000.000-843.100	PSYCH EVAL - JORDAN OKDIE			425.00	425.00	
ALPHAPSYCH 86472 11/11/2026	ALPHA PSYCHOLOGICAL SERVICES, P.C. 41820 SIX MILE RD., #104 NORTHVILLE MI, 48168	11/18/2026 12/01/2026 / / 12/01/2026	11112026 20260816 0.0000	GEN N N N	FD - PSYCH EVALUS FOR NEW HIRE CANDI	1,375.00 0.00 1,375.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
206-000.000-843.100	PSYCH EVAL - MERNA, SMITH, BLACK			1,375.00	1,375.00	
					VENDOR TOTAL:	1,800.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AMERICAN09	AMERICAN UNITED LIFE INSURANCE	11/23/2026	11232026	GEN	G 00617291-0001-000 12/01/26-12/31/2	
86525	AMERICAN UNITED LIFE INSURANCE 5870 RELIABLE PARKWAY	12/01/2026		N		3,043.94
11/17/2026	CHICAGO IL, 60686-0058	/ /	0.0000	N		0.00
		12/01/2026		N		3,043.94

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-073.002	DISABILITY - LIBRARY	179.16
101-171.000-725.100		52.50
101-201.000-725.100		113.10
101-215.000-725.100		91.00
101-228.000-725.100		64.64
101-253.000-725.100		88.58
101-262.000-725.100		50.98
101-265.000-725.100		107.05
101-702.000-725.100		84.16
101-751.000-725.100	LONG/SHORT TERM DISABILITY	28.84
101-820.000-725.100	LONG/SHORT TERM DISABILITY	42.50
206-000.000-725.100	LONG/SHORT TERM DISABILITY	559.43
207-000.000-725.100	LONG/SHORT TERM DISABILITY	741.96
590-527.000-725.100	LONG/SHORT TERM DISABILITY	382.48
101-000.000-073.004	LIFE INSURANCE - LIBRARY	29.52
101-171.000-725.200	LIFE INSURANCE	8.30
101-201.000-725.200	LIFE INSURANCE	22.14
101-215.000-725.200	LIFE INSURANCE	15.12
101-228.000-725.200	LIFE INSURANCE	10.33
101-253.000-725.200	LIFE INSURANCE	14.76
101-262.000-725.200	LIFE INSURANCE	9.23
101-265.000-725.200	LIFE INSURANCE	21.95
101-702.000-725.200	LIFE INSURANCE	14.76
101-751.000-725.200	LIFE INSURANCE	5.17
101-820.000-725.200	LIFE INSURANCE	7.38
206-000.000-725.200	LIFE INSURANCE	101.84
207-000.000-725.200	LIFE INSURANCE	128.79
590-527.000-725.200	LIFE INSURANCE	68.27
		3,043.94

VENDOR TOTAL: 3,043.94

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AMERICANVO 86526 11/23/2026	AMERICAN UNITED LIFE INSURANCE COMP 5870 RELIABLE PARKWAY CHICAGO IL, 60686-0058	11/23/2026 12/01/2026 / / 12/01/2026	11232026 0.0000	GEN N N N	G 00617291-0002-000 12/01/26-12/31/2	1,206.57 0.00 1,206.57
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.420	VOL. LIFE INSURANCE	1,206.57

VENDOR TOTAL: 1,206.57

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
APPRTCNTRP 86473 11/10/2026	APPARATUS CENTRAL REPAIR, LLC 1097 EASE FRENCH ROAD SAINT JOHNS MI, 48879	11/18/2026 12/01/2026 / / 12/01/2026	2026208 20260815 0.0000	GEN N N Y	FD - PUMP TESTING, E1, E11, T11, T12	1,670.00 0.00 1,670.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	PUMP TESTS E1, E11, T11, T12	1,320.00	1,320.00
206-000.000-932.000	PUMP TEST E12	350.00	350.00
		1,670.00	1,670.00

VENDOR TOTAL: 1,670.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AMERICAN02 86535 11/23/2026	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	11/24/2026 12/01/2026 / / 12/01/2026	3349757 0.0000	GEN N N N	SEN CTR CONTRACT BASE 11/21/26-12/20	296.68 0.00 296.68
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-900.200	NEWSLETTER/PUBLICATIONS	296.68

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AMERICAN02 86541 11/04/2026	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	11/24/2026 12/01/2026 / / 12/01/2026	AI50449-EMC 0.0000	GEN N N N	IT PROFESSIONAL SERVICES	4,800.00 0.00 4,800.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-229.000-933.000	SOFTWARE MAINTENANCE	4,800.00

VENDOR TOTAL: 5,096

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AQUAWEEDCT 86458 11/17/2026	AQUA-WEED CONTROL INC. 414 HADLEY ST HOLLY MI, 48442	11/17/2026 12/01/2026 / / 12/01/2026	25179 0.0000 	GEN N N N	CHAIN OF LAKES TREATMENT CHELATED CO	12,272.50 0.00 12,272.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
252-000.000-803.000	AQUATIC WEED CONTROL	12,272.50

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
AQUAWEEDCT 86459 11/17/2026	AQUA-WEED CONTROL INC. 414 HADLEY ST HOLLY MI, 48442	11/17/2026 12/01/2026 / / 12/01/2026	25514 0.0000 	GEN N N N	CHAIN OF LAKES TREATMENT COPPER/DIBR	6,563.75 0.00 6,563.75

Open

GL NUMBER	DESCRIPTION	AMOUNT
252-000.000-803.000	AQUATIC WEED CONTROL	6,563.75

VENDOR TOTAL: 18,836.25

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ATTMOBILIT 86517 11/11/2026	AT&T MOBILITY P.O. BOX 6463 CAROL STREAM IL, 60197-6463	11/23/2026 12/01/2026 / / 12/01/2026	287318496818X111 20260823 0.0000 	GEN N N N	PD/FD CELL PHONE CHARGES OCT 12 - NO	814.06 0.00 814.06

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-853.000	FD CELL PHONE CHARGES	237.00	237.00
207-000.000-853.000	PD CELL PHONE CHARGES	577.06	577.06
		814.06	814.06

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ATTMOBILIT 86518 11/11/2026	AT&T MOBILITY P.O. BOX 6463 CAROL STREAM IL, 60197-6463	11/23/2026 12/01/2026 / / 12/01/2026	287348028837X111 20260822 0.0000 	GEN N N N	PD NEGOTIATING TEAM BRINC BALL SIM C	134.16 0.00 134.16

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	HAMBURG BRINC BALL	87.33	87.33
207-000.000-853.000	LAPTOP UNLIMITED PLAN PD	23.41	23.41
206-000.000-853.000	LAPTOP UNLIMITED PLAN FD	23.42	23.42
		134.16	134.16

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	948.22
BERESFORDC 86305 11/03/2026	BERESFORD COMPANY 26261 EVERGREEN RD. SUITE 455 SOUTHFIELD MI, 48076	11/03/2026 12/01/2026 / / 12/01/2026	83717 20260775 0.0000	GEN N N Y	PD CLOUD ID SUBSCRIPTION 09.01.26-08	60.00 0.00 60.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-958.000	ANNUAL SUBSCRIPTION FEE	60.00	60.00

	VENDOR TOTAL:	60.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BCBSM	BLUE CROSS BLUE SHIELD OF MICHIGAN	11/18/2026	11182026	GEN	007005121-0001 12/01/26-12/31/26	
86474	P.O. BOX 88511	11/28/2026		N		51,990.49
11/18/2026	CHICAGO IL, 60680-1511	/ /	0.0000	N		0.00
		11/28/2026		N		51,990.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	31,957.64
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	19,031.17
101-000.000-231.300	DUE TO BCBS BCBS W/H	1,001.68
		51,990.49

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BCBSM	BLUE CROSS BLUE SHIELD OF MICHIGAN	11/18/2026	11182026	GEN	007005121-0003 12/01/2026-12/31/2026	
86475	P.O. BOX 88511	11/28/2026		N		67,957.27
11/18/2026	CHICAGO IL, 60680-1511	/ /	0.0000	N		0.00
		11/28/2026		N		67,957.27

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-073.001	HEALTH INSURANCE - LIBRARY	3,975.95
101-171.000-718.000	HEALTH/DENTAL/VISION INSURANCE	2,511.19
101-201.000-718.000	HEALTH/DENTAL/VISION INSURANCE	3,797.41
101-215.000-718.000	HEALTH/DENTAL/VISION INSURANCE	4,049.93
101-228.000-718.000	HEALTH/DENTAL/VISION INSURANCE	3,201.35
101-262.000-718.000	HEALTH/DENTAL/VISION INSURANCE	2,858.35
101-265.000-718.000	HEALTH/DENTAL/VISION INSURANCE	3,306.43
101-702.000-718.000	HEALTH/DENTAL/VISION INSURANCE	3,042.11
101-751.000-718.000	HEALTH/DENTAL/VISION INSURNACE	1,257.26
101-820.000-718.000	HEALTH/DENTAL/VISION INSURANCE	2,286.68
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	914.67
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	23,293.91
590-527.000-718.000	HEALTH/DENTAL/VISION INSURANCE	10,330.94
101-000.000-231.300	DUE TO BCBS BCBS W/H	3,131.09
		67,957.27

VENDOR TOTAL: 119,947.76

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BOBMAXFORD	BOB MAXEY FORD OF HOWELL, INC.	11/19/2026	320034	GEN	PD- 2021 FORD EXPLORER 20340	
86486		12/01/2026	20260821	N		217.91
	2798 E. GRAND RIVER AVE.					
10/13/2026	HOWELL MI, 48843-8545	/ /	0.0000	N		0.00
		12/01/2026		N		217.91
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	INSTALL CABIN FILTER, INSPECITON	217.91	217.91

BOBMAXFORD	BOB MAXEY FORD OF HOWELL, INC.	11/23/2026	321633	GEN	B&G 17 FORD F-350 50068	
86522		12/01/2026		N		2,716.24
	2798 E. GRAND RIVER AVE.					
11/18/2026	HOWELL MI, 48843-8545	/ /	0.0000	N		0.00
		12/01/2026		N		2,716.24
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-932.000	VEHICLE MAINTENANCE	2,716.24

VENDOR TOTAL: 2,934.15

BRIGHTON01	CITY OF BRIGHTON	11/16/2026	0000009575	GEN	PD CAMP GRAYLING - OCT 2026 #000000	
86442	200 N. FIRST ST.	12/01/2026	20260804	N		1,580.15
11/02/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		1,580.15
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-807.000	CAMP GRAYLING - OCT 2026	980.15	980.15
207-000.000-807.000	MEALS	600.00	600.00
		1,580.15	1,580.15

VENDOR TOTAL: 1,580.15

C&ECONTR01	C & E CONSTRUCTION CO., INC.	11/17/2026	3613	GEN	GRINDER PUMP INSTALLATION 11505 DUNL	
86460	P.O. BOX 1359	12/01/2026		N		23,874.05
11/12/2026	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		12/01/2026		N		23,874.05
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-000.000-198.121	11505 DUNLAVY LN	23,874.05

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	23,874.05
CARQUEST01 86487 11/13/2026	CARQUEST AUTO PARTS P.O. BOX 404875 ATLANTA GA, 30384-4875	11/19/2026 12/01/2026 / / 12/01/2026	2749-546729 0.0000 	GEN N N Y	DPW CLEANING WIPES	 12.90 0.00 12.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	12.90

VENDOR TOTAL:	12.90

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
CONSUMER01	CONSUMERS ENERGY	11/09/2026	201365852919	GEN	1030 4914 0678 10090 HAMBURG RD 09/3	
86383	PO BOX 740309	11/24/2026		N		25.41
	PAYMENT CENTER					
10/28/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		11/24/2026		N		25.41
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-921.000	NATURAL GAS/HEAT				25.41	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	201543801630	GEN	1030 4914 5271 6414 WINANS LAKE 10/0	
86482	PO BOX 740309	12/04/2026		N		26.26
	PAYMENT CENTER					
11/06/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/04/2026		N		26.26
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-921.000	NATURAL GAS/HEAT				26.26	
CONSUMER01	CONSUMERS ENERGY	11/17/2026	203145638950	GEN	1000 3979 7285 10100 VETERANS MEM 10	
86445	PO BOX 740309	12/04/2026		N		180.90
	PAYMENT CENTER					
11/06/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/04/2026		N		180.90
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
206-000.000-921.000	NATURAL GAS/HEAT				180.90	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642151	GEN	1030 4914 0645 3666 E M 36 10/09/26-	
86481	PO BOX 740309	12/07/2026		N		313.07
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		313.07
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
206-000.000-921.000	NATURAL GAS/HEAT				313.07	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642152	GEN	1030 4914 0694 10407 MERRILL RD 10/0	
86479	PO BOX 740309	12/07/2026		N		118.24
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
		12/07/2026		N		118.24
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-820.000-921.000	NATURAL GAS/HEAT				118.24	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642153	GEN	1030 4914 1122 10675 MERRILL 10/09/2	
86509	PO BOX 740309	12/07/2026		N		35.64
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		35.64
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-265.000-921.000	NATURAL GAS/HEAT				35.64	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642154	GEN	1030 4914 1148 9251 REGENCY 10/09/26	
86511	PO BOX 740309	12/07/2026		N		23.92
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		23.92
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-921.000	NATURAL GAS/HEAT				23.92	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642155	GEN	1030 4914 1155 10675 MERRILL 10/09/2	
86512	PO BOX 740309	12/07/2026		N		90.39
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		90.39
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-265.000-921.000	NATURAL GAS/HEAT				90.39	
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642156	GEN	1030 4914 1213 6400 E M36 10/09/26-1	
86513	PO BOX 740309	12/07/2026		N		25.75
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		25.75
Open						
GL NUMBER	DESCRIPTION				AMOUNT	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
590-527.000-921.000	NATURAL GAS/HEAT					25.75
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642157	GEN	1030 4914 2971 10405 MERRILL 10/09/2	
86480	PO BOX 740309	12/07/2026		N		157.65
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		157.65
Open						
GL NUMBER	DESCRIPTION					AMOUNT
207-000.000-921.000	NATURAL GAS/HEAT					157.65
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642158	GEN	1030 4914 3862 10405 MERRILL 10/09/2	
86508	PO BOX 740309	12/07/2026		N		225.94
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		225.94
Open						
GL NUMBER	DESCRIPTION					AMOUNT
101-265.000-921.000	NATURAL GAS/HEAT					225.94
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642159	GEN	1030 4914 5248 4320 CORDLEY 10/09/26	
86510	PO BOX 740309	12/07/2026		N		23.04
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		23.04
Open						
GL NUMBER	DESCRIPTION					AMOUNT
590-527.000-921.000	NATURAL GAS/HEAT					23.04
CONSUMER01	CONSUMERS ENERGY	11/19/2026	203145642160	GEN	1030 4914 7939 6400 E M36 10/09/26-	
86514	PO BOX 740309	12/07/2026		N		99.38
	PAYMENT CENTER					
11/09/2026	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/07/2026		N		99.38
Open						
GL NUMBER	DESCRIPTION					AMOUNT
590-537.000-921.000	NATURAL GAS/HEAT					99.38

VENDOR TOTAL: 1,34

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
CORRIGAN01	CORRIGAN TOWING	11/19/2026	882514-IN	GEN	DYED ULTRA LOW SULFUR #2 225.10 GAL	
86515	775 N. SECOND STREET	12/01/2026		N		1,215.34
11/13/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		1,215.34

Open

GL NUMBER	DESCRIPTION	AMOUNT	
101-265.000-758.000	DIESEL FUEL	607.67	
101-751.000-758.000	DIESEL FUEL	607.67	
		1,215.34	0.00

VENDOR TOTAL: 1,215.34

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
COSTCOWA01	COSTCO WAREHOUSE	11/17/2026	10082026	GEN	PD CANDY FOR TRUNK OR TREAT	
86447	6700 WHITMORE LAKE RD	12/01/2026	20260721	N		367.84
10/08/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		367.84

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-967.000	KIRKLAND SIGNITURE FUNHOUSE	175.92	175.92
207-000.000-967.000	KIRKLAND SIGNITURE CHOCOLATE VARIETY BAG	191.92	191.92
		367.84	367.84

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
COSTCOWA01	COSTCO WAREHOUSE	11/17/2026	10262026	GEN	PD CANDY FOR TRUNK OR TREAT	
86448	6700 WHITMORE LAKE RD	12/01/2026	20260760	N		113.95
10/26/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		113.95

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-967.000	CANDY FOR TRUNK OR TREAT EVENT	113.95	113.95

VENDOR TOTAL: 481.79

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
CULLIGAN01	CRH OHIO LTD	11/19/2026	1096268	GEN	PD WATER BOTTLE (6) DELIVERY AND DEP	
86488	D/B/A CULLIGAN OF ANN ARBOR/DETROIT	12/01/2026	20260820	N		77.93
	46902 LIBERTY DRIVE					
10/20/2026	WIXOM MI, 48393	/ /	0.0000	N		0.00
		12/01/2026		N		77.93
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000	6 BOTTLES PLUS DEPOSIT & TRANSPORT FEE	59.94	59.94
207-000.000-801.000	DEPOSITS	7.00	7.00
207-000.000-801.000	TRANSPORT FEE	10.99	10.99
		77.93	77.93

VENDOR TOTAL: 77.93

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DARTTEAM01	DART TEAM	11/19/2026	11182026	GEN	11/01/2026	
86476	C/O HOWELL FIRE DEPARMENT	12/01/2026		N		135.00
	1211 W. GRAND RIVER					
11/18/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/01/2026		N		135.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.200	DUE TO CHARITY CHARITABLE DEDUCTIONS	135.00

VENDOR TOTAL: 135.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DEERFIELD	DEERFIELD TOWNSHIP	11/23/2026	11192026	GEN	CLERK BUSINESS MEETING AND LUNCHEON	
86533	4492 CENTER RD	12/01/2026		N		75.00
11/19/2026	LINDEN MI, 48451	/ /	0.0000	N		0.00
		12/01/2026		N		75.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	75.00

VENDOR TOTAL: 75.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DIGICGLOBL	DIGICOM GLOBAL INC.	11/16/2026	10331	GEN	KENWOOD PREP BATTERIES FOR VP8000	
86443	675 E. BIG BEAVER	12/01/2026	20260806	N		540.00
	SUITE 105					
11/12/2026	TROY MI, 48083	/ /	0.0000	N		0.00
		12/01/2026		N		540.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.000	RIC-RKNBL2-LIP	520.00	520.00
207-000.000-752.000	UPS SHIPPING	20.00	20.00
		540.00	540.00

VENDOR TOTAL: 540.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DISCTECH	DISCTECH LLC	11/17/2026	CS198842	GEN	PD REPLACEMENT HARD DRIVE FOR THE WA	
86450	2565 CAMINO DEL RIO SOUTH	12/01/2026	20260728	N		799.00
	SUITE 100					
10/13/2026	SAN DIEGO CA, 92108	/ /	0.0000	N		0.00
		12/01/2026		N		799.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-967.000	SEAGATE EXOS X16 FAST FORMAT HARD DRIVE	799.00	799.00

VENDOR TOTAL: 799.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DIVERESCUE	DIVE RESCUE INTERNATIONAL, INC.	11/19/2026	INV203934	GEN	FD - DIVE DRY SUIT REPAIR	
86489	201 N. LINK LANE	12/01/2026	20260817	N		235.04
11/11/2026	FORT COLLINS CO, 80524-4618	/ /	0.0000	N		0.00
		12/01/2026		N		235.04

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-931.000	LABOR	131.25	131.25
206-000.000-931.000	LEAK TEST	62.50	62.50
206-000.000-931.000	SHOP FEE - DRY SUIT	15.00	15.00
206-000.000-931.000	FREIGHT	26.29	26.29
		235.04	235.04

VENDOR TOTAL: 235.04

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DTEENRGY01 86367 10/27/2026	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	11/05/2026 11/19/2026 / / 11/19/2026	11022026 0.0000	GEN N N N	9100 160 2723 7 4320 CORDLEY 09/29/2	586.73 0.00 586.73
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-920.000	ELECTRIC				586.73	
DTEENRGY01 86420 10/30/2026	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	11/10/2026 11/24/2026 / / 11/24/2026	11092026 0.0000	GEN N N N	9200 189 1753 3 9251 REGENCY 10/02/2	53.95 0.00 53.95
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-920.000	ELECTRIC				53.95	
					VENDOR TOTAL:	640.68
DETROITE02 86414 10/31/2026	DTE ENERGY - STREET LIGHTS PO BOX 740786 CINCINNATI OH, 45274-0786	11/09/2026 12/10/2026 / / 12/10/2026	200436591924 0.0000	GEN N N N	STREET LIGHTS 10/01/26-10/31/26	1,759.27 0.00 1,759.27
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-448.000-926.000	STREET LIGHTING				1,759.27	
					VENDOR TOTAL:	1,759.27
DUBOISCO01 86519 11/18/2026	DUBOIS-COOPER & ASSOCIATES 905 PENNIMAN PLYMOUTH MI, 48170	11/23/2026 12/01/2026 / / 12/01/2026	310415 0.0000	GEN N N Y	DPW MOTOR HOUSING/RUBBER BOOT/PRESSU	17,867.00 0.00 17,867.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
590-527.000-751.100	GRINDER PUMP PARTS				17,867.00	
					VENDOR TOTAL:	17,867.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ELCTSOURC1	ELECTION SOURCE	11/19/2026	26-6678	GEN	ELECTIONS FULL SERV TESTING	
86490	4615 DANVERS DRIVE, SE	12/01/2026		N		4,535.00
11/17/2026	GRAND RAPIDS MI, 49512	/ /	0.0000	N		0.00
		12/01/2026		N		4,535.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-752.001	SUPPLIES FOR ELECTIONS	4,535.00

VENDOR TOTAL: 4,535.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
EMPOWER	EMPOWER	11/19/2026	3931916	GEN	401A	
86483	PO BOX 56025	11/20/2026		N		13,550.59
11/19/2026	BOSTON MA, 02205-6025	/ /	0.0000	N		0.00
		11/20/2026		N		13,550.59

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-073.003	RETIREMENT - LIBRARY	1,595.00
101-101.000-716.000	DEFINED CONTRIBUTION	363.60
101-171.000-716.000	DEFINED CONTRIBUTION	480.13
101-201.000-716.000	DEFINED CONTRIBUTION	853.06
101-262.000-716.000	DEFINED CONTRIBUTION	840.41
101-215.000-716.000	DEFINED CONTRIBUTION	1,030.42
101-228.000-716.000	DEFINED CONTRIBUTION	627.90
101-253.000-716.000	DEFINED CONTRIBUTION	890.49
101-265.000-716.000	DEFINED CONTRIBUTION	890.61
101-702.000-716.000	DEFINED CONTRIBUTION	900.38
101-751.000-716.000	DEFINED CONTRIBUTION	226.70
101-820.000-716.000	DEFINED CONTRIBUTION	391.77
206-000.000-716.000	DEFINED CONTRIBUTION	371.45
207-000.000-716.000	DEFINED CONTRIBUTION	1,281.60
590-527.000-716.000	DEFINED CONTRIBUTION	2,807.07
		13,550.59

0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
EMPOWER	EMPOWER	11/19/2026	3932042	GEN	457	
86484	PO BOX 56025	11/20/2026		N		15,568.07
11/19/2026	BOSTON MA, 02205-6025	/ /	0.0000	N		0.00
		11/20/2026		N		15,568.07

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.500	DEFERRED COMPENSATION/457	15,568.07

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	29,118.66
ESRI000001	ENVIRONMENTAL SYSTEMS RESEARCH	11/24/2026	900368444	GEN	IT ANNUAL USER SUBSCRIPTIONS (11) 1	
86536	P.O. BOX 741076	12/01/2026		N		6,498.00
11/19/2026	LOS ANGELES CA, 90074-4630	/ /	0.0000	N		0.00
		12/01/2026		Y		6,498.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-229.000-933.000	SOFTWARE MAINTENANCE	6,498.00

					VENDOR TOTAL:	6,498.00
FLAGSTRBNK	FLAGSTAR BANK, FSB	11/17/2026	11042026	GEN	10/06/2026-11/04/2026	
86446	CARDMEMBER SERVICES PO BOX 790408	12/01/2026		N		6,970.20
11/06/2026	SAINT LOUIS MO, 63179-0408	/ /	0.0000	N		0.00
		12/01/2026		Y		6,970.20
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.000	SENIOR CENTER DONATIONS	1,255.34
101-000.000-239.300	SENIOR CENTER ACTIVITY FUND	887.89
101-000.000-239.700	SENIOR CENTER LUNCH PROGRAM	475.29
101-262.000-752.001	SUPPLIES FOR ELECTIONS	1,344.65
101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	330.75
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	161.19
101-275.000-946.000	ENGINEERING SERVICES	217.78
101-751.000-930.005	MAINTENANCE PARK FACILITIES	179.40
101-751.000-975.300	GRANT MATCH	148.33
206-000.000-916.000	TRAINING	693.00
206-000.000-932.000	VEHICLE MAINTENANCE	14.00
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	260.93
207-000.000-676.000	REIMBURSEMENTS & COST RECOVERY	(151.78)
207-000.000-916.000	TRAINING	501.72
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	74.95
207-000.000-967.000	SPECIAL PROJECTS	33.89
590-527.000-768.000	UNIFORMS/ACCESSORIES	542.87
		6,970.20

	0.00

VENDOR TOTAL:	6,970.20

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GRLKS BREA 86542 11/20/2026	GREAT LAKES BREATHING AIR 11863 92ND AVE ALLENDALE MI, 49401	11/24/2026 12/01/2026 / / 12/01/2026	1728 20260827 0.0000	GEN N N N	FD - MAKO AIR TRAILER #1728	953.82 0.00 953.82

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-931.000	MAKO AIR TRAILER, HAMBURG	953.82	953.82

VENDOR TOTAL: 953.82

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HIGH PRESS 86507 11/18/2026	HIGH PRESSURE SOLUTIONS LLC 5495 BURTON RD MUSSEY MI, 48014	11/19/2026 12/01/2026 / / 12/01/2026	1104 0.0000	GEN N N N	DPW PREVENTATIVE MAINT ON POWER WASH	551.28 0.00 551.28

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-931.000	EQUIPMENT MAINT/REPAIR	551.28

VENDOR TOTAL: 551.28

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOMEDEPO01	HOME DEPOT CREDIT SERVICES	11/17/2026	5012150	GEN	TWP SUPPLIES	
86464	DEPT 32-2501873644	12/01/2026		N		68.65
	P.O. BOX 70293					
10/18/2026	PHILADELPHIA PA, 19176-0293	/ /	0.0000	N		0.00
		12/01/2026		Y		68.65
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	22.26
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	46.39
		68.65 0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOMEDEPO01	HOME DEPOT CREDIT SERVICES	11/17/2026	5533727	GEN	B&G CORDLESS ANGLE GRINDER	
86462	DEPT 32-2501873644	12/01/2026		N		299.00
	P.O. BOX 70293					
11/06/2026	PHILADELPHIA PA, 19176-0293	/ /	0.0000	N		0.00
		12/01/2026		Y		299.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	299.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOMEDEPO01	HOME DEPOT CREDIT SERVICES	11/17/2026	9624614	GEN	MERRILL RD & M36 HAMBURG TWP SIGN SO	
86463	DEPT 32-2501873644	12/01/2026		N		106.77
	P.O. BOX 70293					
10/24/2026	PHILADELPHIA PA, 19176-0293	/ /	0.0000	N		0.00
		12/01/2026		Y		106.77
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-946.000	ENGINEERING SERVICES	106.77

VENDOR TOTAL: 474.42

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HURONRIV01	HURON RIVER WATERSHED COUNCIL	11/17/2026	2026.01.187	GEN	2027 HURON RIVER COUNCIL CALENDARS (	
86454	117 N.1ST ST	12/01/2026		N		375.00
	STE 100					
11/11/2026	ANN ARBOR MI, 48104	/ /	0.0000	N		0.00
		12/01/2026		N		375.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	375.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	375.00
HRNVLLYGUN 86492 11/02/2026	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	11/19/2026 12/01/2026 / / 12/01/2026	74001327 20260813 0.0000	GEN N N Y	FD - UNIFORM ITEMS #74001327	136.98 0.00 136.98
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	MEN'S PDU TWILL PANTS	69.99	69.99
206-000.000-768.000	MEN'S PARAGON PLUS L/S SHIRT	57.99	57.99
206-000.000-768.000	SEW ON PATCHES	9.00	9.00
		136.98	136.98

HRNVLLYGUN 86493 11/02/2026	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	11/19/2026 12/01/2026 / / 12/01/2026	74001329 20260814 0.0000	GEN N N Y	FD - UNIFORM NECKTIE #74001329	18.99 0.00 18.99
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	NECKTIE	18.99	18.99

					VENDOR TOTAL:	155.97
IMEGCORP#1 86494 11/11/2026	IMEG CONSULTANTS CORP PO BOX 182094 COLUMBUS OH, 43218-2094	11/19/2026 12/01/2026 / / 12/01/2026	26001299.00-2 0.0000	GEN N N Y	TF25-0213 LAKELAND TRAIL ZUKEY LAKE	4,287.00 0.00 4,287.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-800.000-975.300	GRANT MATCH	4,287.00

	VENDOR TOTAL:	4,287.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
ASSUREDP01	JAYS ASSURED PEST CONTROL LLC	11/19/2026	385	GEN	MONTHLY SERVICE NOVEMBER 2026	
86516	629 TURQUOISE DR	12/01/2026		N		236.00
11/10/2026	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		12/01/2026		Y		236.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-801.000	CONTRACTUAL SERVICES	72.00
207-000.000-801.000	CONTRACTUAL SERVICES	92.00
101-820.000-801.000	CONTRACTUAL SERVICES	72.00
		236.00

0.00

VENDOR TOTAL: 236.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
KINGKLEA01	KING KLEANERS	11/19/2026	10312026	GEN	FD - DRY CLEANING #OCTOBER 2026	
86495	5589 E. M-36 SUITE B3	12/01/2026	20260809	N		126.00
10/31/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		Y		126.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	FD OCT 26 DRY CLEANING	126.00	126.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
KINGKLEA01	KING KLEANERS	11/17/2026	10312026	GEN	PD UNIFORM CLEANING OCT 2026	
86455	5589 E. M-36 SUITE B3	12/01/2026	20260805	N		274.00
11/16/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		Y		274.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.500	UNIFORM CLEANING 10/1/26 TO 10/31/26	274.00	274.00

VENDOR TOTAL: 400.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LABADIE FA 86537 11/24/2026	LABADIE FARM LLC 5497 EMMONS RD FOWLERVILLE MI, 48836	11/24/2026 12/01/2026 / / 12/01/2026	20573 0.0000	GEN N N Y	CITV 12/12/26 COMPLETE NATIVITY	625.00 0.00 625.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-943.001	CHRISTMAS IN THE VILLAGE	625.00

VENDOR TOTAL: 625.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LAKELAND01 86496 11/05/2026	LAKELAND ACE HARDWARE, INC. PO BOX 1000 PINCKNEY MI, 48169	11/19/2026 12/01/2026 / / 12/01/2026	16039 20260812 0.0000	GEN N N N	FD - ENG 11 HOSE CLAMP/BOLT #16039/1	6.18 0.00 6.18

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	BOLT FOR HOSE CLAMP	2.59	2.59
206-000.000-932.000	HOSE CLAMP	3.59	3.59
		6.18	6.18

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LAKELAND01 86543 11/17/2026	LAKELAND ACE HARDWARE, INC. PO BOX 1000 PINCKNEY MI, 48169	11/24/2026 12/01/2026 / / 12/01/2026	16111 20260825 0.0000	GEN N N N	FD - STA 11 SUPPLIES, CARWASH ITEMS	29.97 0.00 29.97

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	MAXPOWER CAR WASH	29.97	29.97

VENDOR TOTAL: 36.15

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
PERSCHKE 86520 11/23/2026	LISA PERSCHKE 3346 DIANNE DR. BRIGHTON MI, 48114	11/23/2026 12/01/2026 / / 12/01/2026	11232026 0.0000	GEN N N N	P&Z REIMBURSE GYM MEMBERSHIP NOV 202	100.00 0.00 100.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-702.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	100.00

VENDOR TOTAL: 10

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LIVINGST28	LCGIS	11/24/2026	14917	GEN	FD - IT EQUIPMENT #14917	
86540	304 E. GRAND RIVER, STE. 101	12/01/2026	20260826	N		500.00
11/24/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/01/2026		N		500.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	IT EQUIPMENT	500.00	500.00

VENDOR TOTAL: 500.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	11/17/2026	11172026	GEN	EASEMENT GRANT FORM LEABU	
86465	200 E. GRAND RIVER AVE. SUITE 3	12/01/2026		N		30.00
11/17/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/01/2026		N		30.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	30.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	11/17/2026	11172026	GEN	HOLD HARMLESS AGREEMENT JAHNKE	
86466	200 E. GRAND RIVER AVE. SUITE 3	12/01/2026		N		30.00
11/17/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/01/2026		N		30.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	30.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	11/17/2026	11172026	GEN	QUIT CLAIM DEED-BSA TO HAMBURG TWP	
86467	200 E. GRAND RIVER AVE. SUITE 3	12/01/2026		N		30.00
11/17/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/01/2026		N		30.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-955.000	SUNDRY	30.00

VENDOR TOTAL: 9

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
KUZNERM01	MARY C. KUZNER	11/23/2026	11232026	GEN	ELECTIONS MILEAGE/ CLERK GYM MEMBERS	
86521	P.O. BOX 1635	12/01/2026		N		288.24
11/23/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/01/2026		N		288.24
Open						

GL NUMBER	DESCRIPTION	AMOUNT	
101-262.000-861.000	MILEAGE	188.24	
101-215.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	100.00	
		288.24	0.00

VENDOR TOTAL: 288.24

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
REFUND UB	MARY D MORTON TRUST	11/24/2026	11242026	GEN	UB REFUND OF OVERPAYMENT	
86539	6225 WINANS DR	12/01/2026		N		23.50
11/24/2026	BRIGHTON MI, 48116	/ /	0.0000	Y		0.00
		12/01/2026		N		23.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-000.000-033.000	UB5 O&M RECEIVABLES	23.50

VENDOR TOTAL: 23.50

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
MCDOWELL	MCDOWELL AND ASSOCIATES, INC.	11/24/2026	139878	GEN	FEMA ELEVATION GRANT HMGP 4757.12 SO	
86538	21355 HATCHER AVE	12/01/2026		N		17,980.00
11/16/2026	FERNDALE MI, 48220	/ /	0.0000	N		0.00
		12/01/2026		N		17,980.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-967.023	HAZARD MITIGATION ADMIN	17,980.00

VENDOR TOTAL: 17,980.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
MISTATEF01	MI STATE FIREMEN'S ASSOCIATION	11/24/2026	20260824	GEN	FD - 2027 DEPT MEMBERSHIP FEE 12.01.	
86544	P.O. BOX 405	12/01/2026	20260824	N		100.00
11/24/2026	SWARTZ CREEK MI, 48473-0405	/ /	0.0000	N		0.00
		12/01/2026		N		100.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	2027 FD MEMBERSHIP FEE	100.00	100.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	100.00
MAMC 86498 11/18/2026	MICHIGAN ASSOC OF MUNICIPAL CLERKS 120 N. WASHINGTON SQ, SUITE 110A LANSING MI, 48933-1609	11/19/2026 12/01/2026 / / 12/01/2026	11900 0.0000	GEN N N N	CLERK ACTIVE MEMBER M KUZNER JAN 1 2	100.00 100.00 0.00 100.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION				100.00	
MAMC 86499 11/18/2026	MICHIGAN ASSOC OF MUNICIPAL CLERKS 120 N. WASHINGTON SQ, SUITE 110A LANSING MI, 48933-1609	11/19/2026 12/01/2026 / / 12/01/2026	11901 0.0000	GEN N N N	CLERK ACTIVE MEMBER JAN 1 2027-JAN 1	100.00 100.00 0.00 100.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION				100.00	
					VENDOR TOTAL:	200.00
MICHIGANST 86477 11/18/2026	MICHIGAN STATE DISBURSEMENT UNIT P.O. BOX 30350 LANSING MI, 48909-7850	11/19/2026 12/01/2026 / / 12/01/2026	11182026 0.0000	GEN N N N	PAYROLL 11/02/26-11/15/26 PAYDATE 11	1,619.08 1,619.08 0.00 1,619.08
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING MF				299.54	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING JH				380.46	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING DP				642.99	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING JF				139.54	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING DW				156.55	
					1,619.08 0.00	
					VENDOR TOTAL:	1,619.08

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
MONRORUB1	MONROE'S RUBBISH REMOVAL, INC.	11/23/2026	3467	GEN	B&G TRASH DROP REFRIGERATOR/SHELVES	
86524	10025 INDUSTRIAL DR.	12/01/2026		N		55.00
09/22/2026	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		12/01/2026		N		55.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	55.00

MONRORUB1	MONROE'S RUBBISH REMOVAL, INC.	11/23/2026	3628	GEN	B7G TRASH DUM-REFRIGERATOR/PARTIAL T	
86523	10025 INDUSTRIAL DR.	12/01/2026		N		135.00
10/06/2026	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		12/01/2026		N		135.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	135.00

VENDOR TOTAL: 190.00

MIRECOPRK1	MPARKS	11/19/2026	7207	GEN	PR AGENCY MEMBERSHIP JULY-DEC 2026	
86497	MICHIGAN RECREATION & PARK ASSN.	12/01/2026		N		795.00
	PO BOX 27609					
11/16/2026	LANSING MI, 48909	/ /	0.0000	N		0.00
		12/01/2026		Y		795.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	795.00

VENDOR TOTAL: 795.00

MERS000001	MUNICIPAL EMPLOYEE'S RETIRE-	11/19/2026	11192026	GEN	2026-11	
86478	1134 MUNICIPAL WAY	12/01/2026		N		57,759.96
11/19/2026	LANSING MI, 48917	/ /	0.0000	N		0.00
		12/01/2026		N		57,759.96
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.800	MUNICIPAL EMPLOYEES RETIREMENT	13,083.96
207-000.000-716.000	DEFINED CONTRIBUTION	44,676.00
		57,759.96

0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	57,759.96
NORTHSTAR	NORTHSTAR FACILITY SERVICES INC	11/23/2026	0762939	GEN	MAT SERVICE	
86528	30515 CENTURY DRIVE	12/01/2026		N		407.88
09/30/2026	WIXOM MI, 48393	/ /	0.0000	N		0.00
		12/01/2026		N		407.88
Open						

GL NUMBER	DESCRIPTION	AMOUNT		
101-265.000-930.004	MAINTENANCE DPW GARAGE/OLD PACKR	29.81		
101-265.000-930.000	MAINTENANCE TWP HALL	115.33		
101-820.000-930.001	MAINTENANCE COMM CENTER	89.97		
207-000.000-930.002	MAINTENANCE POLICE BUILDING	100.61		
590-527.000-930.010	SEWER MAINTENANCE GARAGE	72.16		
		407.88	0.00	

					VENDOR TOTAL:	407.88
PARKS OUTD	PARKS OUTDOOR MAINTENANCE LLC	11/23/2026	58022	GEN	LAWN FERTILIZATION AND WEED CONTROL	
86527	1401 SOUTER DR	12/01/2026		N		3,815.00
11/11/2026	TROY MI, 48083	/ /	0.0000	N		0.00
		12/01/2026		Y		3,815.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT		
101-820.000-930.001	MAINTENANCE COMM CENTER	111.25		
101-265.000-930.020	MAINTENANCE - FERTILIZER	222.50		
101-751.000-930.020	SPORTS FIELD MAINTENANCE	3,060.00		
207-000.000-930.020	MAINTENANCE - FERTILIZER	111.25		
206-000.000-930.020	MAINTENANCE - FERTILIZER	310.00		
		3,815.00	0.00	

					VENDOR TOTAL:	3,815.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
PINCAUTO01	PINCKNEY AUTO WASH, LLC	11/17/2026	10312026	GEN	CAR WASHES OCTOBER 2026	
86456	PO BOX 881	12/01/2026		N		186.00
	1090 E M-36					
11/16/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		Y		186.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT	
207-000.000-932.000	VEHICLE MAINTENANCE	156.00	
206-000.000-932.000	VEHICLE MAINTENANCE	6.00	
590-527.000-932.000	VEHICLE MAINTENANCE	24.00	
		186.00	0.00

VENDOR TOTAL: 186.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	11/17/2026	516058	GEN	PD VEH REPAIRS OIL CHANGE AND TIRE I	
86452	1295 E. M-36	12/01/2026	20260807	N		193.60
11/06/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		N		193.60
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	OIL CHANGE AND NEW TIRES	193.60	193.60

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	11/17/2026	516139	GEN	PD VEH REPAIRS 2019 JEEP GRAND CHERO	
86453	1295 E. M-36	12/01/2026	20260808	N		2,959.45
11/11/2026	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/01/2026		N		2,959.45
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	BRAKES,FUEL INJECTOR,OIL LEAK,H20 PUMP	2,959.45	2,959.45

VENDOR TOTAL: 3,153.05

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
REFUND TAX 86441 11/16/2026	RONALD SCOTT 7695 PRECIPICE CT PINCKNEY MI, 48169	11/16/2026 12/01/2026 / / 12/01/2026	11162026 0.0000	GEN N Y N	TAX REFUND VETERAN'S EXEMPTION 4715-	2,853.47 0.00 2,853.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	28.25
703-000.000-222.101	DUE TO COUNTY TAXES	975.06
703-000.000-222.500	DUE TO COUNTY SET	1,850.16
		2,853.47

VENDOR TOTAL: 2,853.47

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
JOHNSNRO01	ROSATI, SCHULTZ, JOPPICH &	11/19/2026	1086945	GEN	GENERAL MATTERS/ MARY ANN LAMKIN THR	
86500	AMTSBUECHLER, P.C.	12/01/2026		N		68.00
	27555 EXECUTIVE DRIVE, SUITE 250					
11/09/2026	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		12/01/2026		Y		68.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-826.000	LEGAL FEES	51.00
101-101.000-826.000	LEGAL FEES	17.00
		68.00

JOHNSNRO01	ROSATI, SCHULTZ, JOPPICH &	11/19/2026	1086947	GEN	MARY ANN & STEVEN LAMKIN THROUGH OCT	
86501	AMTSBUECHLER, P.C.	12/01/2026		N		962.50
	27555 EXECUTIVE DRIVE, SUITE 250					
11/09/2026	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		12/01/2026		Y		962.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-826.000	LEGAL FEES	962.50

JOHNSNRO01	ROSATI, SCHULTZ, JOPPICH &	11/19/2026	1086949	GEN	ORDINANCE ENFORCEMANT MATTERS THROUG	
86502	AMTSBUECHLER, P.C.	12/01/2026		N		42.00
	27555 EXECUTIVE DRIVE, SUITE 250					
11/09/2026	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		12/01/2026		Y		42.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-702.000-826.000	LEGAL FEES	42.00

JOHNSNRO01	ROSATI, SCHULTZ, JOPPICH &	11/19/2026	1086950	GEN	DISTRCIR COURT PROSECUTIONS THROUGH	
86503	AMTSBUECHLER, P.C.	12/01/2026		N		1,680.00
	27555 EXECUTIVE DRIVE, SUITE 250					
11/09/2026	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		12/01/2026		Y		1,680.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-826.000	LEGAL FEES	14.00
101-702.000-826.000	LEGAL FEES	1,666.00
		1,680.00

0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	2,752.50
RUSHLAKE01 86529 11/23/2026	RUSH LAKE PROPERTY OWNERS ASSN P.O. BOX 30437 TAMPA FL, 33630	11/23/2026 12/01/2026 / / 12/01/2026	11232026 0.0000	GEN N N N	COMMUNITY ASSESSMENTS-OPS PARK/ LAKE	374.00 0.00 374.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	104.00
101-101.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	75.00
101-101.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	195.00
		374.00

0.00

					VENDOR TOTAL:	374.00
WARDRY 86530 11/18/2026	RYAN WARD ,	11/23/2026 12/01/2026 / / 12/01/2026	11182026 0.0000	GEN N N N	DPW REIMBURSEMENT GYM MEMBERSHIP NOV	25.08 0.00 25.08
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	25.08

					VENDOR TOTAL:	25.08
SITEONELAN 86504 11/04/2026	SITEONE LANDSCAPE SUPPLY, LLC 24110 NETWORK PLACE CHICAGO IL, 60673-1241	11/19/2026 12/01/2026 / / 12/01/2026	M172974156 0.0000	GEN N N Y	CEMETERY BIG BAG FILL/ BIG BAG BULK	439.32 0.00 439.32
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-930.000	MAINTENANCE	439.32

	VENDOR TOTAL:	439.32

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
SPRINGFIEL	SPRINGFIELD URGENT CARE PLLC	11/17/2026	1501K31854	GEN	FD PRE-EMPLOYMENT PHYSICAL BLACK, OK	
86457	320 TOWN CENTER BLVD. STE. C-101	12/01/2026		N		432.00
11/16/2026	WHITE LAKE MI, 48386-2183	/ /	0.0000	N		0.00
		12/01/2026		N		432.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	432.00

VENDOR TOTAL: 432.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	11/19/2026	6986574	GEN	FD - STA 12 COPIER CHARGES 10.6 - 11	
86505	PO BOX 927	12/01/2026	20260818	N		16.52
11/03/2026	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		12/01/2026		Y		16.52
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-801.000	CW COPIES	1.58	1.58
206-000.000-801.000	FREIGHT SURCHARGE	7.00	7.00
206-000.000-801.000	CLR COPIES	7.94	7.94
		16.52	16.52

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	11/23/2026	6994837	GEN	CONTRACT 11/04/26-12/03/26 EXCESS 08	
86531	PO BOX 927	12/01/2026		N		536.44
11/12/2026	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		12/01/2026		Y		536.44
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	536.44

VENDOR TOTAL: 552.96

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
UNITEDPA01	UPS SUPPLY CHAIN SOLUTIONS, INC.	11/17/2026	29A86D750A3	GEN	FD - SHIPPING/PICK UP CHARGES FOR VE	
86449	UPS FREIGHT	12/01/2026	20260737	N		24.39
	28013 NETWORK PLACE					
10/13/2026	CHICAGO IL, 60673-1280	/ /	0.0000	N		0.00
		12/01/2026		N		24.39
Open						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	SHIPPING CHARGES - VULTAGGIO	14.74	14.74
206-000.000-932.000	UPS PICK UP CHARGE	9.65	9.65
		24.39	24.39

VENDOR TOTAL: 24.39

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
WCAASSESSG	WCA ASSESSING LLC	11/23/2026	11172026	GEN	ASSESSMENT SERVICES DECEMBER 2026	
86532	38110 N. EXECUTIVE #100	12/01/2026		N		25,412.58
11/23/2026	WESTLAND MI, 48185	/ /	0.0000	N		0.00
		12/01/2026		Y		25,412.58
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-257.000-801.000	CONTRACTUAL SERVICES	25,412.58

VENDOR TOTAL: 25,412.58

TOTAL - ALL VENDORS: 396,381.85

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
EXP CHECK RUN DATES 07/01/2026 - 12/14/2026
UNJOURNALIZED OPEN
BANK CODE: GEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000					
101-000.000-073.001	HEALTH INSURANCE - LIBRARY	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,975.95	
101-000.000-073.002	DISABILITY - LIBRARY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	179.16	
101-000.000-073.003	RETIREMENT - LIBRARY	EMPOWER	401A	1,595.00	
101-000.000-073.004	LIFE INSURANCE - LIBRARY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	29.52	
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING	MICHIGAN STATE DISBURSEMEN	PAYROLL 11/02/26-11/15/26 PAYDATE 11/19	1,619.08	
101-000.000-231.200	DUE TO CHARITY CHARITABLE DEDUCT	DART TEAM	11/01/2026	135.00	
101-000.000-231.300	DUE TO BCBS BCBS W/H	BLUE CROSS BLUE SHIELD OF	007005121-0001 12/01/26-12/31/26	1,001.68	
101-000.000-231.300	DUE TO BCBS BCBS W/H	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,131.09	
101-000.000-231.420	VOL. LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0002-000 12/01/26-12/31/26	1,206.57	
101-000.000-231.500	DEFERRED COMPENSATION/457	EMPOWER	457	15,568.07	
101-000.000-231.800	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEE'S RETIF	2026-11	13,083.96	
101-000.000-239.000	SENIOR CENTER DONATIONS	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	1,255.34	
101-000.000-239.300	SENIOR CENTER ACTIVITY FUND	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	887.89	
101-000.000-239.700	SENIOR CENTER LUNCH PROGRAM	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	475.29	
		Total For Dept 000.000		44,143.60	
Dept 101.000 Township Board					
101-101.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	363.60	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	GENERAL MATTERS/ MARY ANN LAMKIN THROUG	17.00	
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	MARY ANN & STEVEN LAMKIN THROUGH OCTOBE	962.50	
101-101.000-955.000	SUNDRY	LIVINGSTON COUNTY REGISTEF	QUIT CLAIM DEED-BSA TO HAMBURG TWP	30.00	
101-101.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	RUSH LAKE PROPERTY OWNERS	COMMUNITY ASSESSMENTS-OPS PARK/ LAKE/ F	374.00	
		Total For Dept 101.000 Township Board		1,747.10	
Dept 171.000 Township Supervisor					
101-171.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	480.13	
101-171.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	2,511.19	
101-171.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	52.50	
101-171.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	8.30	
		Total For Dept 171.000 Township Supervisor		3,052.12	
Dept 201.000 ACCOUNTING					
101-201.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	853.06	
101-201.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,797.41	
101-201.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	113.10	
101-201.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	22.14	
		Total For Dept 201.000 ACCOUNTING		4,785.71	
Dept 215.000 CLERK'S OFFICE					
101-215.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	1,030.42	
101-215.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	4,049.93	
101-215.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	91.00	
101-215.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	15.12	
101-215.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	MARY C. KUZNER	ELECTIONS MILEAGE/ CLERK GYM MEMBERSHIF	100.00	
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	DEERFIELD TOWNSHIP	CLERK BUSINESS MEETING AND LUNCHEON (3)	75.00	
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MICHIGAN ASSOC OF MUNICIPA	CLERK ACTIVE MEMBER M KUZNER JAN 1 2027	100.00	
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MICHIGAN ASSOC OF MUNICIPA	CLERK ACTIVE MEMBER JAN 1 2027-JAN 1 20	100.00	
		Total For Dept 215.000 CLERK'S OFFICE		5,561.47	
Dept 228.000 TECHNICAL/UTILITIES SERVICES					
101-228.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	627.90	
101-228.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,201.35	
101-228.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	64.64	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 228.000 TECHNICAL/UTILITIES SERVICES					
101-228.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	10.33	
		Total For Dept 228.000 TECHNICAL/UTILITIES SERVICES		3,904.22	
Dept 229.000 COMPUTER/CABLE					
101-229.000-933.000	SOFTWARE MAINTENANCE	APPLIED INNOVATION	IT PROFESSIONAL SERVICES	4,800.00	
101-229.000-933.000	SOFTWARE MAINTENANCE	ENVIRONMENTAL SYSTEMS RESE	IT ANNUAL USER SUBSCRIPTIONS (11) 11/1	6,498.00	
		Total For Dept 229.000 COMPUTER/CABLE		11,298.00	
Dept 253.000 Treasurer					
101-253.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	890.49	
101-253.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	88.58	
101-253.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	14.76	
		Total For Dept 253.000 Treasurer		993.83	
Dept 257.000 Assessing					
101-257.000-801.000	CONTRACTUAL SERVICES	WCA ASSESSING LLC	ASSESSMENT SERVICES DECEMBER 2026	25,412.58	
		Total For Dept 257.000 Assessing		25,412.58	
Dept 262.000 Elections					
101-262.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	840.41	
101-262.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	2,858.35	
101-262.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	50.98	
101-262.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	9.23	
101-262.000-752.001	SUPPLIES FOR ELECTIONS	ELECTION SOURCE	ELECTIONS FULL SERV TESTING	4,535.00	
101-262.000-752.001	SUPPLIES FOR ELECTIONS	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	1,344.65	
101-262.000-861.000	MILEAGE	MARY C. KUZNER	ELECTIONS MILEAGE/ CLERK GYM MEMBERSHIF	188.24	
		Total For Dept 262.000 Elections		9,826.86	
Dept 265.000 Township Buildings					
101-265.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	890.61	
101-265.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,306.43	
101-265.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	107.05	
101-265.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	21.95	
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	HOME DEPOT CREDIT SERVICES	TWP SUPPLIES	46.39	
101-265.000-758.000	DIESEL FUEL	CORRIGAN TOWING	DYED ULTRA LOW SULFUR #2 225.10 GAL	607.67	
101-265.000-801.000	CONTRACTUAL SERVICES	JAYS ASSURED PEST CONTROL	MONTHLY SERVICE NOVEMBER 2026	72.00	
101-265.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 3862 10405 MERRILL 10/09/26-1	225.94	
101-265.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 1122 10675 MERRILL 10/09/26-1	35.64	
101-265.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 1155 10675 MERRILL 10/09/26-1	90.39	
101-265.000-930.000	MAINTENANCE TWP HALL	ALLSTAR ALARM, LLC	TWP DOOR/WINDOW TRANSMITTER	271.03	
101-265.000-930.000	MAINTENANCE TWP HALL	MONROE'S RUBBISH REMOVAL,	B7G TRASH DUM-REFRIGERATOR/PARTIAL TRAI	135.00	
101-265.000-930.000	MAINTENANCE TWP HALL	MONROE'S RUBBISH REMOVAL,	B&G TRASH DROP REFRIGERATOR/SHELVES	55.00	
101-265.000-930.000	MAINTENANCE TWP HALL	NORTHSTAR FACILITY SERVICE	MAT SERVICE	115.33	
101-265.000-930.004	MAINTENANCE DPW GARAGE/OLD PACKR	NORTHSTAR FACILITY SERVICE	MAT SERVICE	29.81	
101-265.000-930.020	MAINTENANCE - FERTILIZER	PARKS OUTDOOR MAINTENANCE	LAWN FERTILIZATION AND WEED CONTROL	222.50	
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	HOME DEPOT CREDIT SERVICES	B&G CORDLESS ANGLE GRINDER	299.00	
101-265.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL,	B&G 17 FORD F-350 50068	2,716.24	
101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	330.75	
		Total For Dept 265.000 Township Buildings		9,578.73	
Dept 275.000 OTHER EXPENSES					
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	161.19	
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	HOME DEPOT CREDIT SERVICES	TWP SUPPLIES	22.26	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 275.000 OTHER EXPENSES					
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	TOSHIBA BUSINESS SOLUTIONS	CONTRACT 11/04/26-12/03/26 EXCESS 08/04	536.44	
101-275.000-946.000	ENGINEERING SERVICES	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	217.78	
101-275.000-946.000	ENGINEERING SERVICES	HOME DEPOT CREDIT SERVICES	MERRILL RD & M36 HAMBURG TWP SIGN SOLAF	106.77	
101-275.000-955.000	SUNDRY	HURON RIVER WATERSHED COUN	2027 HURON RIVER COUNCIL CALENDARS (500	375.00	
101-275.000-967.023	HAZARD MITIGATION ADMIN	MCDOWELL AND ASSOCIATES, I	FEMA ELEVATION GRANT HMGP 4757.12 SOILI	17,980.00	
		Total For Dept 275.000 OTHER EXPENSES		19,399.44	
Dept 448.000 Street Lighting					
101-448.000-926.000	STREET LIGHTING	DTE ENERGY - STREET LIGHTS	STREET LIGHTS 10/01/26-10/31/26	1,759.27	
		Total For Dept 448.000 Street Lighting		1,759.27	
Dept 567.000 CEMETERY					
101-567.000-801.000	CONTRACTUAL SERVICES	A2Z LAWN SERVICES, LLC	FAL CLEAN UP NORTH, SOUTH, PLACEWAY	4,301.25	
101-567.000-930.000	MAINTENANCE	SITEONE LANDSCAPE SUPPLY,	CEMETERY BIG BAG FILL/ BIG BAG BULK BAG	439.32	
		Total For Dept 567.000 CEMETERY		4,740.57	
Dept 702.000 PLANNING AND ZONING					
101-702.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	900.38	
101-702.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	3,042.11	
101-702.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	84.16	
101-702.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	14.76	
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	ORDINANCE ENFORCEMANT MATTERS THROUGH C	42.00	
101-702.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	DISTRCIR COURT PROSECUTIONS THROUGH OCT	1,666.00	
101-702.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	LISA PERSCHKE	P&Z REIMBURSE GYM MEMBERSHIP NOV 2026	100.00	
		Total For Dept 702.000 PLANNING AND ZONING		5,849.41	
Dept 751.000 Recreation Board					
101-751.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	226.70	
101-751.000-718.000	HEALTH/DENTAL/VISION INSURNACE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	1,257.26	
101-751.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	28.84	
101-751.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	5.17	
101-751.000-758.000	DIESEL FUEL	CORRIGAN TOWING	DYED ULTRA LOW SULFUR #2 225.10 GAL	607.67	
101-751.000-930.005	MAINTENANCE PARK FACILITIES	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	179.40	
101-751.000-930.020	SPORTS FIELD MAINTENANCE	PARKS OUTDOOR MAINTENANCE	LAWN FERTILIZATION AND WEED CONTROL	3,060.00	
101-751.000-943.001	CHRISTMAS IN THE VILLAGE	LABADIE FARM LLC	CITV 12/12/26 COMPLETE NATIVITY	625.00	
101-751.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MPARKS	PR AGENCY MEMBERSHIP JULY-DEC 2026	795.00	
101-751.000-975.300	GRANT MATCH	A-1 ENGRAVING & SIGNS, INC	TF 22-0107 MANLEY BENNET IMP GRANT MATC	75.00	
101-751.000-975.300	GRANT MATCH	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	148.33	
		Total For Dept 751.000 Recreation Board		7,008.37	
Dept 800.000 LAKELAND TRAIL					
101-800.000-975.300	GRANT MATCH	IMEG CONSULTANTS CORP	TF25-0213 LAKELAND TRAIL ZUKEY LAKE FOC	4,287.00	
		Total For Dept 800.000 LAKELAND TRAIL		4,287.00	
Dept 820.000 SENIOR CENTER					
101-820.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	391.77	
101-820.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	2,286.68	
101-820.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	42.50	
101-820.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	7.38	
101-820.000-801.000	CONTRACTUAL SERVICES	JAYS ASSURED PEST CONTROL	MONTHLY SERVICE NOVEMBER 2026	72.00	
101-820.000-900.200	NEWSLETTER/PUBLICATIONS	APPLIED INNOVATION	SEN CTR CONTRACT BASE 11/21/26-12/20/26	296.68	
101-820.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 0694 10407 MERRILL RD 10/09/2	118.24	
101-820.000-930.001	MAINTENANCE COMM CENTER	NORTHSTAR FACILITY SERVICE	MAT SERVICE	89.97	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 820.000 SENIOR CENTER					
101-820.000-930.001	MAINTENANCE COMM CENTER	PARKS OUTDOOR MAINTENANCE	LAWN FERTILIZATION AND WEED CONTROL	111.25	
		Total For Dept 820.000 SENIOR CENTER		3,416.47	
		Total For Fund 101 General Fund		166,764.75	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	371.45	
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0001 12/01/26-12/31/26	31,957.64	
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	914.67	
206-000.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	559.43	
206-000.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	101.84	
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	LAKELAND ACE HARDWARE, INC	FD - STA 11 SUPPLIES, CARWASH ITEMS #16	29.97	
206-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	FD - UNIFORM ITEMS #74001327	136.98	
206-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	FD - UNIFORM NECKTIE #74001329	18.99	
206-000.000-768.000	UNIFORMS/ACCESSORIES	KING KLEANERS	FD - DRY CLEANING #OCTOBER 2026	126.00	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS SOLUTIONS	FD - STA 12 COPIER CHARGES 10.6 - 11.5.	16.52	
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	ALPHA PSYCHOLOGICAL SERVIC	FD - PSYCH EVALUATION, JORDAN OKDIE	425.00	
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	ALPHA PSYCHOLOGICAL SERVIC	FD - PSYCH EVALUS FOR NEW HIRE CANDIDAT	1,375.00	
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	SPRINGFIELD URGENT CARE PI	FD PRE-EMPLOYMENT PHYSICAL BLACK, OKDIE	432.00	
206-000.000-853.000	PHONE/COMM/INTERNET	AT&T MOBILITY	PD/FD CELL PHONE CHARGES OCT 12 - NOV 1	237.00	
206-000.000-853.000	PHONE/COMM/INTERNET	AT&T MOBILITY	PD NEGOTIATING TEAM BRINC BALL SIM CARI	23.42	
206-000.000-916.000	TRAINING	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	693.00	
206-000.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 3979 7285 10100 VETERANS MEM 10/08	180.90	
206-000.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 0645 3666 E M 36 10/09/26-11/	313.07	
206-000.000-930.020	MAINTENANCE - FERTILIZER	PARKS OUTDOOR MAINTENANCE	LAWN FERTILIZATION AND WEED CONTROL	310.00	
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	DIVE RESCUE INTERNATIONAL,	FD - DIVE DRY SUIT REPAIR	235.04	
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	GREAT LAKES BREATHING AIR	FD - MAKO AIR TRAILER #1728	953.82	
206-000.000-932.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	FD - STA 11 VEH MAINTENANCE SUPPLIES #2	15.67	
206-000.000-932.000	VEHICLE MAINTENANCE	APPARATUS CENTRAL REPAIR,	FD - PUMP TESTING, E1, E11, T11, T12, E	1,670.00	
206-000.000-932.000	VEHICLE MAINTENANCE	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	14.00	
206-000.000-932.000	VEHICLE MAINTENANCE	LAKELAND ACE HARDWARE, INC	FD - ENG 11 HOSE CLAMP/BOLT #16039/1	6.18	
206-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY AUTO WASH, LLC	CAR WASHES OCTOBER 2026	6.00	
206-000.000-932.000	VEHICLE MAINTENANCE	UPS SUPPLY CHAIN SOLUTIONS	FD - SHIPPING/PICK UP CHARGES FOR VEH E	24.39	
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	260.93	
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	LCGIS	FD - IT EQUIPMENT #14917	500.00	
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MI STATE FIREMEN'S ASSOCIA	FD - 2027 DEPT MEMBERSHIP FEE 12.01.27-	100.00	
		Total For Dept 000.000		42,008.91	
		Total For Fund 206 Fire Fund		42,008.91	
Fund 207 Police Fund					
Dept 000.000					
207-000.000-676.000	REIMBURSEMENTS & COST RECOVERY	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	(151.78)	
207-000.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	1,281.60	
207-000.000-716.000	DEFINED CONTRIBUTION	MUNICIPAL EMPLOYEE'S RETIR	2026-11	44,676.00	
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0001 12/01/26-12/31/26	19,031.17	
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	23,293.91	
207-000.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	741.96	
207-000.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUF	G 00617291-0001-000 12/01/26-12/31/26	128.79	
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	4IMPRINT, INC	PD FULL COLOR STICKERS FOR EVENTS	355.77	
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	DIGICOM GLOBAL INC.	KENWOOD PREP BATTERIES FOR VP8000	540.00	
207-000.000-768.500	UNIFORM CLEANING	KING KLEANERS	PD UNIFORM CLEANING OCT 2026	274.00	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 Police Fund					
Dept 000.000					
207-000.000-801.000	CONTRACTUAL SERVICES	CRH OHIO LTD	PD WATER BOTTLE (6) DELIVERY AND DEPOSI	77.93	
207-000.000-801.000	CONTRACTUAL SERVICES	JAYS ASSURED PEST CONTROL	MONTHLY SERVICE NOVEMBER 2026	92.00	
207-000.000-807.000	SWAT TEAM EXPENSES	CITY OF BRIGHTON	PD CAMP GRAYLING - OCT 2026 #000000957	1,580.15	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	DISTRCIR COURT PROSECUTIONS THROUGH OCT	14.00	
207-000.000-853.000	PHONE/COMM/INTERNET	AT&T MOBILITY	PD/FD CELL PHONE CHARGES OCT 12 - NOV 1	577.06	
207-000.000-853.000	PHONE/COMM/INTERNET	AT&T MOBILITY	PD NEGOTIATING TEAM BRINC BALL SIM CARI	110.74	
207-000.000-916.000	TRAINING	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	501.72	
207-000.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 2971 10405 MERRILL 10/09/26-1	157.65	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	NORTHSTAR FACILITY SERVICE	MAT SERVICE	100.61	
207-000.000-930.020	MAINTENANCE - FERTILIZER	PARKS OUTDOOR MAINTENANCE	LAWN FERTILIZATION AND WEED CONTROL	111.25	
207-000.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL,	PD- 2021 FORD EXPLORER 20340	217.91	
207-000.000-932.000	VEHICLE MAINTENANCE	GENESIS CDJR OF PINCKNEY I	PD VEH REPAIRS OIL CHANGE AND TIRE INST	193.60	
207-000.000-932.000	VEHICLE MAINTENANCE	GENESIS CDJR OF PINCKNEY I	PD VEH REPAIRS 2019 JEEP GRAND CHEROKEE	2,959.45	
207-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY AUTO WASH, LLC	CAR WASHES OCTOBER 2026	156.00	
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	BERESFORD COMPANY	PD CLOUD ID SUBSCRIPTION 09.01.26-08.30	60.00	
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	74.95	
207-000.000-967.000	SPECIAL PROJECTS	COSTCO WAREHOUSE	PD CANDY FOR TRUNK OR TREAT	367.84	
207-000.000-967.000	SPECIAL PROJECTS	COSTCO WAREHOUSE	PD CANDY FOR TRUNK OR TREAT	113.95	
207-000.000-967.000	SPECIAL PROJECTS	DISCTECH LLC	PD REPLACEMENT HARD DRIVE FOR THE WATCH	799.00	
207-000.000-967.000	SPECIAL PROJECTS	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	33.89	
		Total For Dept 000.000		98,471.12	
		Total For Fund 207 Police Fund		98,471.12	
Fund 252 HAMBURG TWP AQUATIC WEED CONTROL SAD					
Dept 000.000					
252-000.000-803.000	AQUATIC WEED CONTROL	AQUA-WEED CONTROL INC.	CHAIN OF LAKES TREATMENT CHELATED COPPE	12,272.50	
252-000.000-803.000	AQUATIC WEED CONTROL	AQUA-WEED CONTROL INC.	CHAIN OF LAKES TREATMENT COPPER/DIBROMI	6,563.75	
		Total For Dept 000.000		18,836.25	
		Total For Fund 252 HAMBURG TWP AQUATIC WEED CONTROL SAI		18,836.25	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-033.000	UB5 O&M RECEIVABLES	MARY D MORTON TRUST	UB REFUND OF OVERPAYMENT	23.50	
590-000.000-198.121	11505 DUNLAVY LN	C & E CONSTRUCTION CO., IN	GRINDER PUMP INSTALLATION 11505 DUNLAVY	23,874.05	
		Total For Dept 000.000		23,897.55	
Dept 527.000 SEWER OPERATING					
590-527.000-716.000	DEFINED CONTRIBUTION	EMPOWER	401A	2,807.07	
590-527.000-718.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF	007005121-0003 12/01/2026-12/31/2026	10,330.94	
590-527.000-725.100	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INSUR	G 00617291-0001-000 12/01/26-12/31/26	382.48	
590-527.000-725.200	LIFE INSURANCE	AMERICAN UNITED LIFE INSUR	G 00617291-0001-000 12/01/26-12/31/26	68.27	
590-527.000-751.100	GRINDER PUMP PARTS	DUBOIS-COOPER & ASSOCIATES	DPW MOTOR HOUSING/RUBBER BOOT/PRESSURE	17,867.00	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	CARQUEST AUTO PARTS	DPW CLEANING WIPES	12.90	
590-527.000-768.000	UNIFORMS/ACCESSORIES	FLAGSTAR BANK, FSB	10/06/2026-11/04/2026	542.87	
590-527.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH &	GENERAL MATTERS/ MARY ANN LAMKIN THROUG	51.00	
590-527.000-914.001	GYM MEMBERSHIP REIMBURSEMENT	RYAN WARD	DPW REIMBURSEMENT GYM MEMBERSHIP NOV 20	25.08	
590-527.000-920.000	ELECTRIC	DTE ENERGY	9100 160 2723 7 4320 CORDLEY 09/29/26-1	586.73	
590-527.000-920.000	ELECTRIC	DTE ENERGY	9200 189 1753 3 9251 REGENCY 10/02/26-1	53.95	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 0678 10090 HAMBURG RD 09/30/2	25.41	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 5271 6414 WINANS LAKE 10/08/2	26.26	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 5248 4320 CORDLEY 10/09/26-11	23.04	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 527.000 SEWER OPERATING					
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 1148 9251 REGENCY 10/09/26-11	23.92	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 1213 6400 E M36 10/09/26-11/(	25.75	
590-527.000-930.010	SEWER MAINTENANCE GARAGE	NORTHSTAR FACILITY SERVICE	MAT SERVICE	72.16	
590-527.000-931.000	EQUIPMENT MAINT/REPAIR	HIGH PRESSURE SOLUTIONS LI	DPW PREVENTATIVE MAINT ON POWER WASHERS	551.28	
590-527.000-932.000	VEHICLE MAINTENANCE	A&J'S QUICK LUBE	DPW LOF 2016 FORD F-350 66810	151.91	
590-527.000-932.000	VEHICLE MAINTENANCE	PINCKNEY AUTO WASH, LLC	CAR WASHES OCTOBER 2026	24.00	
590-527.000-955.000	SUNDRY	LIVINGSTON COUNTY REGISTEF	EASEMENT GRANT FORM LEABU	30.00	
590-527.000-955.000	SUNDRY	LIVINGSTON COUNTY REGISTEF	HOLD HARMLESS AGREEMENT JAHNKE	30.00	
		Total For Dept 527.000 SEWER OPERATING		33,712.02	
Dept 537.000					
590-537.000-753.000	CHEMICALS	ALEXANDER CHEMICAL CORPORA	WWTP POLYALUMINUM CHLORIDE DELPAC (2632	9,738.40	
590-537.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1030 4914 7939 6400 E M36 10/09/26-11/	99.38	
		Total For Dept 537.000		9,837.78	
		Total For Fund 590 SEWER FUND		67,447.35	
Fund 703 Winter Tax Collection Fund					
Dept 000.000					
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	RONALD SCOTT	TAX REFUND VETERAN'S EXEMPTION 4715-09-	28.25	
703-000.000-222.101	DUE TO COUNTY TAXES	RONALD SCOTT	TAX REFUND VETERAN'S EXEMPTION 4715-09-	975.06	
703-000.000-222.500	DUE TO COUNTY SET	RONALD SCOTT	TAX REFUND VETERAN'S EXEMPTION 4715-09-	1,850.16	
		Total For Dept 000.000		2,853.47	
		Total For Fund 703 Winter Tax Collection Fund		2,853.47	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 101 General Fund	166,764.75	
			Fund 206 Fire Fund	42,008.91	
			Fund 207 Police Fund	98,471.12	
			Fund 252 HAMBURG TWP AQU	18,836.25	
			Fund 590 SEWER FUND	67,447.35	
			Fund 703 Winter Tax Coll	2,853.47	
			Total For All Funds:	396,381.85	
--- TOTALS BY GL DISTRIBUTION ---					
		101-000.000-073.001	HEALTH INSURANCE - LIBRA	3,975.95	
		101-000.000-073.002	DISABILITY - LIBRARY	179.16	
		101-000.000-073.003	RETIREMENT - LIBRARY	1,595.00	
		101-000.000-073.004	LIFE INSURANCE - LIBRARY	29.52	
		101-000.000-228.010	MI CHILD SUPPORT WITHHOI	1,619.08	
		101-000.000-231.200	DUE TO CHARITY CHARITABI	135.00	
		101-000.000-231.300	DUE TO BCBS BCBS W/H	4,132.77	
		101-000.000-231.420	VOL. LIFE INSURANCE	1,206.57	
		101-000.000-231.500	DEFERRED COMPENSATION/45	15,568.07	
		101-000.000-231.800	MUNICIPAL EMPLOYEES RETI	13,083.96	
		101-000.000-239.000	SENIOR CENTER DONATIONS	1,255.34	
		101-000.000-239.300	SENIOR CENTER ACTIVITY F	887.89	
		101-000.000-239.700	SENIOR CENTER LUNCH PROC	475.29	
		101-101.000-716.000	DEFINED CONTRIBUTION	363.60	
		101-101.000-826.000	LEGAL FEES	979.50	
		101-101.000-955.000	SUNDRY	30.00	
		101-101.000-958.000	DUES/SUBSCRIP/RECERTIFIC	374.00	
		101-171.000-716.000	DEFINED CONTRIBUTION	480.13	
		101-171.000-718.000	HEALTH/DENTAL/VISION INS	2,511.19	
		101-171.000-725.100	LONG/SHORT TERM DISABILI	52.50	
		101-171.000-725.200	LIFE INSURANCE	8.30	
		101-201.000-716.000	DEFINED CONTRIBUTION	853.06	
		101-201.000-718.000	HEALTH/DENTAL/VISION INS	3,797.41	
		101-201.000-725.100	LONG/SHORT TERM DISABILI	113.10	
		101-201.000-725.200	LIFE INSURANCE	22.14	
		101-215.000-716.000	DEFINED CONTRIBUTION	1,030.42	
		101-215.000-718.000	HEALTH/DENTAL/VISION INS	4,049.93	
		101-215.000-725.100	LONG/SHORT TERM DISABILI	91.00	
		101-215.000-725.200	LIFE INSURANCE	15.12	
		101-215.000-914.001	GYM MEMBERSHIP REIMBURSE	100.00	
		101-215.000-958.000	DUES/SUBSCRIP/RECERTIFIC	275.00	
		101-228.000-716.000	DEFINED CONTRIBUTION	627.90	
		101-228.000-718.000	HEALTH/DENTAL/VISION INS	3,201.35	
		101-228.000-725.100	LONG/SHORT TERM DISABILI	64.64	
		101-228.000-725.200	LIFE INSURANCE	10.33	
		101-229.000-933.000	SOFTWARE MAINTENANCE	11,298.00	
		101-253.000-716.000	DEFINED CONTRIBUTION	890.49	
		101-253.000-725.100	LONG/SHORT TERM DISABILI	88.58	
		101-253.000-725.200	LIFE INSURANCE	14.76	
		101-257.000-801.000	CONTRACTUAL SERVICES	25,412.58	
		101-262.000-716.000	DEFINED CONTRIBUTION	840.41	
		101-262.000-718.000	HEALTH/DENTAL/VISION INS	2,858.35	
		101-262.000-725.100	LONG/SHORT TERM DISABILI	50.98	
		101-262.000-725.200	LIFE INSURANCE	9.23	
		101-262.000-752.001	SUPPLIES FOR ELECTIONS	5,879.65	
		101-262.000-861.000	MILEAGE	188.24	
		101-265.000-716.000	DEFINED CONTRIBUTION	890.61	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
		101-265.000-718.000	HEALTH/DENTAL/VISION INS	3,306.43	
		101-265.000-725.100	LONG/SHORT TERM DISABIL	107.05	
		101-265.000-725.200	LIFE INSURANCE	21.95	
		101-265.000-752.000	SUPPLIES & SMALL EQUIPMI	46.39	
		101-265.000-758.000	DIESEL FUEL	607.67	
		101-265.000-801.000	CONTRACTUAL SERVICES	72.00	
		101-265.000-921.000	NATURAL GAS/HEAT	351.97	
		101-265.000-930.000	MAINTENANCE TWP HALL	576.36	
		101-265.000-930.004	MAINTENANCE DPW GARAGE/(	29.81	
		101-265.000-930.020	MAINTENANCE - FERTILIZEI	222.50	
		101-265.000-931.000	EQUIPMENT MAINT/REPAIR	299.00	
		101-265.000-932.000	VEHICLE MAINTENANCE	2,716.24	
		101-265.000-980.000	CAPITAL EQUIPMENT/CAPITA	330.75	
		101-275.000-752.000	SUPPLIES & SMALL EQUIPMI	719.89	
		101-275.000-946.000	ENGINEERING SERVICES	324.55	
		101-275.000-955.000	SUNDRY	375.00	
		101-275.000-967.023	HAZARD MITIGATION ADMIN	17,980.00	
		101-448.000-926.000	STREET LIGHTING	1,759.27	
		101-567.000-801.000	CONTRACTUAL SERVICES	4,301.25	
		101-567.000-930.000	MAINTENANCE	439.32	
		101-702.000-716.000	DEFINED CONTRIBUTION	900.38	
		101-702.000-718.000	HEALTH/DENTAL/VISION INS	3,042.11	
		101-702.000-725.100	LONG/SHORT TERM DISABIL	84.16	
		101-702.000-725.200	LIFE INSURANCE	14.76	
		101-702.000-826.000	LEGAL FEES	1,708.00	
		101-702.000-914.001	GYM MEMBERSHIP REIMBURSI	100.00	
		101-751.000-716.000	DEFINED CONTRIBUTION	226.70	
		101-751.000-718.000	HEALTH/DENTAL/VISION INS	1,257.26	
		101-751.000-725.100	LONG/SHORT TERM DISABIL	28.84	
		101-751.000-725.200	LIFE INSURANCE	5.17	
		101-751.000-758.000	DIESEL FUEL	607.67	
		101-751.000-930.005	MAINTENANCE PARK FACILI	179.40	
		101-751.000-930.020	SPORTS FIELD MAINTENANCI	3,060.00	
		101-751.000-943.001	CHRISTMAS IN THE VILLAGI	625.00	
		101-751.000-958.000	DUES/SUBSCRIP/RECERTIFI(	795.00	
		101-751.000-975.300	GRANT MATCH	223.33	
		101-800.000-975.300	GRANT MATCH	4,287.00	
		101-820.000-716.000	DEFINED CONTRIBUTION	391.77	
		101-820.000-718.000	HEALTH/DENTAL/VISION INS	2,286.68	
		101-820.000-725.100	LONG/SHORT TERM DISABIL	42.50	
		101-820.000-725.200	LIFE INSURANCE	7.38	
		101-820.000-801.000	CONTRACTUAL SERVICES	72.00	
		101-820.000-900.200	NEWSLETTER/PUBLICATIONS	296.68	
		101-820.000-921.000	NATURAL GAS/HEAT	118.24	
		101-820.000-930.001	MAINTENANCE COMM CENTER	201.22	
		206-000.000-716.000	DEFINED CONTRIBUTION	371.45	
		206-000.000-718.000	HEALTH/DENTAL/VISION INS	32,872.31	
		206-000.000-725.100	LONG/SHORT TERM DISABIL	559.43	
		206-000.000-725.200	LIFE INSURANCE	101.84	
		206-000.000-752.000	SUPPLIES & SMALL EQUIPMI	29.97	
		206-000.000-768.000	UNIFORMS/ACCESSORIES	281.97	
		206-000.000-801.000	CONTRACTUAL SERVICES	16.52	
		206-000.000-843.100	EMPLOYEE PHYSICALS/VACC	2,232.00	
		206-000.000-853.000	PHONE/COMM/INTERNET	260.42	
		206-000.000-916.000	TRAINING	693.00	
		206-000.000-921.000	NATURAL GAS/HEAT	493.97	
		206-000.000-930.020	MAINTENANCE - FERTILIZEI	310.00	
		206-000.000-931.000	EQUIPMENT MAINT/REPAIR	1,188.86	
		206-000.000-932.000	VEHICLE MAINTENANCE	1,736.24	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
		206-000.000-958.000	DUES/SUBSCRIP/RECERTIFI(	860.93	
		207-000.000-676.000	REIMBURSEMENTS & COST RE	(151.78)	
		207-000.000-716.000	DEFINED CONTRIBUTION	45,957.60	
		207-000.000-718.000	HEALTH/DENTAL/VISION INS	42,325.08	
		207-000.000-725.100	LONG/SHORT TERM DISABIL:	741.96	
		207-000.000-725.200	LIFE INSURANCE	128.79	
		207-000.000-752.000	SUPPLIES & SMALL EQUIPME	895.77	
		207-000.000-768.500	UNIFORM CLEANING	274.00	
		207-000.000-801.000	CONTRACTUAL SERVICES	169.93	
		207-000.000-807.000	SWAT TEAM EXPENSES	1,580.15	
		207-000.000-826.000	LEGAL FEES	14.00	
		207-000.000-853.000	PHONE/COMM/INTERNET	687.80	
		207-000.000-916.000	TRAINING	501.72	
		207-000.000-921.000	NATURAL GAS/HEAT	157.65	
		207-000.000-930.002	MAINTENANCE POLICE BUILI	100.61	
		207-000.000-930.020	MAINTENANCE - FERTILIZEI	111.25	
		207-000.000-932.000	VEHICLE MAINTENANCE	3,526.96	
		207-000.000-958.000	DUES/SUBSCRIP/RECERTIFI(	134.95	
		207-000.000-967.000	SPECIAL PROJECTS	1,314.68	
		252-000.000-803.000	AQUATIC WEED CONTROL	18,836.25	
		590-000.000-033.000	UB5 O&M RECEIVABLES	23.50	
		590-000.000-198.121	11505 DUNLAVY LN	23,874.05	
		590-527.000-716.000	DEFINED CONTRIBUTION	2,807.07	
		590-527.000-718.000	HEALTH/DENTAL/VISION INS	10,330.94	
		590-527.000-725.100	LONG/SHORT TERM DISABIL:	382.48	
		590-527.000-725.200	LIFE INSURANCE	68.27	
		590-527.000-751.100	GRINDER PUMP PARTS	17,867.00	
		590-527.000-752.000	SUPPLIES & SMALL EQUIPME	12.90	
		590-527.000-768.000	UNIFORMS/ACCESSORIES	542.87	
		590-527.000-826.000	LEGAL FEES	51.00	
		590-527.000-914.001	GYM MEMBERSHIP REIMBURSE	25.08	
		590-527.000-920.000	ELECTRIC	640.68	
		590-527.000-921.000	NATURAL GAS/HEAT	124.38	
		590-527.000-930.010	SEWER MAINTENANCE GARAGE	72.16	
		590-527.000-931.000	EQUIPMENT MAINT/REPAIR	551.28	
		590-527.000-932.000	VEHICLE MAINTENANCE	175.91	
		590-527.000-955.000	SUNDRY	60.00	
		590-537.000-753.000	CHEMICALS	9,738.40	
		590-537.000-921.000	NATURAL GAS/HEAT	99.38	
		703-000.000-214.300	DUE TO GENERAL ADMIN FEI	28.25	
		703-000.000-222.101	DUE TO COUNTY TAXES	975.06	
		703-000.000-222.500	DUE TO COUNTY SET	1,850.16	

Hamburg Township
a great place to grow

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

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2028

AGENDA ITEM TOPIC: Swearing-In of Elected Officials

Requested Action

No Board action required. Administration of the Oath of Office.

Background

Jason Negri was elected to the office of Hamburg Township Supervisor for a partial term beginning December 1, 2026.

Jennifer Daniels was elected to the office of Hamburg Township Treasurer for a partial term beginning December 1, 2026.

Both elected officials are required to take the Oath of Office before assuming their respective duties. The oath will be administered prior to the commencement of their terms on December 1, 2026.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

Hamburg Township
a great place to grow

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

TO: Board of Trustees

FROM: David Rohr, Planning & Zoning Director

DATE: December 1, 2026

AGENDA ITEM TOPIC: Final Site Plan **POSPUD 26-003**

Number of Supporting Documents: **8**

Requested Action

Preliminary Site Plan Approval for Hamburg Township Residential GPUD; **POSPUDA26-003.**

LOCATION:

The project is located off E. M-36 on two parcels, parcel #4715-25-100-091(31.6 acres) and 4715-25-100-099 (7.2 acres). The project parcels are accessed from professional Center Dr. (West) and Veterans Memorial Dr. (East).

PROJECT DESCRIPTION:

The proposed development consists of 101 single family units as part of the site condominium in the northern portion of the site (The Cottages), and three individual parcels on the upland islands to the south. The Cottages will be accessed and traversed by several private roads in the site's upland. Access to the free-standing parcels on the upland islands will be via private road off the cul-de-sac at the southwest end of The Cottages. Each home in The Cottages will be serviced by public sanitary sewer collection system and public watermain. The three individual parcels will connect to the public sanitary sewer system with grinder pumps and will utilize private wells for their water supply. A privately owned and maintained storm sewer system is proposed to collect runoff from the site and direct it to treatment structures and settling basins before discharge to the wetland for storage.

PROJECT HISTORY:

Project POSPUD26-003 Site Plan Application for General Planned Unit Development received conceptual site plan review from the Planning Commission on May 14, 2025. No formal action was taken at the meeting, and the project was scheduled to be returned to the Planning Commission for formal preliminary site plan review.

The Planning Commission at a November 18, 2026, public hearing recommended approval of the preliminary site plan. (minutes attached)

.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☒

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: _____

Hamburg Township
a great place to grow

PHONE 810-231-1000
planning@hamburg.mi.us

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

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 or site being changed)

3. **PROJECT NAME:** Hamburg Township Residential Submittal Date: _____

4. **PROJECT ADDRES:** No address assigned, see parcel ID

Tax Code Numbers: 15 - 25-100-091 15 - 25-100-099 15 _____
15 - _____ 15 - _____ 15 - _____

○ Metes & Bounds Parcel ○ Subdivision _____ Lot Numbers: _____

Zoning District Classification: Village Center Floodplain Classification: Zone X

Number of Lots Proposed: 104 (Lots + Units) Acreage of Project: 39.45 AC

5. **PROJECT DESCRIPTION:** A residential project consisting of smaller lot single family home product and three larger individual parcels.

6. **OWNER/PROPRIETOR INFORMATION:**

Name: Ijaz Yaqoob Phone Number(s): 810-623-2068
Email: ijazyaqoob420@gmail.com Address: 4102 Barrington Drive
City: Commerce Township State: MI Zip: 48390

7. **APPLICANT:**

Name: Ijaz Yaqoob Phone Number(s): 810-623-2068
Email: ijazyaqoob420@gmail.com Address: 4102 Barrington Drive
City: Commerce Township State: MI Zip: 48390

8. **DESIGNER INFORMATION:**

Name: Boss Engineering, Nick Lamberjack Phone Number(s): 517-546-4836
Email: Nick L@bosseng.com Address: 3121 E Grand River Ave.
City: Howell State: MI Zip: 48843

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

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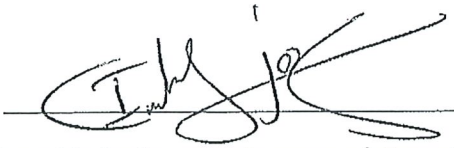
APPLICANT CERTIFICATION:
I hereby certify that all structures and uses for which this application is made shall conform to the Ordinances of Hamburg Township, Livingston County and the State of Michigan. All information submitted as a part of the site plan application is to my knowledge accurate. If 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: 09-30-2026

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

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.

☑ 6. Location of existing and proposed service facilities above and below ground, including:

a. Well sites.
b. Septic systems and other wastewater treatment systems. The location of the septic tank and drain field (soil absorption system) should be clearly distinguished.
c. Chemical and fuel storage tanks and containers.
d. Storage, loading, and disposal areas for chemicals, hazardous substances, salt and fuels.
e. Water mains, hydrants, pump houses, standpipes, and building services and sizes.
f. Sanitary sewers and pumping stations.
g. Stormwater control facilities and structures including storm sewers, swales, retention and detention basins, drainage ways and other facilities, including calculations for sizes.
h. Location of all easements.

☑ 7. Any other pertinent physical features.

C. **Natural Features**

☑ 1. Map of existing topography at two-foot (2') contour intervals with existing surface drainage indicated.

☑ 2. Soil characteristics of the parcel to at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Livingston County, Michigan."

☑ 3. On parcels of more than one acre, existing topography with a maximum contour interval of two feet indicated. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.

☑ 4. Location of existing drainage courses, including lakes, ponds, rivers and streams, and all elevations.

☑ 5. Location of existing wetlands, delineated under the requirements of section 3.6, Wetland Determination. A Michigan Department of Natural Resources (MDNR) permit shall be required for activities in a regulated wetland or an inland lake or stream. A copy of any correspondence with and applications to the MDNR shall be submitted with the site plan application. The Planning Commission shall not grant final site plan approval until all necessary permits have been obtained.

☑ 6. Location of natural resource features, including woodlands and areas with slopes greater than 10 percent (one foot of vertical elevation for every 10 feet of horizontal distance).

☑ 7. Location of the required 50 foot natural features setback. (N/A)

☑ 8. Storm water management systems and facilities will preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent feasible, with the development not substantially reducing the natural retention of storage capacity of any wetland, water body, or water course, or cause alterations which could increase flooding or water pollution on or off site.

☑ 9. Wastewater treatment systems, including on-site septic systems will be located to minimize any potential degradation of surface water or groundwater quality. (N/A)

☑ 10. Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals will be designed to prevent spills and discharges or polluting materials to the surface of the ground, groundwater, or nearby water bodies. (N/A)

D. **Natural Features Impact Statement**. The purpose of a Natural Features Impact Statement (NFIS) is to provide the Township with information regarding the impact of a proposed project on the physical, natural, social, and economic environment of the community. A complete report shall be required with all site plan applications. The Zoning Administrator (ZA) has the discretion to modify this requirement based on the specific application. When required the report will be reviewed by the ZA and Hamburg Environmental Review Board (HERB). The HERB may issue an Advisory Report to the Zoning Administrator for review by the Planning Commission. Contained in the Advisory Report will be a summary of the NFIS and appropriate comments and recommendations. The Advisory Report and the required site walk will be used to assist Zoning Ordinance Hamburg Township, Livingston County, Michigan, the Township Board and Planning Commission. The written NFIS will include the following information:

☑ 1. Name (s) and address (es) of person(s) responsible for preparation of the impact assessment and a brief statement of any relevant qualifications. The HERB may recommend a qualified individual to prepare the NFIS if deemed appropriate.

☑ 2. An impact assessment checklist on a form provided by the Township shall be completed and placed at the beginning of the document.

☑ 3. Map (s) and a written description/analysis of the project site including all existing structures, manmade facilities, and natural features. The analysis shall also include information for areas within 50 feet of the property. An aerial photograph or drawing may be used to delineate these areas.

☑ 4. Description of existing natural features: A description of the environmental characteristics of the site prior to development shall be provide in the form of written documentation and a site inventory map identifying the location of natural features consistent with subparagraph C of this section. In addition, dominant tree species shall be listed and all species greater than 16 inches caliper or greater. As defined in Article 2.00, natural features include but are not limited to: topography, soils, geology, ground water, wetlands, watercourses, plants and animals (including aquatic species), habitat, and scenery.

☑ 5. Impact on natural features: A written description of the impact on the identified existing natural features shall be provided. The report shall also provide a natural features protection plan, which identifies on a map the natural features potentially affected. Where disturbance of natural features both during and after construction is proposed, a written analysis of alternative plans, which were considered, shall be provided to justify the proposed plan. The HERB may recommend a mitigation plan be required which will describe how disturbed natural features were relocated or replace. (See Article 2.00 for complete definition of terms)

☑ 6. Impact on storm water management: Description of natural drainage patterns and soil infiltration and unsaturated soil capacity. A description of changes to site drainage and storm water

management facilities to be installed in compliance with the Township Storm Water Ordinance. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.

☑ 7. Special Provisions: Provide a general description of any existing deed restrictions, protective covenants, master deed or association bylaws as they relate to the protection of natural features. Zoning Ordinance Hamburg Township, Livingston County, Michigan

☑ 8. Information Sources: A list of all sources of information contained in the NFIS, if any shall be provided.

☑ 9. Previous Submittals: Any impact assessment previously submitted relative to the site and proposed development, which fulfills the above requirements (and contains accurate information of the site) may be submitted as the required Impact Assessment.

Hamburg Residential Development Project Description:

The landowner of the vacant parcels on the south side of M-36, west of Hamburg Road, is proposing a general planned unit development (GPUD) for review and approval by the Planning Commission. The approximately 39.5-acre subject property is currently zoned as Village Center (VC) and is proposed to be developed as a single-family residential site condominium. Site access is made from Professional Center Drive at its northwest corner and Veterans Memorial Drive at its northeast corner. Most of the south side of the site is wetland area, which drains to the tributary creek of the Huron River along the southern boundary.

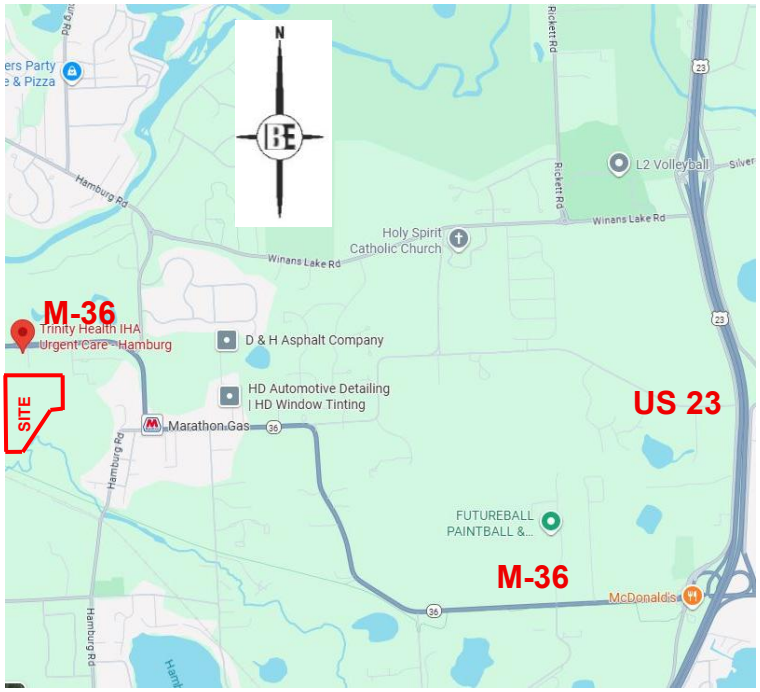
The proposed development consists of 101 single family units as part of the site condominium in the northern portion of the site (The Cottages), and three individual parcels on the upland islands to the south. The Cottages will be accessed and traversed by several private roads in the site's upland. Access to the free-standing parcels on the upland islands will be via private road off the cul-de-sac at the southwest end of The Cottages. Each home in The Cottages will be serviced by public sanitary sewer collection system and public watermain. The three individual parcels will connect to the public sanitary sewer system with grinder pumps and will utilize private wells for their water supply. A privately owned and maintained storm sewer system is proposed to collect runoff from the site and direct it to treatment structures and settling basins before discharge to the wetland for storage.

Preservation of the existing wetlands is paramount to this development. Road crossings through the wetlands were avoided for The Cottages, with a retaining wall proposed at the southeast end of the development to prevent the road's embankment from extending into the wetland. The road is placed at the wetland's two most narrow points to access the individual parcels. The minimum lot size used for the site condominium has been reduced from the VC minimum of 10,600 sq-ft (with sanitary sewer) to 5,000 sq-ft as part of the GPUD to achieve the desired number of units while minimizing impacts on the wetlands.

As part of the GPUD, common open space and several amenities for community use are proposed throughout the site. Sidewalks will be provided on both sides of the roads for the residents' use. A small, landscaped area with two benches is proposed in the heart of the development for residents to stop and relax while on a walk. Moving to the southeast portion of The Cottages, a wetland overlook deck is proposed off the sidewalk, giving an elevated view of the wetland area and the natural beauty that it offers. A community park is provided on the wetland island south of the Cottages, which will be accessed by a path extending from the development's sidewalk system. The park provides a picnic area consisting of eight tables and four grills where residents can enjoy cookouts with the neighbors. There is a pet park just east of here for resident use, which has two separate portions to provide a safe play space for smaller and larger animals.

The proposed development is within the Pinckney Community School District, which has seen its enrollment numbers decrease significantly over the past decade. Per the Michigan School Almanac, enrollment for the 2024-2025 academic year is 2,006 pupils, down 37% from the 3,192 pupils enrolled in the 2015-2016 academic year. With the reduced lot size, this development provides affordable housing options within the school district. The influx of affordable housing provides additional housing opportunities for young families to move into the district and potentially support future enrollment.

NATURAL FEATURES IMPACT STATEMENT FOR: YAQOOB



Professional Center Dr. / M-36
Hamburg Township
LIVINGSTON COUNTY, MI

SUMMARY
A Natural Features Impact Statement (NFIS) was completed as part of wetland delineation field work on August 26-27 and October 10, 2025 for the property (parcel #'s 4715-25-100-091 and - 099) in Hamburg Township, MI.

The intent of this statement is "to provide information regarding the impact of the proposed project on the physical, natural, social, and economic environment of the community".

The location is shown in the map figure at left. The site's west property line is Section 25, Hamburg Township, and the site is accessed off the south end of Professional Center Drive which intersects M-36 – reference business for location purposes being 10020 Professional Center Drive / Trinity Health IHA Care Center The gross overall site – both parcels - is 38.82 acres.

This statement follows the outline of the checklist included on the following pages.

Owner: Ijaz Yaqoob
4102 Barrington Drive
Commerce Township, MI 48390
Email: Ijazyaqoob420@gmail.com
Phone: 810-623-2068

Prepared By:

3121 E. Grand River Howell, MI 48843
517.546.4836 fax 517.548.1670
www.bosseng.com

Patrick Cleary, PLA
Professional Landscape Architect
and Wetland Specialist
MI License #3901001619

December 8, 2025

Boss Project #24-452-2

CHECK LIST FROM SITE APPROVAL APPLICATION

C. **Natural Features**

☒ 1. Map of existing topography at two-foot (2') contour intervals with existing surface drainage indicated.

☒ 2. Soil characteristics of the parcel to at least the detail provided by the U.S. Soil Conservation Service "Soil Survey of Livingston County, Michigan."

☒ 3. On parcels of more than one acre, existing topography with a maximum contour interval of two feet indicated. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated. Grading plan, showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.

☒ 4. Location of existing drainage courses, including lakes, ponds, rivers and streams, and all elevations.

☒ 5. Location of existing wetlands, delineated under the requirements of section 3.6, Wetland Determination. A Michigan Department of Natural Resources (MDNR) permit shall be required for activities in a regulated wetland or an inland lake or stream. A copy of any correspondence with and applications to the MDNR shall be submitted with the site plan application. The Planning Commission shall not grant final site plan approval until all necessary permits have been obtained.

☒ 6. Location of natural resource features, including woodlands and areas with slopes greater than 10 percent (one foot of vertical elevation for every 10 feet of horizontal distance).

NA ☐ 7. Location of the required 50 foot natural features setback.

☒ 8. Storm water management systems and facilities will preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent feasible, with the development not substantially reducing the natural retention of storage capacity of any wetland, water body, or water course, or cause alterations which could increase flooding or water pollution on or off site.

NA ☐ 9. Wastewater treatment systems, including on-site septic systems will be located to minimize any potential degradation of surface water or groundwater quality.

NA ☐ 10. Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals will be designed to prevent spills and discharges or polluting materials to the surface of the ground, groundwater, or nearby water bodies.

D. **Natural Features Impact Statement**. The purpose of a Natural Features Impact Statement (NFIS) is to provide the Township with information regarding the impact of a proposed project on the physical, natural, social, and economic environment of the community. A complete report shall be required with all site plan applications. The Zoning Administrator (ZA) has the discretion to modify this requirement based on the specific application. When required the report will be reviewed by the ZA and Hamburg Environmental Review Board (HERB). The HERB may issue an Advisory Report to the Zoning Administrator for review by the Planning Commission. Contained in the Advisory Report will be a summary of the NFIS and appropriate comments and recommendations. The Advisory Report and the required site walk will be used to assist Zoning Ordinance Hamburg Township, Livingston County, Michigan, the Township Board and Planning Commission. The written NFIS will include the following information:

1. Name (s) and address (es) of person(s) responsible for preparation of the impact assessment and a brief statement of any relevant qualifications. The HERB may recommend a qualified individual to prepare the NFIS if deemed appropriate.

2. An impact assessment checklist on a form provided by the Township shall be completed and placed at the beginning of the document.

3. Map (s) and a written description/analysis of the project site including all existing structures, manmade facilities, and natural features. The analysis shall also include information for areas within 50 feet of the property. An aerial photograph or drawing may be used to delineate these areas.

4. Description of existing natural features: A description of the environmental characteristics of the site prior to development shall be provide in the form of written documentation and a site inventory map identifying the location of natural features consistent with subparagraph C of this section. In addition, dominant tree species shall be listed and all species greater than 16 inches caliper or greater. As defined in Article 2.00, natural features include but are not limited to: topography, soils, geology, ground water, wetlands, watercourses, plants and animals (including aquatic species), habitat, and scenery.

5. Impact on natural features: A written description of the impact on the identified existing natural features shall be provided. The report shall also provide a natural features protection plan, which identifies on a map the natural features potentially affected. Where disturbance of natural features both during and after construction is proposed, a written analysis of alternative plans, which were considered, shall be provided to justify the proposed plan. The HERB may recommend a mitigation plan be required which will describe how disturbed natural features were relocated or replace. (See Article 2.00 for complete definition of terms)

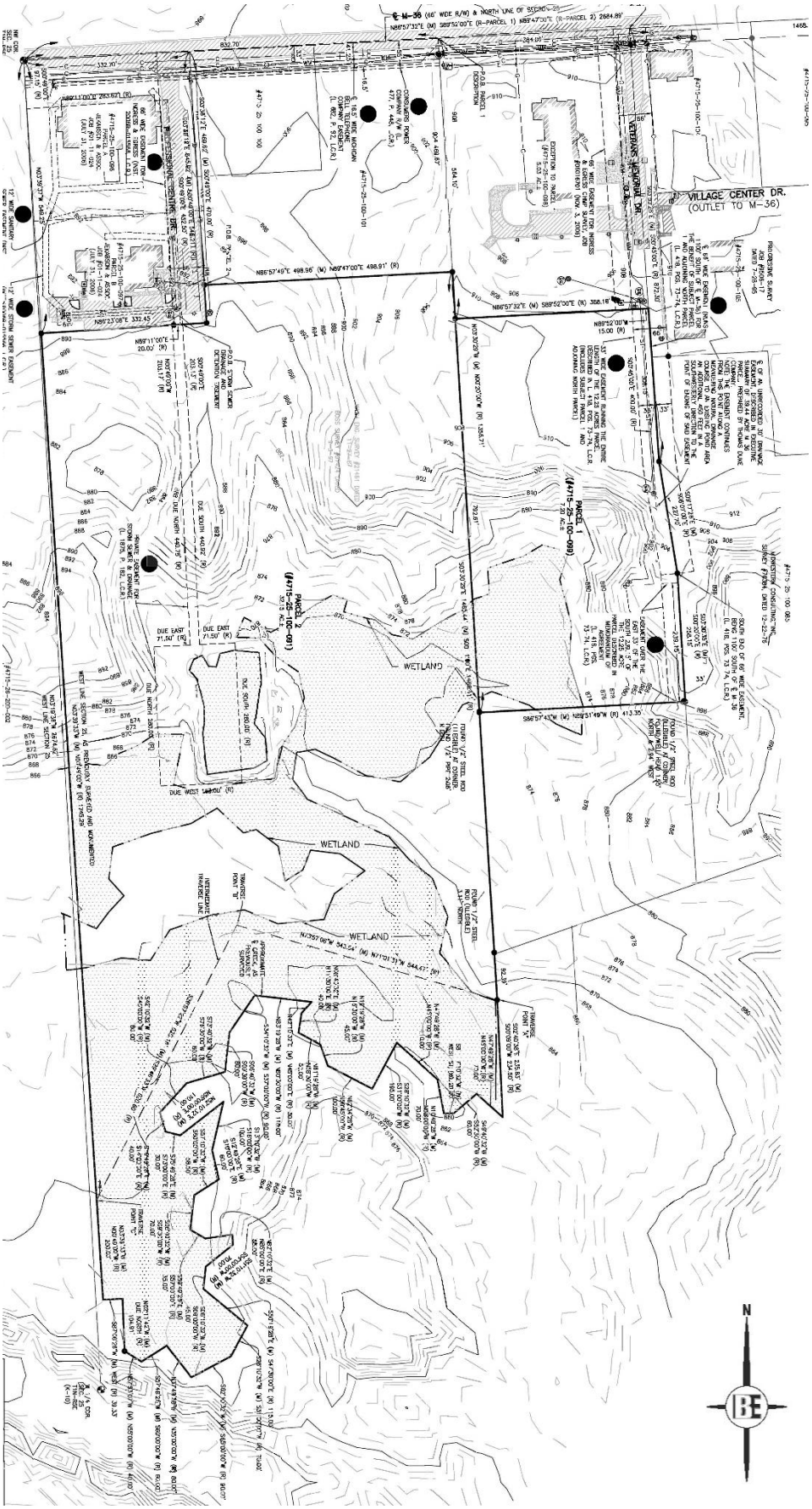
6. Impact on storm water management: Description of natural drainage patterns and soil infiltration and unsaturated soil capacity. A description of changes to site drainage and storm water management facilities to be installed in compliance with the Township Storm Water Ordinance. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.

7. Special Provisions: Provide a general description of any existing deed restrictions, protective covenants, master deed or association bylaws as they relate to the protection of natural features. Zoning Ordinance Hamburg Township, Livingston County, Michigan

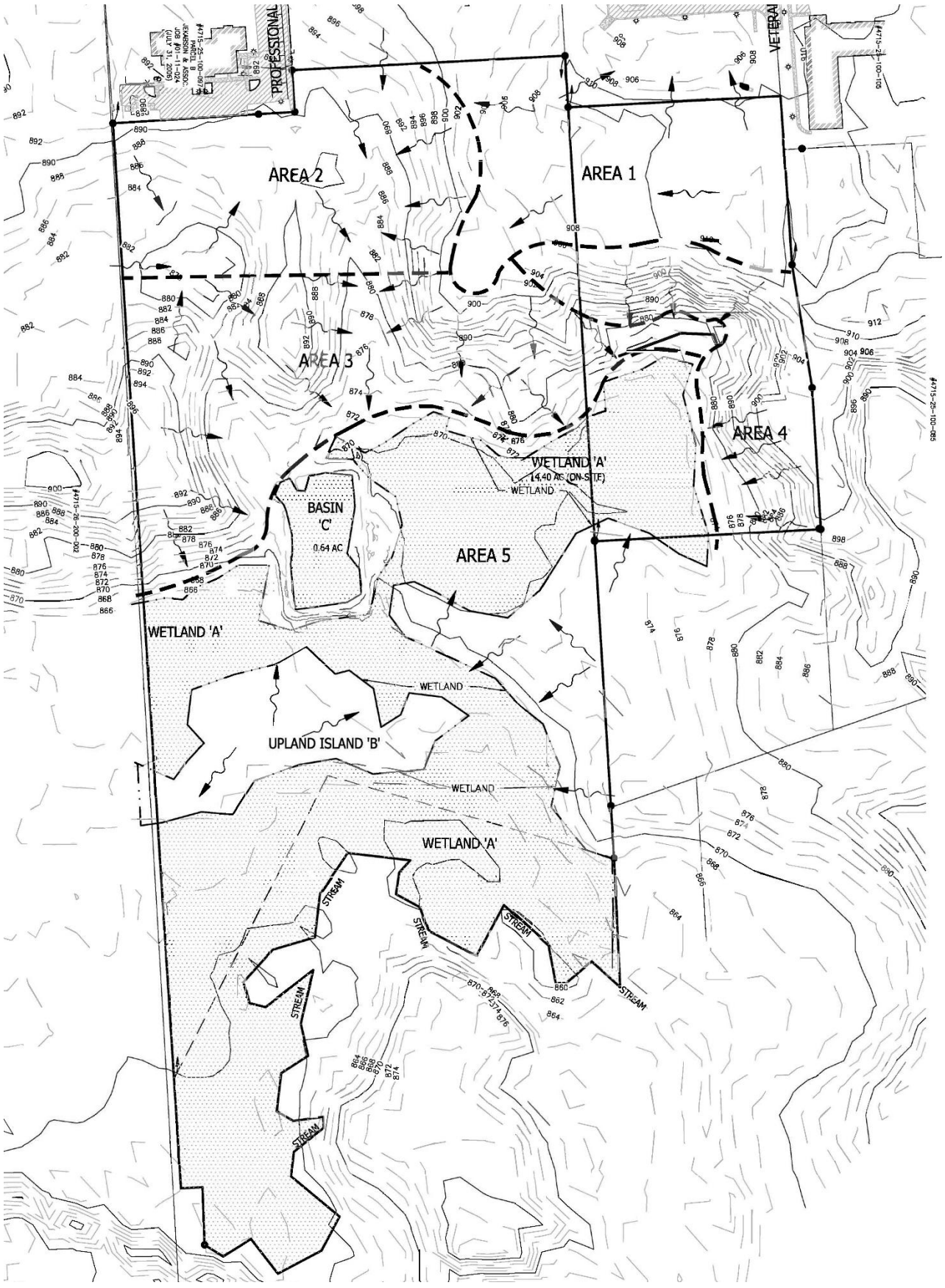
8. Information Sources: A list of all sources of information contained in the NFIS, if any shall be provided.

9. Previous Submittals: Any impact assessment previously submitted relative to the site and proposed development, which fulfills the above requirements (and contains accurate information of the site) may be submitted as the required Impact Assessment.

EXISTING CONDITIONS MAP / PLAN: (For Full-size Image see Sheet 3 in the drawing set):



NATURAL FEATURES PLAN (For Full-size Image see Sheet 4 in the drawing set):



NATURAL FEATURES DESCRIPTION (Based on the Areas on the preceding Natural Features Plan):

Overall: The site is undeveloped except for an easement and a stormwater detention basin that serves the development to the north. The site is accessed from M-36 through either Professional Centre Drive near the northwest corner of the property or Veteran's Memorial Drive near the northeast corner. The geography illustrates typical glacial moraine-type topography with steep ridges and valleys primarily consisting of loamy sand (Boyer-Oshtemo Loamy Sand, Miami Loam, Fox Sandy Loam.) Nearly the entire site drains to the south to wetlands, including an irregular tributary creek of the Huron River whose centerline forms the south property line. The steeply sloped areas are primarily forested with only a small area transitioning from meadow. The wetlands are primarily open, dominated by grasses along with a few open water areas. Five (5) areas were further identified to describe the site:

Area 1: This area is located at the northeast corner of the site and is characterized by generally gentle slopes (<5%) and with Miami Loam (MoA) and Boyer-Oshtemo Loamy Sands (BtB) as the underlying soil. It is primarily forested with a mix of smaller to medium deciduous and coniferous trees ranging from 3 to 16-inch DBH (Diameter at Breast Height). Dominate tree species include White Pine (Pinus strobus), Eastern Red Cedar (Juniperus virginiana), Red Oak (Quercus rubra), Black Cherry (Prunus serotina), Shagbark Hickory (Carya ovata) and Red Maple (Acer rubrum). The understory consists of Japanese Honeysuckle (Lonicera japonica), Multi-flora Rose (Rosa multi-flora), Goldenrod (Solidago canadensis), and Brambles (Rubus spp.).

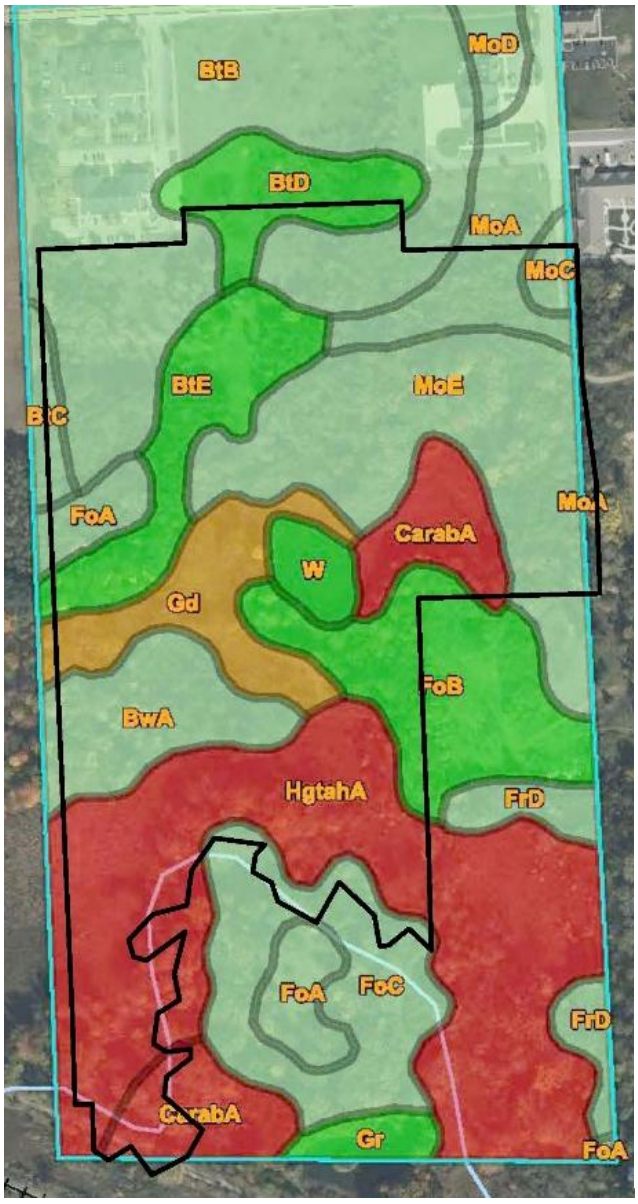
Area 2: This area is a transitional area from the development to the north. The north-central edge is a grassed meadow (Goldenrod dominate) with clusters of scrub shrubs and small trees (3/4-inch to 2-inch DBH) and gentle slopes (primarily <5% but portion up to 6%). Underlying soils here are all Boyer-Oshtemo Loamy Sand. This area appears to have been previously disturbed, presumably with the development to the north and installation of stormwater management controls going through this area to the south. This meadow area quickly narrows and transitions into a steep valley flowing to the south, approximately 12-14-feet lower than Area 1 and with a greater abundance of clusters of larger deciduous trees (3-10-inch DBH) along the valley slopes. Slopes in the valley are increasingly moderate to steep slopes (10-20%). Dominant tree species are similar to Area 1 but in generally smaller sizes (Shagbark Hickory, Red/Sugar Maple, Black Cherry). The understory includes Japanese Honeysuckle, multi-flora rose, and Blackberry but is generally walkable and more open. Rabbits and squirrels were observed in abundance in this area.

Area 3: This area is characterized by very steep ridges and swales (20-30% and greater) ending at wetlands. This area also is characterized by mature forest grown trees (16-inch DBH and larger), and a relatively open understory. Tree species include a stand of White Pine in the west portion of this area and continuing beyond the property line. Toward the east side of this area Black Cherry and Shagbark Hickory dominate, primarily at the tops of the slopes. Basswood (Tilia americana) and Red Maple are increasingly abundant further down the slopes and Silver Maple (Acer saccharinum) and American Elm (Ulmus americana) are common at the edge of the wetlands. Numerous White Tail Deer prints and paths were observed along with the ubiquitous rabbits and squirrels.

Area 4: This area includes larger deciduous forest grown trees (16-inch DBH and larger) with a similar topographic distribution as with Area 3. The Shagbark Hickory, Black Cherry and Red Maple, along with some Red Oak, at the top and mid-levels, then Basswood and American Elm at the lower levels. This area, however, also includes very steep slopes (25-50%) and a dense understory of Oriental Bittersweet Vine (Celastrus orbiculatus), Multi-flora Rose and other invasive plant species that make it very difficult to traverse. Also, unlike Area 3 there is only a short transition from the wetland edge to the steep slopes in the remainder of this portion of the site. Deer prints and paths were limited to this narrow area with the dense understory limiting wildlife as well and with limited wildlife value.

Area 5: This area includes the wetlands on-site. Wetland 'A' is 14.40 acres on-site, continuing off-site to the west and ends at the south at the tributary stream that also forms the south property line. Slopes, as expected are relatively flat in this area, gentle slopes (<3%) correlating with mucky soils (Carlisle & Houghton Mucks observed, Gilford Sandy Loam also identified on the NRCS soils maps). Dominate wetland fringe plants include Green Ash (Fraxinus pensylvanica) , American Elm, & Silver Maple dominant trees, Dogwood (Cornus amomum & foemina/racemosa) as shrub dominants and with Sensitive Fern (Onoclea sensibilis), Skunk Cabbage (Symplocarpus foetidus), Jewelweed (Impatiens capensis), and Joe Pye Weed (Eutrochium maculatum) dominant in the herbaceous layer.

Wetland 'A' includes a small (approximately 2-acre) low upland island surrounded by the wetland (Island 'B' as it was originally thought to be part of a separate wetland). Dominate tree species on the island include wetter preferring (FACW) species including Green Ash, American Elm, and Musclewood (Carpinus caroliniana) but also drier preferring (FACU) Eastern Red Cedar, Red Oak and White Pine. Similarly, the understory included Virgina Creeper (Parthenocissus quinquefolia), Gooseberry (Ribes cynosbati), Canada Goldenrod (Solidago canadensis) with Sensitive Fern and Goldenrod hybridizing mix (Solidago spp.) near the edges. This plant distribution, along with observed sandy soils indicated that this island is typically consistently dry. Overall tree sizes are relatively small, primarily in the 3-8-inch DBH range.



Map unit symbol	Map unit name
BtB	Boyer-Oshtemo loamy sands, 2 to 6 percent slopes
BtC	Boyer-Oshtemo loamy sands, 6 to 12 percent slopes
BtD	Boyer-Oshtemo loamy sands, 12 to 18 percent slopes
BtE	Boyer-Oshtemo loamy sands, 18 to 25 percent slopes
BwA	Bronson loamy sand, 0 to 2 percent slopes
CarabA	Carlisle muck, 0 to 2 percent slopes
FoA	Fox sandy loam, 0 to 2 percent slopes
FoB	Fox sandy loam, 2 to 6 percent slopes
FoC	Fox sandy loam, 6 to 12 percent slopes
FrD	Fox-Boyer complex, 12 to 18 percent slopes
Gd	Gilford sandy loam, 0 to 2 percent slopes, gravelly subsoil
HgtahA	Houghton muck, 0 to 1 percent slopes
MoA	Miami loam, 0 to 2 percent slopes
MoE	Miami loam, 18 to 25 percent slopes
W	Water

Originally identified Wetland 'C' is actually an approximately 2/3-acre detention basin that has become overgrown with vegetation – a near mono-culture of scrubby Willow (Salix discolor) with some Phragmites (Phragmites australis) near some edges. It has constructed 3:1 (33%) consistent side slopes with sandy soils and an overflow control structure (OCS) at its northeast corner. The OCS discharges directly east. It is understood that this basin serves the existing development to the north through a stormwater easement (depicted on the Existing Conditions Plan, Sheet 3).

No wetland fauna were directly observed in this area although geese were heard and the evidence of the deer trails that crisscrossed the area, often following the wetland edges.

IMPACT ON NATURAL FEATURES:

The project will work with and protect primary natural features on site, including:

- Protection During Construction: Natural features such as the mature trees adjacent to the wetland and wetlands themselves will be protected during construction through Soil Erosion and Sedimentation Control best practices as depicted on the Grading, Drainage, & SESC Plan Sheet 11 including silt fencing, inlet sediment filters on catch basins and other controls.
- Tree Protection Buffer: A varying width buffer averaging approximately 50-feet wide will be maintained around the majority of the wetland. A retaining wall will also be used in another portion to minimize grading and further tree disturbance.
- Street Layout: Streets are laid out generally parallel to the slopes, stepping down towards the wetlands, lessening grading and steep street profiles. The multi-family units that require a larger flat footprint are limited to northern flatter portion of Area 1. The single-family unit lots will allow for more slope from front to back requiring less grading as well as offering the 'built-in' opportunity for walk-out basements.

IMPACT ON STORMWATER MANAGEMENT:

The project will work with and protect primary natural features on site, including:

- All wetlands on the site will be preserved. They will be protected during construction through Soil Erosion and Sedimentation Control best practices as depicted on the Grading, Drainage, & SESC Plan Sheet 11 including silt fencing, inlet sediment filters on catch basins and other controls.
- Streets are laid out to step down the slopes toward the wetlands collecting stormwater in a controlled matter to limit surface runoff and erosion issues from otherwise steep slopes. This will allow the water to be pre-treated and released in a controlled manner to minimize fluctuations in wetland water levels.
- Stormwater runoff will pre-treated before being released to the wetland through a combination of sedimentation basins and mechanical pre-treatment. The existing stormwater basin will be re-used and enlarged to better accommodate the new development. Although specific infiltration testing will be completed later the underlying sandy soils in the area of the existing basin and elsewhere outside of the wetlands will add in the filtration of water into soil before any discharge into the wetlands.

SPECIAL PROVISIONS:
The following restrictions have been recorded relating to the property. Also refer to the Existing Conditions Plan Sheet 3 on the Plan Set.

SCHEDULE B – SECTION II EXCEPTIONS WESTCOR LAND TITLE INSURANCE COMPANY (ISSUING AGENT: LIBERTY TITLE AGENCY), COMMITMENT NO: LIB201109, REVISION NO. 0, WITH A COMMITMENT DATE OF 12/6/2024 AT 8:00 A.M.:

9 Release of Right of Way in favor of State Highway Commissioner, as recorded in Liber 163, page 575, Livingston County Records, as to Parcel 1. (DOES NOT AFFECT SUBJECT PROPERTY. RIGHT OF WAY IS LOCATED AT CURVE OF M–36, EAST OF SUBJECT PROPERTIES.)

10 Agreement as recorded in Liber 418, page 73, Livingston County Records, as to Parcel 1. (AFFECTS AND BENEFITS SUBJECT PROPERTY, AS TO PARCEL 1. EASEMENT IS SHOWN ON THIS DRAWING.)

11 Pole Line Permit in favor of The Detroit Edison Company, as recorded in Liber 177, page 369, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. POLE LINE PERMIT IS LOCATED IN SECTION 23 & SECTION 24, BEING NORTH OF SUBJECT PROPERTY.)

12 Right of Way in favor of Consumers Power Company, as recorded in Liber 477, page 448, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS LOCATED ALONG THE SOUTH SIDE OF M–36, NORTH OF SUBJECT PROPERTY. EASEMENT IS SHOWN ON THIS DRAWING.)

13 Right of Way in favor of Michigan Bell Telephone Company, as recorded in Liber 682, page 92, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS LOCATED ALONG THE SOUTH SIDE OF M–36, NORTH OF SUBJECT PROPERTY. EASEMENT IS SHOWN ON THIS DRAWING.)

14 Terms and conditions contained in Granting of a Private Easement for Storm Sewer and Drainage as recorded in Liber 1875, page 182, Livingston County Records, as to Parcel 2. (AFFECTS SUBJECT PROPERTY, AS TO PARCEL 2. EASEMENT IS SHOWN ON THIS DRAWING.) Declaration of Easements (Storm Water & Sanitary Sewer) as recorded in Instrument No. 2006R–015566, Livingston County Records. (12 FOOT WIDE STORM EASEMENT AND 12 FOOT WIDE SANITARY SEWER EASEMENT ARE LOCATED ON NORTH ADJOINERS TO PARCEL 2. EASEMENTS ARE SHOWN ON THIS DRAWING.)

15 Terms and conditions contained in Grant 66 Feet Wide Easement for Ingress and Egress as disclosed by instrument recorded in Liber 1875, page 185, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS FOR THE USE OF PARCEL A & PARCEL B, LOCATED NORTH OF SUBJECT PROPERTY, PARCEL 2. THE 66 FOOT WIDE INGRESS & EGRESS EASEMENT IS SHOWN ON THIS DRAWING.)

16 Terms and conditions contained in Easement Deed by Court Order in Settlement of Landowner Action as recorded in Instrument No. 2013R–008991, Livingston County Records. Affidavit of Joseph E. Jones, as recorded in Instrument No. 2013R–008992, Livingston County Records. Partial Quit Claim Release, as recorded in Instrument No. 2015R–028186, as recorded in Instrument No., 2015R–028186, Livingston County Records, as to Parcel 2. (AFFECTS PARCEL 2. BLANKET IN NATURE. NOT PLOTTABLE.)

INFORMATION SOURCES:
As part of the overall natural features and wetland delineation work the following information was reviewed for this report:

- National Wetland Inventory (NWI)
- USDA NRCS Soil Survey Maps (shown on the full Natural Features Plan Sheet 4)
- USGS & Livingston County Topo-Aerial Maps (site also subject to topographic survey by drone overflying and conventional GPS survey for detail pick-up of existing conditions).

PREVIOUS SUBMITTALS:
No previous NFIS have been submitted that we were made aware of.

PHONE: 810-231-1000
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Hamburg Township
a great place to grow

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

To: Planning Commissioners

From: David Rohr
Hamburg Township
Township Planner

Date: November 18, 2026

Agenda Item:

Project Number: Preliminary Site Plan Application for General Planned Unit Development (POSPUD26-003)

Project Location: E. M-36 (4715-25-100-091 & 4715-25-100-099)

Owner: Ijaz Yaqoob

Applicant: Ijaz Yaqoob

LOCATION:
The project is located off E. M-36 on two parcels, parcel #4715-25-100-091(31.6 acres) and 4715-25-100-099 (7.2 acres). The project parcels are accessed from professional Center Dr. (West) and Veterans Memorial Dr. (East).

PROJECT HISTORY:

Project POSPUD26-003 Site Plan Application for General Planned Unit Development received conceptual site plan review from the Planning Commission on May 14, 2025. No formal action was taken at the meeting, and the project was scheduled to be returned to the Planning Commission for formal preliminary site plan review.

The applicant has worked to address the issues raised and the May 2025 meeting, including the addition of more open space dedicated to public amenities. The original plan called for duplexes, multifamily units, and single-family homes. The current plan offers 104 single-family homes (lots + units).

Location Map



PROJECT DESCRIPTION:

The proposed development consists of 101 single family units as part of the site condominium in the northern portion of the site (The Cottages), and three individual parcels on the upland islands to the south. The Cottages will be accessed and traversed by several private roads in the site's upland. Access to the free-standing parcels on the upland islands will be via private road off the cul-de-sac at the southwest end of The Cottages. Each home in The Cottages will be serviced by public sanitary sewer collection system and public watermain. The three individual parcels will connect to the public sanitary sewer system with grinder pumps and will utilize private wells for their water supply. A privately owned and maintained storm sewer system is proposed to collect runoff from the site and direct it to treatment structures and settling basins before discharge to the wetland for storage.

GENERAL PLANNED UNIT DEVELOPMENT REVIEW PROCESS:
The Preliminary GPUD site plan shall contain enough detail to explain the proposed uses, relationship to adjoining parcels, vehicular and pedestrian circulation patterns, open spaces and landscape areas, and building density or intensity.

1. Applicant originally submitted on May 14, 2025, for conceptual site plan review for the GPUD.
2. Applicant received comments from the Planning Commission at their May 14, 2025, meeting. No formal action was taken.
3. Planning Staff sent the submitted information and plans to the Hamburg Township Public Works and Fire Departments, the Hamburg Township Engineer and the Hamburg Township Utilities Department for review and comment. Applicant shall submit information and plans to the Livingston County Public Health Department (LCHD) and Road Commission (LCRC) and the Michigan Department of Environment Great Lakes and Energy (EGLE) and Transpiration (MDOT) for comments.
4. At tonight's meeting on November 18, 2026, the Planning Commission will conduct the public hearing for this project. At this hearing the Planning Commission will act and recommend approval or denial of the preliminary site plan for the GPUD to the Township Board or table the project if the Planning Commission determines more information is required to make a recommendation. A recommendation of approval can include recommended conditions of project approval.
5. Following the public hearing, the Planning Commission recommendation is forwarded to the Township Board for a final determination on the preliminary site plan for GPUD.
6. If the preliminary site plan for the GPUD is approved by the Township Board the applicant will then start working on the submittal of a final site plan for the GPUD.

ZONING ORDINACE REGULATIONS:
The subject site is located within the **Village Center (VC)** Zoning District. The zoning district regulations are listed below with the GPUD process allows flexibility to the required regulations. Table 1 summarizes the zoning regulations that apply for the proposed project:

Table 1 (Page 1 Site Plan)

TABLE OF DEVIATIONS – VC TO GPUD

CURRENT ZONING: VILLAGE CENTER (VC)
PROPOSED ZONING: GENERAL PLANNED UNIT DEVELOPMENT (GPUD)

MINIMUM LOT SIZE VC ZONING (W/SAN SEWER):	10,600 S.F.
MINIMUM LOT SIZE PROPOSED GPUD:	5,000 S.F.
DEVIATION:	5,600 S.F.
MINIMUM SETBACKS VC ZONING:	FRONT 20 FT (MAXIMUM) SIDE 10 FT REAR 15 FT
MINIMUM SETBACKS PROPOSED GPUD:	FRONT 20 FT SIDE 7.5 FT REAR 15 FT
DEVIATION:	FRONT N/A SIDE 2.5 FT REAR N/A
MAXIMUM ALLOWABLE BUILDING HEIGHT:	35 FT (2.5 STORIES)
MAXIMUM PROPOSED BUILDING HEIGHT:	35 FT (2.5 STORIES)
DEVIATION:	N/A
RIGHT-OF-WAY REQUIRED:	50 FT
RIGHT-OF-WAY PROPOSED:	50 FT
DEVIATION:	N/A
MINIMUM ROAD WIDTH ALLOWED:	20' B/C-B/C
MINIMUM ROAD WIDTH PROPOSED:	27' B/C-B/C
DEVIATION:	N/A
MAXIMUM BUILDING LOT COVERAGE (%) VC ZONING:	50%
MAXIMUM BUILDING LOT COVERAGE (%) PROPOSED:	7.2%
DEVIATION:	N/A

LANDSCAPE DEVIATION:
REQUIRED STREET TREES CANNOT BE PLACED IN RIGHT-OF-WAY DUE TO CONFLICT WITH UNDERGROUND UTILITIES. TREES SHALL BE LOCATED IN FRONT YARDS TO MAINTAIN CLEARANCE TO UNDERGROUND UTILITIES. SEE STREET TREE CALCULATIONS & QUANTITIES ON SHEET 7.

Landscaping:
The preliminary plan provides a tree planting plan, page 7.

LANDSCAPE CALCULATIONS & PUD DEVIATIONS:
1. STREET TREES CALCULATED AT PER 40-LFT OF STREET FRONTAGE AT APPROX. 40-FT SPACING
2. STREET TREES TO BE LOCATED IN FRONT YARDS TO MAINTAIN CLEARANCE TO UNDERGROUND UTILITIES. REFER TO THE PLAN SET COVER SHEET FOR ADDITIONAL DEVIATIONS.
3. ADDITIONAL CANOPY TREES PROPOSED IN OPEN SPACE AMENITY AREAS INCLUDING PARK AREA & GAZEBO WETLAND OVERLOOK AREA.
4. DUE TO REDUCED LOT SIZES, NO ADDITIONAL LOT TREES PROPOSED FOR SINGLE-FAMILY LOTS.

A proposed, approximately 500-foot landscape berm will run along the northern property line.

Because this project is a General Planned Unit Development the landscape requirements can be set by the Development Agreement as part of the Planned Unit Development process and the Planning Commission does not need to officially waive the landscaping requirements.

Lighting:
The preliminary site plan includes a lighting plan.

In the Village Center area, A consistent type of pedestrian scale ornamental lighting shall be provided along all sidewalks, within any off-street parking lots and along road frontages.

Suggested Condition 1:
A lighting plan that meets all the regulations for the village center area shall be submitted as a part of the final site plan review. This plan should include pedestrian scale lighting in the park to allow safe pedestrian access to the front doors of the units facing this park.

Signs:
No Sign details were submitted. Proposed signage should be provided as a part of the final site plan review and shall meet the requirements of the zoning regulations.

Suggested Condition 2:
A detailed sign plan should be submitted for final site plan review.

Sidewalks/pedestrian circulation.	
1. Site design shall demonstrate a special sensitivity to pedestrian circulation and safety.	✓
2. Sidewalks at least five feet wide and at least seven 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 bikepaths. 3. All developments shall provide pedestrian linkages between public sidewalks and the building entrances. Staff Analysis: The sidewalk system within the development has been designed to provide good pedestrian access within the site.	✓
Architecture. 1. Buildings shall possess architectural variety but enhance the overall cohesive and historic village character. 2. Building architecture shall meet the standards of section 36-73(7). 3. The first floor of front facades shall include at least 30 percent windows. The approximate size, shape, orientation and spacing shall match that of buildings on adjacent lots. 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 rooflines to provide a series of smaller scale sections which are individually similar in mass and proportion to surrounding structures. 5. Buildings located on corner lots shall provide distinct and prominent architectural features or site elements which reflect the importance of the building's corner location and creates a positive visual landmark. An entry feature or site landmark shall be required at corners designated for such a feature in the Hamburg Village master plan. The architectural feature or site element shall be subject to planning commission approval.	✓ ✓ ✓ ✓ ✓
GPUD Requirements: A. **Location.** A GPUD shall only be created on development sites within the Township which have a portion of the property located within the Neighborhood Service (NS), Community Service (CS), Mixed Use Development (MD), Village Residential (VR), or Village Center (VC) zoning districts. B. **Size.** A GPUD shall only be created on development sites one (1) acre in area or greater. C. **Permitted Uses.** 1. Uses that are listed as Permitted Uses or Special Uses in the underlying zoning district or uses	✓ ✓

identified in the underlying future land use category of the Township Master Plans may be permitted in a GPUD development.	

DISCRETIONARY REVIEW CRITERIA

The following are the applicable discretionary standards for preliminary GPUD site plan review within the Township's Zoning Ordinance in **bold**, followed by staff analysis of the project as it applies to each standard. Because this project is a GPUD it requires compliance to the Planned Unit Development Standards (Section 36-442) and the Site Plan Review Standards (Section 36-73). When the Planning Commission is reviewing the project for compliance to Section 36-442 and 36-73 it should remember that tonight's meeting is for the preliminary site plan review and that additional information may need to be submitted with the final site plan application for the Planning Commission to verify that the project meet the standards in section 36-442 and 36-73(7). The Planning Commission should review the project and determine if the project meet each of the following standards:

Planned Unit Development Project Standards (Section 36-442)

In considering any application for approval of any Planned Unit Development community site plan, the Planning Commission shall make their determinations on the basis of the standards for site plan approval set forth in Article 3 of this chapter, as well as the following standards and requirements:

(1)
A GPUD shall promote the goals and objectives of the Township master plan, and village center master plan. Including the intent and guidelines related to site design as stated in the transportation section of the master plan, and the village design chapter of the Hamburg Township village center master plan, where applicable. Along with other appropriate site design standards, guidelines, and principles, the following site development elements shall also be reviewed for consistency with the applicable guidelines of the master plan and the village center master plan:
a. Sidewalks/pedestrian circulation.
b. Parking/loading areas.
c. Architecture.
d. Signs.
e. Street and access design.
f. Lighting.
g. Landscaping.

This project has been designed to comply with the Village Center Master Plan. The future land use designation of the subject site is Village Core along M-36.

(2)
A GPUD shall result in a higher quality of development than could be achieved under conventional zoning.

The common open space areas and the extensive sidewalk connections will make this development a very desirable location for area residents and will result in a higher quality of development than could be achieved otherwise.

(3)
A GPUD shall not be created in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards without the need for variances.

The developer is requesting an increase in density.

(4)
A GPUD may be created only when the proposed land use will not add public service and facility loads beyond those contemplated in the master plan or other applicable plans or policies of the Township unless the applicant can demonstrate to the sole satisfaction of the Township Board that such added loads will be accommodated or mitigated by the proponent as part of the GPUD or by some other means deemed acceptable to the Township Board.

The proposed GPUD will add additional public service and facility loads envisioned by the Village center master plan. The Township Board should confirm this in the final site plan review.

(5)
Creation of a GPUD shall establish land use patterns which are compatible with and protect existing or planned use. The use of the GPUD option shall not be for the purpose of avoiding applicable zoning requirements of the underlying zoning district.

The proposed project is General Planned Unit Development (GPUD). The proposed project meets most of the regulations of the zoning district.

The Hamburg Township zoning ordinance states that the intent of the GPUD is to

- Permit private development which is substantially in accordance with the goals and objectives of the Township Master Plan which and the Township Village Center Master Plan.
- Permit regulatory flexibility to achieve development that comply with the Township's Master Plans in order to achieve economy and efficiency in the use of land, natural resources, energy and in the provision of public services and utilities; to encourage the creation of useful open space particularly suited to the proposed development and parcel on which it is located; and to provide appropriate housing, employment, services and shopping opportunities to satisfy the needs of residents of the Township of Hamburg.

The GPUD should be laid out so that proposed uses, buildings, and site improvements relate to each other and to adjoining existing and planned uses in such a way that they will be compatible, with no material adverse impact of one use on another.

It appears that the proposed project will meet the intent of the GPUD. By allowing this project some slight regulatory flexibility, the proposed development will be compatible with the Master Plan, providing needed housing units within the village area, achieve the efficient use of the land, and will provide important pedestrian and vehicular connections to the village area.

(6)
A GPUD shall not be allowed solely as a means of increasing the density or intensity of development.

While the overall density will increase with the reduced parcel sizes, the overall intensity of the development and land use will be significantly less than a conventional plan.

(7)
A GPUD shall improve the appearance of the Township through quality building design and site development, the provision of trees and landscaping consistent with or beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.

The design of this project will improve the appearance of the Township and will provide needed connection through the site to the surrounding community. The proposed single-family homes will provide the Village area with a much-needed, architecturally appealing housing units.

Standards for Site Plan Review (Section 36-73).
Compliance with the standards of this section are required as a part of the preliminary Site Plan review. Staff has included these standards into the review of the preliminary site plan to make sure that if the preliminary site plan review is approved the applicant is aware that the project will need to meet the requirement of this section once all the required information is submitted for final site plan review. 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 this chapter.
The proposed development has been designed to meet all the required site plan review requirements.

b. All required information has been provided.
The application is for the preliminary site plan for the GPUD. It appears that the applicant has submitted adequate information for the planning commission review of the preliminary site plan for the proposed GPUD project. All required information under section 36-73 and as to address the initial comments from the different agencies and reviewing bodies will be required prior to final site plan review.

c. The movement of vehicular and pedestrian traffic within the site and in relation to access streets and sidewalks will be safe and convenient.
The Township fire district and township engineer has reviewed the roadway and sidewalk layout of the project.

MDOT approvals may also be required prior to issuance of a zoning permit for this project.

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

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 preliminary project plans do not provide enough detail for the Township Engineer to do a full review of the infrastructure proposed. However, an initial review was prepared by the Township Engineer and these comments will need to be addressed as a part of the final site plan review of the project. Attached. The plans submitted for final site plan review will provide greater details on the drainage, roadway construction, and other improvements.

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, stormwater holding facilities, water mains, and sanitary sewers.
See comments in item e above. The plans submitted as a part of the final site plan review will address the Township Engineers initial comments and will provide greater details on the drainage, the design and construction of storm sewers, stormwater holding facilities, water mains, and sanitary sewers.

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.
There are extensive wetlands on the southern portion of the parcel. Every effort has been made to avoid development in those areas.

h. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling, and grading required.
A detailed grading plan has been submitted. The subject property is relatively flat with wetland on the south end of parcel. The location of the improvements on the site have been placed in the areas with no wetlands. The grading plan will be reviewed by the Township engineer.

i. The proposed development will not cause soil erosion or sedimentation.
Prior to issuance of a building permit for this project the Livingston County Drainage Commission will require approval of a soil erosion and sedimentation plan that meets the local and state requirements.

j. Landscaping, including trees, shrubs and other vegetative material is provided to maintain, improve and/or restore the aesthetic quality of the site.
A detailed landscape plan has been provided as a part of the GPUD preliminary site plan review.

k. Conformance to the adopted Hamburg Township Engineering and design standards.
Detailed engineering plans are not required to be submitted as a part of the preliminary site plan review process. The township engineer has done a cursory review of the preliminary plans and project layout. The engineering comments are attached. If the GPUD preliminary site plan is approved the application will address the engineering comments and will be required to comply with all Hamburg Township Engineering and design standards prior to the issuance of a land use permit.

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 defined 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, roofline shapes and rhythm. Buildings within the area designated on the master plan and Village Center 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 50 percent of the facade shall be constructed of, or covered with, the following materials:

1. **Brick;**
2. **Fluted or scored concrete block;**
3. **Cut stone;**
4. **Vinyl siding;**
5. **Wood siding;**
6. **Glass; or**
7. **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 rooflines.

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.**

The proposed layout and structures on the site have been designed to be compatible with the village character of the 'Old Hamburg Village" and to comply with the Village Center Master Plan.

RECOMMENDATIONS:

Staff believe that as conditioned and with final review of the project under the final site plan review requirement the proposed preliminary site plan for the GPUD project is substantially compliance with the required standards under sections 36-442 and 36-73.

The Planning Commission should review and discuss the preliminary GPUD site plan application, the submitted materials including the project plans, the staff report, and any information presented at the public meeting; and either recommend approval or denial of the preliminary site plan for the GPUD to the Township Board.

Example Approval Motion:

The Planning Commission recommends approval of the preliminary GPUD site plan, as shown on project plan (Exhibit A) , to the Township Board because the project as conditioned it is consistent with the requirements of the General Planned Unit Development regulations and will be able to meet site plan review standards of the zoning ordinance as discussed at the meeting tonight and presented in the staff report with the following conditioned of approval:

Suggested Condition 1:

A lighting plan that meets all the regulations for the village center area shall be submitted as a part of the final site plan review. This plan should include pedestrian scale lighting in the park to allow safe pedestrian access.

Suggested Condition 2:

A detailed sign plan should be submitted for final site plan review.

Suggested Condition 3: Prior to the review of the final site plan or the issuance of a land use permit as needed all appropriate approvals from local, county, state, and federal agencies, including, but not limited to, Hamburg Township Fire, Accessor, 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.

Next Steps:
If the Planning Commission recommends approval of the preliminary GPUD site plan, the Township Board shall consider the Planning Commission recommendation and public hearing comments and shall take action to approve, deny or remand the site plan back to the Planning Commission for further review.

If the Township Board approves preliminary GPUD site plan the applicant shall submit a final GPUD site plan which contains all information required by Article 3 of the Township Zoning Ordinance.

The Planning Commission shall review the submitted Final GPUD site plan to insure compliance with all standards and criteria of Article 3 Site Plan Review and Article 12, Planned Unit Development. The Planning Commission then takes action to recommend approval or denial of the Final GPUD site plan to the Township Board based upon compliance with the above referenced standards.

Upon receipt of the report and recommendation of the Planning Commission, the Township Board shall review all findings. If the Township Board determines that approval would be appropriate, it shall instruct the Applicant to work with the Township Attorney to prepare a development agreement setting forth the conditions upon which such approval is based. Such conditions shall include, where appropriate, identification of the phases and timetable for development, and an estimate of the costs of implementing each phase.

After approval by resolution of the Township Board, the Development Agreement shall be executed by the Township and the applicant and recorded in the County records. Approval shall be granted only upon the Township Board determining that all qualification requirements, conditions of approval, and provisions of this and other Township Ordinances have been met, and that the proposed development will not adversely affect the public health, welfare and safety. Approval shall further be subjected to the condition that the contract will be properly recorded.

Exhibits:
Exhibit A: Project Application.
Exhibit B: Preliminary GPUD site plan and other project plans.
Exhibit D: Hamburg Township Fire Department Initial Review
Exhibit E: Hamburg Township Engineering Consultant Initial Review

PRELIMINARY SITE PLAN
FOR
HAMBURG TOWNSHIP RESIDENTIAL
PART OF N.W. QUARTER, SECTION 25, T.1N., R.5E.
HAMBURG TOWNSHIP, LIVINGSTON COUNTY, MI

PROPERTY DESCRIPTION:

LEGAL DESCRIPTION PER WESTCOR LAND TITLE INSURANCE COMPANY (ISSUING AGENT: LIBERTY TITLE AGENCY), COMMITMENT NO: LIB201109, REVISION NO. 0, WITH A COMMITMENT DATE OF 12/6/2024 AT 8:00 A.M.:

The land referred to in this Commitment is located in the Township of Hamburg, County of Livingston, State of Michigan,
and described as follows:

PARCEL 1:
A part of the Northwest 1/4 of Section 25, Town 1 North, Range 5 East, Hamburg Township, Livingston County, Michigan,
more particularly described as follows: Commencing at the Northwest corner of said Section 25; thence along the centerline of M-36 Highway (66 foot wide right of way) and the North line of Section 25, South 89 degrees 52 minutes 00 seconds East 832.70 feet, to the point of beginning of the parcel to be described; thence South 89 degrees 52 minutes 23 seconds East 384.06 feet (previously described as 384.90 feet); thence South 00 degrees 45 minutes 00 seconds East 872.30 feet; thence South 06 degrees 07 minutes 00 seconds East 227.70 feet; thence South 00 degrees 20 minutes 00 seconds East 258.15 feet; thence North 89 degrees 51 minutes 49 seconds West 413.35 feet (previously described as North 89 degrees 52 minutes 00 seconds West 410.00 feet); thence North 00 degrees 20 minutes 00 seconds West 1356.71 feet, to the point of beginning. Subject to and including the use of the 66 foot wide easement as recorded in Liber 418, page 73, Livingston County Records.

EXCEPTING THEREFROM LAND DESCRIBED AS:
A part of the Northwest 1/4 of Section 25, Town 1 North, Range 5 East, Hamburg Township, Livingston County, Michigan, more particularly described as follows: Commencing at the North 1/4 corner of said Section 25; thence along the North Section line, North 89 degrees 52 minutes 00 seconds West 1,468.13 feet to the Point of Beginning; thence South 00 degree 45 minutes 00 seconds East 564.15 feet; thence North 89 degrees 52 minutes 00 seconds West 388.16 feet; thence North 00 degree 20 minutes 00 seconds West 564.10 feet to the North line of said Section 25; thence along said line, South 89 degrees 52 minutes 00 seconds East 384.06 feet to the point of beginning. Subject to and including the use of the 66 foot wide easement as recorded in Liber 418, page 73, Livingston County Records.

PARCEL 2:
Part of the Northwest 1/4 of Section 25, Town 1 North, Range 5 East, Hamburg Township, Livingston County, Michigan, described as follows: Commencing at the Northwest corner of said Section 25; thence along the North line of said Section 25 and the centerline of M-36 (66 foot wide Right-of-Way), North 89 degrees 47 minutes 00 seconds East 332.70 feet; thence South 00 degrees 49 minutes 00 seconds East, 470.00 feet, to the Point of Beginning of the Parcel to be described; thence North 89 degrees 47 minutes 00 seconds East; 498.91 feet; thence South 00 degrees 41 minutes 00 seconds East 1466.41 feet to a point later referred to as Traverse Point "A"; thence South 00 degrees 09 minutes 00 seconds West 234.50 feet to the centerline of a creek; thence along the said centerline on the following 34 courses: 1) North 45 degrees 00 minutes 00 seconds West 70.00 feet; thence 2) South 52 degrees 30 minutes 00 seconds West 60.00 feet; thence 3) West, 20.00 feet; thence 4) North 08 degrees 00 minutes 00 seconds West, 70.00 feet; thence 5) North 45 degrees 00 minutes 00 seconds West, 110.00 feet; thence 6) South 31 degrees 00 minutes 00 seconds West, 105.00 feet; thence 7) North 59 degrees 45 minutes 00 seconds West, 100.00 feet; thence 8) North 16 degrees 30 minutes 00 seconds West, 45.00 feet; thence 9) North 58 degrees 30 minutes 00 degrees West, 50.00 feet; thence 10) North 11 degrees 30 minutes 00 seconds East, 40.00 feet; thence 11) North 45 degrees 00 minutes 00 seconds East, 30.00 feet; thence 12) North 80 degrees 30 minutes 00 seconds West, 115.00 feet; thence 13) South 37 degrees 00 minutes 00 seconds West, 90.00 feet; thence 14) South 09 degrees 30 minutes 00 seconds West, 80.00 feet; thence 15) South 76 degrees 30 minutes 00 seconds West, 80.00 feet; thence 16) South 45 degrees 00 minutes 00 seconds West, 80.00 feet; thence 17) South 14 degrees 00 minutes 00 seconds East, 40.00 feet; thence 18) South 73 degrees 00 minutes 00 seconds East, 30.00 feet; thence 19) North 55 degrees 00 minutes 00 seconds East, 110.00 feet; thence 20) South 16 degrees 00 minutes 00 seconds West, 100.00 feet; thence 21) South 10 degrees 00 minutes 00 seconds East, 60.00 feet; thence 22) South 60 degrees 00 minutes 00 seconds West 58.50 feet; thence 23) South 09 degrees 30 minutes 00 seconds West, 70.00 feet; thence 24) South 57 degrees 00 minutes 00 seconds East 35.00 feet; thence 25) North 85 degrees 00 minutes 00 seconds East, 55.00 feet; thence 26) South, 20.00 feet; thence 27) South 54 degrees 00 minutes 00 seconds West, 70.00 feet; thence 28) South 09 degrees 00 minutes 00 seconds West, 45.00 feet; thence 29) South 47 degrees 30 minutes 00 seconds East, 115.00 feet; thence 30) South 31 degrees 00 minutes 00 seconds West, 70.00 feet; thence 31) South 65 degrees 00 minutes 00 seconds West, 90.00 feet; thence 32) North 35 degrees 00 minutes 00 seconds West, 80.00 feet; thence 33) South 60 degrees 00 minutes 00 seconds West, 60.00 feet; thence 34) North 55 degrees 00 minutes 00 degrees West, 40.00 feet: thence due North, 104.91 feet; thence West, 39.33 feet; thence along the West line of said Section 25 (as previously surveyed), North 00 degrees 49 minutes 00 seconds West, 200.00 feet to Traverse Point "C", said point bearing North 71 degrees 01 minutes 31 seconds West, 544.47 feet and South 29 degrees 46 minutes 33 seconds West, 620.60 feet from Traverse Point "A"; thence continuing along the West line of said Section 25 (as previously surveyed), North 00 degrees 49 minutes 00 seconds West, 1745.29 feet; thence North 89 degrees 11 minutes 02 seconds East, 332.68 feet; thence North 00 degrees 49 minutes 00 seconds West, 76.21 feet, to the Point of Beginning. INCLUDING the use of a 66 foot wide Easement for ingress and egress as recorded in Liber 1875, page 185, Livingston County Records.

TABLE OF DEVIATIONS – VC TO GPUD

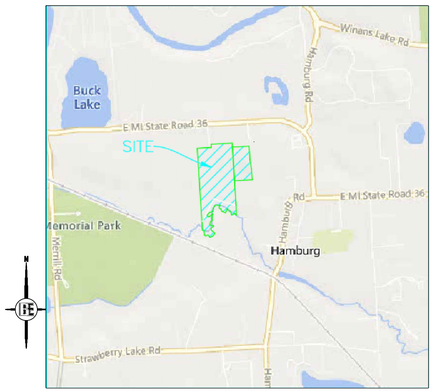
CURRENT ZONING: VILLAGE CENTER (VC)
PROPOSED ZONING: GENERAL PLANNED UNIT DEVELOPMENT (GPUD)

MINIMUM LOT SIZE VC ZONING (W/SAN SEWER):	**10,600 S.F.**
MINIMUM LOT SIZE PROPOSED GPUD:	**5,000 S.F.**
DEVIATION:	**5,600 S.F.**
MINIMUM SETBACKS VC ZONING:	**FRONT 20 FT (MAXIMUM)**
	SIDE 10 FT
	REAR 15 FT
MINIMUM SETBACKS PROPOSED GPUD:	**FRONT 20 FT**
	SIDE 7.5 FT
	REAR 15 FT
DEVIATION:	**FRONT N/A**
	SIDE 2.5 FT
	REAR N/A
MAXIMUM ALLOWABLE BUILDING HEIGHT:	**35 FT (2.5 STORIES)**
MAXIMUM PROPOSED BUILDING HEIGHT:	**35 FT (2.5 STORIES)**
DEVIATION:	**N/A**
RIGHT-OF-WAY REQUIRED:	**50 FT**
RIGHT-OF-WAY PROPOSED:	**50 FT**
DEVIATION:	**N/A**
MINIMUM ROAD WIDTH ALLOWED:	**20' B/C-B/C**
MINIMUM ROAD WIDTH PROPOSED:	**27' B/C-B/C**
DEVIATION:	**N/A**
MAXIMUM BUILDING LOT COVERAGE (%) VC ZONING:	**50%**
MAXIMUM BUILDING LOT COVERAGE (%) PROPOSED:	**7.2%**
DEVIATION:	**N/A**

LANDSCAPE DEVIATION:
REQUIRED STREET TREES CANNOT BE PLACED IN RIGHT-OF-WAY DUE TO CONFLICT WITH UNDERGROUND UTILITIES. TREES SHALL BE LOCATED IN FRONT YARDS TO MAINTAIN CLEARANCE TO UNDERGROUND UTILITIES. SEE STREET TREE CALCULATIONS & QUANTITIES ON SHEET 7.



OVERALL SITE MAP
NO SCALE



LOCATION MAP
NO SCALE

SHEET INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	GENERAL NOTES & LEGEND
3	EXISTING CONDITIONS & DEMOLITION PLAN
4	NATURAL FEATURES PLAN
5	PRELIMINARY SITE PLAN
6	OPEN SPACE & SITE AMENITIES PLAN
7	LANDSCAPE PLAN
8	LIGHTING PLAN
9	PRELIMINARY UTILITY PLAN
10	PRELIMINARY GRADING, DRAINAGE, & SESC PLAN
11	CONSTRUCTION DETAILS
12	CONVENTIONAL VILLAGE CENTER SITE PLAN

INDEMNIFICATION STATEMENT

THE CONTRACTOR SHALL HOLD HARMLESS THE DESIGN PROFESSIONAL, MUNICIPALITY, COUNTY, STATE AND ALL OF ITS SUB CONSULTANTS, PUBLIC AND PRIVATE UTILITY COMPANIES, AND LANDOWNERS FOR DAMAGES TO INDIVIDUALS AND PROPERTY, REAL OR OTHERWISE, DUE TO THE OPERATIONS OF THE CONTRACTOR AND/OR THEIR SUBCONTRACTORS.

PREPARED FOR:

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STATE OF MICHIGAN – BRENT M. LA VANWAY – ENGINEER – No. 38211 – LICENSED PROFESSIONAL ENGINEER

FOR SITE PLAN APPROVAL ONLY!
NOT FOR CONSTRUCTION

NO	BY	CK	REVISION	DATE

1

ISSUE DATE: 10/15/26
JOB NO: 24-452-2

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GENERAL NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED TOWNSHIP, COUNTY, AND STATE OF MICHIGAN PERMITS.
2. A GRADING PERMIT FOR SOIL EROSION–SEDIMENTATION CONTROL SHALL BE OBTAINED FROM THE GOVERNING AGENCY PRIOR TO THE START OF CONSTRUCTION.
3. IF DUST PROBLEM OCCURS DURING CONSTRUCTION, CONTROL WILL BE PROVIDED BY AN APPLICATION OF WATER, EITHER BY SPRINKLER OR TANK TRUCK.
4. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH LOCAL MUNICIPAL STANDARDS AND SPECIFICATIONS.
5. PAVED SURFACES, WALKWAYS, SIGNS, LIGHTING AND OTHER STRUCTURES SHALL BE MAINTAINED IN A SAFE, ATTRACTIVE CONDITION AS ORIGINALLY DESIGNED AND CONSTRUCTED.
6. ALL BARRIER–FREE FEATURES SHALL BE CONSTRUCTED TO MEET ALL LOCAL, STATE AND A.D.A. REQUIREMENTS. WHERE EXISTING CONDITIONS AND/OR THE REQUIREMENTS OF THE PLANS WILL RESULT IN FINISHED CONDITIONS THAT DO NOT MEET ADA REQUIREMENTS, THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER PRIOR TO WORK COMMENCING.
7. ANY DISCREPANCY IN THIS PLAN AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO THE START OF CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL SETBACKS, EASEMENTS AND DIMENSIONS SHOWN HEREON PRIOR TO BEGINNING CONSTRUCTION.
8. THE CONTRACTOR SHALL CONTACT ALL OWNERS OF EASEMENTS, UTILITIES AND RIGHT–OF–WAY, PUBLIC OR PRIVATE, PRIOR TO THE START OF CONSTRUCTION.
9. THE CONTRACTOR SHALL COORDINATE WITH ALL OWNERS TO DETERMINE THE LOCATION OF EXISTING LANDSCAPING, IRRIGATION LINES & PRIVATE UTILITY LINES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING LANDSCAPING, IRRIGATION LINES, AND PRIVATE UTILITY LINES.
10. THE CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE UPON COMPLETION OF THE PROJECT.
11. THE CONTRACTOR SHALL MAINTAIN THE SITE IN A MANNER SO THAT WORKMEN AND PUBLIC SHALL BE PROTECTED FROM INJURY, AND ADJOINING PROPERTY PROTECTED FROM DAMAGE.
12. THE CONTRACTOR SHALL KEEP THE AREA OUTSIDE THE "CONSTRUCTION LIMITS" BROOM CLEAN AT ALL TIMES.
13. THE CONTRACTOR SHALL CALL MISS DIG A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
14. ALL PAVEMENT REPLACEMENT AND OTHER WORKS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE REQUIREMENTS OF THE TOWNSHIP, INCLUDING THE LATEST MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
15. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES.
16. NO ADDITIONAL COMPENSATION WILL BE PAID TO THE CONTRACTOR FOR ANY DELAY OR INCONVENIENCE DUE TO THE MATERIAL SHORTAGES OR RESPONSIBLE DELAYS DUE TO THE OPERATIONS OF SUCH OTHER PARTIES DOING WORK INDICATED OR SHOWN ON THE PLANS OR IN THE SPECIFICATION OR FOR ANY REASONABLE DELAYS IN CONSTRUCTION DUE TO THE ENCOUNTERING OR EXISTING UTILITIES THAT MAY OR MAY NOT BE SHOWN ON THE PLANS.
17. DURING THE CONSTRUCTION OPERATIONS, THE CONTRACTOR SHALL NOT PERFORM WORK BY PRIVATE AGREEMENT WITH PROPERTY OWNERS ADJACENT TO THE PROJECT.
18. IF WORK EXTENDS BEYOND NOVEMBER 15, NO COMPENSATION WILL BE DUE TO THE CONTRACTOR FOR ANY WINTER PROTECTION MEASURES THAT MAY BE REQUIRED BY THE ENGINEER.
19. NO TREES ARE TO BE REMOVED UNTIL MARKED IN THE FIELD BY THE ENGINEER.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE PROPERTY BEYOND THE CONSTRUCTION LIMITS INCLUDING BUT NOT LIMITED TO EXISTING FENCE, LAWN, TREES AND SHRUBBERY.
21. TRAFFIC SHALL BE MAINTAINED DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL SIGNS AND TRAFFIC CONTROL DEVICES. FLAG PERSONS SHALL BE PROVIDED BY THE CONTRACTOR IF DETERMINED NECESSARY BY THE ENGINEER. ALL SIGNS SHALL CONFORM TO THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AT NO COST TO THE TOWNSHIP. NO WORK SHALL BE DONE UNLESS THE APPROPRIATE TRAFFIC CONTROL DEVICES ARE IN PLACE.
22. ALL DEMOLISHED MATERIALS AND SOIL SPOILS SHALL BE REMOVED FROM THE SITE AT NO ADDITIONAL COST, AND DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL REGULATIONS.
23. ANY EXISTING APPURTENANCES SUCH AS MANHOLES, GATE VALVES, ETC. SHALL BE ADJUSTED TO THE PROPOSED GRADE AND SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.
24. ALL PERMANENT SIGNS AND PAVEMENT MARKINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST REVISION OF THE MICHIGAN MUTCD MANUAL AND SHALL BE INCIDENTAL TO THE CONTRACT.
25. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT ALL ITEMS REQUIRED FOR CONSTRUCTION OF THE PROJECT ARE INCLUDED IN THE CONTRACT. ANY ITEMS NOT SPECIFICALLY DESIGNATED IN THE PLANS SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.
26. THE CONTRACTOR IS RESPONSIBLE FOR HAVING A SET OF APPROVED CONSTRUCTION PLANS, WITH THE LATEST REVISION DATE, ON SITE PRIOR TO THE START OF CONSTRUCTION. IN THE EVENT OF ANY QUESTIONS PERTAINING TO THE INTENT OF THE CONSTRUCTION PLANS OR SPECIFICATIONS, THE CONTRACTOR SHALL CONTACT THE DESIGN ENGINEER FOR A FINAL DETERMINATION FROM THE DESIGN ENGINEER.
27. THE CONTRACTOR, NOT THE OWNER OR THE ENGINEER, ARE RESPONSIBLE FOR THE MEANS, METHODS, AND SEQUENCE OF CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR SAFE EXECUTION OF THE PROJECT SCOPE IN ACCORDANCE WITH THE APPROVED CONSTRUCTION PLANS.
28. THE CONTRACTOR IS RESPONSIBLE FOR PRESERVING CONSTRUCTION STAKING AS NECESSARY. CONTRACTOR TO NOTIFY CONSTRUCTION SURVEYOR OF REPLACEMENT STAKES NEEDED WHICH SHALL BE AT THE CONTRACTORS EXPENSE.
29. THE OWNER AND/OR CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING FRANCHISE UTILITY SERVICES (CABLE, ELECTRIC, GAS, ETC.) OWNER AND/OR CONTRACTOR SHALL WORK WITH UTILITY COMPANIES ON FURNISHING SITE UTILITY LAYOUTS AND PROVIDING CONDUIT CROSSINGS AS REQUIRED.
30. DAMAGE TO ANY EXISTING UTILITIES OR INFRASTRUCTURE (INCLUDING PAVEMENT, CURB, SIDEWALK, ETC.) SHALL PROMPTLY BE REPLACED IN KIND AND SHALL BE AT THE CONTRACTORS EXPENSE.
31. COORDINATION OF TESTING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND PER ALL CITY/TOWNSHIP/COUNTY REQUIREMENTS. COPIES OF ALL TEST REPORTS SHALL BE FURNISHED TO THE DESIGN ENGINEER.
32. PRIOR TO THE START OF CONSTRUCTION, PROTECTION FENCING SHALL BE ERECTED AROUND THE TREE DRIPLINE OF ANY TREES INDICATED TO BE SAVED WITHIN THE LIMITS OF DISTURBANCE.
33. THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE EXISTING DRAINAGE FACILITIES ARE IMPACTED/DISTURBED DUE TO CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE ANY NECESSARY TEMPORARY DRAINAGE PROVISIONS.
34. SOIL BORING LOGS ARE REPRESENTATIVE OF SPECIFIC POINTS ON THE PROJECT SITE, AND IF PROVIDED TO THE CONTRACTOR ARE FOR INFORMATIONAL PURPOSES ONLY.
35. WHERE CITY/TOWNSHIP STANDARD CONSTRUCTION DETAILS/SPECIFICATIONS ARE PROVIDED AND ARE IN CONFLICT WITH NOTES AND SPECIFICATIONS HEREIN, THE CITY/TOWNSHIP STANDARD SHALL GOVERN.

INDEMNIFICATION STATEMENT

THE CONTRACTOR SHALL HOLD HARMLESS THE DESIGN PROFESSIONAL, MUNICIPALITY, COUNTY, STATE, AND ALL OF ITS SUB CONSULTANTS, PUBLIC AND PRIVATE UTILITY COMPANIES, AND LANDOWNERS FOR DAMAGES TO INDIVIDUALS AND PROPERTY, REAL OR OTHERWISE, DUE TO THE OPERATIONS OF THE CONTRACTOR AND/OR THEIR SUBCONTRACTORS.

CONTRACTOR TO FOLLOW MANUFACTURER SPECS/RECOMMENDATIONS THAT SUPERCEDE PLANS

GENERAL GRADING & SESC NOTES

1. THE CONTRACTOR SHALL HAVE IN PLACE ALL REQUIRED EROSION CONTROL METHODS AS INDICATED ON THE CONSTRUCTION PLANS AND AS REQUIRED BY GENERAL PRACTICE. SPECIFIC MEANS, METHODS AND SEQUENCES OF CONSTRUCTION MAY DICTATE ADDITIONAL SOIL EROSION CONTROL MEASURES BE NEEDED. THE CONTRACTOR SHALL COORDINATE WITH THE DESIGN ENGINEER ON THESE ANTICIPATED METHODS. ADDITIONAL SOIL EROSION CONTROL METHODS SHALL BE INCIDENTAL TO THE SCOPE OF WORK.
2. ACTUAL FIELD CONDITIONS MAY DICTATE ADDITIONAL OR ALTERNATE SOIL EROSION CONTROL MEASURES BE UTILIZED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DEFICIENCIES OR FIELD CONDITIONS THAT WARRANT ADDITIONAL AND/OR ALTERNATIVE SESC MEASURES BE UTILIZED.
3. AT THE CLOSE OF EACH DAY, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING ALL CONSTRUCTION OPERATIONS, MATERIALS, DEBRIS, ETC ARE CONTAINED ON–SITE.
4. AT THE CLOSE OF EACH WORKING DAY, ALL DRAINAGE STRUCTURES SHALL BE FREE OF DIRT AND DEBRIS AT THE FLOW LINE.
5. ALL SOIL EROSION CONTROL MEASURES SHALL BE INSTALLED IN ACCORDANCE PER MDEGLE REGULATIONS AND BEST PRACTICES, ALL SOIL EROSION CONTROL MEASURES SHALL BE MAINTAINED BY THE CONTRACTOR.
6. THE SOIL EROSION CONTROL MEASURES SHALL BE KEPT IN PLACE UNTIL SUCH A TIME THAT THE SITE IS DETERMINED TO BE ESTABLISHED WITH ACCEPTABLE AMOUNT OF VEGETATIVE GROUND COVER.
7. ALL AREAS DISTURBED BY THE CONTRACTOR BEYOND THE NORMAL CONSTRUCTION LIMITS OF THE PROJECT SHALL BE SODDED OR SEEDED AS SPECIFIED OR DIRECTED BY THE ENGINEER.
8. AFTER REMOVAL OF TOPSOIL, THE SUBGRADE SHALL BE COMPACTED TO 95% OF ITS UNIT WEIGHT.
9. ALL GRADING IN THE PLANS SHALL BE DONE AS PART OF THIS CONTRACT. ALL DELETERIOUS MATERIAL SHALL BE REMOVED FROM THE SUBGRADE PRIOR TO COMPACTING.
10. ALL ROOTS, STUMPS AND OTHER OBJECTIONABLE MATERIALS SHALL BE REMOVED AND THE HOLE BACKFILLED WITH SUITABLE MATERIAL. WHERE GRADE CORRECTION IS REQUIRED, THE SUBGRADE SHALL BE CUT TO CONFORM TO THE CROSS–SECTION AS SHOWN IN THE PLANS.
11. ALL EXCAVATION UNDER OR WITHIN 3 FEET OF PUBLIC PAVEMENT, EXISTING OR PROPOSED SHALL BE BACKFILLED AND COMPACTED WITH SAND (MDOT CLASS II).

GENERAL LANDSCAPE NOTES

1. ALL PLANT MATERIAL SHALL CONFORM TO THE REQUIREMENTS AND SPECIFICATIONS OF THE GOVERNING MUNICIPALITY. ALL STOCK SHALL BE NURSERY GROWN, CONFORMING TO ANSI Z60.2–2025 "AMERICAN STANDARD FOR NURSERY STOCK", AND IN ACCORDANCE WITH GOOD HORTICULTURAL PRACTICE. STOCK SHALL EXHIBIT NORMAL GROWTH HABIT AND BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, & DEFECTS SUCH AS KNOTS, SUN–SCALD, INJURIES, ABRASIONS, OR DISFIGUREMENT. ALL PLANT MATERIAL SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT.
2. ALL PLANT MATERIALS SHALL BE BALLED AND BURLAPPED OR CONTAINER STOCK. NO BARE ROOT STOCK IS PERMITTED. ALL PLANT BALLS SHALL BE FIRM, INTACT, AND SECURELY WRAPPED AND BOUND.
3. ALL PLANT BED MATERIALS SHALL BE EXCAVATED OF ALL BUILDING MATERIALS, OTHER EXTRANEOUS OBJECTS, AND POOR SOILS TO A MINIMUM DEPTH OF 12–INCHES AND BACKFILLED TO GRADE WITH SPECIFIED PLANTING MIX (SEE BELOW).
4. PLANTING MIXTURE SHALL CONSIST OF 5 PARTS TOPSOIL FROM ON–SITE (AS APPROVED), 4 PARTS COARSE SAND, 1 PART SPHAGNUM PEAT MOSS (OR APPROVED COMPOST), AND 5 LBS OF SUPERPHOSPHATE FERTILIZER PER CU. YD. OF MIX. INGREDIENTS SHALL BE THOROUGHLY BLENDED FOR UNIFORM CONSISTENCY.
5. ALL PLANT BEDS AND INDIVIDUAL PLANTS, NOT OTHERWISE NOTED SHALL BE MULCHED WITH A 4–INCH LAYER OF SHREDDED BARK MULCH. EDGE OF MULCH BEDS AS SHOWN. DECIDUOUS TREES IN LAWN AREAS SHALL RECEIVE A 5–FT DIAMETER CIRCLE OF MULCH AND CONIFER TREES 8–FT (PLANTED CROWN OF TREE) UNLESS OTHERWISE NOTED.
6. LANDSCAPE STONE SHALL BE INSTALLED WHERE NOTED OR INDICATED (HATCHED). STONE SHALL BE 3/4"–1–1/4" WASHED RIVER GRAVEL OR AS SELECTED AND SHALL BE INSTALLED TO A MINIMUM DEPTH OF 3–INCHES.
7. ALL LANDSCAPE BEDS, UNLESS OTHERWISE NOTED SHALL BE INSTALLED OVER WEED BARRIER FABRIC – WATER PERMEABLE FILTRATION FABRIC OF NON–WOVEN POLYPROPYLENE OR POLYESTER FABRIC. FABRIC SHALL BE OF SUITABLE THICKNESS FOR APPLICATION.
8. ALL PLANTS AND PLANT BEDS SHALL BE THOROUGHLY WATERED UPON COMPLETION OF PLANTING AND STAKING OPERATIONS.
9. THE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF 1 YEAR FROM THE DATE THE WORK IS ACCEPTED, IN WRITING, BY THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL REPLACE, WITHOUT COST TO THE OWNER, WITHIN A SPECIFIED PERIOD OF TIME, ALL DEAD PLANTS, AND ALL PLANTS NOT IN A VIGOROUS, THRIVING CONDITION, AS DETERMINED BY THE LANDSCAPE ARCHITECT, DURING AND AT THE END OF THE GUARANTEE PERIOD. REPLACEMENT STOCK SHALL CONFORM TO THE ORIGINAL SPECIFICATIONS.
10. EDGING SHALL BE PROVIDED FOR ALL LANDSCAPE BEDS NOT ADJACENT TO CONCRETE PAVEMENT. EDGING SHALL BE BLACK ALUMINUM EDGING, 3/16–INCH X 4–INCH. INSTALL PER MANUFACTURER'S INSTRUCTIONS, ALL EDGING SHALL BE INSTALLED IN STRAIGHT LINES OR SMOOTH CURVES WITHOUT IRREGULARITIES.
11. SOD SHALL BE DENSE, WELL ROOTED TURF, FREE OF WEEDS. IT SHALL BE COMPRISED OF A BLEND OF AT LEAST TWO KENTUCKY BLUE GRASSES AND ONE FESCUE. IT SHALL HAVE A UNIFORM THICKNESS OF 3/4–INCH AT TIME OF PLANTING, AND CUT IN UNIFORM STRIPS NOT LESS THAN 10–INCHES BY 18–INCHES. SOD SHALL BE KEPT MOIST AND LAID WITHIN 36–HOURS AFTER CUTTING.

    IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A DENSE LAWN OF PERMANENT GRASSES, FREE OF LUMPS AND DEPRESSIONS. ALL SODDED AREAS THAT BROWN–OUT OR HAVE NOT FIRMLY KNITTED TO THE SOIL BASE WITHIN A PERIOD OF 1 MONTH SHALL BE REPLACED BY THE CONTRACTOR, AT NO COST TO THE OWNER.
12. ALL AREAS OF THE SITE THAT BECOME DISTURBED DURING CONSTRUCTION AND ARE NOT TO BE PAVED, STONED, LANDSCAPED, OR SODDED SHALL BE SEEDED AND MULCHED.

    SEED MIXTURE SHALL BE AS FOLLOWS:

KENTUCKY BLUEGRASS (CHOOSE 3 VARIETIES – ADELPHI, RUGBY, GLADE, OR PARADE)	30%
RUBY RED OR DAWSON RED FINE FESCUE	30%
ATLANTA RED FESCUE	20%
PENNFINE PERENNIAL RYE	20%

    THE ABOVE SEED MIXTURE SHALL BE SOWN AT A RATE OF 250 LBS PER ACRE. PRIOR TO SEEDING, THE TOPSOIL SHALL BE FERTILIZED WITH A COMMERCIAL FERTILIZER WITH A 10–0–10 ANALYSIS:

    10% NITROGEN – MIN 25% FROM A UREA FORMALDEHYDE SOURCE
    0 % PHOSPHATE
    10% POTASH – SOURCE POTASSIUM SULFATE OR POTASSIUM NITRATE

    THE FIRST FERTILIZER APPLICATION SHALL BE AT A RATE OF 10 LBS PER 1000 SQ FT OF BULK FERTILIZER.

    IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A DENSE LAWN OF PERMANENT GRASSES, FREE OF LUMPS AND DEPRESSIONS. ANY PART OF THE AREA THAT FAILS TO SHOW A UNIFORM GERMINATION SHALL BE RE–SEEDED AND SUCH RE–SEEDING SHALL CONTINUE UNTIL A DENSE LAWN IS ESTABLISHED. DAMAGE TO SEEDED AREAS RESULTING FROM EROSION SHALL BE REPAIRED BY THE CONTRACTOR.
13. ALL AREAS OF THE SITE SCHEDULED FOR SEEDING OR SODDING SHALL FIRST RECEIVE A 6–INCH LAYER OF CLEAN, FRIABLE TOPSOIL. THE SOIL SHALL BE DISCED AND SHALL BE GRADED IN CONFORMANCE WITH THE GRADING PLAN.
14. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION OF ALL UTILITIES AND TO INFORM THE LANDSCAPE ARCHITECT OF ANY CONFLICTS PRIOR TO COMMENCING LANDSCAPING.

GENERAL UTILITY NOTES

1. BEDDING SHALL EXTEND A MINIMUM OF 4" BELOW THE PIPE, UNLESS OTHERWISE NOTED ON THE PLANS. BEDDING SHALL BE OF UNIFORM GRADATION MDOT 6AA STONE OR MDOT CLASS II GRANULAR MATERIAL FOR SANITARY AND STORM PIPE AND MDOT CLASS II GRANULAR MATERIAL ONLY FOR WATERMAIN.
2. WHERE UNSTABLE GROUND CONDITIONS ARE ENCOUNTERED, STONE BEDDING SHALL BE USED AS DIRECTED BY THE ENGINEER.
3. BACKFILL SHALL BE OF A SUITABLE MATERIAL AND SHALL BE FREE OF ANY ORGANIC MATERIALS AND ROCKS.
4. BACKFILL ABOVE THE PIPE SHALL BE OF GRANULAR MATERIAL MDOT CLASS II TO A POINT 12" ABOVE THE TOP OF THE PIPE. WHERE THE TRENCH IS NOT WITHIN THE INFLUENCE OF THE ROAD, SUITABLE SITE MATERIAL MAY BE COMPACTED AND UTILIZED FROM A POINT 12" ABOVE THE PIPE TO GRADE. WHERE THE TRENCH IS WITHIN A 1:1 INFLUENCE OF THE ROAD, GRANULAR MATERIAL, MDOT CLASS II OR III, IS TO BE PLACED AND COMPACTED IN LAYERS NOT EXCEEDING 12" IN THICKNESS. COMPACTION SHALL BE 95% AS DETERMINED BY AASHTO T99.
5. 18" MINIMUM VERTICAL SEPARATION AND 10' HORIZONTAL SEPARATION IS TO BE MAINTAINED BETWEEN WATERMAIN AND SANITARY/STORM SEWER TO THE MAXIMUM EXTENT POSSIBLE.

GENERAL STORM NOTES

1. ALL STORM PIPE LENGTHS ARE SHOWN FROM C/L TO C/L OF STRUCTURE OR FROM C/L TO C/L OF STRUCTURE TO DISCHARGE END OF FLARED END SECTION.
2. STORM PIPE MATERIALS SHALL BE AS FOLLOWS:
   2.1. RCP(REINFORCED CONCRETE PIPE): SHALL MEET THE REQUIREMENTS OF ASTM C76 WITH MODIFIED GROOVED TONGUE AND RUBBER GASKETS MEETING THE REQUIREMENTS OF ASTM C443. RCP TO BE EITHER CLASS IV OR V AS CALLED OUT ON THE PLANS.
   2.2. HDPE(HIGH DENSITY POLYETHYLENE): SHALL MEET THE REQUIREMENTS OF ASTM F2648.
   2.3. PP(POLYPROPYLENE): SHALL MEET THE REQUIREMENTS OF ASTM F2881.
   2.4. PVC(POLYVINYL CHLORIDE): SHALL MEET THE REQUIREMENTS OF ASTM D3034.
3. STORM PIPE JOINTS SHALL MEET THE REQUIREMENTS OF ASTM D3212. HDPE AND PP PIPE GASKETS SHALL MEET THE REQUIREMENTS OF ASTM F477.
4. ALL STORM PIPE TO HAVE WATERTIGHT PREMIUM JOINTS, UNLESS OTHERWISE NOTED ON THE PLANS.
5. STORM DRAINAGE STRUCTURES SHALL BE FURNISHED WITH STEPS WHICH SHALL BE STEEL ENCASED WITH POLYPROPYLENE PLASTIC OR EQUIVALENT. STEPS SHALL BE SET AT 16" CENTER TO CENTER.
6. ALL FLARED END SECTIONS 15" AND LARGER SHALL BE FURNISHED WITH AN ANIMAL GRATE.
7. FLARED END SECTIONS DISCHARGING STORM WATER SHALL RECEIVE A MINIMUM OF 10 SQ YDS OF PLAIN COBBLESTONE RIP RAP WITH A MINIMUM STONE SIZE OF 6" AND SHALL BE PLACED ON A GEOTEXTILE FABRIC WRAP.
8. ALL CATCH BASINS WITHIN THE ROADWAY SHALL INCLUDE INSTALLATION OF 6" DIAMETER PERFORATED PIPE SUBDRAIN.
9. STORM DRAINAGE STRUCTURE COVERS SHALL BE OF THE FOLLOWING (OR APPROVED EQUAL):

COVER	USE	FRAME	GRATE/BACK
'A'	MANHOLE	1040	TYPE 'B'
'B'	TYPE B2 CURB	7085	TYPE 'M1'
'C'	VALLEY CURB	7065	7045 TYPE 'M1' GRATE/7060 TYPE 'T1' BACK
'D'	PARKING LOTS	1040/5100	TYPE 'M1' GRATE OR 5105 TYPE 'M1' GRATE
'E'	LAWN	1040	TYPE 'O2' GRATE
'K'	TYPE C & F CURB	7045	TYPE 'M1' GRATE/7050 TYPE 'T1' BACK

10. THE PROPOSED DRAINAGE SYSTEM IS TO BE OWNED AND PROPERLY MAINTAINED BY THE PROPERTY OWNER (LIVINGSTON COUNTY ONLY)

GENERAL SANITARY NOTES

1. ALL SANITARY PIPE LENGTHS ARE SHOWN FROM C/L OF STRUCTURE TO C/L OF STRUCTURE.
2. SANITARY PIPE MATERIALS SHALL BE AS FOLLOWS:
   2.1. PVC SDR–26 (SANITARY MAIN)
   2.2. PVC SDR–23.5 (SANITARY LEADS)
   2.3. HDPE DR–11 (SANITARY FORCEMAIN)
3. ALL PVC SDR SANITARY SEWER PIPE SHALL MEET THE REQUIREMENTS OF ASTM D3034 AND D2241. PVC SCHD 40 PIPE SHALL MEET THE REQUIREMENTS OF ASTM D1785. GASKET JOINTS FOR SANITARY PIPE SHALL MEET THE REQUIREMENTS OF ASTM D3139 AND D3212.
4. SANITARY STRUCTURES SHALL BE FURNISHED WITH STEPS WHICH SHALL BE STEEL ENCASED WITH POLYPROPYLENE PLASTIC OR EQUIVALENT. STEPS SHALL BE SET AT 16" CENTER TO CENTER.
5. ALL NEW MANHOLES SHALL BE MINIMUM 4' DIAMETER, PRECAST MANHOLE SECTIONS AND AN ECCENTRIC CONE. PRECAST MANHOLE JOINTS SHALL BE INSTALLED WITH BUTYL ROPE MEETING THE REQUIREMENTS OF ASTM C990.
6. MANHOLES SHALL BE CONSTRUCTED WITH FLOW CHANNEL WALLS THAT ARE FORMER, AT A MINIMUM, TO THE SPRINGLINE OF THE PIPE.
7. ALL NEW MANHOLES SHALL HAVE AN APPROVED FLEXIBLE, WATERTIGHT SEALS WHERE PIPES PASS THROUGH MANHOLE WALLS.
8. WHEREVER AN EXISTING MANHOLE IS TO BE TAPPED, THE STRUCTURE SHALL BE CORED AND A KOR–N–SEAL BOOT UTILIZED FOR THE PIPE CONNECTION.
9. ALL MANHOLES SHALL BE PROVIDED WITH WATERTIGHT COVERS. COVERS TO BE EJCO 1040 TYPE 'A' SOLID COVER.
10. A MAXIMUM OF 12" OF GRADE ADJUSTMENT RINGS SHALL BE USED TO ADJUST THE FRAME ELEVATION. BUTYL ROPE SHALL BE USED BETWEEN EACH ADJUSTMENT RING.
11. SANITARY SEWER LATERALS SHALL HAVE A MINIMUM SLOPE OF 1.0%.
12. CLEANOUTS SHALL BE INSTALLED EVERY 100', AT ALL BENDS AND STUBS.
13. PUBLIC SANITARY SEWER SHALL BE CENTERED WITHIN A 25 FOOT WIDE SANITARY SEWER EASEMENT.

GENERAL WATERMAIN NOTES

1. WATERMAIN PIPE MATERIALS SHALL BE AS FOLLOWS:
   1.1. D.I.P. CL.52 (WATERMAIN)
   1.2. TYPE 'K' COPPER (WATER LATERAL – MAIN TO CURB STOP)
   1.3. HDPE DR–9 (WATER LATERAL – CURB STOP TO STUB)
2. WATERMAIN FITTINGS SHALL BE OF DUCTILE IRON WITH CEMENT MORTAR LINING AND MECHANICAL JOINTS CONFORMING TO AWWA C110.
3. WATERMAINS SHALL BE DISINFECTED IN ACCORDANCE WITH AWWA C651. BAC–T SAMPLES SHALL BE TAKEN IN ACCORDANCE WITH R235.11110 OF THE ADMINISTRATIVE RULES PROMULGATED UNDER MICHIGAN SAFE DRINKING WATER ACT, 1976 PA 399, AS AMENDED.
4. ALLOWABLE LEAKAGE OR HYDROSTATIC PRESSURE TESTING SHALL BE IN ACCORDANCE WITH AWWA C600 AND C605.
5. MAXIMUM DEFLECTION AT PIPE JOINTS SHALL BE IN ACCORDANCE WITH PIPE MANUFACTURERS CURRENT RECOMMENDATIONS AND AWWA SPECIFICATIONS.
6. A FULL STICK OF PIPE SHALL BE LAID CENTERED AT A PIPE CROSSING IN ORDER TO MAINTAIN THE MAXIMUM SEPARATION OF WATERMAIN JOINT TO THE CROSSING PIPE.
7. WATERMAIN SHALL BE INSTALLED WITH A MINIMUM OF 5.5' OF COVER FROM FINISHED GRADE TO TOP OF PIPE AND NO MORE THAN 8' OF COVER, UNLESS SPECIAL CONDITIONS WARRANT.
8. WATERMAIN VALVES SHALL BE IRON BODY RESILIENT WEDGE GATE VALVES, NON–RISING STEMS, COUNTERCLOCKWISE OPEN, AWWA C509.
9. FIRE HYDRANTS SHALL BE INSTALLED WITH AN AUXILIARY VALVE WITH CAST IRON VALVE BOX. THE HYDRANT PUMPER HOSE CONNECTION SHALL FACE THE ROADWAY.
10. THE BREAKAWAY FLANGE AND ALL BELOW GRADE FITTINGS SHALL HAVE STAINLESS STEEL NUTS AND BOLTS.
11. PUBLIC WATERMAIN SHALL BE CENTERED WITHIN A 25 FOOT WIDE WATERMAIN EASEMENT.

LINES & HATCHES LEGEND

PROPOSED (PR)	EXISTING (EX)	
900	900	CONTOUR
T/C XXX.XXX	T/C XXX.XX	SPOT ELEVATION
	+ 922.08	
SN	SN	SANITARY SEWER
SL	SL	SANITARY LEAD
FM	FM	FORCE MAIN
PS	PS	PRESSURE SEWER
ST	ST	STORM SEWER
WM	WM	WATER MAIN
WL	WL	WATER LEAD
FO	FO	FIBER OPTIC
OH	OH	OVERHEAD WIRE
C	C	CABLE
E	E	ELECTRIC
G	G	GAS
T	T	TELEPHONE
X	X	FENCE
		SILT FENCE
		WETLAND BOUNDARY
		LIMITS OF GRADING/CLEARING
		LIMITS OF DRAINAGE
		MODIFIED CURB
		CONCRETE
		HIGH STRENGTH CONCRETE
		ASPHALT
		HIGH STRENGTH ASPHALT
		GRAVEL
		WETLAND
SAN 1"		SANITARY SEWER LABEL
CB 01		STORM SEWER LABEL
GV 12		WATER MAIN LABEL
54T		SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)

LIGHTING LEGEND

PROPOSED (PR)	EXISTING (EX)	
		DOUBLE FIXTURE LIGHT POLE
		SINGLE FIXTURE LIGHT FIXTURE
		WALL MOUNTED LIGHT FIXTURE
		GROUND LIGHT FIXTURE
0.1		FOOT CANDLES ON SITE
2.5		FOOT CANDLES OFF SITE
5		FOOT CANDLES CONTOURS
		CANOPY MOUNTED LIGHT FIXTURE

LANDSCAPE LEGEND

- EXISTING CONIFER TREE
- EXISTING DECIDUOUS TREE
- PROPOSED CONIFER TREE
- PROPOSED DECIDUOUS TREE
- PROPOSED TREE PROTECTION
- PROPOSED ORNAMENTAL TREE
- PROPOSED DECIDUOUS SHRUBS
- SOD
- PROPOSED GRASSES & PERENNIALS
- SEED
- PROPOSED LANDSCAPE BOULDER
- MULCH

ABBREVIATIONS

FFE	FINISHED FLOOR ELEVATION
BFE	BASEMENT FLOOR ELEVATION
GFE	GARAGE FLOOR ELEVATION
FG	FINISHED GRADE
T/A	TOP OF ASPHALT
T/C	TOP OF CURB
T/CO	TOP OF CONCRETE
T/W	TOP OF WALK
T/P	TOP OF PIPE
B/P	BOTTOM OF PIPE
F/L	FLOW LINE
RIM	RIM ELEVATION (AT FLOW LINE)
INV	INVERT ELEVATION
MH	MANHOLE
CB	CATCH BASIN
RY	REAR YARD
YD	YARD DRAIN
RD	ROOF DRAIN
FES	FLARED END SECTION
CMP	CORRUGATED METAL PIPE
CPP	CORRUGATED PLASTIC PIPE
RCP	REINFORCED CONCRETE PIPE
HDPE	HIGH DENSITY POLYETHYLENE
PVC	POLYVINYL CHLORIDE
DIP	DUCTILE IRON PIPE
GV	GATE VALVE
GVW	GATE VALVE IN WELL
GVB	GATE VALVE IN BOX
HYD	HYDRANT
FDC	FIRE DEPARTMENT CONNECTION
UP	UTILITY POLE
NFV	NOT FIELD VERIFIED
TBR	TO BE REMOVED
L	LIBER
P	PAGE
L.C.R.	LIVINGSTON COUNTY RECORDS
(M&R)	MEASURED AND RECORD
L.O.B.	POINT OF BEGINNING

SYMBOL LEGEND

- STORM DRAINAGE FLOW
- GUY WIRE
- POWER POLE
- TRANSFORMER PAD
- ELECTRICAL RISER
- U.G. ELECTRIC MARKER
- ELECTRICAL METER
- AIR CONDITIONING UNIT
- TELEPHONE RISER
- U.G. TELEPHONE MARKER
- GAS RISER
- U.G. GAS MARKER
- GAS METER
- CABLE TV RISER
- U.G. CABLE TV MARKER
- MAILBOX
- WELL
- WATER MANHOLE
- GATE VALVE (EXISTING)
- GATE VALVE (PROPOSED)
- HYDRANT (EXISTING)
- HYDRANT (P

EXISTING CONDITIONS & DEMOLITION PLAN

SEE SHEET 2 FOR GENERAL NOTES AND LEGEND

SITE BENCHMARKS (NAVD88 DATUM):
-BM #200 = HYDRANT ARROW EAST SIDE OF FIRE DEPARTMENT, 5'± EAST OF N/S SIDEWALK AND 5'± SOUTH OF B/C. ELEV.=911.91
-BM #201 = HYDRANT ARROW EAST SIDE OF "IXL" PRESCHOOL, 12'± EAST OF E/ASPH & 3'± SOUTH OF LIGHTPOLE. ELEV.=891.60

SCALE: 1 INCH = 100 FEET

SANITARY SEWER INVENTORY:

SANITARY MH #1
RIM=909.03
INV. E=899.61 (8" PVC)

STORM SEWER INVENTORY:

STORM FES #1
INV. N=871.44 (24" CONC.)

STORM MH #2
RIM=891.34
INV. N=878.34 (24" CONC.)
INV. S=877.44 (24" CONC.)

STORM MH #3
RIM=889.67
INV. W=883.47 (18" CONC.)
INV. N=884.12 (12" CONC.)
INV. S=883.27 (24" CONC.)

STORM FES #4
INV. NE=899.44 (12" CONC.)

STORM MH #5
RIM=908.4
INV. N=899.60 (12" CONC.)
INV. SW=899.45 (12" CONC.)

STORM MH #6
RIM=909.53
INV. NW=901.28 (12" CONC.)
INV. S=901.18 (12" CONC.)

STORM OCS #7
RIM=905.71
INV. NE=901.86 (12" CONC.)
(7) 1" HOLES 904.21
(1) 1" HOLE 903.11
(4) 0.5" HOLES 902.11

GENERAL SURVEY NOTES:

1. BEARINGS ARE BASED ON MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.
2. SUBSURFACE UTILITIES NOT LOCATED FOR THIS SURVEY MAY EXIST. IT IS THE RESPONSIBILITY OF THE OWNER OF THE RESPECTIVE UTILITY TO ACCURATELY LOCATE SUCH UTILITIES.
3. EASEMENTS OR RESTRICTIONS OF RECORD NOT DEPICTED ON THIS DRAWING MAY EXIST.
4. ELEVATIONS WERE ESTABLISHED WITH GPS USING OPUS GPS POST-PROCESSING. (NAVD88 DATUM)
5. CONTOURS ARE SHOWN AT 1 FOOT INTERVALS.
6. THE LOCATIONS OF UNDERGROUND UTILITIES, AS SHOWN ON THIS DRAWING ARE APPROXIMATE. THE LOCATIONS ARE BASED ON PHYSICAL FIELD LOCATIONS OF STRUCTURES ALONG WITH RECORD DRAWINGS AND MISS DIG MARKINGS.
6. SUBJECT PROPERTY IS DESIGNATED AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN (ZONE X) ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP (FIRM), FOR THE TOWNSHIP OF HAMBURG, LIVINGSTON COUNTY, MICHIGAN, MAP NUMBER 26093C0458D, WITH AN EFFECTIVE DATE OF SEPTEMBER 17, 2008.
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY, THE COUNTY, AND THE STATE OF MICHIGAN.
8. ALLOW THREE WORKING DAYS BEFORE YOU DIG, CALL MISS DIG TOLL FREE 1-800-482-7171.

SCHEDULE B – SECTION II EXCEPTIONS WESTCOR LAND TITLE INSURANCE COMPANY (ISSUING AGENT: LIBERTY TITLE AGENCY), COMMITMENT NO: LIB201109, REVISION NO. 0, WITH A COMMITMENT DATE OF 12/6/2024 AT 8:00 A.M.:

9 Release of Right of Way in favor of State Highway Commissioner, as recorded in Liber 163, page 575, Livingston County Records, as to Parcel 1. (DOES NOT AFFECT SUBJECT PROPERTY. RIGHT OF WAY IS LOCATED AT CURVE OF M-36, EAST OF SUBJECT PROPERTIES.)

10 Agreement as recorded in Liber 418, page 73, Livingston County Records, as to Parcel 1. (AFFECTS AND BENEFITS SUBJECT PROPERTY, AS TO PARCEL 1. EASEMENT IS SHOWN ON THIS DRAWING.)

11 Pole Line Permit in favor of The Detroit Edison Company, as recorded in Liber 177, page 369, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. POLE LINE PERMIT IS LOCATED IN SECTION 23 & SECTION 24, BEING NORTH OF SUBJECT PROPERTY.)

12 Right of Way in favor of Consumers Power Company, as recorded in Liber 477, page 448, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS LOCATED ALONG THE SOUTH SIDE OF M-36, NORTH OF SUBJECT PROPERTY. EASEMENT IS SHOWN ON THIS DRAWING.)

13 Right of Way in favor of Michigan Bell Telephone Company, as recorded in Liber 682, page 92, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS LOCATED ALONG THE SOUTH SIDE OF M-36, NORTH OF SUBJECT PROPERTY. EASEMENT IS SHOWN ON THIS DRAWING.)

14 Terms and conditions contained in Granting of a Private Easement for Storm Sewer and Drainage as recorded in Liber 1875, page 182, Livingston County Records, as to Parcel 2. (AFFECTS SUBJECT PROPERTY, AS TO PARCEL 2. EASEMENT IS SHOWN ON THIS DRAWING.) Declaration of Easements (Storm Water & Sanitary Sewer) as recorded in Instrument No. 2006R-015566, Livingston County Records. (12 FOOT WIDE STORM EASEMENT AND 12 FOOT WIDE SANITARY SEWER EASEMENT ARE LOCATED ON NORTH ADJOINERS TO PARCEL 2. EASEMENTS ARE SHOWN ON THIS DRAWING.)

15 Terms and conditions contained in Grant 66 Feet Wide Easement for Ingress and Egress as disclosed by instrument recorded in Liber 1875, page 185, Livingston County Records, as to Parcel 2. (DOES NOT AFFECT SUBJECT PROPERTY. EASEMENT IS FOR THE USE OF PARCEL A & PARCEL B, LOCATED NORTH OF SUBJECT PROPERTY, PARCEL 2. THE 66 FOOT WIDE INGRESS & EGRESS EASEMENT IS SHOWN ON THIS DRAWING.)

16 Terms and conditions contained in Easement Deed by Court Order in Settlement of Landowner Action as recorded in Instrument No. 2013R-008991, Livingston County Records. Affidavit of Joseph E. Jones, as recorded in Instrument No. 2013R-008992, Livingston County Records. Partial Quit Claim Release, as recorded in Instrument No. 2015R-028186, as recorded in Instrument No., 2015R-028186, Livingston County Records, as to Parcel 2. (AFFECTS PARCEL 2. BLANKET IN NATURE. NOT PLOTTABLE.)

FOR SITE PLAN APPROVAL ONLY!
NOT FOR CONSTRUCTION

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BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR: IJAZ YAQOOB
10299 GRAND RIVER, SUITE J
BRIGHTON, MI. 48116
810-588-6055

TITLE: EXISTING CONDITIONS & DEMOLITION PLAN

NO	BY	REVISION PER	DATE
1		-	-
2		-	-

DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 100'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 3

BOSS Engineering

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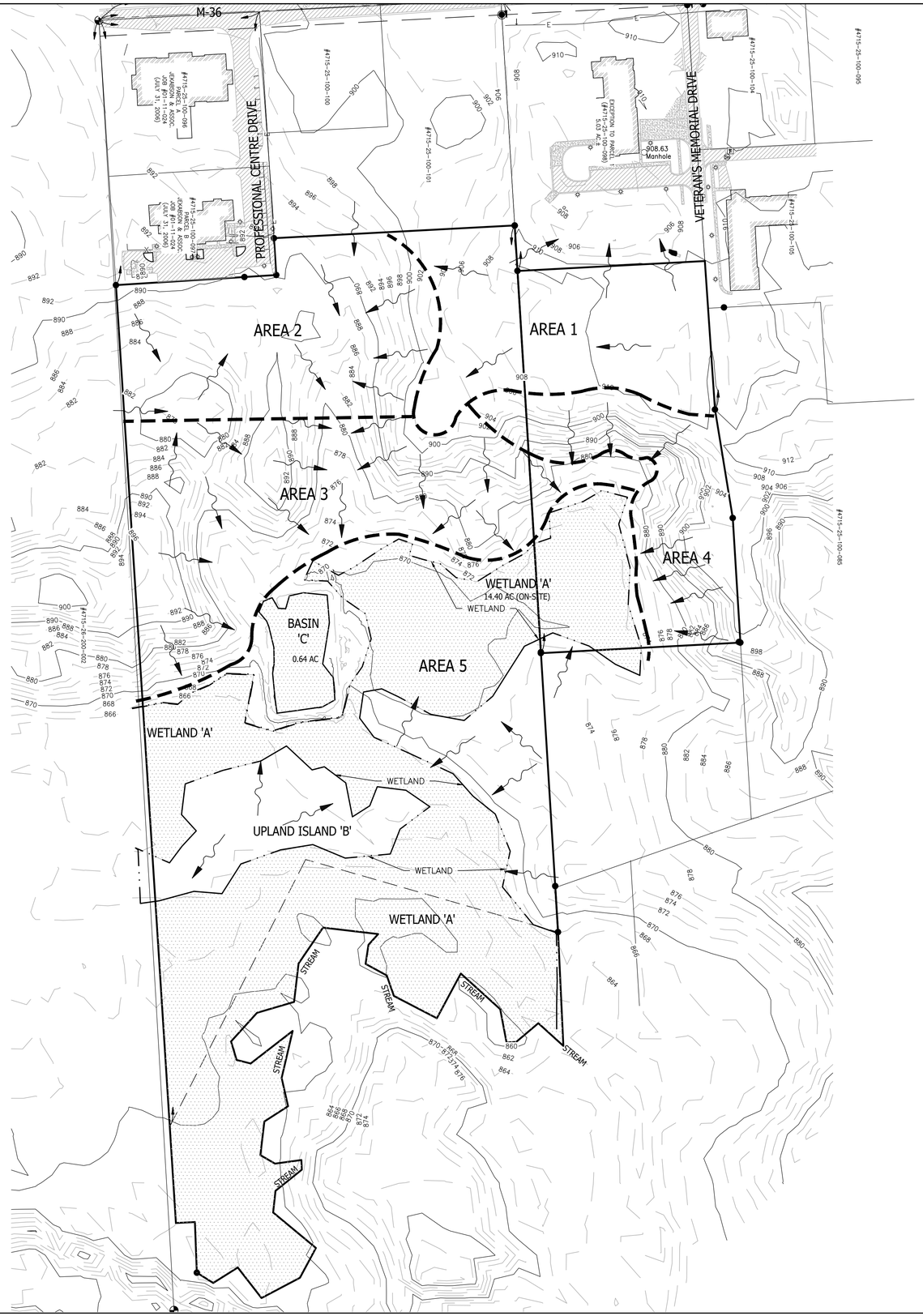
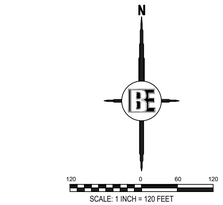


SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



LEGEND

- NATURAL FEATURE TYPE BOUNDARY
- EXISTING DRAINAGE FLOW
- 900 EXISTING 1–FT CONTOURS

NATURAL FEATURES DESCRIPTION:

Overall: The site is undeveloped except for an easement and a stormwater detention basin that serves the development to the north. The site is accessed from M-36 through either Professional Centre Drive near the northwest corner of the property or Veteran's Memorial Drive near the northeast corner. The geography illustrates typical glacial moraine-type topography with steep ridges and valleys primarily consisting of loamy sand (Boyer-Oshtemo Loamy Sand, Miami Loam, Fox Sandy Loam.) Nearly the entire site drains to the south to wetlands, including an irregular tributary creek of the Huron River whose centerline forms the south property line. The steeply sloped areas are primarily forested with only a small area transitioning from meadow. The wetlands are primarily open, dominated by grasses along with a few open water areas. Five (5) areas were further identified to describe the site:

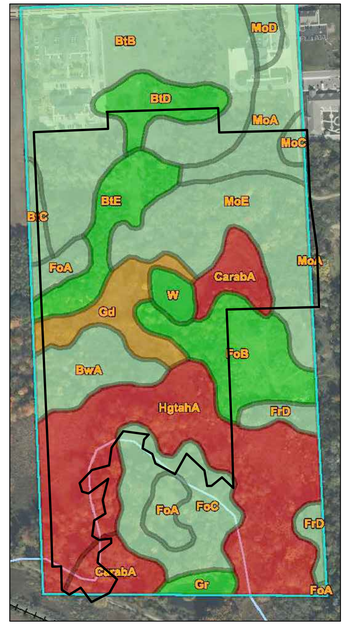
Area 1: This area is located at the northeast corner of the site and is characterized by generally gentle slopes (<5%) and with Miami Loam (MoA) and Boyer-Oshtemo Loamy Sands (BtB) as the underlying soil. It is primarily forested with a mix of smaller to medium deciduous and coniferous trees ranging from 3 to 16-inch DBH (Diameter at Breast Height). Dominate tree species include White Pine (Pinus strobus), Eastern Red Cedar (Juniperus virginiana), Red Oak (Quercus rubra), Black Cherry (Prunus serotina), Shagbark Hickory (Carya ovata) and Red Maple (Acer rubrum). The understory consists of Japanese Honeysuckle (Lonicera japonica), Multi-flora Rose (Rosa multi-flora), Goldenrod (Solidago canadensis), and Brambles (Rubus spp.).

Area 2: This area is a transitional area from the development to the north. The north-central edge is a grassed meadow (Goldenrod dominate) with clusters of scrub shrubs and small trees (3/4-inch to 2-inch DBH) and gentle slopes (primarily <5% but portion up to 6%). Underlying soils here are all Boyer-Oshtemo Loamy Sand. This area appears to have been previously disturbed, presumably with the development to the north and installation of stormwater management controls going through this area to the south. This meadow area quickly narrowes and transitions into a steep valley flowing to the south, approximately 12-14-feet lower than Area 1 and with a greater abundance of clusters of larger deciduous trees (3-10-inch DBH) along the valley slopes. Slopes in the valley are increasingly moderate to steep slopes (10-20%). Dominant tree species are similar to Area 1 but in generally smaller sizes (Shagbark Hickory, Red/Sugar Maple, Black Cherry). The understory includes Japanese Honeysuckle, multi-flora rose, and Blackberry but is generally walkable and more open. Rabbits and squirrels were observed in abundance in this area.

Area 3: This area is characterized by very steep ridges and swales (20-30% and greater) ending at wetlands. This area also is characterized by mature forest grown trees (16-inch DBH and larger), and a relatively open understory. Tree species include a stand of White Pine in the west portion of this area and continuing beyond the property line. Toward the east side of this area Black Cherry and Shagbark Hickory dominate, primarily at the tops of the slopes. Basswood (Tilia americana) and Red Maple are increasingly abundant further down the slopes and Silver Maple (Acer saccharinum) and American Elm (Ulmus americana) are common at the edge of the wetlands. Numerous White Tail Deer prints and paths were observed along with the ubiquitous rabbits and squirrels.

Area 4: This area includes larger deciduous forest grown trees (16-inch DBH and larger) with a similar topographic distribution as with Area 3. The Shagbark Hickory, Black Cherry and Red Maple, along with some Red Oak, at the top and mid-levels, then Basswood and American Elm at the lower levels. This area, however, also includes very steep slopes (25-50%) and a dense understory of Oriental Bittersweet Vine (Celastrus orbiculatus), Multi-flora Rose and other invasive plant species that make it very difficult to traverse. Also, unlike Area 3 there is only a short transition from the wetland edge to the steep slopes in the remainder of this portion of the site. Deer prints and paths were limited to this narrow area with the dense understory limiting wildlife as well and with limited wildlife value.

Area 5: This area includes the wetlands on-site. Wetland 'A' is 14.40 acres on-site, continuing off-site to the west and ends at the south at the tributary stream that also forms the south property line. Slopes, as expected are relatively flat in this area, gentle slopes (<3%) correlating with mucky soils (Carlisle & Houghton Mucks observed, Gilford Sandy Loam also identified on the NRCS soils maps). Dominate wetland fringe plants include Green Ash (Fraxinus pensylvanica) , American Elm, & Silver Maple dominant trees, Dogwood (Cornus amomum & foemina/racemosa) as shrub dominants and with Sensitive Fern (Onoclea sensibilis), Skunk Cabbage (Symplocarpus foetidus), Jewelweed (Impatiens capensis), and Joe Pye Weed (Eutrochium maculatum) dominant in the herbaceous layer. Wetland 'A' includes a small (approximately 2-acre) low upland island surrounded by the wetland (Island 'B' as it was originally thought to be part of a separate wetland). Dominate tree species on the island include wetter preferring (FACW) species including Green Ash, American Elm, and Musclewood (Carpinus caroliniana) but also drier preferring (FACU) Eastern Red Cedar, Red Oak and White Pine. Similarly, the understory included Virgina Creeper (Parthenocissus quinquefolia), Gooseberry (Ribes cynosbati), Canada Goldenrod (Solidago canadensis) with Sensitive Fern and Goldenrod hybridizing mix (Solidago spp.) near the edges. This plant distribution, along with observed sandy soils indicated that this island is typically consistently dry. Overall tree sizes are relatively small, primarily in the 3-8-inch DBH range. Originally identified Wetland 'C' is actually an approximately 2/3-acre detention basin that has become overgrown with vegetation – a near mono-culture of scrubby Willow (Salix discolor) with some Phragmites (Phragmites australis) near some edges. It has constructed 3:1 (33%) consistent side slopes with sandy soils and an overflow control structure (OCS) at its northeast corner. The OCS discharges directly east. It is understood that this basin serves the existing development to the north through a stormwater easement (depicted on the Existing Conditions Plan, Sheet 3). No wetland fauna were directly observed in this area although geese were heard and the evidence of the deer trails that crisscrossed the area, often following the wetland edges.



Map unit symbol	Map unit name
BtB	Boyer-Oshtemo loamy sands, 2 to 6 percent slopes
BtC	Boyer-Oshtemo loamy sands, 6 to 12 percent slopes
BtD	Boyer-Oshtemo loamy sands, 12 to 18 percent slopes
BtE	Boyer-Oshtemo loamy sands, 18 to 25 percent slopes
BwA	Bronson loamy sand, 0 to 2 percent slopes
CarabA	Carlisle muck, 0 to 2 percent slopes
FoA	Fox sandy loam, 0 to 2 percent slopes
FoB	Fox sandy loam, 2 to 6 percent slopes
FoC	Fox sandy loam, 6 to 12 percent slopes
FrD	Fox-Boyer complex, 12 to 18 percent slopes
Gd	Gilford sandy loam, 0 to 2 percent slopes, gravelly subsoil
HgtahA	Houghton muck, 0 to 1 percent slopes
MoA	Miami loam, 0 to 2 percent slopes
MoE	Miami loam, 18 to 25 percent slopes
W	Water

MAP LEGEND

Area of Interest (AOI): Area of Interest (AOI)

Soils: Soil Rating Polygons — Hydric (100%); Hydric (66 to 99%); Hydric (33 to 65%); Hydric (1 to 32%); Not Hydric (0%); Not rated or not available

Transportation: Rails; Interstate Highways; US Routes; Major Roads; Local Roads

Background: Aerial Photography

NOTE:
REFER TO EXISTING CONDITIONS PLAN & DEMOLITION PLAN FOR ADDITIONAL EXISTING PROPERTY AND UTILITY INFORMATION INCLUDING EXISTING EASEMENTS.

PARCEL INFORMATION:

PARCEL ID:	#4711-25-100-091 AND -099
ACREAGE:	32.16 AC + 7.29 AC = 39.45 AC TOTAL
ZONING:	VC (VILLAGE CENTER)
CROSS-ROADS:	PROFESSIONAL CENTRE DRIVE & M-36

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3 WORKING DAYS
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BOSS Engineering
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3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

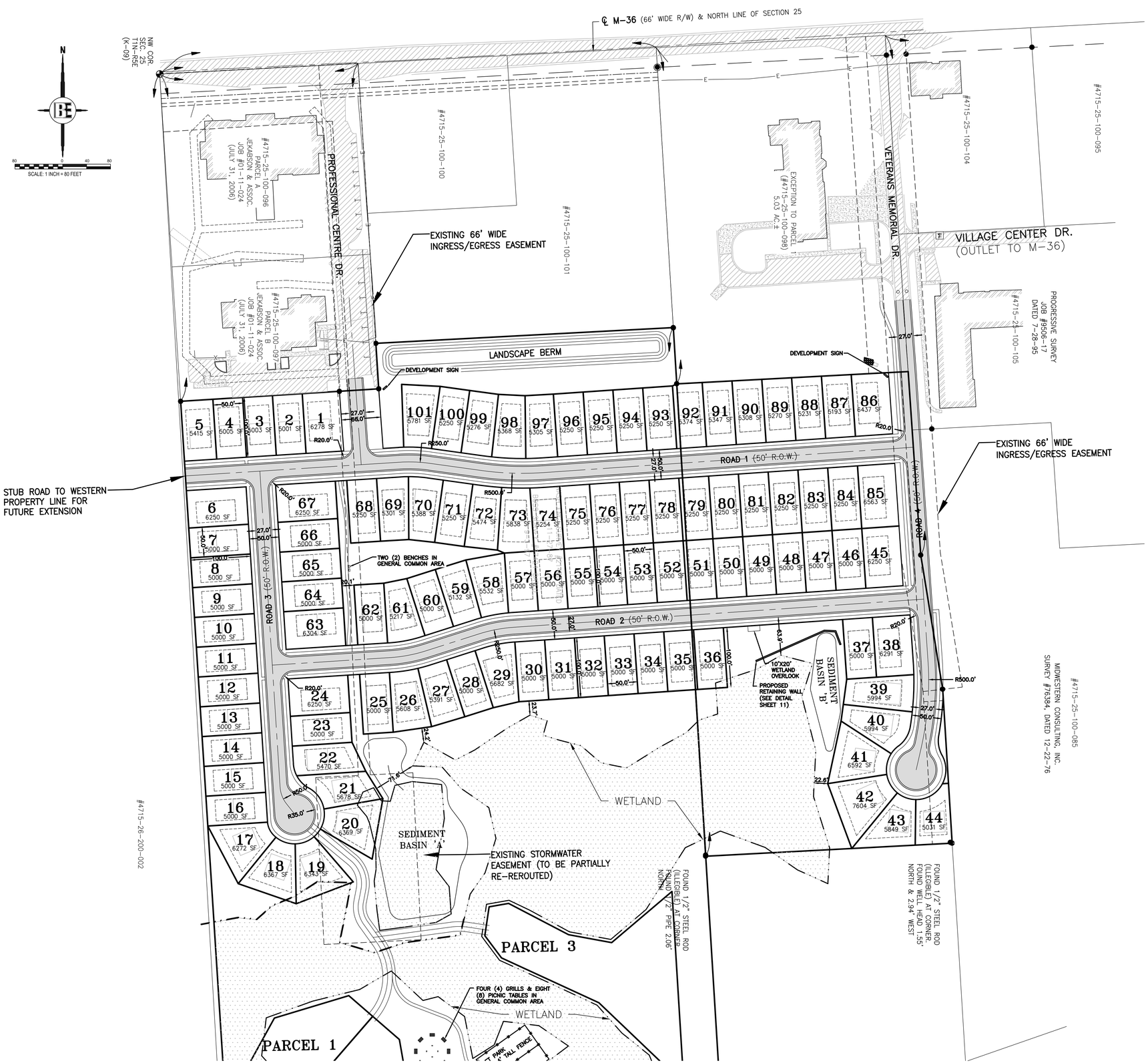
PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR:
IJAZ YAQOOB
10299 GRAND RIVER, SUITE J
BRIGHTON, MI 48116
810-588-6055

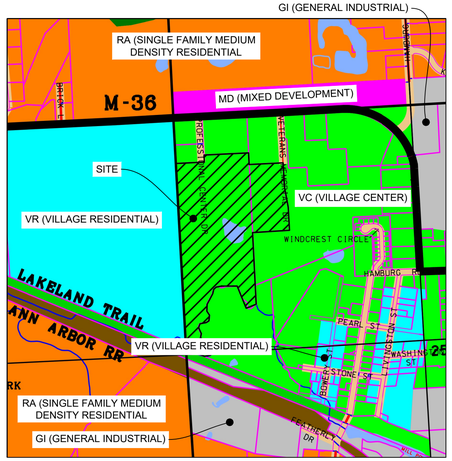
TITLE: NATURAL FEATURES PLAN

NO	BY	REVISION PER	DATE

DESIGNED BY: PC
DRAWN BY: PC
CHECKED BY:
SCALE: 1" = 120'
JOB NO: 24–452–2
DATE: 10/15/26
SHEET NO. 4



SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



SURROUNDING ZONING DISTRICTS
NO SCALE

SITE DATA

- HAMBURG TOWNSHIP, LIVINGSTON COUNTY
  CURRENT ZONING: VILLAGE CENTER

SECTION 36.171:
- MINIMUM LOT AREA: 10,600 SFT (WITH SANITARY SEWER)
- MINIMUM LOT WIDTH: 65 FT
- MINIMUM YARDS:
  -- FRONT YARD: 20 FT
  -- SIDE YARD: 10 FT
  -- REAR YARD: 15 FT

DENSITY VILLAGE CENTER (WITH SANITARY SEWER):
APARTMENTS: 10 UNITS / ACRE
MULTI-FAMILY: 8 UNITS / ACRE
DUPLEXES: 6 UNITS / ACRE

SECTION 26-81:
- RIGHT OF WAY: 50 FT, 100 FT AT CUL-DE-SACS
- ROAD SECTION: 3" ASPHALT, 7" MDOT 21AA BASE, 6" MDOT CLASS II SAND
- ROAD WIDTH: 20' WIDE
- CUL-DE-SAC 66' DIAMETER OF ROADWAY SURFACE
- HORIZONTAL ALIGNMENT: 100' RADIUS
- CURB AND GUTTER: PERMITTED
- MIN AND MAX GRADE: 0.5% - 10.0%

THE COTTAGES --> 101 UNITS
UNIT AREA: 5,000 SFT
UNIT WIDTH: 50 FT
SETBACKS
FRONT: 20 FT
SIDE: 7.5 FT
REAR: 15 FT

BUILDING ENVELOPE:
- UNITS 1-68*: 35' WIDE X 65' LONG (SOME RADIAL LOTS HAVE REDUCED BLDG ENVELOPE DIMENSIONS)
  *BUILDING ENVELOPE FOR LOT 25 IS 33' WIDE X 65' LONG.
  *BUILDING ENVELOPE FOR LOT 62 IS 31' WIDE X 65' LONG.
  *BUILDING ENVELOPE FOR LOT 68 IS 28' WIDE X 70' LONG.
- UNITS 69-101: 35' WIDE X 70' LONG (SOME RADIAL LOTS HAVE REDUCED BLDG ENVELOPE DIMENSIONS)

THREE (3) INDIVIDUAL PARCELS TO BE CREATED ON UPLAND ISLANDS IN SOUTHERN WETLANDS

OVERALL DENSITY:
104 UNITS/39.45 ACRES = 2.6 UNITS/ACRE

MAILBOX CLUSTERS WILL BE PROVIDED WITHIN THE DEVELOPMENT.

TWO (2) OFF-ROAD PARKING SPACES SHALL BE PROVIDED FOR EACH UNIT (ONE DRIVEWAY SPOT & ONE GARAGE SPOT).

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3 WORKING DAYS BEFORE YOU DIG 1-800-482-7171 MISS DIG

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HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT
HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR
IJAZ YAQOOB
10299 GRAND RIVER, SUITE J
BRIGHTON, MI 48116
810-588-6055

TITLE
PRELIMINARY SITE PLAN

NO	BY	REVISION PER	DATE
		-	-
		-	-

DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 80'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 5



SMALL / LARGE DOG COMBINATION DOG PARK



PARK GRILL

REPRESENTATIVE PROPOSED GRILL:
STANDARD PARK GRILL BY NATIONAL OUTSIDE FURNITURE, INC. (ITEM # JTA 100BK OR EQUIVALENT ALTERNATE), RIVERHEAD, NY
NATIONALOUTDOORFURNITURE.COM; SURFACE-MOUNTED, STEEL FRAME & GRATE, POWDER COAT FINISH, THEFT-PROOF BASE



PICNIC TABLE

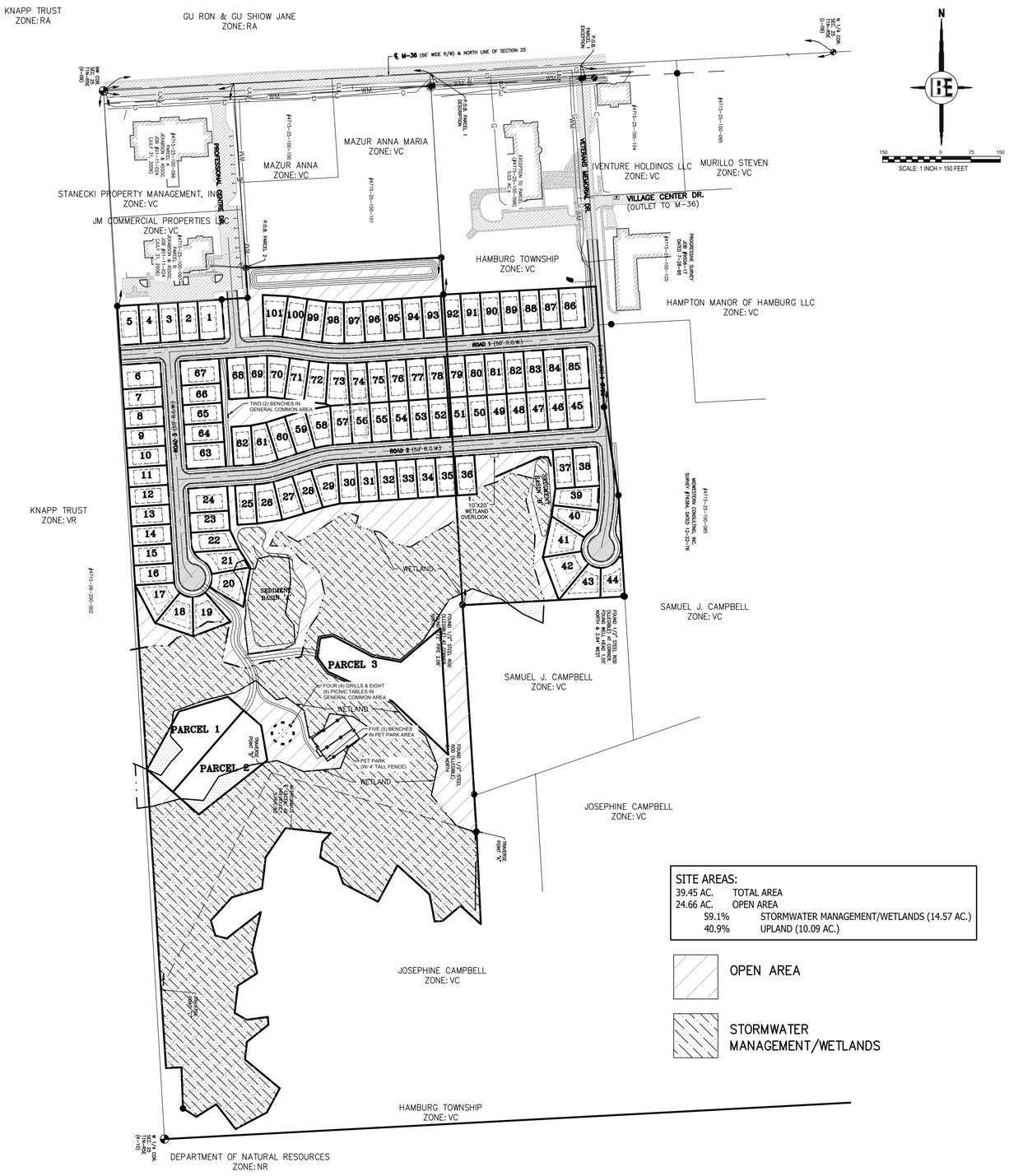
REPRESENTATIVE PROPOSED PICNIC TABLE:
8' PORTABLE BY NATIONAL OUTSIDE FURNITURE, INC. (MODEL # JP PBAPIC8 OR EQUIVALENT ALTERNATE), RIVERHEAD, NY
NATIONALOUTDOORFURNITURE.COM; PORTABLE, RECYCLED PLASTIC SLATS & FRAME, COLOR AS SELECTED



PARK BENCH

REPRESENTATIVE PROPOSED BENCH:
ARCATA BY LANDSCAPE FORMS, KALAMAZOO, MI LANDSCAPEFORMS.COM; BACKED,
SURFACE-MOUNTED, COMPOSITE SLATS, POWDER COAT FRAME, COLOR AS SELECTED

SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



SITE AREAS:
39.45 AC. TOTAL AREA
24.66 AC. OPEN AREA
59.1% STORMWATER MANAGEMENT/WETLANDS (14.57 AC.)
40.9% UPLAND (10.09 AC.)

OPEN AREA

STORMWATER MANAGEMENT/WETLANDS

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IT'S THE LOCAL CALL!!!

BE BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR: IJAZ YAQOOB
10259 GRAND RIVER, SUITE J
BRIGHTON, MI. 48116
810-588-6055

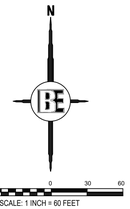
TITLE: OPEN SPACE & SITE AMENITIES PLAN

NO	BY	REVISION PER	DATE
		-	-

DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 150'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 6



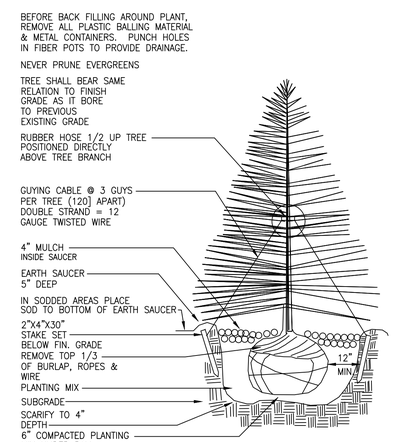
SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



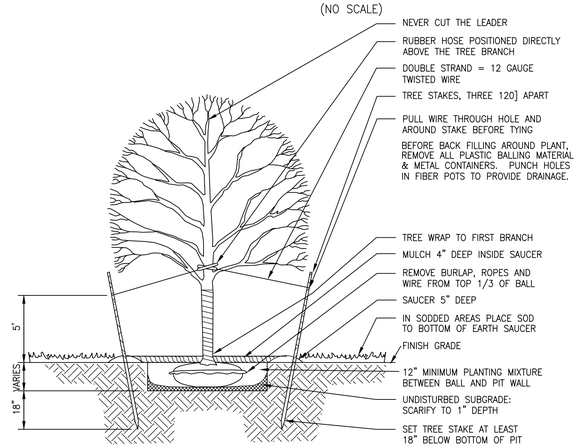
STREET & OPEN SPACE TREE PLANT LIST

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	REMARK
DECIDUOUS TREES					
ARF	18	Acer rubrum 'Frank Jr'	Redpointe Red Maple	2-1/2" cal.	B-B
CB	20	Carpinus betulus 'Fastigata'	Pyramidal European Hornbeam	2-1/2" cal.	B-B
GB	16	Ginkgo biloba 'Autumn Gold'	Autumn Gold Male Ginkgo	2-1/2" cal.	B-B
LS	23	Liquidambar styraciflua 'happdel'	Happidaze Sweet Gum	2-1/2" cal.	B-B
QR	27	Quercus rubra	Red Oak	2-1/2" cal.	B-B
TC	45	Tilia cordata 'Greenspire'	Greenspire Linden	2-1/2" cal.	B-B
UAJ	36	Ulmus americana 'Jefferson'	Jefferson American Elm	2-1/2" cal.	B-B
CONIFER TREES					
AP	6	Abies phanerolepis	Canaan Fir	6' hgt.	B-B
PF	3	Pinus flexilis 'Vanderwolf'	Vanderwolf Pine	6' hgt.	B-B

LANDSCAPE CALCULATIONS & PUD DEVIATIONS:
1. STREET TREES CALCULATED AT PER 40-LFT OF STREET FRONTAGE AT APPROX. 40-FT SPACING
2. STREET TREES TO BE LOCATED IN FRONT YARDS TO MAINTAIN CLEARANCE TO UNDERGROUND UTILITIES. REFER TO THE PLAN SET COVER SHEET FOR ADDITIONAL DEVIATIONS.
3. ADDITIONAL CANOPY TREES PROPOSED IN OPEN SPACE AMENITY AREAS INCLUDING PARK AREA & GAZEBO WETLAND OVERLOOK AREA.
4. DUE TO REDUCED LOT SIZES, NO ADDITIONAL LOT TREES PROPOSED FOR SINGLE-FAMILY LOTS.



EVERGREEN TREE PLANTING DETAIL
(NO SCALE)



DECIDUOUS TREE PLANTING DETAIL
(NO SCALE)

SHRUB PLANTING DETAIL
(NO SCALE)

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PROJECT
HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR
IJAZ YAQOOB
10280 GRAND RIVER, SUITE J
BRIGHTON, MI 48116
810-588-6055

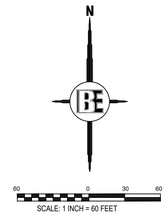
TITLE
LANDSCAPE PLAN

NO	BY	REVISION PER	DATE
		-	-

DESIGNED BY: PC
DRAWN BY: PC
CHECKED BY:
SCALE: 1" = 60'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 7



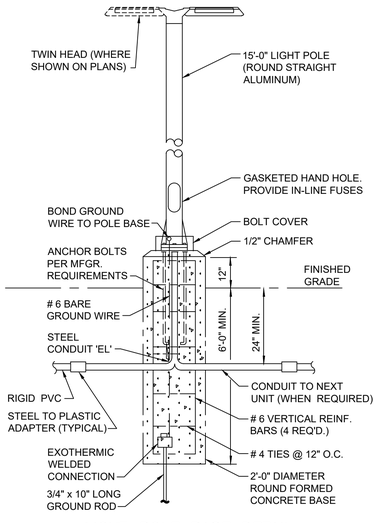
SEE SHEET 2 FOR GENERAL NOTES AND LEGEND





REPRESENTATIVE STREET LIGHT

15-FT HGT. POLES AT STAGGERED APPROX. 150-FT SPACING [TO COMPLEMENT EXISTING ALONG ENTRANCE R.O.W TO NORTH]



LIGHT POLE BASE DETAIL

NOT TO SCALE

SITE LIGHTING REQUIREMENTS FOR HAMBURG TOWNSHIP

OUTDOOR LIGHTING REQUIREMENTS (PER SECTION 36-295):
- SHALL BE FULLY SHIELDED AND DIRECTED DOWNWARD
- MAX POLE HEIGHT 15-FT
- ALL LIGHTING SHALL BE TURNED OFF BETWEEN 11:00PM AND SUNRISE
- MAX LIGHT INTENSITY IS 10.0 FC ON SITE
- MAX LIGHT INTENSITY AT A PROPERTY LINE IS 0.5 FC

SPECIAL LIGHTING REQUIREMENTS FOR VILLAGE CENTER (VC) DISTRICT (PER SECTION 36-172.6 (9)):
- A CONSISTENT TYPE OF PEDESTRIAN SCALE ORNAMENTAL LIGHTING SHALL BE PROVIDED ALONG ALL SIDEWALKS, WITHIN ANY OFF-STREET PARKING LOT AND ALONG ROAD FRONTAGE.

GENERAL LIGHTING NOTES

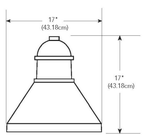
THE LIGHTING PATTERN REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS.

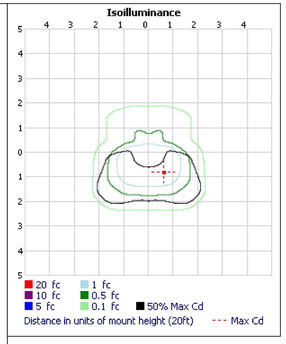


EML17
Munich Pendant
Eurotique Family

Specifications

EPA:	0.86ft²
Height:	17"
Diameter:	17"
Weight:	60 lbs





Ordering Information

EXAMPLE: EML17 ST 63LED 350MA 4K R3 GCF 120 DDBXD

EML17

Series	Base	Performance Package	Color Temperature	Distribution	Lens Option	Voltage	Mounting	Finish
EML17	ST Smooth RT Ringed FLT Fluted	49LED 350MA 5,000 lumens 49LED 525MA 6,700 lumens 63LED 350MA 6,000 lumens 63LED 525MA 8,200 lumens	3K 3000K 4K 4000K 5K 5000K	R2 Type 2 R3 Type 3 R4 Type 4 R5 Type 5	GCF Glass clear flat GCSG Glass clear sag	MVOLT 120 208 240 277 347 480	OSME Quick Stem Mount	DDBXD Super durable dark bronze DBLXD Super durable black DNAXD Super durable natural aluminum DWHXD Super durable white ANBK Antique black ANDB Antique dark bronze ANDG Antique dark green ANVG Antique verde green

FOR SITE PLAN APPROVAL ONLY!
NOT FOR CONSTRUCTION

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3 WORKING DAYS
BEFORE YOU DIG
1-800-482-7171
IT'S THE LAW!
MISS DIG
MEMBER NUMBER

BE BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR: LIJAZ YAQOOB
10200 GRAND RIVER, SUITE 3
BRIGHTON, MI 48116
810-588-6005

TITLE: LIGHTING PLAN

NO	BY	REVISION PER	DATE
		-	-

DESIGNED BY: PC
DRAWN BY: PC
CHECKED BY:
SCALE: 1" = 60'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 8

STORM SEWER INVENTORY:

STORM FES #1
INV. N=871.44 (24" CONC.)

STORM MH #2
RIM=891.34
INV. N=878.34 (24" CONC.)
INV. S=877.44 (24" CONC.)

STORM MH #3
RIM=889.67
INV. W=883.47 (18" CONC.)
INV. N=884.12 (12" CONC.)
INV. S=883.27 (24" CONC.)

STORM FES #4
INV. NE=899.44 (12" CONC.)

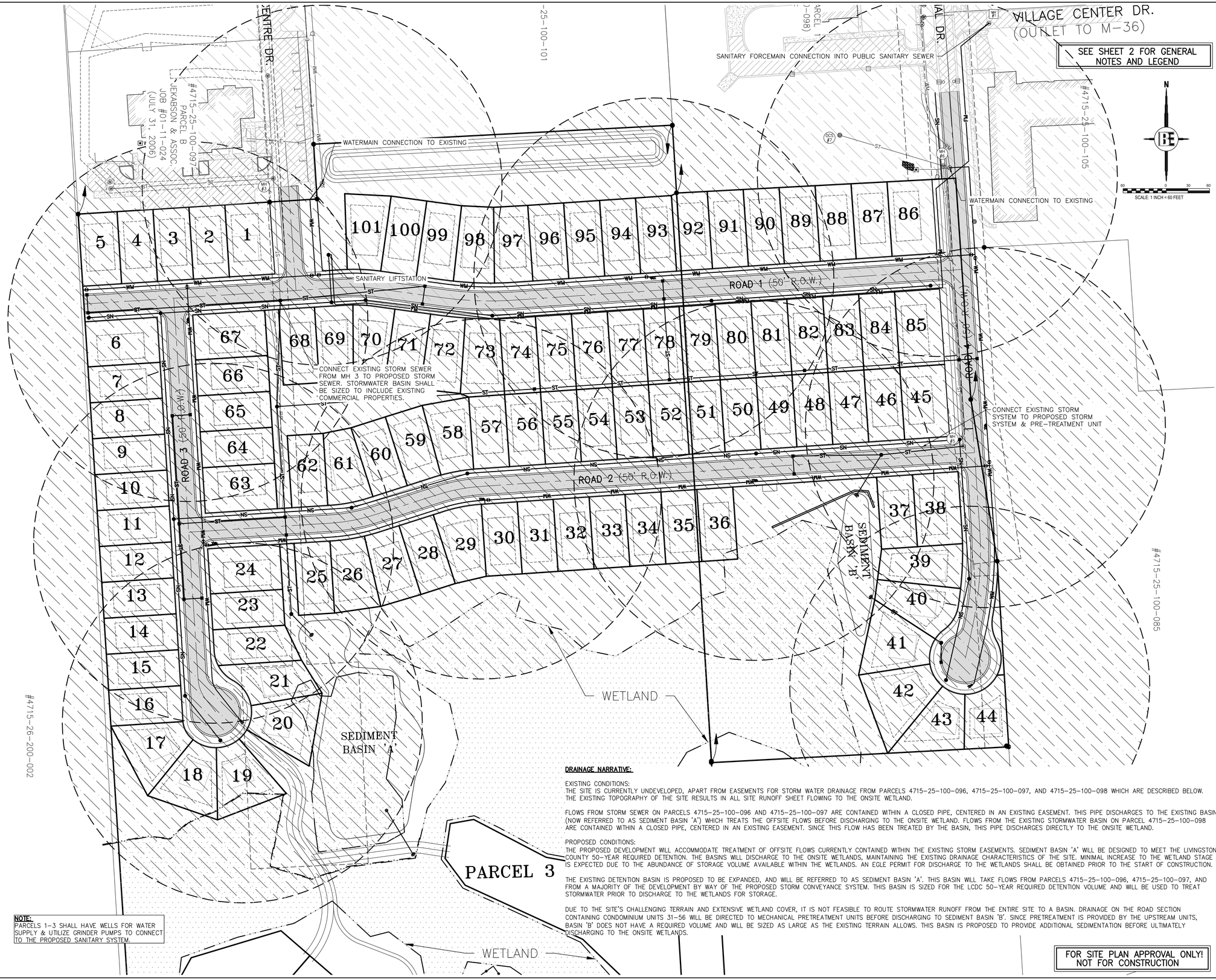
STORM MH #5
RIM=908.4
INV. N=899.60 (12" CONC.)
INV. SW=899.45 (12" CONC.)

STORM MH #6
RIM=909.53
INV. NW=901.28 (12" CONC.)
INV. S=901.18 (12" CONC.)

STORM OCS #7
RIM=905.71
INV. NE=901.86 (12" CONC.)
(7) 1" HOLES 904.21
(1) 1" HOLE 903.11
(4) 0.5" HOLES 902.11

SANITARY SEWER INVENTORY:

SANITARY MH #1
RIM=909.03
INV. E=899.61 (8" PVC)



NOTE:
PARCELS 1-3 SHALL HAVE WELLS FOR WATER SUPPLY & UTILIZE GRINDER PUMPS TO CONNECT TO THE PROPOSED SANITARY SYSTEM.

DRAINAGE NARRATIVE:

EXISTING CONDITIONS:
THE SITE IS CURRENTLY UNDEVELOPED, APART FROM EASEMENTS FOR STORM WATER DRAINAGE FROM PARCELS 4715-25-100-096, 4715-25-100-097, AND 4715-25-100-098 WHICH ARE DESCRIBED BELOW. THE EXISTING TOPOGRAPHY OF THE SITE RESULTS IN ALL SITE RUNOFF SHEET FLOWING TO THE ONSITE WETLAND.

FLOWS FROM STORM SEWER ON PARCELS 4715-25-100-096 AND 4715-25-100-097 ARE CONTAINED WITHIN A CLOSED PIPE, CENTERED IN AN EXISTING EASEMENT. THIS PIPE DISCHARGES TO THE EXISTING BASIN (NOW REFERRED TO AS SEDIMENT BASIN 'A') WHICH TREATS THE OFFSITE FLOWS BEFORE DISCHARGING TO THE ONSITE WETLAND. FLOWS FROM THE EXISTING STORMWATER BASIN ON PARCEL 4715-25-100-098 ARE CONTAINED WITHIN A CLOSED PIPE, CENTERED IN AN EXISTING EASEMENT. SINCE THIS FLOW HAS BEEN TREATED BY THE BASIN, THIS PIPE DISCHARGES DIRECTLY TO THE ONSITE WETLAND.

PROPOSED CONDITIONS:
THE PROPOSED DEVELOPMENT WILL ACCOMMODATE TREATMENT OF OFFSITE FLOWS CURRENTLY CONTAINED WITHIN THE EXISTING STORM EASEMENTS. SEDIMENT BASIN 'A' WILL BE DESIGNED TO MEET THE LIVINGSTON COUNTY 50-YEAR REQUIRED DETENTION. THE BASINS WILL DISCHARGE TO THE ONSITE WETLANDS, MAINTAINING THE EXISTING DRAINAGE CHARACTERISTICS OF THE SITE. MINIMAL INCREASE TO THE WETLAND STAGE IS EXPECTED DUE TO THE ABUNDANCE OF STORAGE VOLUME AVAILABLE WITHIN THE WETLANDS. AN EGLE PERMIT FOR DISCHARGE TO THE WETLANDS SHALL BE OBTAINED PRIOR TO THE START OF CONSTRUCTION.

THE EXISTING DETENTION BASIN IS PROPOSED TO BE EXPANDED, AND WILL BE REFERRED TO AS SEDIMENT BASIN 'A'. THIS BASIN WILL TAKE FLOWS FROM PARCELS 4715-25-100-096, 4715-25-100-097, AND FROM A MAJORITY OF THE DEVELOPMENT BY WAY OF THE PROPOSED STORM CONVEYANCE SYSTEM. THIS BASIN IS SIZED FOR THE LCDC 50-YEAR REQUIRED DETENTION VOLUME AND WILL BE USED TO TREAT STORMWATER PRIOR TO DISCHARGE TO THE WETLANDS FOR STORAGE.

DUE TO THE SITE'S CHALLENGING TERRAIN AND EXTENSIVE WETLAND COVER, IT IS NOT FEASIBLE TO ROUTE STORMWATER RUNOFF FROM THE ENTIRE SITE TO A BASIN. DRAINAGE ON THE ROAD SECTION CONTAINING CONDOMINIUM UNITS 31-56 WILL BE DIRECTED TO MECHANICAL PRETREATMENT UNITS BEFORE DISCHARGING TO SEDIMENT BASIN 'B'. SINCE PRETREATMENT IS PROVIDED BY THE UPSTREAM UNITS, BASIN 'B' DOES NOT HAVE A REQUIRED VOLUME AND WILL BE SIZED AS LARGE AS THE EXISTING TERRAIN ALLOWS. THIS BASIN IS PROPOSED TO PROVIDE ADDITIONAL SEDIMENTATION BEFORE ULTIMATELY DISCHARGING TO THE ONSITE WETLANDS.

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3 WORKING DAYS
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1-800-482-7171
IT'S THE LAW!!! (P.A. 53 OF 1974, as amended)
MEMBER NUMBER

BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT
HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR
IJAZ YAQOOB
10200 GRAND RIVER, SUITE 3
BRIGHTON, MI 48116
810-588-6055

TITLE
PRELIMINARY UTILITY PLAN

NO	BY	REVISION PER	DATE
1	-	-	-

DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 60'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 9

BOSS Engineering

SEE SHEET 2 FOR GENERAL NOTES AND LEGEND

SOIL EROSION CONTROL MEASURES

1	STRIPPING & STOCKPILING TOPSOIL	TOPSOIL MAY BE STOCKPILED ABOVE BORROW AREAS TO ACT AS A DIVERSION STOCKPILE SHOULD BE TEMPORARILY SEEDED
6	SEEDING WITH MULCH AND/OR MATTING	FACILITATES ESTABLISHMENT OF VEGETATIVE COVER EFFECTIVE FOR DRAINAGEWAYS WITH LOW VELOCITY EASILY PLACED IN SMALL QUANTITIES BY INDEPENDENCED PERSONNEL SHOULD INVOLVE PREPARED TOPSOIL BED
13	RIP-RAP, RUBBEL, GABIONS	USED WHERE VEGETATION IS NOT EASILY ESTABLISHED EFFECTIVE FOR HIGH VELOCITIES OR HIGH CONCENTRATIONS PERMITS RUNOFF TO INFILTRATE SOIL DISSIPATES ENERGY FLOW AT SYSTEM OUTLETS
14	AGGREGATE COVER	STABILIZES SOIL SURFACE, THUS MINIMIZING EROSION PERMITS CONSTRUCTION TRAFFIC IN ADVERSE WEATHER MAY BE USED AS PART OF PERMANENT BASE CONSTRUCTION OF PAVED AREAS
15	PAVING	PROTECTS AREAS WHICH CANNOT OTHERWISE BE PROTECTED, BUT INCREASES RUNOFF VELOCITY IRREGULAR SURFACE WILL HELP SLOW VELOCITY
16	CURB & GUTTER	KEEPS HIGH VELOCITY RUNOFF ON PAVED AREAS FROM LEAVING PAVED SURFACE COLLECTS AND CONDUCTS RUNOFF TO ENCLOSED DRAINAGE SYSTEM OR PREPARED DRAINAGEWAY
24	GRASSED WATERWAY	MUCH MORE STABLE FORM OF DRAINAGEWAY THAN BARE CHANNEL GRASS TENDS TO SLOW RUNOFF AND FILTER OUT SEDIMENT USED WHERE BARE CHANNEL WOULD BE ERODED
34	SEDIMENT BASIN	TRAPS SEDIMENT RELEASES RUNOFF AT NON-EROSIVE RATES CONTROLS RUNOFF AT SYSTEM OUTLETS CAN BE VISUAL AMENITIES
35	STORM SEWER	SYSTEM REMOVES COLLECTED RUNOFF FROM SITE, PARTICULARLY FROM PAVED AREAS CAN ACCEPT LARGE CONCENTRATIONS OF RUNOFF CONDUCTS RUNOFF TO MUNICIPAL SEWER SYSTEM OR STABILIZED OUTFALL LOCATION USE CATCH BASINS TO COLLECT SEDIMENT
36	CATCH BASIN, DRAIN INLET	COLLECTS HIGH VELOCITY CONCENTRATED RUNOFF MAY USE FILTER CLOTH OVER INLET
40	INLET SEDIMENT FILTER	EASY TO SHAPE COLLECTS SEDIMENT MAY BE CLEANED AND EXPANDED AS NEEDED
51	RETAINING WALL	REDUCES GRADIENT WHERE SLOPES ARE EXTREMELY STEEP PERMITS RETENTION OF EXISTING VEGETATION, KEEPING SOIL STABLE IN CRITICAL AREAS MINIMIZES MAINTENANCE
54	SILT FENCE	USES GEOTEXTILE FABRIC AND POST OR POLES. EASY TO CONSTRUCT AND LOCATE AS NECESSARY. (SEE DETAIL THIS SHEET)

T= TEMPORARY, P= PERMANENT
TOTAL DISTURBED AREA= 19.5 AC.

SCALE: 1 INCH = 120 FEET

CONSTRUCTION SEQUENCE

THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT EROSION IS MINIMIZED AND THAT COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES IS MAINTAINED THROUGHOUT EXECUTION OF THIS PROJECT.

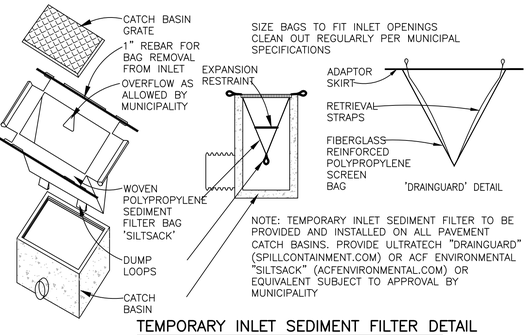
1 DAYS	1.	INSTALL SILT FENCE AS SHOWN ON PLANS.
5 DAYS	2.	ROUGH GRADE AND INSTALL STORM DRAINAGE.
1 DAY	3.	INSTALL INLET PROTECTION ON STORM INLETS.
180 DAY	4.	START BLDG. CONSTRUCTION
4 DAYS	5.	INSTALL PAVEMENT
4 DAYS	6.	FINE GRADE AROUND BUILDING, SPREAD TOPSOIL, SEED OR SOD AS APPLICABLE.
1 DAY	7.	REMOVE ALL EROSION CONTROL STRUCTURES.
1 DAY	8.	REMOVE ACCUMULATED SILT FROM ALL EXISTING DRAINAGE.

CONTROLS & MEASURES POST CONSTRUCTION SEQUENCE

ACTIVITY	WEEKLY	MONTHLY	AS REQUIRED
MAINTAIN LANDSCAPING, REPLACE MULCH	X	X	X
CLEAN INLETS		X	X
COLLECT LITTER	X		X
SWEEP PARKING LOT		X	X

CONTROLS & MEASURES NARRATIVE

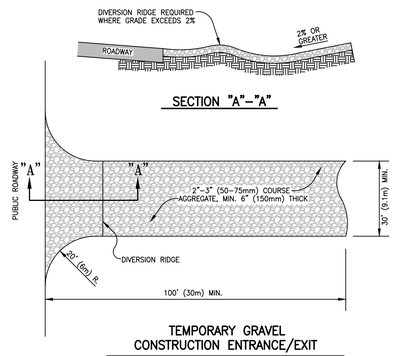
ACTIVITY	DESCRIPTION
MAINTAIN LANDSCAPING, REPLACE MULCH	COLLECT GRASS, TREE, AND SHRUB CLIPPINGS. DISPOSE IN APPROVED CONTAINER. REPLACE DEAD SOD, TREES AND SHRUBS.
CLEAN INLETS	REMOVE LITTER, SEDIMENT, AND DEBRIS. DISPOSE OF IN APPROVED LANDFILL.
COLLECT LITTER	DISPOSE OF WITH INLET DEBRIS.
SWEEP PARKING LOT	REMOVE MUD, DIRT, GREASE AND OIL WITH PERIODIC SWEEPING
DUST CONTROL	SPRINKLE WATER AS NEEDED



NOTE: TEMPORARY INLET SEDIMENT FILTER TO BE PROVIDED AND INSTALLED ON ALL PAVEMENT CATCH BASINS. PROVIDE ULTRATECH "DRAINGUARD" (SPILLCONTAINMENT.COM) OR ACF ENVIRONMENTAL "SILTSACK" (ACFENVIRONMENTAL.COM) OR EQUIVALENT SUBJECT TO APPROVAL BY MUNICIPALITY

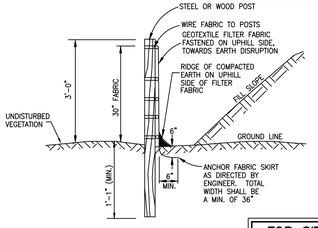
TEMPORARY INLET SEDIMENT FILTER DETAIL

(NO SCALE)



TEMPORARY GRAVEL CONSTRUCTION ENTRANCE/EXIT

NO SCALE



SILT FENCE DETAIL

NO SCALE

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3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT
HAMBURG TOWNSHIP RESIDENTIAL

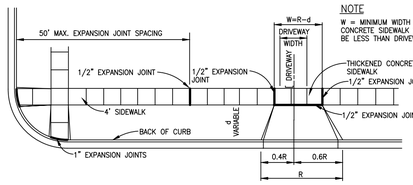
PREPARED FOR
LIAZ YAQOOB
10200 GRAND RIVER, SUITE 3
BRIGHTON, MI 48116
810-588-6055

TITLE
PRELIMINARY GRADING, DRAINAGE, & SESC PLAN

NO	BY	REVISION PER	DATE

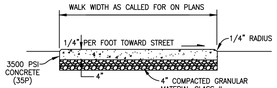
DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 60'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 10

BOSS Engineering

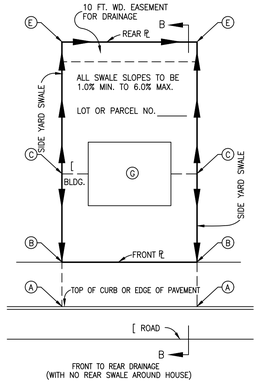


NOTE
W = MINIMUM WIDTH OF THICKENED CONCRETE SIDEWALK (R – d) SHALL NOT BE LESS THAN DRIVEWAY.

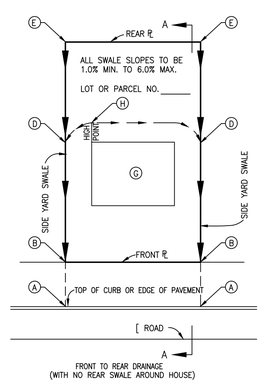
LOCATION OF JOINTS IN CONCRETE SIDEWALK
(NO SCALE)



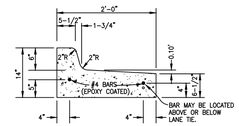
4" CONCRETE SIDEWALK
(NO SCALE)



FRONT TO REAR DRAINAGE
(WITH NO REAR SWALE AROUND HOUSE)



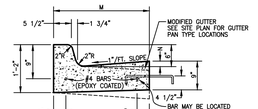
FRONT TO REAR DRAINAGE
(WITH NO REAR SWALE AROUND HOUSE)



MODIFIED BARRIER
(M.D.O.T. TYPE F4) (FOR ISLANDS ONLY)
(NO SCALE)

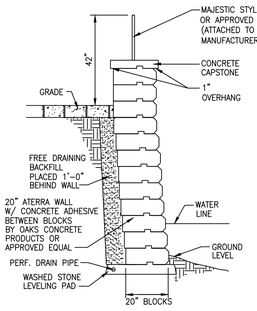
1.5" MDOT 1100T–20AA OR 36A
1.5" MDOT 1100L–20AA OR 13A
6" 21AA GRAVEL
12" MDOT CLASS II SAND SUBBASE
NOTE: USE 0.05 GAL/SYD BOND COAT BETWEEN LIFTS

ASPHALT SECTION
(NO SCALE)

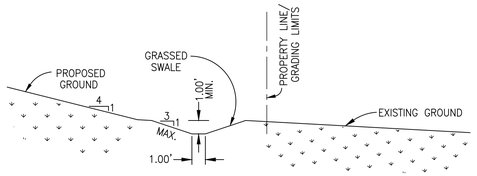


DETAIL	DIMENSIONS M	DIMENSIONS N	LANE TIES	CONCRETE CU.YD/LIN.FT.
F1	1'-6"	7/8"	AS SHOWN	0.0484
F2	1'-6"	7/8"	OMITTED	0.0484
F3	2'-0"	1 3/8"	AS SHOWN	0.0610
F4	2'-0"	1 3/8"	OMITTED	0.0610
F5	2'-6"	1 7/8"	AS SHOWN	0.0737
F6	2'-6"	1 7/8"	OMITTED	0.0737

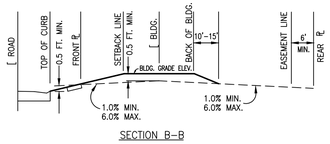
CONCRETE CURB & GUTTER TYPE F
(NO SCALE)



RETAINING WALL AND FENCE #2
(NO SCALE)

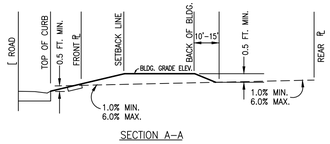


DRAINAGE SWALE CROSS SECTION
(NO SCALE)



SECTION B–B

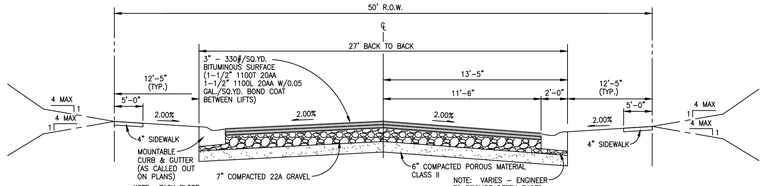
STANDARD LOT GRADING – DETAIL B
(SCALE: NONE)



SECTION A–A

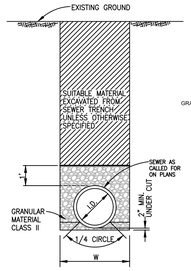
STANDARD LOT GRADING – DETAIL A
(SCALE: NONE)

STRUCTURE FRAMES & COVERS					
M-DOT DESIGNATION	TYPE	USE	MANUFACTURER OR EQUAL: EAST JORDAN	MANUFACTURER OR EQUAL: NEENAH	TYPE OF COVER OR GRATE
TYPE "P"	SANITARY MANHOLE	ALL	1040	R–1916–F	SOLID COVER

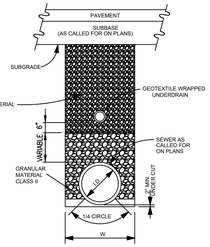


NOTE: BACK SLOPE SHALL BE ADJUSTED TO ALLOW CONSTRUCTION OF PUBLIC UTILITIES AND SIDEWALKS WITHOUT BENCHING

TYPICAL ASPHALT ROAD CROSS–SECTION W/CURB
(NO SCALE)



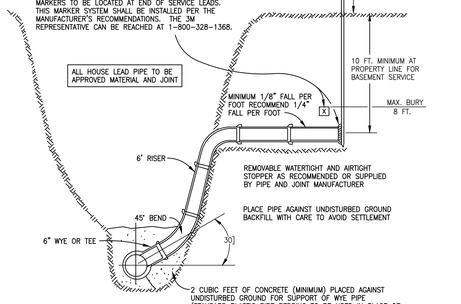
SEWER NOT UNDER ROADBED
(REF. MDOT DETAIL IV–83D)
NO SCALE



SEWER WITH UNDERDRAIN UNDER ROADBED
(NO SCALE)

PLASTIC PIPE LOCATION MARKER SYSTEM

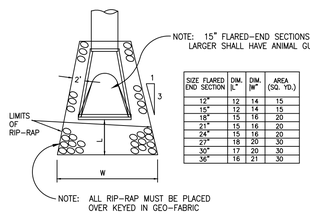
FURNISH AND INSTALL ELECTRONIC MARKER SYSTEM. THE SYSTEM SHALL BE AS MANUFACTURED BY 3M COMPANY, OR APPROVED EQUAL. THE SYSTEM SHALL CONSIST OF 3M SCOTCH MARK FULL–RANGE MARKERS, MODEL 1253 W/ MODEL 1265 LOCATOR, OR EQUAL. MARKERS TO BE LOCATED AT END OF SERVICE LEADS. THIS MARKER SYSTEM SHALL BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS. THE 3M REPRESENTATIVE CAN BE REACHED AT 1–800–328–1368.



HOUSE LEAD DETAIL
(NO SCALE)

TYPE III CLUSTER MAILBOX UNITS
SCALE: NONE

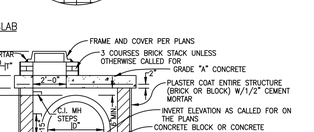
STRUCTURE FRAMES & COVERS				
COVER	TYPE	USE	EAST JORDAN (OR EQUAL)	TYPE OF COVER OR GRATE
A	MH	ALL	1040	TYPE "B"
B	CB & INLET	TYPE B2 CURB	7085	TYPE "M1"
K	CB & INLET	TYPE C & F CURB	7045	TYPE "M1" GRATE 7050 TYPE "T1" BACK
C	CB & INLET	VALLEY CURB	7065	7045 TYPE "M1" GRATE 7060 TYPE "T1" BACK
D	CB & INLET	PARKING LOTS	1040 5100	TYPE "M1" GRATE 5105 TYPE "M1" GRATE
E	CB & INLET	LAWN AREA OR DITCH	1040	TYPE "02"



SIZE FLARED END SECTION	DIM. L"	DIM. W"	AREA (SQ. YD.)
12"	12	14	15
15"	12	14	15
18"	15	16	20
21"	15	16	20
24"	15	16	20
27"	18	20	30
30"	17	20	30
36"	16	21	30

NOTE: ALL RIP–RAP MUST BE PLACED OVER KEYED IN GEO–FABRIC

TYPICAL RIP–RAP DETAIL
(SCALE: NONE)

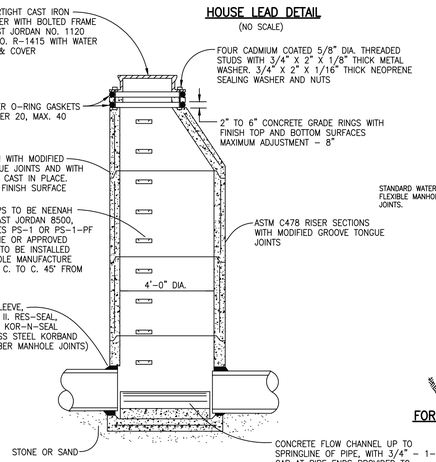


TOP SLAB

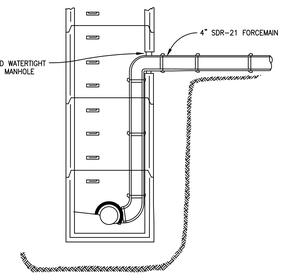
TYPICAL SECTION

OUTLET "D"	M.H. I. DIA.	TOP SLAB "T"	WALLS "T"	REINFORCED STEEL
24" & LESS	4'–0"	9"	8"	3/4" @ 9" EA. WAY
30"	*4'–0"	9"	8"	3/4" @ 9" EA. WAY
36"	*4'–0"	9"	12"	3/4" @ 9" EA. WAY
42"	*5'–0"	10"	12"	3/4" @ 9" EA. WAY
48" & 54"	*6'–0"	11"	12"	7/8" @ 9" EA. WAY
	*7'–0"	12"	12"	7/8" @ 9" EA. WAY
	*8'–0"	12"	12"	1" @ 9" EA. WAY

SHALLOW C.B./M.H. DETAIL
(NO SCALE)



STANDARD ECCENTRIC SANITARY MANHOLE
(ON 8" THROUGH 24" DIAMETER SEWERS)
(NO SCALE)



FORCEMAIN MANHOLE CONNECTION
(NO SCALE)

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3 WORKING DAYS BEFORE YOU DIG 1–800–482–7171
MISS DIG
FOR MEMBERS OF MICHIGAN ONE CALL

BE BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT
HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR
IJAZ YAQOOB
10209 GRAND RIVER, SUITE J
BRIGHTON, MI. 48116
810-588-6055

TITLE
CONSTRUCTION DETAILS

NO	BY	REVISION PER	DATE

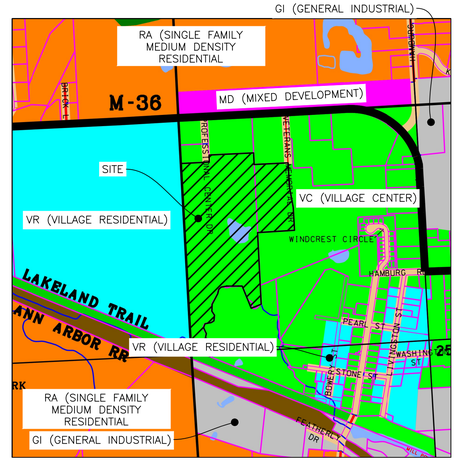
DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: NO SCALE
JOB NO: 24–452–2
DATE: 10/15/26
SHEET NO. 11

BOSS Engineering

G:\24-452\DWG\SP\24-452-2 Sheets SP.dwg, 10/15/2026 3:39:46 PM, nickl, AutoCAD PDF (General Documentation).pc3



SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



SURROUNDING ZONING DISTRICTS
NO SCALE

SITE DATA

- HAMBURG TOWNSHIP, LIVINGSTON COUNTY
  CURRENT ZONING: VILLAGE CENTER

SECTION 36.171:
- MINIMUM LOT AREA: 10,600 SFT (WITH SANITARY SEWER)
- MINIMUM LOT WIDTH: 65 FT
- MINIMUM YARDS:
  - FRONT YARD: 20 FT
  - SIDE YARD: 10 FT
  - REAR YARD: 15 FT

DENSITY VILLAGE CENTER (WITH SANITARY SEWER):
APARTMENTS: 10 UNITS / ACRE
MULTI-FAMILY: 8 UNITS / ACRE
DUPLEXES: 6 UNITS / ACRE

SECTION 26-81:
- RIGHT OF WAY: 50 FT, 100 FT AT CUL-DE-SACS
- ROAD SECTION: 3" ASPHALT, 7" MDOT 21AA BASE, 6" MDOT CLASS II SAND
- ROAD WIDTH: 20' WIDE
- CUL-DE-SAC 66' DIAMETER OF ROADWAY SURFACE
- HORIZONTAL ALIGNMENT: 100' RADIUS
- CURB AND GUTTER: PERMITTED
- MIN AND MAX GRADE: 0.5% - 10.0%

OVERALL DENSITY:
62 UNITS/39.45 ACRES = 1.6 UNITS/ACRE

MAILBOX CLUSTERS WILL BE PROVIDED WITHIN THE DEVELOPMENT.

TWO (2) OFF-ROAD PARKING SPACES SHALL BE PROVIDED FOR EACH UNIT (ONE DRIVEWAY SPOT & ONE GARAGE SPOT).

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3 WORKING DAYS BEFORE YOU DIG 1-800-482-7171 MISS DIG System, Inc.

BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR: IJAZ YAQOOB
10599 GRAND RIVER, SUITE J
BRIGHTON, MI 48116
810-588-6055

TITLE: CONVENTIONAL VILLAGE CENTER SITE PLAN

NO	BY	REVISION PER	DATE

DESIGNED BY: ST
DRAWN BY: NL
CHECKED BY:
SCALE: 1" = 80'
JOB NO: 24-452-2
DATE: 10/15/26
SHEET NO. 12



SMALL / LARGE DOG COMBINATION DOG PARK



PARK GRILL

REPRESENTATIVE PROPOSED GRILL:
STANDARD PARK GRILL BY NATIONAL OUTSIDE FURNITURE, INC. (ITEM # JTA 100BK OR EQUIVALENT ALTERNATE), RIVERHEAD, NY
NATIONALOUTDOORFURNITURE.COM; SURFACE-MOUNTED, STEEL FRAME & GRATE, POWDER COAT FINISH, THEFT-PROOF BASE



PICNIC TABLE

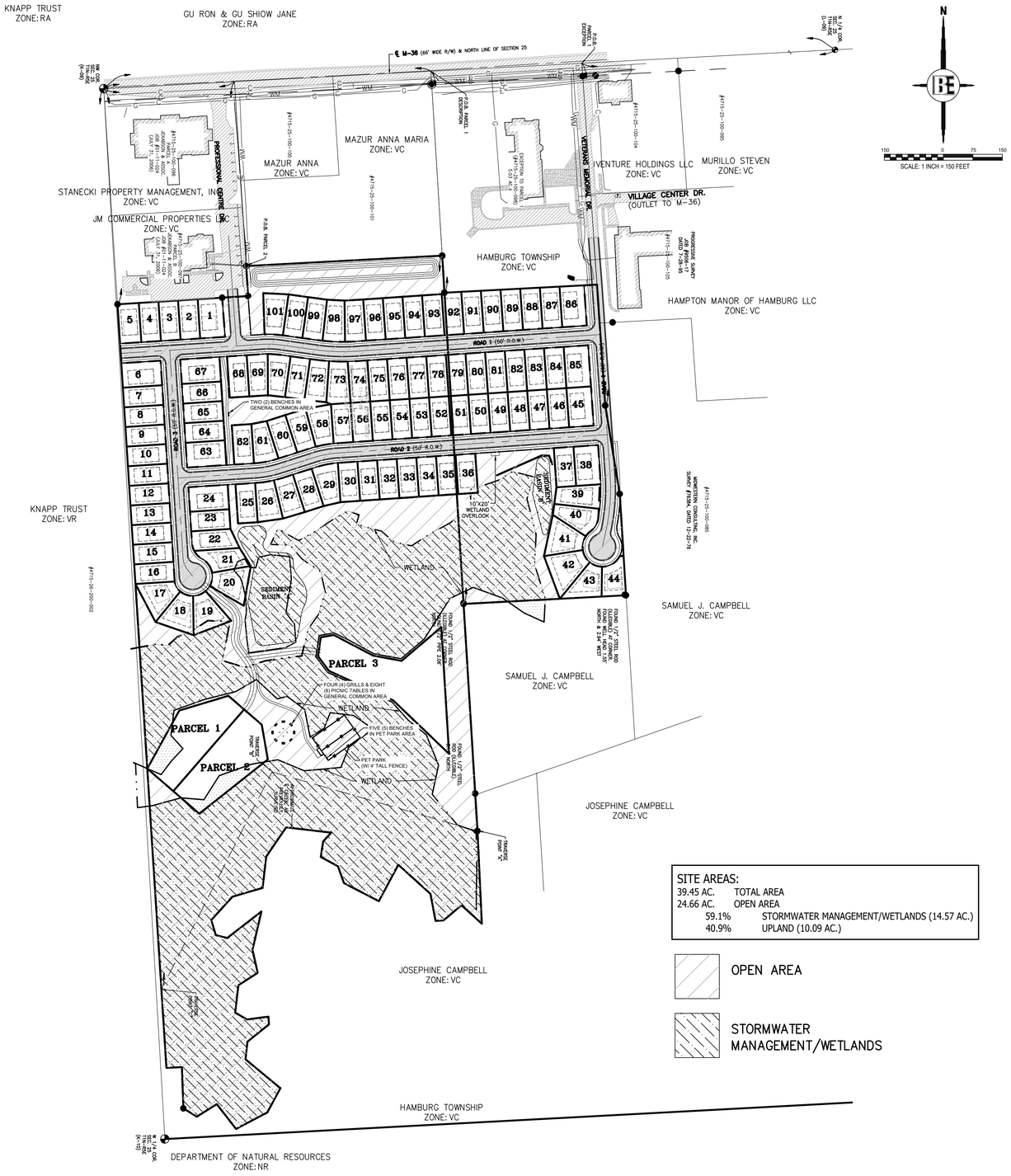
REPRESENTATIVE PROPOSED PICNIC TABLE:
8' PORTABLE BY NATIONAL OUTSIDE FURNITURE, INC. (MODEL # JP PBAPIC8 OR EQUIVALENT ALTERNATE), RIVERHEAD, NY
NATIONALOUTDOORFURNITURE.COM; PORTABLE, RECYCLED PLASTIC SLATS & FRAME, COLOR AS SELECTED



PARK BENCH

REPRESENTATIVE PROPOSED BENCH:
ARCATA BY LANDSCAPE FORMS, KALAMAZOO, MI LANDSCAPEFORMS.COM; BACKED,
SURFACE-MOUNTED, COMPOSITE SLATS, POWDER COAT FRAME, COLOR AS SELECTED

SEE SHEET 2 FOR GENERAL NOTES AND LEGEND



SITE AREAS:
39.45 AC. TOTAL AREA
24.66 AC. OPEN AREA
59.1% STORMWATER MANAGEMENT/WETLANDS (14.57 AC.)
40.9% UPLAND (10.09 AC.)

OPEN AREA

STORMWATER MANAGEMENT/WETLANDS

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3 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
IT'S THE LAW!!! PA 53 OF 1974 as amended

BE BOSS Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
517.546.4836 FAX 517.548.1670

PROJECT: HAMBURG TOWNSHIP RESIDENTIAL

PREPARED FOR:
IJAZ YAQOOB
10299 GRAND RIVER, (SUITE)
BRIGHTON, MI. 48116
810-588-6055

TITLE: OPEN SPACE & SITE AMENITIES PLAN

NO	BY	REVISION PER	DATE
		-	-

DESIGNED BY: ST
DRAWN BY: MJD/NL
CHECKED BY:
SCALE: 1" = 150'
JOB NO: 24-452-2
DATE: 9/30/26
SHEET NO. 6

BOSS Engineering

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HAMBURG TOWNSHIP PLANNING COMMISSION

Resolution for a Preliminary Site Plan (POSPUD26-003)

A resolution to grant approval of the Preliminary Site Plan application for property located on East M-36, Hamburg, MI (Parcel 4715-25-100-091 & 4715-25-100-099).

I0) WHEREAS, the parcels at E. M-36, Hamburg, MI (Parcel 4715-25-100-091 & 4715-25-100-099) are zoned Village Center (VC); and

20) WHEREAS, Section 36-439 of the Hamburg Township Zoning Ordinance permits General Planned Unit Developments (GPUD) in Village Center (VC) Districts; and

30) WHEREAS, the applicant, pursuant to the provisions of the Hamburg Township Zoning Ordinance, submitted an application for Preliminary Site Plan Review on September 30, 2026, for the proposed residential subdivision; and

40) WHEREAS, the Hamburg Township Planner has determined that applicant has met the Preliminary Site Plan Review Standards from Section 36-73 of the Hamburg Township Zoning Ordinance; and

50) WHEREAS, the Hamburg Township Planning Commission has determined that applicant has met the Preliminary Site Plan Review Standards from Section 36-73 of the Hamburg Township Zoning Ordinance; and

60) WHEREAS, the Hamburg Township Planning Commission recommends approval of Preliminary **Site Plan POSPUD26-003**, with the following conditions contained in the staff report dated November 18, 2026; and

HAMBURG TOWNSHIP PLANNING COMMISSION

Resolution for a Preliminary Site Plan (POSPUD26-003)

70) NOW, THEREFORE, BE IT RESOLVED, the Hamburg Township Planning Commission, by a majority vote at a regularly scheduled and duly-noticed meeting, held this 18th day of November 2026, recommends preliminary site plan approval of application **(POSPUD26-003) Hamburg Township Residential**, E. M-36 Hamburg, MI (Parcel 4715-25-100-091 & 4715-25-100-099) subject to the conditions listed below:

Condition 1:
A lighting plan that meets all the regulations for the village center area shall be submitted as a part of the final site plan review. This plan should include pedestrian scale lighting in the park to allow safe pedestrian access.

Condition 2:
A detailed sign plan should be submitted for final site plan review.

Condition 3: *Prior to the review of the final site plan or the issuance of a land use permit as needed all appropriate approvals from local, county, state, and federal agencies, including, but not limited to, Hamburg Township Fire, Accessor, 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.*

HAMBURG TOWNSHIP PLANNING COMMISSION

Resolution for a Preliminary Site Plan (POSPUD26-003)

Resolution offered by Planning Commissioner _____

Resolution supported by Planning Commissioner

_____

YES= ( ) NO=(None)

ABSENT=

The Chair declared the resolution ADOPTED.

Date: ____ 2026

_____ _____

Jeff Muck, Chair Date Ron Muir, Vice-Chair Date

Hamburg Township Public Safety – Fire Division

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

Site Plan Review

To: Hamburg Twp. Zoning

From: Deputy Fire Chief, Jordan Zernick

Subject: Site Plan Review – Residential Development Part of N.W. Quarter, Section 25, T.1N., R.5E. Hamburg Township, Livingston County, MI

Date: November 2, 2026

I have completed the plan review of the Site Plan submittal for the proposed residential development located at Part of N.W. Quarter, Section 25, T.1N., R.5E. Hamburg Township, Livingston County, MI. 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. Development shall be provided with fire hydrants throughout the entirety of the development. Minimum separation to be consistent with the International Fire Code as well as the Livingston Community Water Authority.
2. Road widths in the hydrated district shall comply with the International Fire Code, thus requiring a minimum width of 26ft.
3. All approach angles and turning radius shall comply with all requirements of the international fire code. Apparatus lengths and turning radius can be provided at the request of the architect.
4. Any alterations to the plans shall require the submittal of as-built plans submitted directly to the fire department for review and approval.

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

October 23, 2026

Mr. David Rohr, Planning and Zoning Director
Hamburg Township
10405 Merrill Road
P.O. Box 157
Hamburg, Michigan 48139

Re: Hamburg Residential
Preliminary Site Plan Review

Dear David:

We have reviewed the plans for the referenced site plan dated September 30, 2026, as prepared by Boss Engineering. The preliminary site plans submitted lack engineering detail we assume will be included and reviewed in the final site plan submittal. We offer the following comments for your consideration:

1. No phasing is currently shown on the site plan. If the applicant plans to phase the project, phases should be clearly shown on the drawings with consideration of the pump station, storm water management, and any water main looping if required by the Livingston County Water Authority (LCWA).

2. A gravity sanitary sewer collection system with a pump station is proposed. The applicant will be required to go through the Township's sewer use application when appropriate.

3. The proposed water main will be reviewed and approved by LCWA.

4. The preliminary storm water narrative is adequate, however a detailed review was not conducted as no calculations were provided.

5. We note that 4' wide sidewalks are proposed. The Townships should verify if acceptable.

In summary, we offer no objection to the approval of the preliminary site plan contingent upon these comments.

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

Sincerely,

Ted Erickson

Digitally signed by Ted Erickson
DN: C=US, E=ted.l.erickson@imegcorp.com, O=IMEG Consultants Corp, CN=Ted Erickson
Date: 2026.10.23 07:43:59-04'00'

Ted L. Erickson, P.E.
Principal

24 Frank Lloyd Wright Drive, Suite J1400, P.O. Box 372, Ann Arbor, MI 481
›734.429.8900 ›imegcorp.com

Hamburg Township
a great place to grow

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

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

PLANNING COMMISSION MEETING

Wednesday, November 18, 2026, at 6:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Commissioner Muck called the meeting to order at 6:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD:

1) **PRESENT:**
   John Hamlin
   Patricia Hughes, Trustee
   Victor Leabu Jr
   Deborah Mariani
   Ron Muir, Vice Chair
   Jeff Muck, Chair
   Mark Venuto

2) ABSENT:

APPROVAL OF MEETING AGENDA for tonight.

Approval Motion made by Commissioner Mariani, seconded by Commissioner Venuto, to approve the agenda as presented.

Voice Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

APPROVAL OF THE MEETING MINUTES

Approval Motion made by Trustee Hughes, seconded by Commissioner Hamlin, to approve September 16, 2026, Planning Commission Meeting Minutes as presented.

Voice Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

CALL TO THE PUBLIC-

1. Jo Self- Economic Development Manager for Livingston County. She lives in the Village of Pinckney. She wanted to introduce herself to the commissioners since she was planning to reach out to them by email in the future about their vision and plans.
2. No other public comments.

OLD BUSINESS

None

NEW BUSINESS

1. **POSPUD 26-0003 Preliminary Site Plan Review** for a single-family home residential General Planned Unit Development (GPUD). Project located at TPID # 4715-25-100-091 & 4715-25-100-099, M-36, Hamburg, MI.

Chair Muck opened the public hearing for comment on this issue.

1. Jason Stanecki, the property manager of Stanecki Property Management who owns the 10020 Professional Center Drive building came to the podium. He stated that he and his tenants are opposed to the easement usage as an entrance for this new subdivision development. Their tenants work with senior citizens, disabled people in wheelchairs and clients with IHA urgent care. There is a door that is 18 feet from the easement now. Safety and legality are his two points here. He said he wasn't sure if there was an agreement to allow this type of traffic through this easement which is on his property. He stated that he has paved the road and put up the stop signs. He stated that he had submitted letters and other things via email about this opposition. David let him know that he had sent the PC members these documents.

Chair Muck let him know that his correspondence was received and was part of the public record. He let him know they would be discussing his questions and concerns during the meeting tonight.

2. Paul Mazur, 6815 Alta Drive, came up to the podium. He has been a resident for 15 years. Paul discussed his concerns regarding this development. There is a berm located on the northside of

this development. He asked if a traffic study has been completed, regarding the ingress and egress movement. There is a child center in this area that concerns us as well.

3. No other public comments.

Chair Muck opened the meeting to David Rohr, the Director of Planning and Zoning for staff report debriefing. David reminded the PC members that this project was proposed in May of 2025. It was proposed as multifamily units, duplexes, and 101 single-family units. This new plan is offering 104 single family lots and units. The development will be serviced by Livingston County Water and Hamburg Sewer. The developer has asked for some exceptions to the district requirements. David said he had issues with the amenities, so he asked them to provide some additional amenities. This is a good start but there are some concerns that I noted in the back of the packet. This is an opportunity to hear more from the development, ask questions and address concerns.

Chair Muck opened the meeting to the applicant and developer. Brent Van Waite from Boss Engineering came up to the podium to speak to the PC members. He introduced Ron Kirk, the representative for Ijaz Yoqoob the owner and developer of this project. The older plan was changed in response to the other approved multifamily developments in this area. They changed this development into all single-family units with minimum 5,400 square feet lots. They felt there was a strong demand for small single-family units rather than for the multifamily. There are two access points to the development off M-36, and one access off Village Center Drive which passes in front of the Hampton Assisted Living Center. There is a greenbelt development on the north end with the berm to screen the homes from the commercial zoned area. There will be a mile and a half of sidewalks on both side of all roads throughout the development. There is a primary park area at the south end of the site which includes both a large and small dog park adjacent to each other. There will be a picnic area that includes BBQs and picnic tables. There will be additional wetland areas which will be passive areas. The units will range between 1200 and 1800 sq. ft. and consist of ranches and two-stories colonials. Ron stated that they were trying to mirror the Regency Village project since it was well liked.

Chair Muck asked the gentlemen to talk about the easement and stormwater concerns that had been brought up earlier. Brent stated that there is a recorded ingress and egress easement that is 66 feet wide, which is a typical road right of way. Brent also stated that there is a storm drainage easement that extended from the two developed commercial properties down to an existing detention basin which is on their property. Brent will review the verbiage of the recorded easement. Brent said they will work with Mr. Stanecki on a shared maintenance agreement. A traffic study hasn't been completed yet since they wanted to make sure that this plan would move forward. MDOT will require a traffic study when they review the proposed plans. They will be installing a full center left-turn lane which will mimic the other entrance by CVS.

Chair Muck opened the meeting to the PC commissioners. Commissioner Leabu stated that Regency Village was a success due to the smaller sized homes. This road easement was granted by the PC to be a Village Center's key roadway twenty-five years ago. When the dentist and childcare center were built, it was clear that this easement would continue to be an access point of the Village Center. The PC didn't require the builder to upgrade this road because there were only one or two businesses in that building. When the front building was built, it was clear that they would put a curb and gutter, village center lights and bring that road up to the standards for the future developments in the vicinity. Leabu agreed that there would need to be road maintenance agreements between all parties moving forward. Leabu

stated he would like to see a little more common amenities for this development. He continued to ask for clarification on parcel lots 1, 2, and 3. Brent stated that they were proposing sewer but wells on these larger lots. They proposed the denser developments towards the road and away from the sensitive wetland areas. Leabu said he would like to see these lots become a common area instead of larger home developments. Leabu reminded the developers that wetlands do not count as open spaces. Leabu also mentioned that they used a "plan book" for the homes that went up in Regency Village to keep architecture costs down. Garages should face the streets. Garages had to be two feet setback from the front of the houses. The porches had to project seven feet out. Ron asked if the Township could share this plan book that Regency Village used. Leabu said yes. Leabu said it shows many different types of single-family units. The homes were consistent with those basic design plans, then each house didn't need to be reviewed by the PC. David said he could get them a copy of the plan book.

Commissioner Muir mentioned that he was on the PC with Victor when they worked on the Village Center Plan. The Village Center Plan had the Village Center Drive go behind the Ward's Hardware to Merrill as another access point. It is important to implement the Village Master Plan to create some kind of road connectivity to future developments. As for the deviation of the side setbacks, he mentioned a 10 ft and 7 1/2 ft side setback together so there is 17 ½ ft between houses. The developer is looking for 35 ft to allow for a two-car garage and a generous or smaller porch with additional front features. We need to meet the builder's needs by going with a 7.5 ft on both sides. Muir asked Brent if there would be on street parking. Brent explained that they were proposing 27 feet wide roads from curb to curb. He said they would double-check with the fire department to know what their requirements are regarding on-street parking. Brent said he thought it would be one side street parking on the non-hydrant side of the road.

Commissioner Mariani asked Brent if there was going to be a percentage of ranches verses a percentage of colonials. Brent said he thought there would be more two-stories since the development will be market driven. Mariani asked if he answered Mr. Mazur's question about the berm. Brent said that they would have a significant berm that separates the commercial buildings from the new homes. She referred to the storm drainage. He said as their engineer planned this development with the drain commissioner's overview, the stormwater requirements would be met, as required.

Commissioner Hamlin mentioned that he had read that the Village Center was exempt from the 50 ft wetland setback. He mentioned that the GPUD shall not be allowed as a means of increasing the density of the development. According to the permitted use table, this development could propose eight multifamily dwellings per acre which would consist of a 5,000 sq. ft. lot. With a special use permit, they could go with 10 units per acre, which would make it smaller than 5,000 sq. ft. Hamlin said that the density that they are proposing here is allowed by our ordinance. Hamlin said it meets the master plan. Hamlin asked if these units would be for sale or rental. Brent said they would be for sale. Ron came up to the podium to explain that about 60% of the people who purchased homes in Regency Village were existing Hamburg residents who were downsizing. They were also hoping to attract first-time home buyers that might be able to afford their first home. Ron had been involved in the Assisted Living Building project that had proposed small cottages in proximity to the facility. Their idea was to allow families to live in close proximity to their elderly parents or aging spouses, as they aged in place. Hamlin read a page from this proposal, that stated that two off-road parking spaces would be provided per unit, one driveway spot and one garage spot. Hamlin asked Brent for clarification on page 5 where their note states "one-car garage with one-vehicle driveway". Brent felt that this was a carryover when they had

the multifamily in the proposal. They would remove that statement. Hamlin said he like the idea of making these small lots, so they were more affordable. Hamlin stated with innovation could make these homes with less fancy, with simplified architecture so they were more affordable. Brent explained that affordability comes down to what is your square footage and what are your architectural elements. They want to meet the Village Center standards with 50-foot-wide lots, while targeting entry-level or empty nester homeowners. Hamlin said that this development will abut the Lakelands Trail, so he expressed his desire that they create connectivity for kid and family bicycle access to ball parks and library without crossing streets. Creating a bike path to connect them to such amenities would be ideal. Ron came to the podium to explain there is another owner that they are trying to work with to gain access to the Lakelands Trail pathway. Hamlin asked David to clarify what is needed to ensure that the ingress and egress easement will work here for this development. It was understood the DiMaria Property would be landlocked without this easement. David explained that there are two different legal descriptions for 2 different properties. David said it is a good idea to have this as a condition for the preliminary site plan approval.

Commissioner Venuto asked for clarification on the private roads in the development, the drainage facilities and the retaining wall. Who would be responsible for maintaining and replace the private roads, any drainage facilities and retaining walls as they deteriorate? Brent stated that these elements would become the HOA responsibilities.

Trustee Hughes asked if the developer would have people on the large parcels to the west. She asked if they might use these areas as community activity centers. Brent said, no, they were using those parcels as estate homes on larger lots. Hughes said she would be opposed to that idea. She recommended that they earmark those parcels, as Leabu indicated, as open space common areas for the residents. She said she now understood why they were proposing private wells for those three lots, which she was not keen on. She stated that the Village Center is where public sewer and public water should be used. She asked how large the homes in this development would be. Brent said between 1200 to 1800 sq. ft. with basements. Ron came up to the podium to explain that the cost of a pump station would be $700,000 to $800,000 which is a fixed cost, no matter how many homes that you build on the site. He said it is easier to divide this huge cost between multiple homes. Then they must install the MDOT left-hand turn lane on M-36. There are a lot of built-in fixed costs to such developments. Hughes said putting in the estate homes in this development isn't mirroring want Regency Village did.

Commissioner Leabu recommended the developer look between lots 42 and 43. Leabu said that people love to walk around bodies of water for enjoyment, and making this area into a looped boardwalk across the wetland area would create an amenity that the residents would all enjoy. Leabu mentioned that Huron Meadows Metropark has pavilions with restrooms. They might consider creating such an amenity.

Chair Muck stated that the developers have done a really good job with the wetland protection. He said that the PC members really appreciate that. Muck asked Brent if they have identified any invasive species in the wetlands area. Brent said their landscape architect did the report, but he didn't think he found any invasive species in there. Muck said if they had, that he would recommend mitigate them. Muck restated that amenities in this development would be important for the families that would be moving in. Dog parks, grills, and park benches aren't great for kids. Muck asked the developers to reevaluate the plan for parcels one, two and three. Muck said he wasn't against them proposing homes on those parcels in some fashion but he hoped for the movement of some of the amenities, making

them into play areas for kids. Entry-level family homes created on tight lots with no yards need an open area playground for children to play at. Lakelands Trail connectivity with floating boardwalks would be excellent. Muck asked David what he thought was their next step.

David said he felt there was general agreement and support for this project. There are some questions and details to work out here though. David said that the PC would need to give some conditions regarding the final documentation on the road easement. Also providing some different amenities would be another condition. Muck asked David if the PC would want to hold this development up for the unknown parcels one, two and three? Muck said he thought the group was in consensus to move forward and ask the developer for an alternative for lots one, two and three. Mariani asked the developer how large these three lots were. Ron said about a half-acre each.

Approval motion made by Commissioner Muir, seconded by Commissioner Venuto, that the Planning Commission recommend approval of the preliminary GPUD site plan POSPUD#26-0003, as shown on the project plan presented this evening. This approval shall be recommended to the Hamburg Township Board because it, as conditioned, is consistent with the requirements of the GPUD development regulations, and will be able to meet site plan review standards of the zoning ordinance as discussed at the meeting tonight and presented in the staff report with the following conditions of approval:

Condition 1: A lighting plan that meets all regulations for the Village Center shall be submitted as part of the final site plan review. This plan should include pedestrian scale lighting in the park to allow safe pedestrian access.

Condition 2: A detailed sign plan should be submitted for final site plan review.

Condition 3: Prior to review of the final site plan or the issuance of a land use permit as needed all appropriate approvals from local, county, state and federal agencies, including, but not limited to, Hamburg Township Fire, Assessor, 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.

Condition 4: Resolution of easement rights for Professional Center Drive to meet the intent of the Village Center.

Condition 5: To include amenities more geared towards kids.

Condition 6: Have a completed traffic study available for the final site plan review.

Condition 7: Explore various accesses to the Lakelands Trail.

Condition 8: Utilize a pattern book in the development of the architecture.

Row Call Vote: Ayes (Venuto, Hamlin, Muck, Muir, Leabu, Mariani) Nay (Hughes)

VOTE: MOTION CARRIED

Next steps: This proposal will go to the Hamburg Township Board of Trustees for preliminary site plan review. Then we will start heading towards final site plan review when it comes back to the planning commission.

2. **PSUP 26-0002 Special Use Permit** for new electronic sign at 9307 Whitewood Rd, Hamburg Township, MI.

Chair Muck opened the meeting to David Rohr, the Planning and Zoning Director, for a briefing of the staff report. This electronic display sign is for an already existing sign in the same location, for the American Legion, same size for size. They will advertise some of their special events. This area is zoned RA residential which triggers this request as a special use permit with the PC. Commissioner Muir asked if the sign will brink or scroll. David said no because our ordinance doesn't allow for that type of signage in this zoning district. The applicant knows they still must come to our office to get their land use permit, and it will need to meet our sign regulations.

Chair Muck asked applicants if they wanted to come to the podium. They said no, they were there if anyone had any questions.

Muck opened the meeting to the PC members. Commissioner Hamlin read that the application stated the sign will be illuminated between 8am and 10 pm. He said he was good with that.

Commissioner Leabu mentioned that the color choices of the electronic signs can make them hard to read. He said the Pinckney Schools signs are in red letters and are very blurry. Leabu said the simpler ones were easier to read. The applicant said they planned to use pictures on their sign rather than letters. Trustee Hughes asked David about page 57 with the distances from the center line dimensions. She wanted to know if this proposed electronic sign meets the square footage of this zoning district. David said in this district it requires stand-alone monument signs to be 20 square feet. This sign proposal is replacing the same size sign, size for size. Our ordinance allows for this sized sign. Hughes asked them if their sign at M-36 would go away. The applicant said no. No changes were being proposed to that sign since it is allowed by MDOT.

Approval motion made by Commissioner Muir, seconded by Hamlin, to approve the special use permit PSUP #26-0002 to permit the permanent electronic display sign located at 9807 Whitewood Road for the American Legion.

Voice Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

3. **Zoning Administrator's Report.**

- Two agenda items for next month's December 16, 2026, PC meeting. One is a detached ADU in the WFR district. Second one is a Special Land Use Application for the fuel station at the Village Plaza.
- Updated about the Apartments is that they are officially paused. They must put a for sale sign on the property to show their due diligence and legal requirements for pausing this project. They

have to offer it for sale to the public for a certain number of days. Their intention is to restart the project when the market conditions become more feasible.

- The townhomes next to the gas station have a new owner and new builder. They are connected to Ronnie, the original property owner, but they might do a minor site plan amendment. They are moving along quickly with the gas station. David said he suspects that they might begin the townhomes next year. They plan on using the same site plan.

ADJOURNMENT

Approval motion made by Commissioner Venuto, seconded by Commissioner Mariani, to adjourn at 7:09 pm.

Voice Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Lisa Perschke

Planning/Zoning Coordinator & Recording Secretary

David Rohr

Planning & Zoning Director

The minutes were approved as presented/corrected: _____

_____

Commissioner Jeff Muck, Chairperson

Hamburg Township
a great place to grow

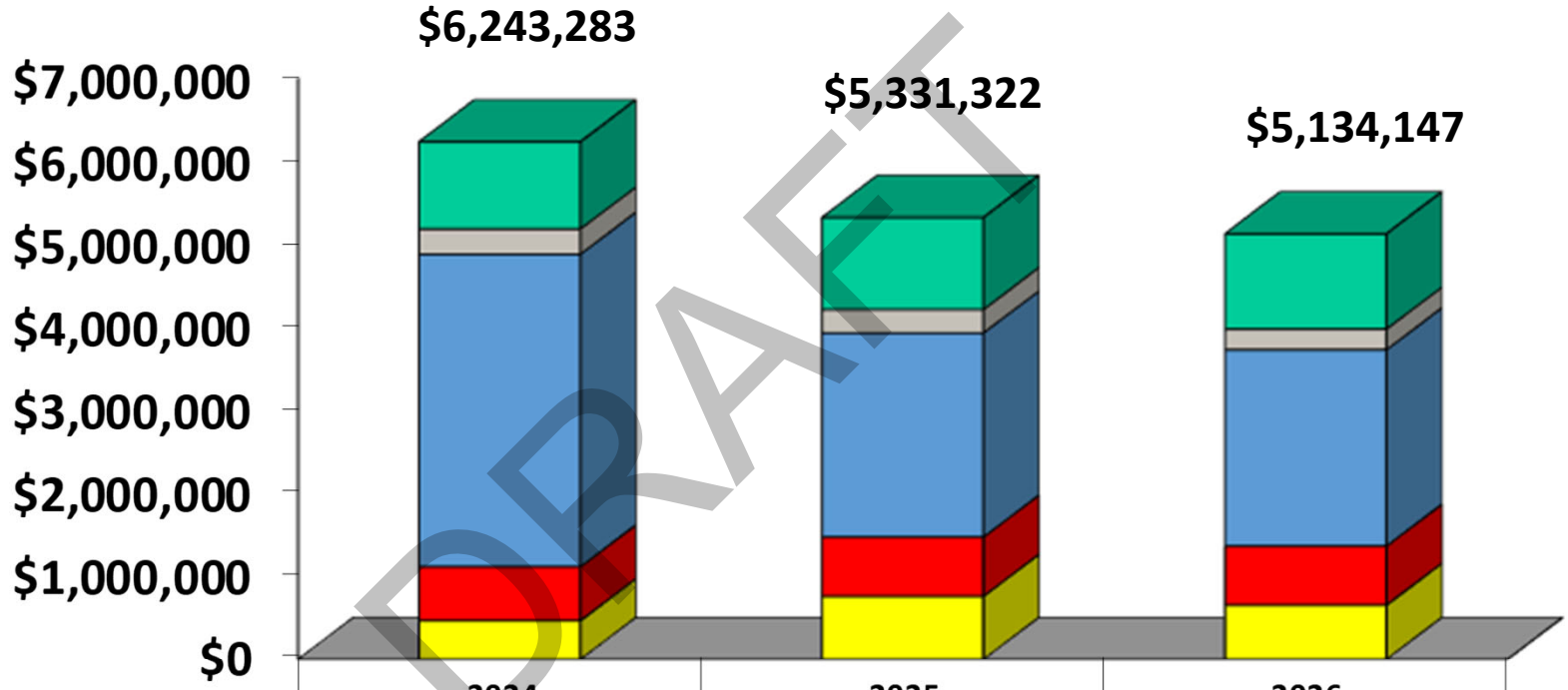
Township of Hamburg
Board Presentation
For Year Ended June 30, 2026

DRAFT






General Fund Revenue (without transfers in) Year Ended June 30



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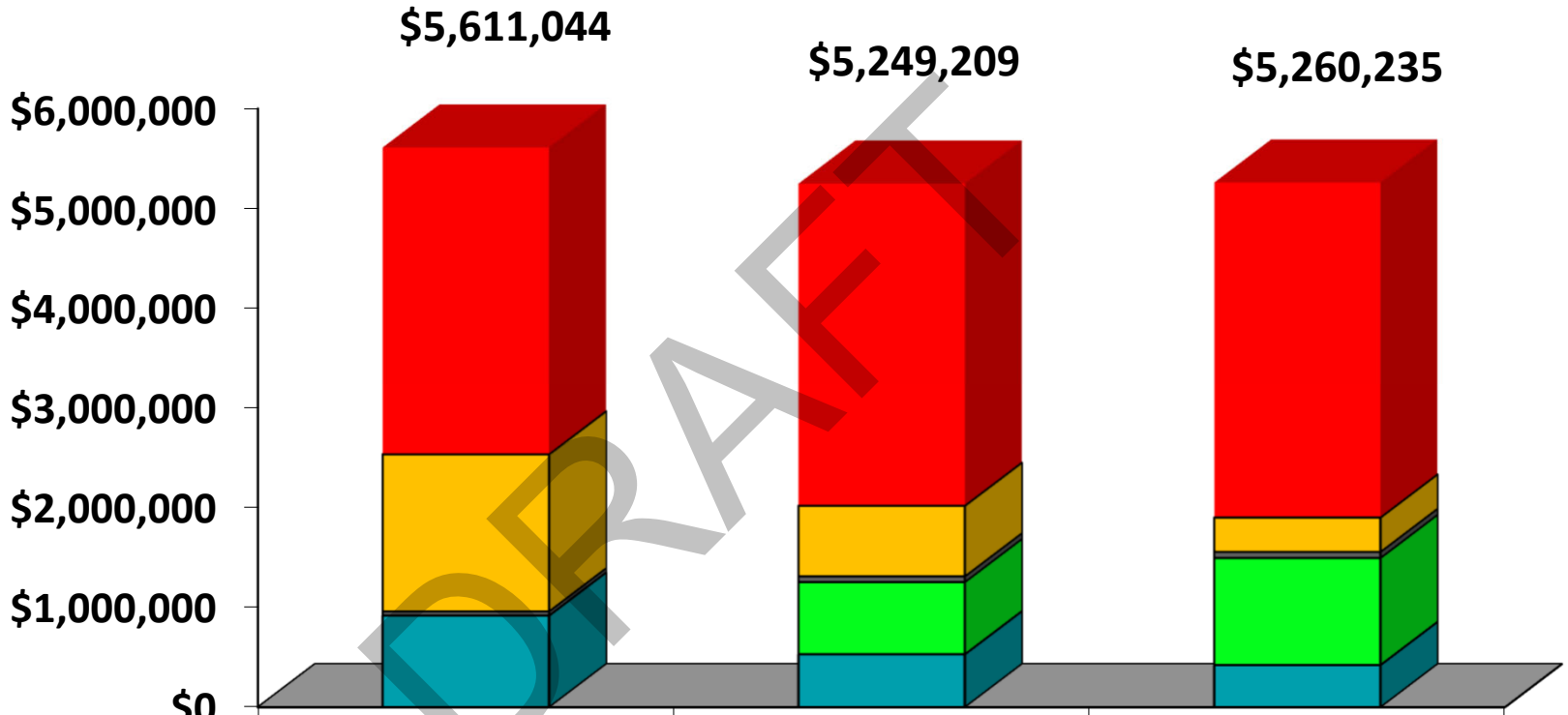
	2024	2025	2026
Property Taxes	$1,051,479	$1,110,852	$1,149,928
Licenses & Permits	$303,945	$282,681	$248,461
State Sources and Grants	$3,770,335	$2,461,962	$2,368,307
Charges for Services	$649,295	$714,281	$712,273
Interest & Other	$468,229	$761,546	$655,178

General Fund Expenditures
Year Ended June 30



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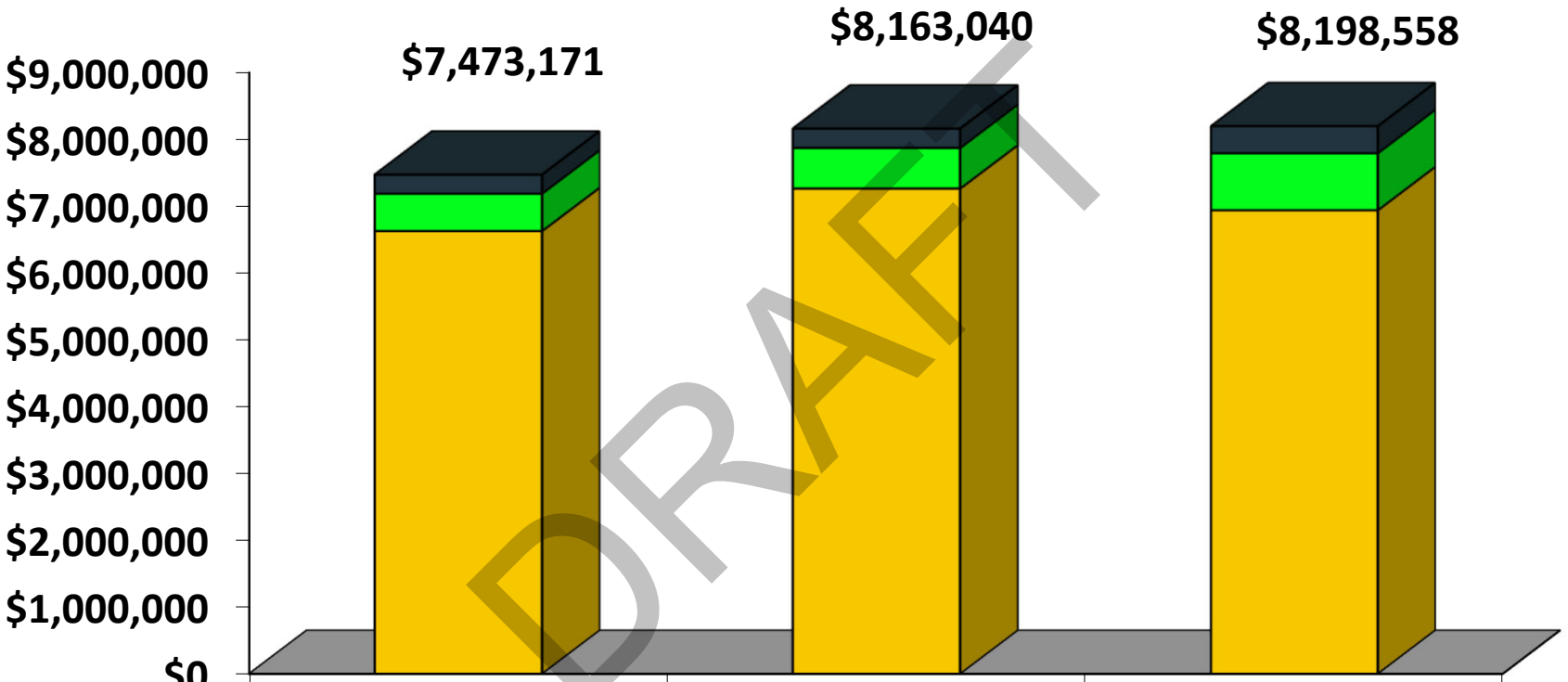
	2024	2025	2026
General Government	$3,081,060	$3,234,017	$3,362,430
Public Safety	$1,570,782	$706,145	$343,897
Public Works	$42,210	$57,102	$60,446
Recreation and Culture	$-	$722,345	$1,071,036
Other Uses	$916,992	$529,600	$422,426

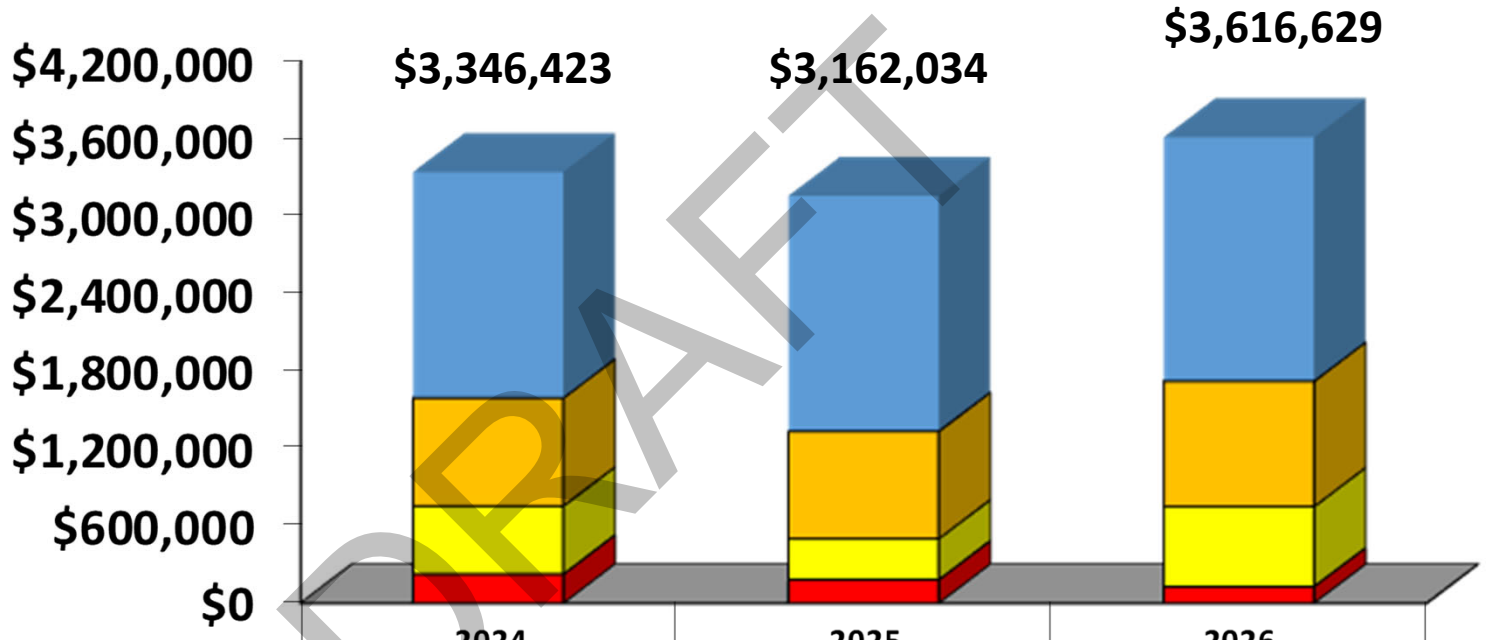
General Fund, Fund Balance Year Ended June 30



	2024	2025	2026
Committed	$285,028	$289,775	$404,775
Nonspendable	$559,591	$608,022	$853,301
Unassigned	$6,628,552	$7,265,243	$6,940,482

DRAFT

Sewer Fund Revenue
Year Ended June 30



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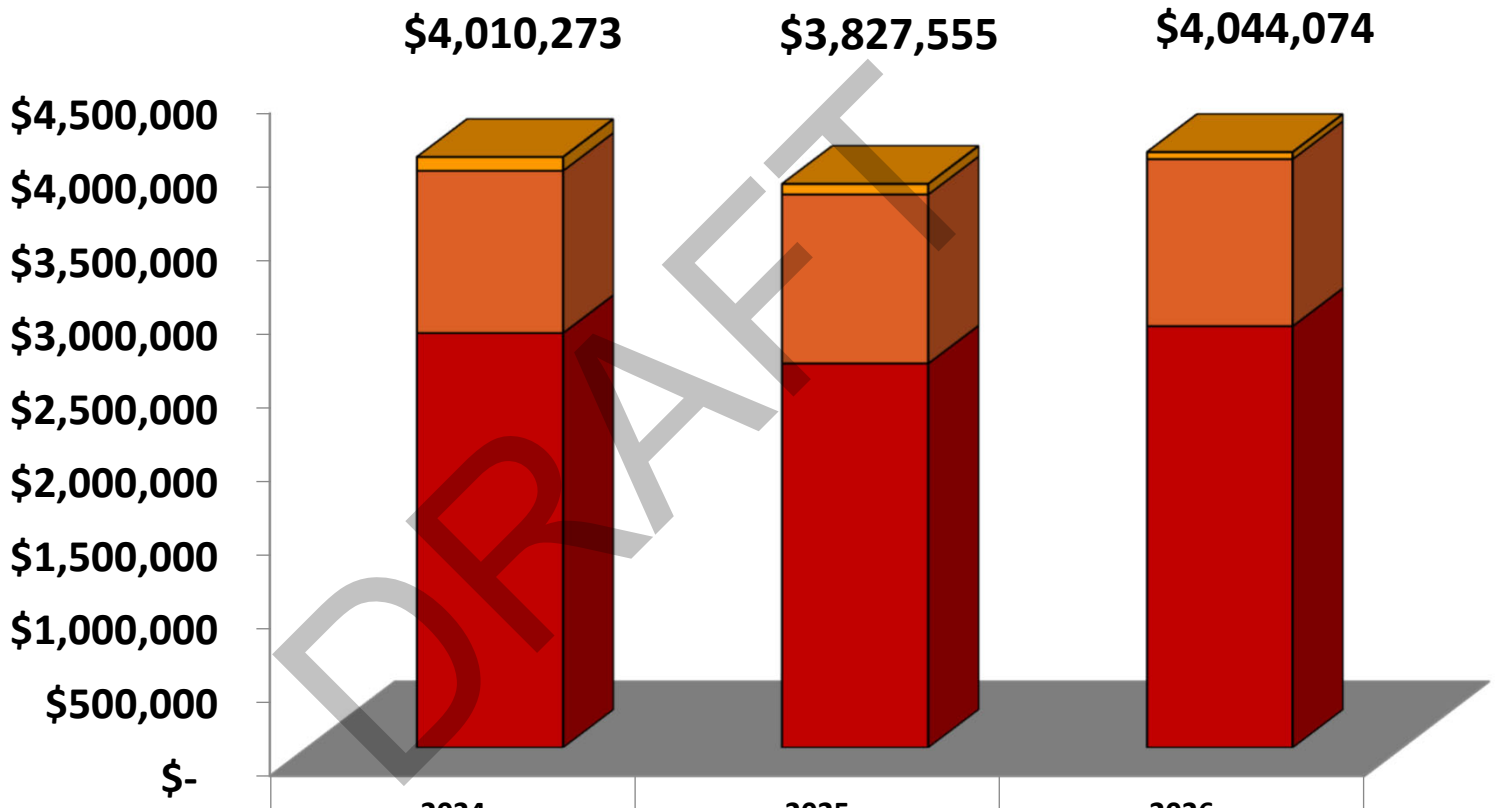
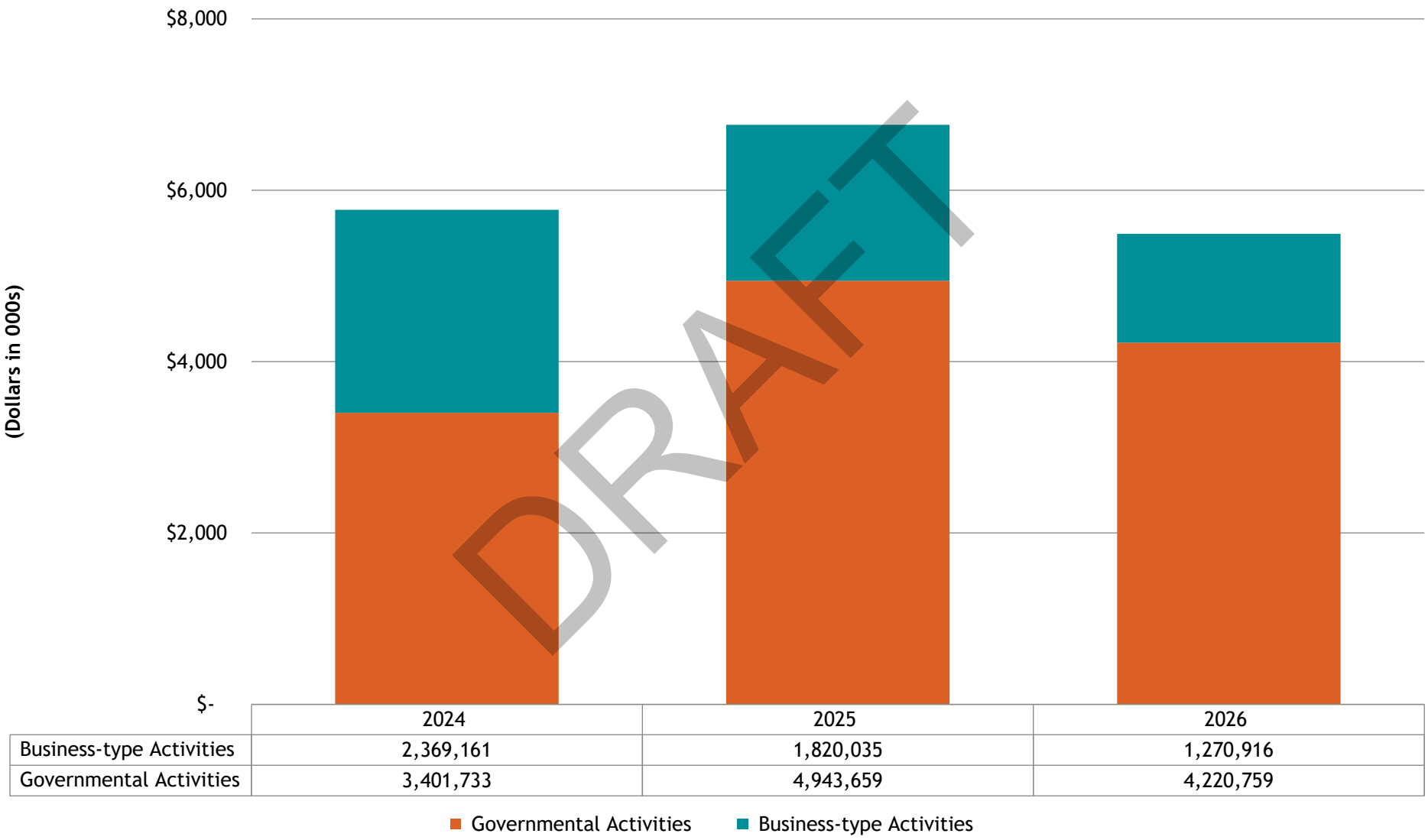
	2024	2025	2026
Sewage disposal charges	$1,754,211	$1,828,635	$1,894,203
Debt service charges and other miscellaneous revenue	$837,887	$833,630	$973,003
Tap Fees	$527,632	$316,840	$620,096
Interest income	$226,693	$182,929	$129,327

Sewer Fund Expenditures
Year Ended June 30



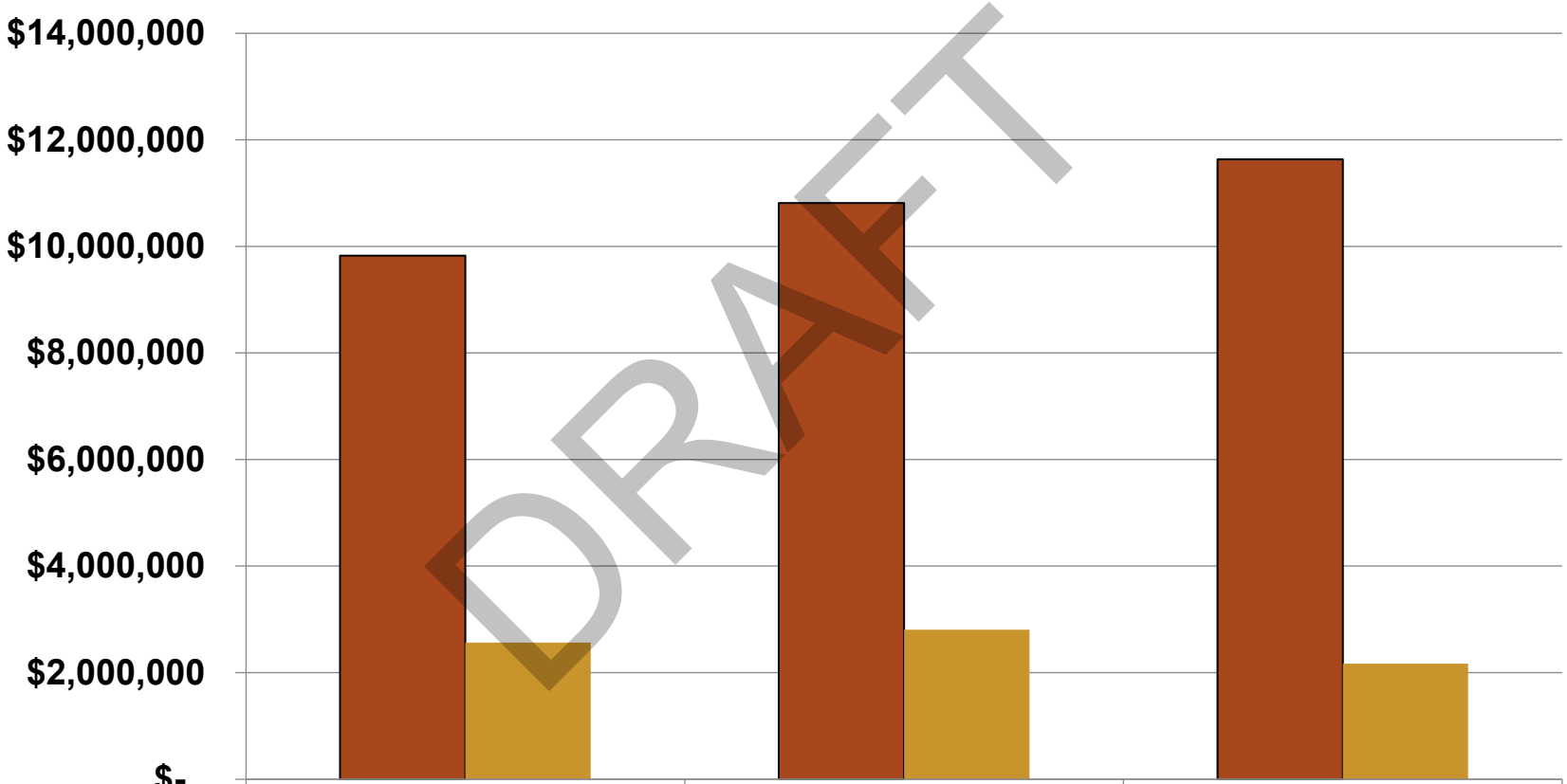
	2024	2025	2026
Interest and other	$93,279	$71,234	$47,995
Depreciation	$1,102,079	$1,148,089	$1,134,376
Operation and maintenance	$2,814,915	$2,608,232	$2,861,703

Long-term Debt Obligations
Years Ended June 30



	2024	2025	2026
Business-type Activities	2,369,161	1,820,035	1,270,916
Governmental Activities	3,401,733	4,943,659	4,220,759

Pension Liability (total and unfunded)
Valuation Date December 31



	2023	2024	2025
Total Liability	$9,826,503	$10,813,435	$11,632,002
Unfunded Liability	$2,562,865	$2,804,660	$2,167,475



Thank you for the opportunity to serve as auditors for the Township of Hamburg

DRAFT

Township of Hamburg

Livingston County, Michigan

Financial Report
with Supplementary Information
June 30, 2026

Draft

Open Items

1. Open to sub events, attorney confirm follow-up

Township of Hamburg

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Draft

Independent Auditor's Report

To the Board of Trustees
Township of Hamburg

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of Hamburg (the "Township") as of and for the year ended June 30, 2026 and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, as listed in the table of contents.

In our opinion, based on our audit and the report of other auditors, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township as of June 30, 2026 and the respective changes in its financial position, and, where applicable, its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the Library Fund, which represents 14.8 percent, 18.9 percent, and 9.9 percent of the assets, fund balances, and revenue, respectively, of the governmental funds. Those financial statements were audited by other auditors, whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Library Fund, is based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor’s Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as described in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The supplementary information, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

November 30, 2026

As management of the Township of Hamburg (the "Township"), we offer readers this narrative overview and analysis of the financial activities for the year ended June 30, 2026.

Overview of the Financial Statements

This annual financial report consists of government-wide financial statements, fund financial statements, notes to the financial statements, and required supplementary information.

The government-wide financial statements provide a broad, long-term view of the Township's financial position using the economic resources measurement focus and the accrual basis of accounting. The statement of net position presents the Township's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position. The statement of activities presents the extent to which the Township's governmental and business-type activities changed net position during the year.

The fund financial statements present more detailed information concerning the Township's most significant funds. Governmental fund statements focus on near-term inflows and outflows of spendable resources and the balances available for future spending. The proprietary fund statements report the activities of the Sewer Fund using the economic resources measurement focus and accrual basis of accounting. The fiduciary fund statements report resources held by the Township in a custodial capacity for the benefit of parties outside the Township.

Financial Summary and Detailed Analysis

The Township's Net Position

The following table summarizes the Township's net position at June 30, 2026 and 2025:

	Governmental Activities		Business-type Activities		Total	
	2026	2025	2026	2025	2026	2025
Assets						
Current and other assets	$ 21,600,885	$ 24,407,241	$ 5,304,711	$ 5,315,528	$ 26,905,596	$ 29,722,769
Capital assets	20,813,492	20,680,461	22,815,462	23,697,085	43,628,954	44,377,546
Total assets	42,414,377	45,087,702	28,120,173	29,012,613	70,534,550	74,100,315
Deferred Outflows of Resources	908,265	1,199,396	-	-	908,265	1,199,396
Liabilities						
Current liabilities	1,321,678	3,176,533	277,203	202,302	1,598,881	3,378,835
Noncurrent liabilities	7,146,132	8,491,018	1,344,988	1,884,884	8,491,120	10,375,902
Total liabilities	8,467,810	11,667,551	1,622,191	2,087,186	10,090,001	13,754,737
Deferred Inflows of Resources	456,862	13,418	-	-	456,862	13,418
Net Position						
Net investment in capital assets	16,592,733	15,736,802	21,544,546	21,877,050	38,137,279	37,613,852
Restricted	11,454,359	12,073,148	3,650,088	4,005,240	15,104,447	16,078,388
Unrestricted	6,350,878	6,796,179	1,303,348	1,043,137	7,654,226	7,839,316
Total net position	**$ 34,397,970**	**$ 34,606,129**	**$ 26,497,982**	**$ 26,925,427**	**$ 60,895,952**	**$ 61,531,556**

Governmental activities reported net position of approximately $34.4 million at June 30, 2026, a decrease of approximately $208,000 from June 30, 2025. In comparison, governmental activities increased net position by approximately $802,000 during fiscal year 2025.

The Township's net pension liability decreased approximately $637,000 during fiscal year 2026, from $2.8 million to $2.2 million. The decrease reflects changes in the pension plan's actuarial liability and fiduciary net position, including investment performance during the measurement period.

The Township's business-type activities consist of the Sewer Fund. Business-type net position decreased approximately $427,000 during fiscal year 2026, compared with a decrease of approximately $666,000 during fiscal year 2025. Although the Sewer Fund continued to report a decrease in net position, the amount of the decrease improved by approximately $238,000.

The following table presents the changes in net position for fiscal years 2026 and 2025:

The Township's Changes in Net Position

	Governmental Activities		Business-type Activities		Total	
	2026	2025	2026	2025	2026	2025
Revenue						
Program revenue:						
Charges for services	$ 943,137	$ 1,335,877	$ 2,099,268	$ 1,993,094	$ 3,042,405	$ 3,328,971
Operating grants	156,345	120,461	-	-	156,345	120,461
Capital grants	232,854	2,386,820	620,096	316,840	852,950	2,703,660
General revenue:						
Property taxes	9,943,099	9,592,028	-	-	9,943,099	9,592,028
State-shared revenue and grants	2,316,682	2,443,904	-	-	2,316,682	2,443,904
Investment earnings	527,256	645,235	129,327	182,929	656,583	828,164
Other revenue:						
Cable franchise fees	248,461	282,681	-	-	248,461	282,681
Proceeds from sale of capital assets	32,882	7,140	-	-	32,882	7,140
Other miscellaneous income	419,842	169,143	767,938	669,171	1,187,780	838,314
Total revenue	14,820,558	16,983,289	3,616,629	3,162,034	18,437,187	20,145,323
Expenses						
General government	4,544,593	4,604,658	-	-	4,544,593	4,604,658
Public safety	8,299,174	8,460,624	-	-	8,299,174	8,460,624
Public works	1,262,298	2,353,692	-	-	1,262,298	2,353,692
Recreation and culture	756,496	647,025	-	-	756,496	647,025
Debt service	166,156	115,719	-	-	166,156	115,719
Sewer	-	-	4,044,074	3,827,555	4,044,074	3,827,555
Total expenses	15,028,717	16,181,718	4,044,074	3,827,555	19,072,791	20,009,273
Change in Net Position	(208,159)	801,571	(427,445)	(665,521)	(635,604)	136,050
Net Position - Beginning of year	34,606,129	33,804,558	26,925,427	27,590,948	61,531,556	61,395,506
Net Position - End of year	**$ 34,397,970**	**$ 34,606,129**	**$ 26,497,982**	**$ 26,925,427**	**$ 60,895,952**	**$ 61,531,556**

Governmental Activities

Governmental activity revenue decreased approximately $2.2 million, or 12.7 percent, from $17.0 million in 2025 to $14.8 million in 2026. The decrease was primarily attributable to capital grants and contributions, which declined approximately $2.2 million because the prior year included significant special-assessment-funded road activity. Charges for services also declined approximately $393,000. These reductions were partially offset by approximately $351,000 of additional property tax revenue and approximately $251,000 of additional miscellaneous revenue. Property taxes remained the Township's largest governmental revenue source at approximately $9.9 million.

Governmental activity expenses decreased approximately $1.2 million, or 7.1 percent, from approximately $16.2 million in 2025 to $15.0 million in 2026. Public works expense decreased approximately $1.1 million as significant road and special assessment project activity reported in 2025 was not repeated at the same level in 2026. General government and public safety expenses decreased modestly, while recreation and culture expenses increased approximately $99,000. Interest on long-term debt increased approximately $50,000, reflecting the impact of the 2025 special assessment financing outstanding during fiscal year 2026.

The combination of lower capital-related revenue and lower, but not fully offsetting, governmental expenses caused governmental activities to change from an approximately $802,000 increase in net position in 2025 to an approximately $208,000 decrease in 2026.

Business-type Activities

Total revenue increased approximately $455,000 due to increases in sewage disposal charges and tap fee. These increases were partially offset by lower investment earnings, which decreased approximately $54,000.

Sewer expenses increased approximately $217,000, primarily because the cost of sewage treatment increased from approximately $2.6 million to approximately $2.9 million. Depreciation remained relatively consistent at approximately $1.1 million. Operating expenses therefore continued to exceed operating revenue, producing an operating loss of approximately $1.1 million. Tap fees, investment earnings, and lower interest expense reduced the effect of that operating loss on the year's change in net position.

Financial Analysis of Individual Funds

General Fund

The General Fund ended fiscal year 2026 with fund balance of approximately $8.2 million, an increase of approximately $36,000 from the prior year. Revenue totaled approximately $5.1 million, while expenditures totaled approximately $4.8 million, resulting in excess revenue over expenditures of approximately $296,000. Net transfers of approximately $265,000, partially offset by approximately $4,000 of proceeds from the sale of capital assets, reduced the current-year increase in fund balance to approximately $36,000.

Police Special Revenue Fund

At June 30, 2026, the fund reported a total deficit fund balance of approximately $244,000, including an unassigned deficit of approximately $345,000. Revenue totaled approximately $3.6 million, while public safety expenditures totaled approximately $4.3 million, an increase of approximately $300,000 from 2025 due to rising salary and benefits expenses. This resulted in expenditures exceeding revenue by approximately $695,000. A transfer of approximately $422,000 from the General Fund and approximately $29,000 of proceeds from capital asset sales partially funded the shortfall, resulting in a decrease in fund balance of approximately $244,000. With additional millage expected in fiscal year 2027, management anticipates the fund's financial position to improve and provide additional resources to support ongoing police operations.

Fire Special Revenue Fund

The Fire Special Revenue Fund ended fiscal year 2026 with fund balance of approximately $496,000, a decrease of approximately $51,000. Property tax revenue increased approximately $114,000, contributing to an overall revenue increase of approximately $94,000. Public safety expenditures increased approximately $202,000 due primarily to rising salary and benefits expenses, and the fund transferred approximately $141,000 to the General Fund for certain capital purchases. As a result, the fund's operating surplus was not sufficient to offset the transfer, producing the decrease in fund balance.

Water System Debt Service Fund

The Water System Debt Service Fund ended fiscal year 2026 with a fund balance of approximately $591,000, a decrease of approximately $136,000. Revenue declined approximately $49,000 because special assessment collections and investment income were lower than in the prior year. Debt service expenditures totaled approximately $235,000. Unlike fiscal year 2025, when the fund received a $154,000 transfer, the fund received no transfer in fiscal year 2026. Consequently, current-year revenue was less than debt service expenditures, and existing fund balance was used to meet the fund's obligations.

2020 Road Fund

The 2020 Road Fund ended fiscal year 2026 with fund balance of approximately $1.3 million, an increase of approximately $29,000. Revenue totaled approximately $385,000 and consisted primarily of special assessments and investment earnings. Debt service expenditures totaled approximately $356,000. Both revenue and debt service expenditures were generally consistent with the prior year, resulting in a modest increase in resources restricted for the associated road improvements and debt service.

Library Fund

The Library Fund ended fiscal year 2026 with fund balance of approximately $3.2 million, an increase of approximately $173,000. Revenue increased approximately $45,000, primarily because of increases in property tax revenue and other revenue. Expenditures increased approximately $150,000, primarily due to higher library operating expenditures, while capital outlay remained approximately $69,000. Revenue nevertheless exceeded expenditures, resulting in the increase in fund balance.

Crystal Drive and Beach Subdivision Road Improvement SAD Fund

The Crystal Drive and Beach Subdivision Road Improvement Special Assessment District Fund ended fiscal year 2026 with fund balance of approximately $101,000, an increase of approximately $26,000. Revenue remained relatively consistent with the prior year at approximately $97,000. Expenditures decreased substantially because significant public works activity reported during fiscal year 2025 was not repeated in 2026. Fiscal year 2026 expenditures consisted primarily of approximately $72,000 of debt service. Accordingly, special assessment and investment revenue exceeded current-year debt service requirements.

Road Fund

The Road Fund, which became a major fund in fiscal year 2026, ended the year with fund balance of approximately $2.6 million, an increase of approximately $771,000 from its adjusted beginning balance. Revenue totaled approximately $800,000 and was derived primarily from the voter-approved road millage. Only approximately $29,000 of expenditures were incurred during fiscal year 2026, compared with approximately $283,000 of capital outlay when the fund was reported as nonmajor in fiscal year 2025. The timing of road improvement projects therefore resulted in the accumulation of resources restricted for future road projects at June 30, 2026.

Sewer Fund

The Sewer Fund ended fiscal year 2026 with net position of approximately $26.5 million, a decrease of approximately $427,000. Operating revenue was approximately $2.1 million, while operating expenses were approximately $4.0 million, resulting in an operating loss of approximately $1.9 million. Nonoperating revenue and other financing-related sources, including approximately $768,000 of debt service charges and other nonoperating revenue, approximately $620,000 of tap fees, and approximately $129,000 of investment income, partially offset the operating loss. At June 30, 2026, approximately $21.5 million of the Sewer Fund's net position represented net investment in capital assets, approximately $3.7 million was restricted for capital projects and debt service, and approximately $1.3 million was unrestricted.

Significant Capital Asset and Long-Term Financing Activity

At June 30, 2026, the Township had approximately $43.6 million invested in capital assets, net of accumulated depreciation, compared with approximately $44.4 million at June 30, 2025. Governmental activities reported net capital assets of approximately $20.8 million, while business-type activities reported approximately $22.8 million.

Governmental activities added approximately $1.3 million of capital assets during fiscal year 2026. Significant additions included approximately $952,000 of buildings and improvements, $166,000 of vehicles, $113,000 of machinery and equipment, $86,000 of office furnishings and equipment, and $30,000 of library collection materials. Governmental depreciation expense of approximately $1.2 million substantially offset these additions, resulting in a net increase of approximately $133,000 in governmental capital assets.

Business-type activities added approximately $253,000 of capital assets, including approximately $123,000 of sewer hookup construction in progress, $90,000 related to the GPS system, $20,000 of machinery and equipment, and $20,000 of utility system improvements. Depreciation expense of approximately $1.1 million exceeded these additions, causing Sewer Fund capital assets, net of depreciation, to decrease approximately $882,000.

The Township continued to emphasize the repayment of outstanding debt during fiscal year 2026. No new bonded debt was issued. Governmental debt principal, excluding compensated absences and the unamortized bond premium, decreased approximately $701,000, from approximately $4.8 million to $4.1 million. Business-type debt principal decreased approximately $549,000, from approximately $1.8 million to $1.3 million. In total, the Township repaid approximately $1.25 million of governmental and business-type debt principal during the year.

The reduction of outstanding debt remains an important priority of the Township Board. Scheduled principal payments, together with the absence of new debt issued during fiscal year 2026, reduced the Township's future debt obligations and increased the portion of net position invested in capital assets. At June 30, 2026, approximately $738,000 of governmental debt principal and $264,000 of business-type debt principal were scheduled to be paid during fiscal year 2027. Additional information concerning the Township's capital assets and long-term obligations is presented in Notes 4 and 5 to the financial statements.

Currently Known Facts, Decisions, or Conditions

The Township continues to monitor inflationary pressures, state-shared revenue, investment returns, and the increasing cost of providing public safety, utility, and infrastructure services. In preparing future budgets, management and the Township Board will evaluate whether recurring revenue is sufficient to support continuing service levels, particularly in the Police Special Revenue Fund and Sewer Fund.

The Police Special Revenue Fund reported a deficit fund balance at June 30, 2026 after public safety expenditures exceeded millage and other current-year resources. Management is evaluating operating, financing, and budgetary actions necessary to eliminate the deficit and maintain police services.

The Township will also continue to evaluate the timing of road, facility, equipment, and sewer system projects. Resources accumulated in the Road Fund and other restricted or designated balances are intended to support future infrastructure and capital needs. The Township Board intends to balance those needs with its continuing priority of meeting scheduled debt service requirements and reducing outstanding debt.

Requests for Further Information

This financial report is intended to provide a general overview of the Township's finances and demonstrate the Township's accountability for the money it receives. If you have questions about this report or need additional information, please contact the Township Clerk's Office at (810) 231-1000.

Township of Hamburg

Statement of Net Position

June 30, 2026

	Primary Government		
	Governmental Activities	Business-type Activities	Total
Assets			
Cash and cash equivalents (Note 2)	$ 15,473,819	$ 64,404	$ 15,538,223
Receivables:			
Customers and other	80,314	805,634	885,948
Accrued interest receivable	23,206	13,079	36,285
Due from other governments	329,556	35,810	365,366
Special assessments receivable (Note 9)	3,182,057	21,580	3,203,637
Internal balances	(14,649)	14,649	-
Inventory	-	692,661	692,661
Prepaid expenses and other assets	537,954	-	537,954
Other current assets	-	28,386	28,386
Cash restricted for capital and debt (Note 9)	1,943,518	3,628,508	5,572,026
Land held for resale	45,110	-	45,110
Capital assets: (Note 4)			
Assets not subject to depreciation	1,470,108	1,638,284	3,108,392
Assets subject to depreciation	19,343,384	21,177,178	40,520,562
Total assets	42,414,377	28,120,173	70,534,550
Deferred Outflows of Resources - Deferred outflows related to pensions (Note 8)	908,265	-	908,265
Liabilities			
Accounts payable	426,616	178,102	604,718
Due to other governmental units	53,390	-	53,390
Performance bonds payable	135,045	-	135,045
Accrued liabilities and other	706,627	99,101	805,728
Noncurrent liabilities:			
Due within one year:			
Compensated absences (Note 5)	348,991	32,425	381,416
Current portion of long-term debt (Note 5)	737,667	264,177	1,001,844
Due in more than one year:			
Compensated absences (Note 5)	408,907	41,647	450,554
Net pension liability (Note 8)	2,167,475	-	2,167,475
Long-term debt (Note 5)	3,483,092	1,006,739	4,489,831
Total liabilities	8,467,810	1,622,191	10,090,001
Deferred Inflows of Resources - Deferred inflows related to pensions (Note 8)	456,862	-	456,862
Net Position			
Net investment in capital assets	16,592,733	21,544,546	38,137,279
Restricted:			
Roads	5,143,924	-	5,143,924
Debt service	3,158,146	-	3,158,146
Capital projects and debt service	335,918	3,650,088	3,986,006
Police and fire operations	620,382	-	620,382
Cemetery expenditures	8,773	-	8,773
Library	2,187,216	-	2,187,216
Unrestricted	6,350,878	1,303,348	7,654,226
Total net position	**$ 34,397,970**	**$ 26,497,982**	**$ 60,895,952**

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	Expenses	Program Revenue: Charges for Services	Program Revenue: Operating Grants and Contributions	Program Revenue: Capital Grants and Contributions
Functions/Programs				
Primary government:				
Governmental activities:				
General government	$ 4,544,593	$ 738,869	$ 142,629	$ -
Public safety	8,299,174	55,685	13,716	639
Public works	1,262,298	121,628	-	232,215
Recreation and culture	756,496	26,955	-	-
Interest on long-term debt	166,156	-	-	-
Total governmental activities	15,028,717	943,137	156,345	232,854
Business-type activities - Sewage disposal	4,044,074	2,099,268	-	620,096
Total primary government	**$ 19,072,791**	**$ 3,042,405**	**$ 156,345**	**$ 852,950**
General revenue:				
Property taxes				
State-shared revenue				
Investment income				
Cable franchise fees				
Gain on sale of capital assets				
Other income				
Total general revenue				
Changes in Net Position				
Net Position - Beginning of year				
Net Position - End of year				

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Statement of Activities

Year Ended June 30, 2026

Net (Expense) Revenue and Changes in Net Position		
Primary Government		
Governmental Activities	Business-type Activities	Total
$ (3,663,095)	$ -	$ (3,663,095)
(8,229,134)	-	(8,229,134)
(908,455)	-	(908,455)
(729,541)	-	(729,541)
(166,156)	-	(166,156)
(13,696,381)	-	(13,696,381)
-	(1,324,710)	(1,324,710)
(13,696,381)	(1,324,710)	(15,021,091)
9,943,099	-	9,943,099
2,316,682	-	2,316,682
527,256	129,327	656,583
248,461	-	248,461
32,882	-	32,882
419,842	767,938	1,187,780
13,488,222	897,265	14,385,487
(208,159)	(427,445)	(635,604)
34,606,129	26,925,427	61,531,556
$ 34,397,970	**$ 26,497,982**	**$ 60,895,952**

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Township of Hamburg

	General Fund	Police Special Revenue Fund	Fire Special Revenue Fund	Water System Debt Service Fund
Assets				
Cash and cash equivalents (Note 2)	$ 7,735,943	$ 6,494	$ 495,748	$ 440,551
Receivables:				
Special assessments receivable	73,001	-	-	119,225
Customers and other	80,089	225	-	-
Accrued interest receivable	-	153	-	-
Due from other governments	279,239	1,418	1,336	14,664
Due from other funds (Note 3)	214,964	-	-	-
Advances to other funds (Note 3)	459,648	-	-	-
Prepaid expenses and other assets	348,543	100,570	81,845	-
Cash restricted for capital and debt	-	-	-	606,412
Land held for resale	45,110	-	-	-
Total assets	**$ 9,236,537**	**$ 108,860**	**$ 578,929**	**$ 1,180,852**
Liabilities				
Accounts payable	$ 334,428	$ 45,555	$ -	$ -
Due to other governmental units	626	772	-	-
Due to other funds (Note 3)	16,563	214,964	-	-
Advances from other funds (Note 3)	-	-	-	459,648
Performance bonds payable	135,045	-	-	-
Accrued liabilities and other	464,601	91,845	83,354	-
Total liabilities	951,263	353,136	83,354	459,648
Deferred Inflows of Resources - Unavailable revenue	86,716	-	-	129,877
Total liabilities and deferred inflows of resources	1,037,979	353,136	83,354	589,525
Fund Balances				
Nonspendable	853,301	100,570	81,845	-
Restricted:				
Roads	-	-	-	-
Police	-	-	-	-
Fire	-	-	413,730	-
Debt service	-	-	-	591,327
Capital projects	-	-	-	-
Future cemetery expenditures	-	-	-	-
Library	-	-	-	-
Committed:				
Township building maintenance	100,000	-	-	-
Equipment	198,716	-	-	-
Vehicles	83,759	-	-	-
Flood prevention	22,300	-	-	-
Assigned - Capital projects	-	-	-	-
Unassigned	6,940,482	(344,846)	-	-
Total fund balances	8,198,558	(244,276)	495,575	591,327
Total liabilities, deferred inflows of resources, and fund balances	**$ 9,236,537**	**$ 108,860**	**$ 578,929**	**$ 1,180,852**

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See notes to financial statements.

Governmental Funds
Balance Sheet

June 30, 2026

2020 Road Fund	Library	Crystal DR & Beach Subdivision RD IM SAD Fund	Road (Formerly Nonmajor)	Nonmajor Governmental Funds	Total
$ -	$ 3,250,306	$ 119,554	$ 2,575,864	$ 849,359	$ 15,473,819
1,171,008	-	515,647	-	1,303,176	3,182,057
-	-	-	-	-	80,314
-	23,047	-	-	6	23,206
-	12,432	2,849	299	17,319	329,556
-	-	-	-	16,563	231,527
-	-	-	-	-	459,648
-	6,996	-	-	-	537,954
1,337,106	-	-	-	-	1,943,518
-	-	-	-	-	45,110
$ 2,508,114	**$ 3,292,781**	**$ 638,050**	**$ 2,576,163**	**$ 2,186,423**	**$ 22,306,709**
$ -	$ 38,096	$ -	$ 4,583	$ 3,954	$ 426,616
22,486	29,506	-	-	-	53,390
-	-	-	-	14,649	246,176
-	-	-	-	-	459,648
-	-	-	-	-	135,045
-	-	-	-	-	639,800
22,486	67,602	-	4,583	18,603	1,960,675
1,177,146	-	537,358	-	1,378,207	3,309,304
1,199,632	67,602	537,358	4,583	1,396,810	5,269,979
-	6,996	-	-	-	1,042,712
-	-	-	2,571,580	-	2,571,580
-	-	-	-	24,237	24,237
-	-	-	-	-	413,730
-	-	100,692	-	477,700	1,169,719
1,308,482	-	-	-	278,903	1,587,385
-	-	-	-	8,773	8,773
-	2,180,220	-	-	-	2,180,220
-	-	-	-	-	100,000
-	-	-	-	-	198,716
-	-	-	-	-	83,759
-	-	-	-	-	22,300
-	1,037,963	-	-	-	1,037,963
-	-	-	-	-	6,595,636
1,308,482	3,225,179	100,692	2,571,580	789,613	17,036,730
$ 2,508,114	**$ 3,292,781**	**$ 638,050**	**$ 2,576,163**	**$ 2,186,423**	**$ 22,306,709**

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Township of Hamburg

Governmental Funds
Reconciliation of the Balance Sheet to the Statement of Net Position

June 30, 2026

Fund Balances Reported in Governmental Funds	$	17,036,730
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and are not reported in the funds		20,813,492
Special assessment and other receivables are expected to be collected over several years and are not available to pay for current year expenditures		3,309,304
Certain pension contributions and changes in pension plan net position are reported as deferred outflows of resources and deferred inflows of resources in the statement of net position but are reported as expenses in the governmental funds		451,403
Bonds payable are not due and payable in the current period and are not reported in the funds		(4,220,759)
Accrued interest is not due and payable in the current period and is not reported in the funds		(66,827)
Employee compensated absences are payable over a long period of years and do not represent a claim on current financial resources; therefore, they are not reported as fund liabilities		(757,898)
Net pension liability in governmental activities is not reported in the funds		(2,167,475)
Net Position of Governmental Activities	**$**	**34,397,970**

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Township of Hamburg

	General Fund	Police Special Revenue Fund	Fire Special Revenue Fund	Water System Debt Service Fund	2020 Road Fund
Revenue					
Property taxes	$ 1,149,928	$ 3,479,796	$ 3,278,050	$ -	$ -
Special assessments	17,258	-	-	67,064	344,022
State-shared revenue and grants	2,368,307	21,477	14,064	-	-
Charges for services	712,273	30,853	-	-	-
Fines and forfeitures	-	14,410	-	-	-
Licenses and permits	248,461	-	-	-	-
Investment income	243,749	2,281	11,281	31,235	40,798
Other revenue	394,171	17,031	1,605	-	-
Total revenue	5,134,147	3,565,848	3,305,000	98,299	384,820
Expenditures					
Current services:					
General government	3,362,430	-	-	-	-
Public safety	343,897	4,261,326	3,214,785	-	-
Public works	60,446	-	-	-	-
Recreation and culture	1,071,036	-	-	-	-
Capital outlay	-	-	-	-	-
Debt service	-	-	-	234,725	355,564
Total expenditures	4,837,809	4,261,326	3,214,785	234,725	355,564
Excess of Revenue Over (Under) Expenditures	296,338	(695,478)	90,215	(136,426)	29,256
Other Financing Sources (Uses)					
Transfers in (Note 3)	157,423	422,426	-	-	-
Transfers out (Note 3)	(422,426)	-	(141,223)	-	-
Proceeds from sale of capital assets	4,183	28,699	-	-	-
Total other financing sources	(260,820)	451,125	(141,223)	-	-
Net Change in Fund Balances	35,518	(244,353)	(51,008)	(136,426)	29,256
Fund Balances - Beginning of year, as previously reported	8,163,040	77	546,583	727,753	1,279,226
Change within Financial Reporting Entity (Note 1)	-	-	-	-	-
Fund Balances - Beginning of year, as adjusted or restated	8,163,040	77	546,583	727,753	1,279,226
Fund Balances - End of year	**$ 8,198,558**	**$ (244,276)**	**$ 495,575**	**$ 591,327**	**$ 1,308,482**

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See notes to financial statements.

Governmental Funds
Statement of Revenue, Expenditures, and Changes in Fund Balances

Year Ended June 30, 2026

Library	Road (Formerly Nonmajor)	Crystal DR & Beach Subdivision RD IM SAD Fund	Nonmajor Governmental Funds	Total Governmental Funds
$ 1,301,750	$ 733,575	$ -	$ -	$ 9,943,099
-	-	94,004	399,350	921,698
-	3,707	-	-	2,407,555
11,523	-	-	-	754,649
47,410	-	-	-	61,820
-	-	-	-	248,461
102,419	62,494	3,156	29,843	527,256
50,336	-	-	27,850	490,993
1,513,438	799,776	97,160	457,043	15,355,531
-	-	-	-	3,362,430
-	-	-	2,471	7,822,479
-	-	-	1,168,630	1,229,076
1,271,482	-	-	-	2,342,518
69,184	29,026	-	-	98,210
-	-	71,556	200,293	862,138
1,340,666	29,026	71,556	1,371,394	15,716,851
172,772	770,750	25,604	(914,351)	(361,320)
-	-	-	-	579,849
-	-	-	(16,200)	(579,849)
-	-	-	-	32,882
-	-	-	(16,200)	32,882
172,772	770,750	25,604	(930,551)	(328,438)
3,052,407	-	75,088	3,520,994	17,365,168
-	1,800,830	-	(1,800,830)	-
3,052,407	1,800,830	75,088	1,720,164	17,365,168
$ 3,225,179	**$ 2,571,580**	**$ 100,692**	**$ 789,613**	**$ 17,036,730**

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Township of Hamburg

Governmental Funds
Reconciliation of the Statement of Revenue, Expenditures, and Changes in Fund Balances to the Statement of Activities

Year Ended June 30, 2026

Net Change in Fund Balance Reported in Governmental Funds	$	(328,438)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures; however, in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:		
Capital outlay		1,347,052
Depreciation expense		(1,214,021)
Special assessment revenue is recorded in the statement of activities when earned; it is not reported in the funds until collected or collectible within 60 days of year end		(596,142)
Repayment of bond principal is an expenditure in the governmental funds but not in the statement of activities (where it reduces long-term debt)		700,875
Change in accrued interest payable and other		(4,896)
Increase in accumulated employee sick and vacation pay and other similar expenses reported in the statement of activities do not require the use of current resources and, therefore, are not reported in the fund statements until they come due for payment		(15,199)
Change in net pension liability and deferred inflows/outflows related to pension is recorded when incurred in the statement of activities		(97,390)
Change in Net Position of Governmental Activities	**$**	**(208,159)**

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Township of Hamburg

Proprietary Fund
Statement of Net Position

June 30, 2026

	Sewer Fund
Assets	
Current assets:	
Cash and cash equivalents (Note 2)	$ 64,404
Receivables	854,523
Due from other funds (Note 3)	14,649
Inventory	692,661
Other current assets	28,386
Total current assets	1,654,623
Noncurrent assets:	
Cash restricted for capital and debt (Note 9)	3,628,508
Assets restricted for capital and debt (Note 9)	21,580
Capital assets: (Note 4)	
Assets not subject to depreciation	1,638,284
Assets subject to depreciation	21,177,178
Total noncurrent assets	26,465,550
Total assets	28,120,173
Liabilities	
Current liabilities:	
Accounts payable	178,102
Accrued liabilities and other	99,101
Compensated absences (Note 5)	32,425
Current portion of long-term debt (Note 5)	264,177
Total current liabilities	573,805
Noncurrent liabilities:	
Compensated absences (Note 5)	41,647
Long-term debt (Note 5)	1,006,739
Total noncurrent liabilities	1,048,386
Total liabilities	1,622,191
Net Position	
Net investment in capital assets	21,544,546
Restricted - Capital projects and debt service	3,650,088
Unrestricted	1,303,348
Total net position	**$ 26,497,982**

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Township of Hamburg

Proprietary Fund
Statement of Revenue, Expenses, and Changes in Net Position

Year Ended June 30, 2026

	Sewer Fund
Operating Revenue	
Sewage disposal charges	$ 1,894,203
Other miscellaneous revenues	205,065
Total operating revenue	2,099,268
Operating Expenses	
Cost of sewage treatment	2,861,703
Depreciation	1,134,376
Total operating expenses	3,996,079
Operating Loss	(1,896,811)
Other Nonoperating Revenues (Expenses)	
Investment income	129,327
Interest expense	(47,995)
Debt service charges and other nonoperating revenue	767,938
Tap fees	620,096
Total other nonoperating revenues	1,469,366
Change in Fund Net Position	(427,445)
Net Position - Beginning of year	26,925,427
Net Position - End of year	**$ 26,497,982**

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See notes to financial statements.

Township of Hamburg

Proprietary Fund
Statement of Cash Flows

Year Ended June 30, 2026

	Sewer Fund
Cash Flows from Operating Activities	
Receipts from customers	$ 1,996,932
Payments to suppliers	(1,994,246)
Payments to employees	(1,024,109)
Other payments	(35,810)
Net cash used in operating activities	(1,057,233)
Cash Flows from Capital and Related Financing Activities	
Collection of tap fees and capital charges	620,096
Collection of principal and interest on customer assessments	7,890
Collection of debt service fees and related items	767,938
Purchase of capital assets	(252,753)
Principal and interest paid on capital debt	(597,114)
Net cash provided by capital and related financing activities	546,057
Cash Flows Provided by Investing Activities - Interest received on investments	140,467
Net Decrease in Cash and Cash Equivalents	(370,709)
Cash and Cash Equivalents - Beginning of year	4,063,621
Cash and Cash Equivalents - End of year	**$ 3,692,912**
Statement of Net Position Classification of Cash and Cash Equivalents	
Cash and investments	$ 64,404
Segregated bank deposits resulting from special assessments	3,628,508
Total cash and cash equivalents	**$ 3,692,912**
Reconciliation of Operating Loss to Net Cash from Operating Activities	
Operating loss	$ (1,896,811)
Adjustments to reconcile operating loss to net cash from operating activities:	
Depreciation	1,134,376
Changes in assets and liabilities:	
Receivables	(138,146)
Inventories	(240,836)
Prepaid and other assets	60
Accrued and other liabilities	19,631
Accounts payable	64,493
Net cash used in operating activities	**$ (1,057,233)**

Draft

Township of Hamburg

Fiduciary Fund
Statement of Fiduciary Net Position

June 30, 2026

	Current Tax Collection
Net Position	**$ -**

Draft

Township of Hamburg

Fiduciary Fund
Statement of Changes in Fiduciary Net Position

Year Ended June 30, 2026

	Current Tax Collection
Additions - Property tax collections on behalf of others	$ 32,350,947
Deductions - Property tax disbursement to others	32,350,947
Net Change in Fiduciary Net Position	-
Net Position - Beginning of year	-
Net Position - End of year	**$ -**

Draft

Note 1 - Summary of Significant Accounting Policies

The following is a summary of the significant accounting policies used by the Township of Hamburg (the "Township"):

Reporting Entity

The Township of Hamburg is governed by an elected seven-member board. The accompanying financial statements present the Township.

Accounting and Reporting Principles

The Township follows accounting principles generally accepted in the United States of America (GAAP), as applicable to governmental units. Accounting and financial reporting pronouncements are promulgated by the Governmental Accounting Standards Board (GASB).

Report Presentation

Governmental accounting principles require that financial reports include two different perspectives - the government-wide perspective and the fund-based perspective. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units, as applicable. The government-wide financial statements are presented on the economic resources measurement focus and the full accrual basis of accounting. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The statements also present a schedule reconciling these amounts to the modified accrual-based presentation found in the fund-based statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Taxes and other items not properly included among program revenue are reported instead as general revenue.

For the most part, the effect of interfund activity has been removed from these statements. Exceptions to this general rule are charges between the Township's sewer function and various other functions of the Township. Eliminations of these charges would distort the direct costs and program revenue reported for the various functions concerned.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Note 1 - Summary of Significant Accounting Policies (Continued)

Fund Accounting

The Township accounts for its various activities in several different funds in order to demonstrate accountability for how it has spent certain resources; separate funds allow the Township to show the particular expenditures for which specific revenue was used. The various funds are aggregated into three broad fund types:

Governmental Funds

Governmental funds include all activities that provide general governmental services that are not business-type activities. This includes the General Fund, special revenue funds, debt service funds, and a capital project fund. The Township reports the following funds as major governmental funds:

- The General Fund is the primary operating fund because it accounts for all financial resources used to provide general government services, other than those specifically assigned to another fund.
- The Police Special Revenue Fund and Fire Special Revenue Fund are for full-service departments whose main source of revenue comes from voter-approved millages on all real property. The funds provide safety, fire suppression, fire prevention, and emergency medical services in the Township.
- The 2020 Road Fund accounts for improvements to various roads in the Township. Its main source of revenue comes from special assessments.
- The Water System Debt Service Fund accounts for debt service payments related to the water system. The main source of revenue is the collection of special assessments. The General Fund made advances to this fund to meet current obligations.
- The Library Fund provides public library services to the residents of Hamburg Township. Its main source of revenue comes from a voter-approved millage.
- The Crystal DR & Beach Subdivision RD IM SAD Fund is used to account for the collection of special assessment revenue and the payment of debt service and other expenditures related to the special assessment at the Crystal Drive and Crystal Beach subdivision.
- The Road Fund is used to account for road improvement projects within the Township. The primary source of revenue consists of voter-approved road millage and related investment earnings.

Proprietary Funds

Proprietary funds include enterprise funds, which provide goods or services to users in exchange for charges or fees. The Township reports the following fund as a major enterprise fund:

- The Sewer Fund accounts for the results of operations that provide sewer services to citizens and is financed primarily by a user charge for the provision of those services.

Fiduciary Funds

The Township reports the Current Tax Collection Fund as a custodial fund. The custodial fund accounts for assets held by the Township in a trustee capacity.

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Note 1 - Summary of Significant Accounting Policies (Continued)

Interfund Activity

During the course of operations, the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Furthermore, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

Basis of Accounting

The governmental funds use the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting is intended to better demonstrate accountability for how the government has spent its resources.

Expenditures are reported when the goods are received or the services are rendered. Capital outlays are reported as expenditures (rather than as capital assets) because they reduce the ability to spend resources in the future; conversely, employee benefit costs that will be funded in the future (such as pension and sick and vacation pay) are not counted until they come due for payment. In addition, debt service expenditures, claims, and judgments are recorded only when payment is due.

Revenue is not recognized until it is collected or collected soon enough after the end of the year that it is available to pay for obligations outstanding at the end of the year. For this purpose, the Township considers amounts collected within 60 days of year end to be available for recognition. The following major revenue sources meet the availability criterion: state-shared revenue and interest associated with the current fiscal period. Conversely, special assessments and federal grant reimbursements will be collected after the period of availability; receivables have been recorded for these, along with a deferred inflow.

Proprietary funds and fiduciary funds, as applicable, use the economic resources measurement focus and the full accrual basis of accounting. Revenue is recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Specific Balances and Transactions

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired.

Receivables and Payables

In general, outstanding balances between funds are reported as due to/from other funds. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as advances to/from other funds. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as internal balances.

All trade and property tax receivables are shown as net of an allowance for uncollectible amounts.

Note 1 - Summary of Significant Accounting Policies (Continued)

Restricted Assets

Restricted assets in the 2020 Road Fund, Water System Debt Service Fund, Crystal DR & Beach Subdivision RD IM SAD Fund, nonmajor governmental funds, and the Sewer Fund consist of cash and cash equivalents restricted for debt payments and capital improvements.

Capital Assets

Capital assets, which include property, plant, equipment, intangibles, and infrastructure, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than $2,500 and an estimated useful life in excess of one year for non-computer-related assets and $500 for computer equipment. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value.

Infrastructure, intangibles, buildings, equipment, and vehicles are depreciated using the straight-line method over the following useful lives:

	Depreciable Life - Years
Buildings and building improvements	5-50
Machinery and tools	3-15
Vehicles, boats, and related equipment	3-7
Office furnishings and equipment	3-10
Library collection materials	10
Leasehold improvements	50
Business-type activities - Utility system	3-50

Long-term Obligations

In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bond using the effective interest method; bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed at the time they are incurred. In the fund financial statements, governmental fund types recognize bond issuances as other financing sources and bond premiums and discounts as other financing uses. The General Fund and debt service funds are generally used to liquidate governmental long-term debt. The Sewer Fund is used to liquidate proprietary fund long-term debt.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until then. The Township has one item that falls into this category, the deferred outflows of resources related to the defined benefit pension plan. The deferred outflows of resources related to the defined benefit pension plan are reported in the government-wide financial statements.

Note 1 - Summary of Significant Accounting Policies (Continued)

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The Township has two items that qualify for reporting in this category, deferred inflows of resources related to unavailable revenue and deferred inflows of resources related to pensions. Unavailable revenue is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenue from special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The deferred inflows of resources related to the defined benefit pension plan are reported in the government-wide financial statements.

Net Position

Net position of the Township is classified in three components. Net investment in capital assets consists of capital assets net of accumulated depreciation and is reduced by the current balances of any outstanding borrowings used to finance the purchase or construction of those assets. The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Unrestricted net position is the remaining net position that does not meet the definition of invested in capital or restricted.

Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Furthermore, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Township's board is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Note 1 - Summary of Significant Accounting Policies (Continued)

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Township's board has by resolution authorized the finance director to assign fund balance. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally exist only temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Property Tax Revenue

The taxable valuation of the Township totaled $1.466 billion. Property taxes are levied and become a lien on each December 1 on the taxable valuation of property as of the preceding December 31. Taxes are considered delinquent on March 1 of the following year, at which time penalties and interest are assessed. The amounts are recognized in the financial statements as tax revenue net of delinquent tax revenue and administrative fees.

The Township's approximate property tax levy for the year ended June 30, 2026 was as follows:

Purpose	Millage Rate	Revenue
Operating	0.7835	$ 1,150,000
Police	2.3717	3,480,000
Fire	2.2342	3,278,000
Library	0.8873	1,302,000
Roads	0.5000	734,000
Total		$ 9,944,000

Pension

The Township offers a defined benefit pension plan to its employees. The Township records a net pension liability for the difference between the total pension liability calculated by the actuary and the pension plan's fiduciary net position. For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plan and additions to/deductions from the pension plan's fiduciary net position have been determined on the same basis as they are reported by the pension plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Compensated Absences (Vacation and Sick Leave)

It is the Township's policy to permit employees to accumulate earned but unused sick, vacation, and compensatory time. Sick and vacation time is accrued when incurred in the government-wide and proprietary financial statements. A leave liability is recognized due to the leave attributable to services already rendered, leave that accumulates, and leave that is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. A liability for these amounts is reported in governmental funds only for employee terminations as of year end.

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Note 1 - Summary of Significant Accounting Policies (Continued)

Proprietary Funds Operating Classification and Nonoperating Classification

Proprietary funds distinguish operating revenue and expenses from noncapital subsidies and other nonoperating revenue and expenses. Nonoperating revenue and expenses include contributions to permanent and term endowments, finance related revenue and expenses, gains and losses from disposals of capital assets and inventory, investment income and expenses, and subsidies received and provided. A subsidy represents amounts received from or provided to another party or fund of the Township. Amounts received from another party or fund are considered a subsidy if it is unrelated to the services provided by the proprietary fund and keeps the fees charged at the same amount or lower if the subsidy was not received. Amounts provided to the other party or fund are considered a subsidy if it is unrelated to the goods or services provided by those parties and will generally result in the proprietary charging higher fees in the future. All revenues and expenses not meeting the definitions of nonoperating revenue and expenses are reported as operating revenue and expenses.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Upcoming Accounting Pronouncements

In December 2025, the Government Accounting Standards Board issued Statement No. 105, *Subsequent Events*, which improves financial reporting requirements for subsequent events by clarifying the subsequent events time frame and the distinction between recognized and nonrecognized events. This statement also establishes specific note disclosure requirements and requires disclosure of the date through which subsequent events have been evaluated. The provisions of this statement are effective for the Township's financial statements for the year ending June 30, 2027.

Accounting Changes and Error Corrections

Adoption of New Accounting Pronouncements

During the current year, the Township adopted GASB Statement No. 103, *Financial Reporting Model Improvements*. The implementation of this standard established new accounting and financial reporting requirements or modified existing requirements related to management's discussion and analysis, the classification/presentation of unusual or infrequent items, the presentation of proprietary fund operating and nonoperating activities (including subsidies), major component unit presentation, and the budgetary comparison schedules reported as required supplementary information.

The implementation of this standard did not result in a change to the Township’s total net position or fund balances.

During the current year, the Township adopted GASB Standard No. 104, *Disclosure of Certain Capital Assets*, which requires expanded disclosures of certain types of capital assets by major category and assets held for sale by the Township. There were no disclosure changes resulting from implementation of this standard.

Changes to or within the Financial Reporting Entity

Change in Major Funds

The Road Fund was previously reported as a nonmajor fund but is now reported as a major fund for fiscal year 2026. The effects of this change in major funds are shown in the table at the end of this section.

Note 1 - Summary of Significant Accounting Policies (Continued)

Adjustments to and Restatements of Beginning Balances

During fiscal year 2026, the changes noted above resulted in adjustments to and restatements of beginning governmental funds fund balance as follows:

	June 30, 2025 As Previously Reported	Change to or within the Financial Reporting Entity 1	June 30, 2025 As Adjusted
Governmental funds:			
Major funds:			
Road	$ -	$ 1,800,830	$ 1,800,830
Nonmajor funds	$ 3,520,994	$ (1,800,830)	$ 1,720,164

Note 2 - Deposits and Investments

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The law also allows investments outside the state of Michigan when fully insured. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications that matures no more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions that are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The Township has designated nine banks for the deposit of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all of the above-mentioned investment vehicles.

The Township's cash and investments are subject to various types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a deposit policy for custodial credit risk. At year end, the Township had bank deposits of $18,176,936 (certificates of deposit and checking and savings accounts) that were uninsured or uncollateralized.

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The Township's investment policy does not restrict investment maturities other than commercial paper, which can only be purchased with a 270-day maturity.

Investment	Carrying Value	Weighted-average Maturity (Days)
Michigan CLASS investment pool	$ 6,348,516	60

Note 2 - Deposits and Investments (Continued)

Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Township has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities (other than the U.S. government) are as follows:

Investment	Fair Value	Rating	Rating Organization
Michigan CLASS investment pool	$ 6,348,516	AAAm	S&P

Concentration of Credit Risk

The Township places no limit on the amount it may invest in any one issuer. There are no investments held by the Township with a 5 percent or more concentration in the current year.

Fair Value Measurements

The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using net asset value per share (NAV) (or its equivalent) as a practical expedient are not classified in the fair value hierarchy below.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Township's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset.

The Township has the following recurring fair value measurements as of June 30, 2026:

	Assets Measured at Fair Value on a Recurring Basis Balance at June 30, 2026
Investments measured at net asset value - Michigan CLASS investment pool	$ 6,348,516

Investments in Entities that Calculate Net Asset Value per Share

The Township holds shares or interests in investment companies where the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

At June 30, 2026, the fair value, unfunded commitments, and redemption rules of those investments are as follows:

	Fair Value	Unfunded Commitments	Redemption Frequency, if Eligible	Redemption Notice Period
Total investments measured at NAV - Michigan CLASS investment pool	$ 6,348,516	$ -	$ -	$ -

Note 2 - Deposits and Investments (Continued)

The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated A1 or better), collateralized bank deposits, repurchase agreements (collateralized at 102 percent by Treasurys and agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

Note 3 - Interfund Receivables, Payables, and Transfers

The composition of interfund balances is as follows:

Receivable Fund	Payable Fund	Amount
General Fund	Police Special Revenue Fund	$ 214,964
Nonmajor governmental funds	General Fund	16,563
Sewer Fund	Nonmajor governmental funds	14,649
	Total	$ 246,176

The Township has made the following long-term advances between funds:

Fund Borrowed From	Fund Loaned To	Amount
General Fund	Water System Debt Service Fund	$ 459,648

These balances result from the time lag between the dates that goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system, and payments between funds are made.

Interfund advances reported in the fund financial statements are related to the purchase of the water system assets and payment of the related debt. The advance is due from the Water System Debt Service Fund to the General Fund, with payment due once the system generates revenue from the user charge for the provision of water services.

Interfund transfers reported in the fund financial statements are composed of the following:

Paying Fund (Transfer Out)	Receiving Fund (Transfer In)	Amount
General Fund	Police Special Revenue Fund	$ 422,426
Fire Special Revenue Fund	General Fund	141,223
Nonmajor governmental funds	General Fund	16,200

The transfers from the General Fund to the Police Special Revenue Fund were for capital purchases and general operations. The transfer from the Fire Special Revenue Fund and nonmajor governmental funds to the General Fund related to certain capital purchases.

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Note 4 - Capital Assets

Capital asset activity of the Township's governmental and business-type activities was as follows:

Governmental Activities

	Balance July 1, 2025	Additions	Disposals	Balance June 30, 2026
Capital assets not being depreciated - Land	$ 1,470,108	$ -	$ -	$ 1,470,108
Capital assets being depreciated:				
Intangible road rights	8,325,534	-	-	8,325,534
Intangible rights LCWA well	552,604	-	-	552,604
Buildings and improvements	17,888,450	952,040	-	18,840,490
Machinery and equipment	2,838,095	113,116	-	2,951,211
Vehicles	3,427,008	166,159	(30,743)	3,562,424
Office furnishings	1,755,907	85,807	-	1,841,714
Library collection material	905,587	29,930	-	935,517
Leasehold Improvements	1,067,950	-	-	1,067,950
Subtotal	36,761,135	1,347,052	(30,743)	38,077,444
Accumulated depreciation:				
Intangible road rights	930,302	167,936	-	1,098,238
Intangible rights LCWA well	176,833	11,052	-	187,885
Buildings and improvements	8,270,495	526,495	-	8,796,990
Machinery and equipment	2,275,461	191,003	-	2,466,464
Vehicles	2,998,306	223,497	(30,743)	3,191,060
Office furnishings	1,689,751	36,973	-	1,726,724
Library collection materials	876,387	33,315	-	909,702
Land improvements	333,247	23,750	-	356,997
Subtotal	17,550,782	1,214,021	(30,743)	18,734,060
Net capital assets being depreciated	19,210,353	133,031	-	19,343,384
Net governmental activities capital assets	$ 20,680,461	$ 133,031	$ -	$ 20,813,492

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Note 4 - Capital Assets (Continued)

Business-type Activities

	Balance July 1, 2025	Reclassifications and Adjustments	Additions	Disposals	Balance June 30, 2026
Capital assets not being depreciated:					
Land	$ 1,303,361	$ -	$ -	$ -	$ 1,303,361
Construction in progress - Sewer hookups	211,990	-	122,933	-	334,923
Subtotal	1,515,351	-	122,933	-	1,638,284
Capital assets being depreciated:					
Utility system	28,911,047	-	19,811	-	28,930,858
Buildings and improvements	8,101,618	-	-	-	8,101,618
Machinery and equipment	906,638	-	20,445	-	927,083
GPS system	6,332,817	-	89,564	-	6,422,381
Subtotal	44,252,120	-	129,820	-	44,381,940
Accumulated depreciation:					
Utility system	13,264,561	-	609,064	-	13,873,625
Buildings and improvements	3,295,090	-	161,739	-	3,456,829
Machinery and equipment	570,873	-	86,284	-	657,157
GPS system	4,939,862	-	277,289	-	5,217,151
Subtotal	22,070,386	-	1,134,376	-	23,204,762
Net capital assets being depreciated	22,181,734	-	(1,004,556)	-	21,177,178
Net business-type activities capital assets	$ 23,697,085	$ -	$ (881,623)	$ -	$ 22,815,462

Depreciation expense was charged to programs of the primary government as follows:

Governmental activities:	
General government	$ 465,333
Public safety	548,413
Public works	4,196
Recreation and culture	196,079
Total governmental activities	$ 1,214,021

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Note 5 - Long-term Debt

Long-term debt activity for the year ended June 30, 2026 can be summarized as follows:

Governmental Activities

	Interest Rate Ranges	Principal Maturity Ranges	Beginning Balance	Additions	Reductions	Ending Balance	Due within One Year
Other debt:							
2012 Water system project refunding bond: Amount of issue - $1,730,000 Maturing through 2031	2.00% - 3.50%	$60,000 - $115,000	$ 720,000	$ -	$ (95,000)	$ 625,000	$ 95,000
2008 Special assessment: Amount of issue - $1,435,000 Maturing through 2028	3.00% - 4.20%	$50,000 - $125,000	325,000	-	(100,000)	225,000	100,000
2010 Special assessment: Amount of issue - $445,000 Portion related to governmental activities - $431,240 Maturing through 2030	3.25% - 5.75%	$19,380 - $24,225	96,900	-	(19,380)	77,520	19,380
2020 Special assessment: Amount of issue - $3,315,000 Portion related to governmental activities - $3,280,822 Maturing through 2030	1.00% - 1.30%	$272,170 - $341,450	1,699,106	-	(336,495)	1,362,611	338,287
2025 Special assessment: Amount of issue - $1,925,000 Maturing through 2034	5.00%	$150,000 - $255,000	1,925,000	-	(150,000)	1,775,000	185,000
Total other debt			4,766,006	-	(700,875)	4,065,131	737,667
Unamortized bond premiums			177,653	-	(22,025)	155,628	-
Subtotal			4,943,659	-	(722,900)	4,220,759	737,667
Accumulated compensated absences			742,699	15,199	-	757,898	348,991
Total governmental activities long-term debt			$ 5,686,358	$ 15,199	$ (722,900)	$ 4,978,657	$ 1,086,658

The table above discloses the net change in accumulated compensated absences.

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Note 5 - Long-term Debt (Continued)

Business-type Activities

	Interest Rate Ranges	Principal Maturity Ranges	Beginning Balance	Additions	Reductions	Ending Balance	Due within One Year
Other debt:							
2010 Special assessment: Amount of issue - $445,000 Portion related to business-type activities - $13,760 Maturing through 2030	3.00%-5.75%	$618-$775	$ 3,100	$ -	$ (620)	$ 2,480	$ 620
Revenue bonds - 2007 Waste Water Treatment Plant: Amount of issue - $4,590,000	-	-	295,000	-	(295,000)	-	-
2010 Limited Tax G.O. bonds: Amount of issue - $3,265,000 Maturing through 2031	2.50%	$125,000-$205,000	1,155,000	-	(180,000)	975,000	185,000
2020 Special assessment: Amount of issue - $3,315,000 Portion related to business-type activities - $34,178 Maturing through 2030	1.00%-1.30%	$2,830-$3,560	17,733	-	(3,499)	14,234	3,557
Total other debt			1,470,833	-	(479,119)	991,714	189,177
Direct placement debt: State Revolving Fund Bonds - 2009 Limited Tax G.O. bonds: Amount of issue - $1,235,202 Maturing through 2030	0 2.50%	0 $49,202-$80,000	349,202	-	(70,000)	279,202	75,000
Subtotal			1,820,035	-	(549,119)	1,270,916	264,177
Accumulated compensated absences			64,849	9,223	-	74,072	32,425
Total business-type activities long-term debt			$ 1,884,884	$ 9,223	$ (549,119)	$ 1,344,988	$ 296,602

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Note 5 - Long-term Debt (Continued)

Debt Service Requirements to Maturity

Annual debt service requirements to maturity for the above bonds and note obligations are as follows:

	Governmental Activities		
	Other Debt		
Years Ending June 30	Principal	Interest	Total
2027	$ 737,667	$ 119,357	$ 857,024
2028	765,823	101,093	866,916
2029	685,823	80,366	766,189
2030	690,818	64,564	755,382
2031	345,000	48,225	393,225
2032-2035	840,000	57,963	897,963
Total	$ 4,065,131	$ 471,568	$ 4,536,699

	Business-type Activities				
	Direct Borrowings and Direct Placements		Other Debt		
Years Ending June 30	Principal	Interest	Principal	Interest	Total
2027	$ 75,000	$ 6,043	$ 189,177	$ 28,774	$ 298,994
2028	75,000	4,168	194,177	17,749	291,094
2029	80,000	2,230	199,177	12,794	294,201
2030	49,202	615	204,183	7,661	261,661
2031	-	-	205,000	2,563	207,563
2032-2035	-	-	-	-	-
Total	$ 279,202	$ 13,056	$ 991,714	$ 69,541	$ 1,353,513

Note 6 - Defined Contribution Pension Plan

The Township provides pension benefits to all of its full-time employees, except police officers, through a defined contribution plan administered through the Michigan Municipal Employees' Retirement System. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. As established by the Township's board, the Township contributes 10 percent of employees' gross earnings. Employees fully vest after one year of service. In accordance with these requirements, the Township contributed approximately $448,000 during the year.

Note 7 - Investment in Joint Ventures

The Township is a member of the Portage - Base Lakes Area Water and Sewer Authority (the “Authority”), which provides sewer services to the residents of Hamburg, Dexter, Putnam, and Webster townships. The residents of the participating communities provide annual funding for its operations via sewer billings. The Township is unaware of any circumstance that would cause an additional benefit or burden to the participating governments in the near future. Complete financial statements for the Authority can be obtained from the administrative offices at 10405 Merrill Road, Hamburg, MI 48139.

Note 7 - Investment in Joint Ventures (Continued)

The Township is a member of the Livingston Community Water Authority (the "Water Authority"), which provides water services to the residents of Hamburg, Brighton, and Green Oak townships. As services are provided, the residents of participating communities provide annual funding for its operations via water billings. The Water Authority began providing service to township residents during the year ended June 30, 2010. The Township is unaware of any circumstances that would cause an additional financial benefit or burden to the participating governments in the near future.

Note 8 - Pension Plan

Plan Description

The Township of Hamburg participates in the Michigan Municipal Employees' Retirement System (MERS or MERS of Michigan), an agent multiple-employer defined benefit pension plan that covers employees of the Township hired prior to 1997. The system provides retirement, disability, and death benefits to plan members and their beneficiaries. The Michigan Municipal Employees' Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the system at 1134 Municipal Way, Lansing, MI 48917.

Funding Policy

The obligation to contribute to and maintain MERS for these employees was established by negotiation with the Township's competitive bargaining units and requires a contribution from the employees of 8 percent of wages. The Township is responsible for the remainder of the cost of the plan.

Benefits Provided

The plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. PA 427 of 1984, as amended, established and amends the benefit provisions of the participants in MERS.

Retirement benefits for police employees are calculated as 2.50 percent of the employee's final 3-year average salary times the employee's years of service. Normal retirement age is 60, with early retirement at 50 with 25 years of service. The vesting period is 10 years. Employees are eligible for nonduty disability benefits after 10 years of service and for duty-related disability benefits upon hire. Disability retirement benefits are determined in the same manner as retirement benefits but are payable immediately without an actuarial reduction. Death benefits are always the larger of the benefit computed as a contingent survivor beneficiary or 85 percent of accrued retirement allowance benefit. An employee who leaves service may withdraw his or her contributions, plus any accumulated interest.

Benefit terms provide for annual cost of living adjustments to each employee's retirement allowance subsequent to the employee's retirement date limited to increases in the Consumer Price Index.

Benefit terms, within the parameters established by MERS, are generally established and amended by authority of the board of trustees, generally after negotiations of these terms with the affected unions. Police employees' benefit terms may be subject to binding arbitration in certain circumstances.

Employees Covered by Benefit Terms

The following members were covered by the benefit terms:

Date of member count	December 31, 2025
Inactive plan members or beneficiaries currently receiving benefits	10
Inactive plan members entitled to but not yet receiving benefits	8
Active plan members	15
Pending refunds	1
Total employees covered by the plan	34

Note 8 - Pension Plan (Continued)

Contributions

Article 9, Section 24 of the State of Michigan constitution requires that financial benefits arising on account of employee service rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution. The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS retirement board. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended December 31, 2025, the Township's employer and employee contributions totaled $436,131 and $153,085, respectively.

Net Pension Liability

The June 30, 2026 fiscal year end reported net pension liability was determined using a measure of the total pension liability and the pension net position as of the December 31, 2025 measurement date. The December 31, 2025 measurement date total pension liability was determined by an actuarial valuation performed as of that date.

Changes in the net pension liability during the measurement year were as follows:

	Increase (Decrease)		
Changes in Net Pension Liability	Total Pension Liability	Plan Net Position	Net Pension Liability
Balance - December 31, 2024	$ 10,813,435	$ 8,008,775	$ 2,804,660
Changes for the year:			
Service cost	224,359	-	224,359
Interest	768,899	-	768,899
Differences between expected and actual experience	45,138	-	45,138
Changes in assumptions	213,625	-	213,625
Contributions - Employer	-	436,131	(436,131)
Contributions - Employee	-	153,085	(153,085)
Net investment income	-	1,316,455	(1,316,455)
Benefit payments, including refunds	(433,454)	(433,454)	-
Administrative expenses	-	(16,465)	16,465
Net changes	818,567	1,455,752	(637,185)
Balance - December 31, 2025	$ 11,632,002	$ 9,464,527	$ 2,167,475

The plan's fiduciary net position represents 81 percent of the total pension liability.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2026, the Township recognized pension expense of $568,876.

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Note 8 - Pension Plan (Continued)

At June 30, 2026, the Township reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 372,253	$ -
Changes in assumptions	294,997	-
Net difference between projected and actual earnings on pension plan investments	-	(456,862)
Employer contributions to the plan subsequent to the measurement date	241,015	-
Total	$ 908,265	$ (456,862)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows (note that employer contributions subsequent to the measurement date will reduce the net pension liability and, therefore, will not be included in future pension expense):

Years Ending June 30	Amount
2027	$ 334,261
2028	6,738
2029	(35,078)
2030	(95,533)
Total	$ 210,388

Actuarial Assumptions

The total pension liability in the December 31, 2025 actuarial valuation was determined using an inflation assumption of 2.5 percent, assumed salary increases of 3.00 percent (with merit increase totaling up to 6.7 percent), an investment rate of return (net of investment expenses and including inflation) of 7.04 percent, and the Pub-10 Mortality Tables with MP-2021 fully generational improvements. These assumptions were applied to all periods included in the measurement and are based on an experience study conducted for the period from January 1, 2019 through December 31, 2023.

Discount Rate

The discount rate used to measure the total pension liability was 7.04 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that township contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate.

Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Note 8 - Pension Plan (Continued)

Investment Rate of Return

The long-term expected rate of return on pension plan investments was determined using a model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return as of the December 31, 2025 measurement date for each major asset class included in the pension plan's target asset allocation, as disclosed in the investment note, are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Global equity	60.00 %	4.50 %
Global fixed income	20.00	2.16
Private investments	20.00	6.50

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Township, calculated using the discount rate of 7.04 percent, as well as what the Township's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1 Percentage Point Decrease (6.04%)	Current Discount Rate (7.04%)	1 Percentage Point Increase (8.04%)
Net pension liability of the Township	$ 3,888,546	$ 2,167,475	$ 777,258

Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued financial report. For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the plan's fiduciary net position and additions to/deductions from fiduciary net position have been determined on the same basis as they are reported by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due, pursuant to legal requirements. Benefit payments and refunds of employee contributions are recognized as expense when due and payable in accordance with the benefit terms.

Assumption Changes

In the fiscal year ended June 30, 2026, as of the December 31, 2025 measurement date, the assumed rate of investment return was lowered from 7.18% to 7.04%, resulting in an increase of the total net pension liability.

Note 9 - Assets Restricted for Capital and Debt

Restricted assets in the Sewer Fund as of June 30, 2026 consist of the following:

Bank deposits and investments - Special assessment collections	$ 3,628,508
Special assessment receivables	21,580
Total	$ 3,650,088

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Note 9 - Assets Restricted for Capital and Debt (Continued)

These assets are restricted specifically for various capital improvements, as well as the payment of the related debt.

In addition to the assets that are restricted, the board has further earmarked unrestricted net position in the amount $350,000 for grinder pumps and $10,000 for Vehicles.

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Required Supplementary Information

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Township of Hamburg

Required Supplementary Information
Budgetary Comparison Schedule
General Fund

Year Ended June 30, 2026

	Original Budget	Amended Budget	Variance with Original Budget - Over (Under) Final Budget	Actual	Variance with Amended Budget - Over (Under) Actual
Revenue					
Property taxes:					
Property taxes	$ 1,158,744	$ 1,158,744	$ -	$ 1,149,928	$ (8,816)
State-shared revenue and grants	2,435,628	2,471,778	36,150	2,368,307	(103,471)
Charges for services	665,125	665,125	-	712,273	47,148
Licenses and permits	307,000	307,000	-	248,461	(58,539)
Investment income	180,000	180,000	-	242,816	62,816
Other revenue	227,600	396,900	169,300	394,171	(2,729)
Total revenue	4,974,097	5,179,547	205,450	5,115,956	(63,591)
Expenditures					
Current services:					
General government:					
Legislative - Township board	110,890	158,890	48,000	183,930	25,040
Township supervisor	135,812	150,312	14,500	149,635	(677)
Accounting	397,560	397,560	-	349,235	(48,325)
Treasurer	277,835	263,335	(14,500)	261,416	(1,919)
Assessing	284,100	295,100	11,000	295,424	324
Board of review	3,814	3,814	-	1,679	(2,135)
Clerk	316,017	316,017	-	277,292	(38,725)
Buildings and grounds	464,645	714,645	250,000	761,690	47,045
Elections	374,930	272,630	(102,300)	207,281	(65,349)
Cemetery	67,040	67,040	-	64,705	(2,335)
Unallocated	499,260	700,260	201,000	624,751	(75,509)
Mapping	248,215	198,215	(50,000)	185,392	(12,823)
Public safety:					
Planning commission	77,540	115,127	37,587	85,568	(29,559)
Zoning administrator	305,700	305,700	-	258,329	(47,371)
Public works- Street lighting	41,500	44,600	3,100	43,356	(1,244)
Recreation and culture	899,636	1,124,796	225,160	1,071,036	(53,760)
Total expenditures	4,504,494	5,128,041	623,547	4,820,719	(307,322)
Excess of Revenue Over (Under) Expenditures	469,603	51,506	(418,097)	295,237	243,731
Other Financing Sources (Uses)					
Transfers in	141,223	141,223	-	157,423	16,200
Transfers out	(270,000)	(422,426)	(152,426)	(422,426)	-
Proceeds from sale of capital assets	-	-	-	4,183	4,183
Total other financing sources (uses)	(128,777)	(281,203)	(152,426)	(260,820)	20,383
Net Change in Fund Balances	340,826	(229,697)	(570,523)	34,417	264,114
Fund Balances - Beginning of year	8,176,017	8,176,017	-	8,176,017	-
Fund Balances - End of year	**$ 8,516,843**	**$ 7,946,320**	**$ (570,523)**	**$ 8,210,434**	**$ 264,114**

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Township of Hamburg

Required Supplementary Information
Budgetary Comparison Schedule - Major Special Revenue Funds
Police Special Revenue Fund

Year Ended June 30, 2026

	Original Budget	Amended Budget	Variance with Original Budget - Over (Under) Final Budget	Actual	Variance with Amended Budget - Over (Under) Actual
Revenue					
Property taxes	$ 3,505,100	$ 3,505,100	$ -	$ 3,479,796	$ (25,304)
State-shared revenue and grants	33,800	36,000	2,200	21,477	(14,523)
Charges for services	19,710	26,710	7,000	30,853	4,143
Fines and forfeitures	10,000	10,000	-	14,410	4,410
Investment income	-	-	-	2,281	2,281
Other revenue	10,000	10,000	-	17,031	7,031
Total revenue	3,578,610	3,587,810	9,200	3,565,848	(21,962)
Expenditures - Current services - Public safety	3,875,750	4,074,750	199,000	4,261,326	186,576
Excess of Revenue Over (Under) Expenditures	(297,140)	(486,940)	(189,800)	(695,478)	(208,538)
Other Financing Sources (Uses)					
Transfers in	270,000	422,426	152,426	422,426	-
Proceeds from sale of capital assets	20,000	20,000	-	28,699	8,699
Total other financing sources (uses)	290,000	442,426	152,426	451,125	8,699
Net Change in Fund Balances	(7,140)	(44,514)	(37,374)	(244,353)	(199,839)
Fund Balances - Beginning of year	46,335	46,335	-	77	(46,258)
Fund Balances - End of year	**$ 39,195**	**$ 1,821**	**$ (37,374)**	**$ (244,276)**	**$ (246,097)**

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See notes to required supplementary information.

Township of Hamburg

Required Supplementary Information
Budgetary Comparison Schedule - Major Special Revenue Funds (Continued)
Fire Special Revenue Fund

Year Ended June 30, 2026

	Original Budget	Final Budget	Variance with Original Budget - Over (Under) Final Budget	Actual	Variance with Final Budget - Over (Under) Actual Amounts
Revenue					
Property taxes:					
Property taxes	$ 3,302,015	$ 3,302,015	$ -	$ 3,278,050	$ (23,965)
State-shared revenue and grants	4,500	6,000	1,500	14,064	8,064
Investment income	2,000	2,000	-	11,281	9,281
Other revenue	3,650	5,150	1,500	1,605	(3,545)
Total revenue	3,312,165	3,315,165	3,000	3,305,000	(10,165)
Expenditures - Current services - Public safety	3,149,200	3,313,200	164,000	3,214,785	(98,415)
Excess of Revenue Over (Under) Expenditures	162,965	1,965	(161,000)	90,215	88,250
Other Financing Uses - Transfers out	(141,223)	(141,223)	-	(141,223)	-
Net Change in Fund Balances	21,742	(139,258)	(161,000)	(51,008)	88,250
Fund Balances - Beginning of year	546,583	546,583	-	546,583	-
Fund Balances - End of year	**$ 568,325**	**$ 407,325**	**$ (161,000)**	**$ 495,575**	**$ 88,250**

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Township of Hamburg

Required Supplementary Information
Budgetary Comparison Schedule - Major Special Revenue Funds (Continued)
Library Fund

Year Ended June 30, 2026

	Original Budget	Amended Budget	Variance with Original Budget - Over (Under) Final Budget	Actual	Variance with Amended Budget - Over (Under) Actual
Revenue					
Property taxes	$ 1,249,020	$ 1,249,020	$ -	$ 1,301,750	$ 52,730
Charges for services	2,850	2,850	-	11,523	8,673
Fines and forfeitures	30,600	30,600	-	47,410	16,810
Investment income	35,200	35,200	-	102,419	67,219
Other revenue	22,000	22,000	-	50,336	28,336
Total revenue	1,339,670	1,339,670	-	1,513,438	173,768
Expenditures					
Current services - Recreation and culture					
Library	1,149,357	1,149,357	-	1,271,482	122,125
Capital outlay	120,150	393,810	273,660	69,184	(324,626)
Total expenditures	1,269,507	1,543,167	273,660	1,340,666	(202,501)
Excess of Revenue Over (Under) Expenditures	70,163	(203,497)	(273,660)	172,772	376,269
Net Change in Fund Balances	70,163	(203,497)	(273,660)	172,772	376,269
Fund Balance - Beginning of year	3,052,407	3,052,407	-	3,052,407	-
Fund Balance - End of year	**$ 3,122,570**	**$ 2,848,910**	**$ (273,660)**	**$ 3,225,179**	**$ 376,269**

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Township of Hamburg

Required Supplementary Information
Schedule of Changes in the Net Pension Liability and Related Ratios

Last Ten Fiscal Years Ended December 31

	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Total Pension Liability										
Service cost	$ 224,359	$ 279,322	$ 228,050	$ 243,506	$ 212,933	$ 186,860	$ 179,586	$ 163,286	$ 144,978	$ 144,998
Interest	768,899	704,115	643,500	589,662	543,795	495,968	469,873	428,782	377,453	355,282
Changes in benefit terms	-	-	-	-	-	-	-	(16,614)	-	-
Differences between expected and actual experience	45,138	287,148	239,869	177,213	53,011	(80,502)	32,648	170,095	374,735	31,024
Changes in assumptions	213,625	35,452	93,273	-	393,101	253,987	206,796	-	-	-
Benefit payments, including refunds	(433,454)	(319,105)	(280,057)	(240,054)	(240,054)	(240,054)	(240,055)	(240,054)	(289,381)	(218,914)
Net Change in Total Pension Liability	818,567	986,932	924,635	770,327	962,786	616,259	648,848	505,495	607,785	312,390
Total Pension Liability - Beginning of year	10,813,435	9,826,503	8,901,868	8,131,541	7,168,755	6,552,496	5,903,648	5,398,153	4,790,368	4,477,978
Total Pension Liability - End of year	**$ 11,632,002**	**$ 10,813,435**	**$ 9,826,503**	**$ 8,901,868**	**$ 8,131,541**	**$ 7,168,755**	**$ 6,552,496**	**$ 5,903,648**	**$ 5,398,153**	**$ 4,790,368**
Plan Fiduciary Net Position										
Contributions - Employer	$ 436,131	$ 388,996	$ 355,571	$ 329,504	$ 531,989	$ 501,992	$ 466,754	$ 429,314	$ 160,286	$ 152,997
Contributions - Employee	153,085	142,761	140,232	128,925	122,199	116,787	110,780	101,815	114,745	80,300
Net investment income (loss)	1,316,455	548,901	737,609	(759,627)	801,126	734,718	527,409	(155,149)	422,715	326,985
Administrative expenses	(16,465)	(16,416)	(15,262)	(12,889)	(9,440)	(9,712)	(9,148)	(7,273)	(6,692)	(6,448)
Benefit payments, including refunds	(433,454)	(319,105)	(280,057)	(240,054)	(240,054)	(240,054)	(240,055)	(240,054)	(289,381)	(218,914)
Net Change in Plan Fiduciary Net Position	1,455,752	745,137	938,093	(554,141)	1,205,820	1,103,731	855,740	128,653	401,673	334,920
Plan Fiduciary Net Position - Beginning of year	8,008,775	7,263,638	6,325,545	6,879,686	5,673,866	4,570,135	3,714,395	3,585,742	3,184,069	2,849,149
Plan Fiduciary Net Position - End of year	**$ 9,464,527**	**$ 8,008,775**	**$ 7,263,638**	**$ 6,325,545**	**$ 6,879,686**	**$ 5,673,866**	**$ 4,570,135**	**$ 3,714,395**	**$ 3,585,742**	**$ 3,184,069**
Township's Net Pension Liability - Ending	**$ 2,167,475**	**$ 2,804,660**	**$ 2,562,865**	**$ 2,576,323**	**$ 1,251,855**	**$ 1,494,889**	**$ 1,982,361**	**$ 2,189,253**	**$ 1,812,411**	**$ 1,606,299**
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	81.37 %	74.06 %	73.92 %	71.06 %	84.60 %	79.15 %	69.75 %	62.92 %	66.43 %	66.47 %
Covered Payroll	$ 1,535,803	$ 1,838,784	$ 1,570,859	$ 1,611,558	$ 1,527,493	$ 1,459,843	$ 1,405,208	$ 1,296,950	$ 1,146,980	$ 1,147,139
Township's Net Pension Liability as a Percentage of Covered Payroll	141.13 %	152.53 %	163.15 %	159.87 %	81.95 %	102.40 %	141.07 %	168.80 %	158.02 %	140.03 %

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See notes to required supplementary information.

Township of Hamburg

Required Supplementary Information
Schedule of Township Contributions

Last Ten Fiscal Years

Years Ended June 30

	2026	2025	2024	2023	2022	2021	2020	2019	2018	2017
Actuarially determined contribution	$ 471,486	$ 410,000	$ 369,594	$ 347,476	$ 305,261	$ 258,147	$ 241,878	$ 190,098	$ 168,549	$ 157,281
Contributions in relation to the actuarially determined contribution	471,486	410,000	369,594	347,476	305,261	258,147	241,878	190,098	168,549	157,281
Contribution Deficiency	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Covered Payroll	$ 1,974,980	$ 1,869,156	$ 1,764,905	$ 1,650,052	$ 1,564,640	$ 1,487,023	$ 1,409,548	$ 1,343,446	$ 1,248,511	$ 1,196,565
Contributions as a Percentage of Covered Payroll	23.87 %	21.94 %	20.94 %	21.06 %	19.51 %	17.36 %	17.16 %	14.15 %	13.50 %	13.14 %

Notes to Schedule of Township Contributions

Actuarial valuation information relative to the determination of contributions:

Valuation date	Actuarially determined contribution rates are calculated as of December 31, two years prior to the end of the fiscal year in which the contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, closed
Remaining amortization period	16 years
Asset valuation method	5-years smoothed
Inflation	2.5 percent
Salary increase	3.00 percent in the long term
Investment rate of return	7.18 percent - Net of investment expense, including inflation
Retirement age	60
Mortality	Pub-2010 Mortality Tables using scale MP-2019
Other information	None

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Budgetary Information

The annual budget is prepared by the township supervisor and adopted by the township board. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. The amount of encumbrances outstanding at June 30, 2026 has not been calculated. During the year, the budget was amended in a legally permissible manner.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund and all special revenue funds, except that operating transfers, debt proceeds, and sale of assets have been included in the revenue and expenditures categories, rather than as other financing sources (uses). All annual appropriations lapse at fiscal year end.

The budget document presents information by fund, function, department, and line items. The legal level of budgetary control adopted by the governing body is the fund level. Expenditures at this level in excess of amounts budgeted are a violation of Michigan law. Comparison of actual results of operations to the budgets of the General Fund, Police Special Revenue Fund, and Fire Special Revenue Fund, as adopted by the township board, is included in the required supplementary information of the basic financial statements. The additional detail in this statement is shown in greater detail than the budget that was adopted and is used to provide additional analysis for management use only. A comparison of actual results of operations to the budget for nonmajor special revenue funds, as adopted by the board, is available at the township hall for inspection.

A reconciliation of the budgetary comparison schedules to the fund-based statement of changes in fund balance is as follows:

	Total Revenue	Total Expenditures	Other Financing Sources	Fund Balance
General Fund - Amounts per operating statement	$ 5,134,147	$ 4,837,809	$ (260,820)	$ 8,198,558
General Fund - Amounts related to the Hillside Lakes SAD, which is consolidated in the General Fund	(18,191)	(17,090)	-	11,876
Amounts per budget statement	$ 5,115,956	$ 4,820,719	$ (260,820)	$ 8,210,434

During the year, the Township incurred the following significant variances between actual amounts and the amounts budgeted. Actual revenues were lower than anticipated during the budgeting process, while expenditure variances were primarily attributable to the timing of payments and costs incurred near June 30, 2026.

	Amended Budget	Actual	Variance
General Fund - State-shared revenue and grants	$ 2,471,778	$ 2,368,307	$ 103,471
Police Special Revenue Fund - Public safety	4,074,750	4,261,326	(186,576)
Library Fund - Recreation and culture	1,149,357	1,271,482	(122,125)
Library Fund - Capital outlay	393,810	69,184	324,626

Draft

During the year, the Township incurred the following significant variances between the original and amended budgets. Amended revenues were increased due to higher anticipated amounts from the original budgeting process, while expenditure variances resulted due to timing of payments and expenditure changes as the 2026 year progressed.

	Original Budget	Amended Budget	Variance
General Fund - Other revenue	$ 227,600	$ 396,900	$ (169,300)
General Fund - General government - Buildings and grounds	464,645	714,645	(250,000)
General Fund - General government - Elections	374,930	272,630	102,300
General Fund - General government - Unallocated	499,260	700,260	(201,000)
General Fund - Recreation and culture	899,636	1,124,796	(225,160)
General Fund - Transfers out	270,000	422,426	(152,426)
Police Special Revenue Fund - Public safety	3,875,750	4,074,750	(199,000)
Police Special Revenue Fund - Transfers in	270,000	422,426	(152,426)
Fire Special Revenue Fund - Public safety	3,149,200	3,313,200	(164,000)
Library Fund - Capital outlay	120,150	393,810	(273,660)

Pension Information

Benefit Changes

There were no changes of benefit terms in 2026.

Changes in Assumptions

Assumption changes in 2026 (December 31, 2025 measurement date) are the result of a reduction in the investment rate of return assumption from 7.18 percent to 7.04 percent.

Assumption changes in 2025 (December 31, 2024 measurement date) are the result of a change in the mortality improvement scale from MP-2019 to MP-2021.

Assumption changes in 2024 (December 31, 2023 measurement date) are the result of a reduction in the investment rate of return assumption from 7.25 percent to 7.18 percent.

Assumption changes in 2023 (December 31, 2022 measurement date) are the result of a reduction in the investment rate of return assumption from 7.60 percent to 7.25 percent.

Assumption changes in 2022 (December 31, 2021 measurement date) are the result of changes to the demographic assumptions resulting from the experience study from 2013 to 2018. The most significant changes made were to the mortality rates and assumed rate of mortality improvement to a version of the Pub-10 Mortality Tables and fully generational mortality improvement projections with Scale MP-2019.

Assumption changes in 2021 (December 31, 2020 measurement date) are the result of a reduction in the investment rate of return assumption from 7.75 to 7.35 percent and a change in the assumed rate of wage inflation from 3.75 to 3.00 percent.

Assumption changes in 2017 (December 31, 2016 measurement date) are the result of the investment rate of return assumption reduced from 8.25 to 8.00 percent.

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Supplementary Information

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Township of Hamburg

Supplementary Information
Combining Balance Sheet
Nonmajor Governmental Funds

June 30, 2026

	Special Revenue Funds		Debt Service Funds				
	Drug Law Enforcement	Cemetery Perpetual Care	PA1 Training	Mumford Park Debt Service	Fire Station Debt Service	Bob White Beach North RD IM SAD	Forest Creek Court RD IM SAD
Assets							
Cash and cash equivalents	$ 4,183	$ 8,773	$ 20,054	$ 3,819	$ 102,703	$ 15,043	$ 39,912
Receivables:							
Special assessments receivable	-	-	-	-	-	92,199	135,937
Accrued interest receivable	-	-	-	-	-	-	-
Due from other governments	-	-	-	-	-	-	1,982
Due from other funds	-	-	-	16,563	-	-	-
Total assets	**$ 4,183**	**$ 8,773**	**$ 20,054**	**$ 20,382**	**$ 102,703**	**$ 107,242**	**$ 177,831**
Liabilities							
Accounts payable	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Due to other funds	-	-	-	14,649	-	-	-
Total liabilities	-	-	-	14,649	-	-	-
Deferred Inflows of Resources -							
Unavailable revenue	-	-	-	-	-	92,199	148,682
Fund Balances							
Restricted:							
Police	4,183	-	20,054	-	-	-	-
Debt service	-	-	-	5,733	102,703	15,043	29,149
Capital projects	-	-	-	-	-	-	-
Future cemetery expenditures	-	8,773	-	-	-	-	-
Total fund balances	4,183	8,773	20,054	5,733	102,703	15,043	29,149
Total liabilities, deferred inflows of resources, and fund balances	**$ 4,183**	**$ 8,773**	**$ 20,054**	**$ 20,382**	**$ 102,703**	**$ 107,242**	**$ 177,831**

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Township of Hamburg

Supplementary Information
Combining Balance Sheet (Continued)
Nonmajor Governmental Funds

June 30, 2026

Debt Service Funds					Debt Service Funds			
Shan-gri-La Subdivision RD IM SAD	Orchard Village Subdivision RD IM SAD	Margaret Drive RD IM SAD	River Run Subdivision RD IM SAD	Zukey & Redding Drive RD IM SAD	Teahen Meadows Subdivision RD IM SAD	Maragaret DR Area Canal Dredging SAD	Fox Pointe Beach Subdivision RD IM SAD	Buhl Drive RD IM SAD
$ 157,581	$ 32,267	$ 34,433	$ 24,206	$ 44,383	$ 20,267	$ 38,579	$ 27,054	$ -
261,800	67,293	28,235	134,853	235,496	77,123	51,215	162,010	-
-	-	-	-	-	-	-	-	-
3,807	-	-	1,747	1,831	613	-	590	-
-	-	-	-	-	-	-	-	-
$ 423,188	**$ 99,560**	**$ 62,668**	**$ 160,806**	**$ 281,710**	**$ 98,003**	**$ 89,794**	**$ 189,654**	**$ -**
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
272,680	67,293	37,647	145,467	240,729	77,123	62,596	176,776	-
-	-	-	-	-	-	-	-	-
150,508	32,267	25,021	15,339	40,981	20,880	27,198	12,878	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
150,508	32,267	25,021	15,339	40,981	20,880	27,198	12,878	-
$ 423,188	**$ 99,560**	**$ 62,668**	**$ 160,806**	**$ 281,710**	**$ 98,003**	**$ 89,794**	**$ 189,654**	**$ -**

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Township of Hamburg

Supplementary Information
Combining Balance Sheet (Continued)
Nonmajor Governmental Funds

June 30, 2026

	Capital Project Fund		
	Maintenance SADs	Capital Projects Fund	Total
Assets			
Cash and cash equivalents	$ 276,102	$ -	$ 849,359
Receivables:			
Special assessments receivable	57,015	-	1,303,176
Accrued interest receivable	6	-	6
Due from other governments	6,749	-	17,319
Due from other funds	-	-	16,563
Total assets	**$ 339,872**	**$ -**	**$ 2,186,423**
Liabilities			
Accounts payable	$ 3,954	$ -	$ 3,954
Due to other funds	-	-	14,649
Total liabilities	3,954	-	18,603
Deferred Inflows of Resources -			
Unavailable revenue	57,015	-	1,378,207
Fund Balances			
Restricted:			
Police	-	-	24,237
Debt service	-	-	477,700
Capital projects	278,903	-	278,903
Future cemetery expenditures	-	-	8,773
Total fund balances	278,903	-	789,613
Total liabilities, deferred inflows of resources, and fund balances	**$ 339,872**	**$ -**	**$ 2,186,423**

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Township of Hamburg

Supplementary Information
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds

Year Ended June 30, 2026

	Special Revenue Funds						
	Drug Law Enforcement	Formerly Nonmajor - Road Fund	Cemetery Perpetual Care Fund	PA1 Training	Mumford Park Debt Service Fund	Fire Station Debt Service	Bob White Beach North RD IM SAD
Revenue							
Special assessments	$ -	$ -	$ -	$ -	$ -	$ -	$ 16,129
Investment income:							
Investment earnings	118	-	277	396	37	2,946	-
Other revenue:							
Other miscellaneous income	-	-	-	17,000	-	-	10,850
Total revenue	118	-	277	17,396	37	2,946	26,979
Expenditures							
Current services:							
Public safety	-	-	-	2,471	-	-	-
Public works	-	-	-	-	-	-	-
Debt service							
Principal	-	-	-	-	-	-	7,455
Interest and fiscal charges	-	-	-	-	-	-	4,957
Total expenditures	-	-	-	2,471	-	-	12,412
Excess of Revenue Over (Under) Expenditures	118	-	277	14,925	37	2,946	14,567
Other Financing Sources (Uses)							
Transfers out	-	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-	-
Net Change in Fund Balances	118	-	277	14,925	37	2,946	14,567
Fund Balances - Beginning of year, as previously reported	4,065	1,800,830	8,496	5,129	5,696	99,757	476
Change within Financial Reporting Entity	-	(1,800,830)	-	-	-	-	-
Fund Balances - Beginning of year, as adjusted or restated	4,065	-	8,496	5,129	5,696	99,757	476
Fund Balances - End of year	**$ 4,183**	**$ -**	**$ 8,773**	**$ 20,054**	**$ 5,733**	**$ 102,703**	**$ 15,043**

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Township of Hamburg

Supplementary Information
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances (Continued)
Nonmajor Governmental Funds

Year Ended June 30, 2026

Forest Creek Court RD IM SAD	Shan-gri-La Subdivision RD IM SAD	Orchard Village Subdivision RD IM SAD	Margaret Drive RD IM SAD	River Run Subdivision RD IM SAD	Zukey & Redding Drive RD IM SAD	Teahen Meadows Subdivision RD IM SAD	Maragaret DR Area Canal Dredging SAD	Fox Pointe Beach Subdivision RD IM SAD	Buhl Drive RD IM SAD
$ 23,781	$ 47,584	$ 11,772	$ 6,586	$ 24,465	$ 42,113	$ 13,492	$ 10,950	$ 28,932	$ 16,167
594	8,126	933	1,854	254	3,661	580	2,619	104	-
-	-	-	-	-	-	-	-	-	-
24,375	55,710	12,705	8,440	24,719	45,774	14,072	13,569	29,036	16,167
-	-	-	-	-	-	-	-	-	-
-	380,857	1,600	71,189	2,500	366,513	82,900	84,020	6,103	-
11,910	22,005	5,445	3,045	11,715	19,395	6,240	5,070	14,220	-
7,682	14,193	3,512	1,964	7,557	12,510	4,025	3,269	9,172	-
19,592	417,055	10,557	76,198	21,772	398,418	93,165	92,359	29,495	-
4,783	(361,345)	2,148	(67,758)	2,947	(352,644)	(79,093)	(78,790)	(459)	16,167
-	-	-	-	-	-	-	-	-	(16,200)
-	-	-	-	-	-	-	-	-	(16,200)
4,783	(361,345)	2,148	(67,758)	2,947	(352,644)	(79,093)	(78,790)	(459)	(33)
24,366	511,853	30,119	92,779	12,392	393,625	99,973	105,988	13,337	33
-	-	-	-	-	-	-	-	-	-
24,366	511,853	30,119	92,779	12,392	393,625	99,973	105,988	13,337	33
$ 29,149	**$ 150,508**	**$ 32,267**	**$ 25,021**	**$ 15,339**	**$ 40,981**	**$ 20,880**	**$ 27,198**	**$ 12,878**	**$ - **

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Township of Hamburg

Supplementary Information
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances (Continued)
Nonmajor Governmental Funds

Year Ended June 30, 2026

	Capital Project Funds		
	Maintenance SAD's	Capital Projects Fund	Total
Revenue			
Special assessments	$ 157,379	$ -	$ 399,350
Investment income:			
Investment earnings	7,344	-	29,843
Other revenue:			
Other miscellaneous income	-	-	27,850
Total revenue	164,723	-	457,043
Expenditures			
Current services:			
Public safety	-	-	2,471
Public works	172,948	-	1,168,630
Debt service			
Principal	19,380	-	125,880
Interest and fiscal charges	5,572	-	74,413
Total expenditures	197,900	-	1,371,394
Excess of Revenue Over (Under) Expenditures	(33,177)	-	(914,351)
Other Financing Sources (Uses)			
Transfers out	-	-	(16,200)
Total other financing sources (uses)	-	-	(16,200)
Net Change in Fund Balances	(33,177)	-	(930,551)
Fund Balances - Beginning of year, as previously reported	312,080	-	3,520,994
Change within Financial Reporting Entity	-	-	(1,800,830)
Fund Balances - Beginning of year, as adjusted or restated	312,080	-	1,720,164
Fund Balances - End of year	**$ 278,903**	**$ -**	**$ 789,613**

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November 30, 2026

To the Board of Trustees and Management
Township of Hamburg

We have audited the financial statements of the Township of Hamburg (the “Township”) as of and for the year ended June 30, 2026 and have issued our report thereon dated November 30, 2026. Professional standards require that we provide you with the following information related to our audit, which is divided into the following sections:

Section I - Internal Control Related Matters Identified in an Audit

Section II - Required Communications with Those Charged with Governance

Section III – Legislative and Informational Items

Sections I and II includes information that we are required to communicate to those individuals charged with governance of the Township. Section I communicates a deficiency we observed in the Township's internal control that we believe is a material weakness. Section II communicates significant matters related to the audit that are, in our professional judgement, relevant to your responsibilities in overseeing the financial reporting process.

Section III contains updated legislative and informational items that we believe will be of interest to you.

We would like to take this opportunity to thank the Township’s staff for the cooperation and courtesy extended to us during our audit. Their assistance and professionalism are invaluable.

This report is intended solely for the use of the board of trustees and management of the Township of Hamburg and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the following communications, and we would be willing to discuss these and any other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC

Martin J. Olejnik, CPA

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Section I - Internal Control Related Matters Identified in an Audit

In planning and performing our audit of the financial statements of the Township as of and for the year ended June 30, 2026, in accordance with auditing standards generally accepted in the United States of America, we considered the Township's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses, and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis.

A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis.

We consider the following deficiency in the Township’s internal control to be a material weakness:

The bank reconciliations were not prepared and reviewed in a timely manner during the year ended June 30, 2026, and contained an unreconciled variance between the cash balance reported in the general ledger and the bank statements, as noted in attachment 1. Delays in completing and reviewing reconciliations increase the risk that unauthorized or fraudulent transactions may not be identified promptly and could result in undetected material misstatements of cash.

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Section II - Required Communications with Those Charged with Governance

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 10, 2026, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the Township. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on August 28, 2026.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Township are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2026, other than the implementation of GASB Statement No. 103, *Financial Reporting Model Improvements*, and GASB Statement No. 104, *Disclosure of Certain Capital Assets*, neither of which had a significant effect on the Township's financial statements.

We noted no transactions entered into by the Township during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimate affecting the financial statements was the estimate for net pension liability. Management's estimate of the net pension liability is primarily based on data and assumptions from third-party actuarial valuations. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

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The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. However, uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future period financial statements to be materially misstated.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Township, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the Township's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 30, 2026.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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Section III - Legislative and Informational Items

Cybersecurity and Information Technology Controls

Cyberattacks continue to be a significant risk for entities across the globe. Recent cyber incidents affecting governmental entities across North America serve as a reminder that public sector organizations remain attractive targets for malicious actors. As cyber threats become increasingly sophisticated and costly, municipalities face risks that extend beyond operational disruption and reputational damage to potential financial losses, legal liabilities, and unauthorized access to sensitive information. Managing this issue is especially challenging because even a municipality with a highly mature cybersecurity risk management program still has a residual risk that a material cybersecurity breach could occur and not be detected in a timely manner. We understand that the technology department continues to monitor and evaluate this risk, which are critical best practices. Additionally, periodic assessment of the system to verify that the control environment is working as intended is a key part of measuring associated business risk. We encourage administration and those charged with governance to work with the technology team on this very important topic. If we can be of assistance in the process, we would be happy to do so.

Artificial Intelligence

Artificial intelligence (AI) continues to be an emerging area of focus across all industries, including governmental organizations, and its use is expected to increase as software applications, analytics tools, and enterprise platforms evolve. While AI may create opportunities for increased efficiency, enhanced data analysis, improved service delivery, and automation of routine functions, it also introduces new risks related to data privacy, cybersecurity, accuracy, transparency, bias, records retention, and oversight - risks that are amplified when AI tools rely on sensitive information or operate without adequate policy and a trusted data foundation. Because AI is only as reliable as the data beneath it, strong data governance - clear ownership, data quality, classification of sensitive information, documented policies, and ongoing monitoring - is a key foundation for responsible adoption. We understand that the TOWNSHIP continues to monitor and evaluate emerging technology risks, which are critical best practices, and we encourage administration and those charged with governance to periodically assess policies, procedures, system access, vendor arrangements, data management practices, and internal controls related to AI in coordination with the technology team. If we can be of assistance with AI readiness, governance, policy development, or AI risk assessment, we would be happy to help.

Revenue Sharing

The fiscal year 2027 budget includes approximately $1.68 billion for revenue sharing. Further details of the breakdown of this amount are available at https://www.michigan.gov/budget/budget-documents/final-signed-budget-bills. Constitutional revenue sharing is projected to decrease from 2026 by an estimated 2.3 percent.

The fiscal year 2027 City, Village, and Township Revenue Sharing (CVTRS) program maintained the 2026 formula and funding, which includes the following CVTRS-Standard and 3-Factor Formula payments, as well as added Public Safety Revenue Sharing:

- CVTRS-Standard payment based on fiscal year 2026 CVTRS total eligible payment amount
- 3-Factor Formula Payments:
    - Taxable Value Payment - Based on taxable values and populations for local units
    - Weighted Population Payment - Based on unit type population weight factors and populations for local units
- Yield Equalization Payment - Based on an amount that is sufficient to provide the guaranteed tax base for a local tax effort, not to exceed a factor of 0.02

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Section III - Legislative and Informational Items
(Continued)

The CVTRS-Standard payments are paid in one-sixth increments, paid on the last business day of October, December, February, April, June, and August.

The 3-Factor Formula Payments are paid on the last business day in February in an amount of half of the estimated 2027 payment, and the remaining payment is paid on the last business day in June.

OMB Revisions to the Uniform Guidance

In April 2024, the Office of Management and Budget (OMB) released revisions for the Uniform Guidance for federal grants and agreements, which are effective for fiscal year ends beginning on October 1, 2024 and after. The guidance clarifies the applicability of requirements and terminology and includes some relaxation and clarification of certain requirements that required prior approval from federal regulators. A few key changes include the following:

- Increase the single audit threshold to $1 million from $750,000
- Increase the *de minimis* indirect cost rate from 10 percent to 15 percent, effective for grants received on October 1, 2024 and after

The changes are included in more detail within the federal register at https://www.federalregister.gov/documents/2024/04/22/2024-07496/guidance-for-federal-financial-assistance, and we are happy to discuss these changes with you.

Capitalization Threshold

The April 2024 Uniform Grants Guidance 2024 Revision described above resulted in the equipment threshold increasing from $5,000 to $10,000. This threshold applies to the value of equipment that at the end of the grant period may be retained, sold, or otherwise disposed of with no further responsibility to the federal agency. In addition to considering this Uniform Guidance threshold related to federal grants compliance, it may be a good time for the Township to reevaluate the capitalization thresholds. We are happy to assist you in thinking through considerations in evaluating these thresholds.

Upcoming Accounting Changes

Upcoming Accounting Standards Requiring Preparation

We actively monitor new Governmental Accounting Standards Board (GASB) standards and due process documents and provide periodic updates to help you understand how the latest financial reporting developments will impact the Township. In addition to the summaries below and to stay up to date, Plante & Moran, PLLC issues a biannual GASB accounting standard update. The most recent update and a link to previous fall and spring updates are available at https://www.plantemoran.com/explore-our-thinking/insight/2023/10/gasb-accounting-standard-update.

GASB 105 - Subsequent Events

GASB Statement No. 105, *Subsequent Events*, is effective for fiscal years beginning after June 15, 2026. This statement defines the subsequent events time frame as concluding on the date the financial statements are available to be issued, which is the date the financial statements are complete in accordance with generally accepted accounting principles (GAAP) and when approvals necessary for issuance have been obtained.

DRAFT

To define the end point of subsequent events, governments will need to proactively evaluate and clearly define which approvals constitute those necessary for issuance, as there is diversity in government procedures with respect to issuing financial statements. In many cases, a governing board or council may be required to take formal action described as approval. However, that action may actually be acceptance of financial statements already approved and finalized by management, rather than an approval process that allows for changes prior to issuance. In other cases, a governing board or committee may have been charged with the responsibility to review and finalize the financial statements before those financial statements can be issued.

Governments should begin the process now to fully understand the requirements of their specific approval processes, document the nature of the approvals, and determine which approvals constitute those necessary for issuance. The financial statements are not considered available to be issued, and the auditor's report cannot be dated, until all approvals considered necessary for issuance are obtained; as such, governments may need to consider whether any policy and/or procedures changes are needed to avoid unintended delays in issuance and audit report dating.

Significant GASB Proposal Worth Watching

The Revenue and Expense Recognition project aims to develop a comprehensive accounting and financial reporting model for transactions that result in revenue and expenses. The GASB has issued a preliminary views document that proposes a new categorization framework that replaces the exchange/nonexchange transaction notion with a four-step categorization process for classifying a transaction. In addition to this new framework, the proposal also addresses recognition and measurement of revenue and expense transactions. The exposure draft for this project is expected in two phases - one in late 2027 and another in 2028.

Plante & Moran, PLLC has spent significant time digesting this new proposed standard and testified to the GASB about our feedback. We strongly encourage the Township to monitor developments with this standard, as the potential impact is quite broad.

DRAFT

Attachment 1:

Client: Township of Hamburg
Opinion Unit: Governmental Activities
Y/E: 6/30/2026

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows of Resources	Current Liabilities	Long-term Liabilities	Deferred Inflows of Resources	Equity	Revenue	Expenses	Net income statement impact
FACTUAL MISSTATEMENTS:											
A1	Differences between bank statements and GL bank balances	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (25,000)	$ 25,000
JUDGMENTAL ADJUSTMENTS:											
B1	Accrual for potential outstanding miscellaneous payables	-	-	-	142,000	-	-	-	-	142,000	(142,000)
											-
PROJECTED ADJUSTMENTS											
C1	None noted	-	-	-	-	-	-	-	-	-	-
	Total	$ 25,000	$ -	$ -	$ 142,000	$ -	$ -	$ -	$ -	$ 117,000	$ (117,000)

PASSED DISCLOSURES AND FINANCIAL STATEMENT PRESENTATION ISSUES

D1 None noted

Client: Township of Hamburg
Opinion Unit: General Fund
Y/E: 6/30/2026

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows of Resources	Current Liabilities	Long-term Liabilities	Deferred Inflows of Resources	Equity	Revenue	Expenses	Net income statement impact
FACTUAL MISSTATEMENTS:											
A1	Differences between bank statements and GL bank balances	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (25,000)	$ 25,000
											-
JUDGMENTAL ADJUSTMENTS:											-
B1	Accrual for potential outstanding miscellaneous payables	-	-	-	35,000	-	-	-	-	35,000	(35,000)
											-
PROJECTED ADJUSTMENTS											
C1	None noted	-	-	-	-	-	-	-	-	-	-
	Total	$ 25,000	$ -	$ -	$ 35,000	$ -	$ -	$ -	$ -	$ 10,000	$ (10,000)

PASSED DISCLOSURES AND FINANCIAL STATEMENT PRESENTATION ISSUES

D1 None noted

DRAFT

Attachment 2:

Client: Township of Hamburg
Opinion Unit: Fire Special Revenue Fund
Y/E: 6/30/2026

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows of Resources	Current Liabilities	Long-term Liabilities	Deferred Inflows of Resources	Equity	Revenue	Expenses	Net income statement impact
FACTUAL MISSTATEMENTS:											
A1	None noted										-
											-
JUDGMENTAL ADJUSTMENTS:											-
B1	Accrual for potential outstanding miscellaneous payables	-	-	-	48,000	-	-	-	-	48,000	(48,000)
											-
PROJECTED ADJUSTMENTS											
C1	None noted	-	-	-	-	-	-	-	-	-	-
	Total	$ -	$ -	$ -	$ 48,000	$ -	$ -	$ -	$ -	$ 48,000	$ (48,000)

PASSED DISCLOSURES AND FINANCIAL STATEMENT PRESENTATION ISSUES

D1 None noted

Client: Township of Hamburg
Opinion Unit: Police Special Revenue Fund
Y/E: 6/30/2026

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows of Resources	Current Liabilities	Long-term Liabilities	Deferred Inflows of Resources	Equity	Revenue	Expenses	Net income statement impact
FACTUAL MISSTATEMENTS:											
A1	None noted										-
											-
JUDGMENTAL ADJUSTMENTS:											-
B1	Accrual for potential outstanding miscellaneous payables	-	-	-	59,000	-	-	-	-	59,000	(59,000)
											-
PROJECTED ADJUSTMENTS											
C1	None noted	-	-	-	-	-	-	-	-	-	-
	Total	$ -	$ -	$ -	$ 59,000	$ -	$ -	$ -	$ -	$ 59,000	$ (59,000)

PASSED DISCLOSURES AND FINANCIAL STATEMENT PRESENTATION ISSUES

D1 None noted

DRAFT

Hamburg Township
a great place to grow

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

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2028

AGENDA ITEM TOPIC: Police Department Deficit Elimination Plan

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Requested Action

- Motion to approve the 2026 Police Department Deficit Elimination Plan resolution in today's packet.

Background

Note – Correction to: BE IT FURTHER RESOLVED that the Hamburg Township's Director of Accounting submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification, shall read Hamburg Township's Clerk

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☒ No ☐

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

TOWNSHIP OF HAMBURG
POLICE SPECIAL REVENUE FUND REVISED DEFICIT ELIMINATION PLAN RESOLUTION

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Board Room on Tuesday, December 1, 2026 beginning at 2:30 p.m., there were

PRESENT:
ABSENT:
MOVED FOR ADOPTION: SUPPORTED BY:

RESOLUTION

WHEREAS, Hamburg Township's Police Special Revenue Fund has an Unassigned Fund Balance deficit of $344,846 on June 30, 2026; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED, that Hamburg Township's Board of Trustees adopts the following as the Hamburg Township Police Special Revenue Fund Deficit Elimination Plan, which includes additional revenue from the levy that was passed on August 4, 206.

	2026 Audited	2027 Projected Budget
Revenues:		
Property Taxes	$ 3,479,796	$ 4,636,352
State Sources	$ 21,477	$ 8,000
Investment Income	$ 30,853	$ 5,000
Charges for Services	$ 14,410	$ 26,650
Fines and Forefeitures	$ 2,281	$ 13,000
Other Revenue	$ 17,031	$ 34,500
Total Revenue	$ 3,565,848	$ 4,723,502
Expenditures		
Public Safety	$ 4,261,326	$ 4,695,228
Revenue Over (under) expenditures	$ (695,478)	$ 28,274
Other Financing Sources (Uses)		
Transfers In (out)	$ 422,426	$ 487,645
Proceeds from sale of assets	$ 28,699	$ 20,000
Total Other Financing Sources	$ 451,125	$ 507,645
Beginning Fund Balance	$ 77	$ (244,276)
Less: Nonspendable	$ (102,503)	$ (100,570)
Beginning Unrestricted Fund Balance	$ (102,426)	$ (344,846)
Change in Fund Balance	$ (244,353)	$ 535,919
Ending Fund Balance (deficit)	$ (244,276)	$ 291,643
Less Non-Spendable (estimated)	$ (100,570)	$ (100,570)
Ending Unrestricted Fund Balance (deficit)	$ (344,846)	$ 191,073

Explanation: Additional property tax dollars will completely eliminate the deficit in the upcoming year

TOWNSHIP OF HAMBURG
POLICE SPECIAL REVENUE FUND REVISED DEFICIT ELIMINATION PLAN RESOLUTION

BE IT FURTHER RESOLVED that the Hamburg Township's Director of Accounting submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED:

CERTIFICATION

I, Michael Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that (1) the foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on December 1, 2026; (2) the original such resolution is on file in the records of the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meetings were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

DATE:

_____

Michael Dolan, Hamburg Township Clerk

Hamburg Township
Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 · FAX: (810) 231-9401
EMAIL: HATP@hamburg.mi.us
RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY

TO: Hamburg Township Board

FROM: Chief Richard Duffany

DATE: November 24, 2026

AGENDA ITEM TOPIC: Updated Public Safety SOPs

Number of Supporting Documents: 7

Requested Action

- Motion to approve the below listed seven Public Safety SOPs.

Background

In response to updated state accreditation standards, the department conducted a full review of all Public Safety SOPs related to police operations. The attached amended/new Public Safety SOPs are being submitted to the Board for review and approval. Language added to the amended SOPs are in green font while deleted language is in red font. These SOPs include the following:

1. SOP# 100-05: *Public Safety FOIA Requests*
2. SOP# 300-01: *Incident Reports*
3. SOP# 300-03: *Evidence and Property*
4. SOP# 300-08: *Response to Persons with Mental Illness*
5. SOP# 300-15: *Department Training*
6. SOP# 300-20: *Abandoned Vehicles*
7. SOP# 300-37: *LPRs* (new)

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

If YES, are funds budgeted? Yes ☐ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☒

Respectfully,

Chief Richard Duffany
Director of Public Safety

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Public Safety FOIA Requests**			**No. 100-05**
Distribution: **All Personnel**	☐New ☒Amended	Rescinds: **100-05** (08/8/22)	MLEAC Standard(s): **1.8.1**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this policy is to establish guidelines for the processing of Freedom of Information Act (FOIA) requests by the Hamburg Township Public Safety Department.

II. POLICY

It is the policy of the Hamburg Township Public Safety Department to process all requests for Police and Fire public records in full compliance with Public Act 442 of 1976, as amended, (MCL 15.231,et seq.), also known as the Michigan Freedom of Information Act.

III. APPLICATION

A. This policy constitutes Township policy, is intended for internal use only, and is not intended to enlarge the employee's civil or criminal liability in any way. It should not be construed as a creation of a higher legal standard of safety or care in the evidentiary sense with respect to third party claims insofar as the employee's legal duty is imposed by law. Violations of this directive, if substantiated, can only form the basis for departmental administrative sanctions.

B. The intent of this policy is only to provide operational guidelines to personnel of the Hamburg Township Public Safety Department for the processing of Public Safety (police and fire) FOIA requests in its capacity as a department of Hamburg Township. The official FOIA Procedures and Guidelines (Appendix I) of Hamburg Township, as adopted by the Hamburg Township Board of Trustees, are available through the Hamburg Township Clerk's Office. A written public summary of Hamburg Township's FOIA Procedures and Guidelines (Appendix II) may be obtained at the Hamburg Township Police station front desk 24 hours a day or at Hamburg Township Fire Station #12 during business hours.

IV. PROCESSING PROCEDURES

A. FOIA Requests are processed using the Next Request Portal. Requesters will utilize the portal via this link. https://hamburgtownshipmipolice.nextrequest.com, which is posted on the Hamburg Township Website. Users will fill out the request

and create an account. Any written request received will immediately be entered into the portal for processing. ~~All requests for copies of public records or to review public records must be in writing (FOIA request). No specific form to submit a request for a public record is required. However, the Township has made available a FOIA Request form for the public's convenience of use (Appendix III).~~

B. The Township Board has designated the ~~Public Safety Administrative Supervisor as the Public Safety FOIA Coordinator for the processing of all police and fire public records.~~ Township's Deputy Clerk to serve as the Township's FOIA Coordinator.

C. Pursuant to MCL 15.236, the ~~Public Safety~~ FOIA Coordinator has designated the Public Safety Administrative Supervisor ~~has authorized Public Safety Administrative Assistants~~ to act on their behalf to accept and process requests for public safety (police and fire) public records.

D. Any member of the department receiving a written FOIA request during business hours shall immediately forward the FOIA request to the Public Safety Administrative Supervisor. After business hours, the FOIA request shall be scanned and sent via email as an attachment to HATP@hamburg.mi.us. The original written request shall then be placed in the Administrative Assistant "In Box" at the respective department to be forwarded to the Public Safety Administrative Supervisor.

E. In the absence of the Public Safety Administrative Supervisor, all FOIA requests shall be directed to a Public Safety Administrative Assistant.

F. Any member of the department receiving a FOIA request through email shall immediately forward the request to the Public Safety Administrative Supervisor and also copy all Public Safety Administrative Assistants on the forwarding email.

G. Upon receipt of a notification of a request for public records, the Administrative Supervisor/Assistant shall take the following action:

1. ~~Document receipt of the FOIA request, assign a FOIA number to the request and determine due date of the FOIA request.~~

2. Process the request pursuant to and in full compliance with Public Act 442 of 1976, as amended, (MCL 15.231,et seq.), also known as the Michigan Freedom of Information Act. This shall include:

    i. Searching the appropriate department computer Record Management Systems;

ii. Searching archived arrest files if dates are available;
iii. If video is requested, searching in-car video systems and searching body-worn camera systems;
iv. Reading/reviewing reports, including any attachments, and making necessary redactions

3. Complete the FOIA request within the statutorily required 5-day time period. In the event that the FOIA request cannot be processed within the required 5-day time period, issue a 10-day extension and provide a written reason for the extension to the requester.

4. Upon completing the processing of the FOIA request, complete the Township "FOIA Cost Sheet" (Appendix IV) indicating costs incurred by the department for processing the request. An invoice shall be generated for any costs incurred. The cost sheet and invoice will be downloaded in the portal. ~~Also, complete the departmental "FOIA Response Letter" (Appendix V)~~ Select the documents to be released and select the visibility option of "Requester + Staff". If a denial is appropriate, select "Close Request" and "Notice of Denial Form" (Appendix VI), if appropriate.

5. ~~If an email address is provided, email an invoice for the FOIA request fees to the requester. If no email is address is provided, call the requester and notify them of the fees and then send them an invoice via the U.S. Mail.~~

6. ~~Four (4) copies of the invoice shall be made. One copy is to be provided to the requester, one copy is to be kept on file with the department and two copies shall be sent to the Hamburg Township Treasurer's Office.~~

7. Once payment has been received from the requester, ~~send the requester the departmental "FOIA Response Letter"~~ access the Next Request portal, select the appropriate documents to be released ~~and any public records located~~ pursuant to the request and select the visibility option "Requester + Staff."

8. ~~Scan the written FOIA request, FOIA Cost Sheet, FOIA Response Letter, Invoice and 10-day extension letter, if applicable, and place in department digital FOIA file.~~ To close the request, select "Close Request" and choose the appropriate closure template.

H. All fees for FOIA requests shall be determined by and collected by the Hamburg Township Public Safety FOIA Coordinator in accordance with the Michigan Freedom of Information Act and adopted Hamburg Township FOIA policy.

I. Appeals of the denial of public safety (police and fire) public records shall be made to the Director of Public Safety by filing an appeal with the Public Safety Administrative Supervisor pursuant to the Hamburg Township FOIA Procedures

& Guidelines. The "FOIA Appeal Form" is available for use by the public (Appendix VII).

J. Appeals of FOIA fees charged shall be made to the Hamburg Township Board of Trustees pursuant to the Hamburg Township FOIA Procedures & Guidelines.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Incident Reports**			**No. 300-01**
Distribution: **POLICE**	☐New ☒Amended	Rescinds: **300-01** (10/12/22)	MLEAC Standard(s): **1.8.3, 3.3.5, 4.1.1d**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this procedure is to establish guidelines for the completion, review, follow-up and approval of incident reports and traffic crash reports. In addition, this procedure establishes guidelines for the sharing of information of a criminal or suspicious nature that can aid in the identification and/or apprehension of criminals or the prevention of crimes as well as enhancement of officer safety.

II. DEFINITIONS

A. **Incident Report:** A report completed in the department's Record Management System (RMS) and Mobile Field Reporting (MFR) which provides details and descriptions of criminal or other police-related activities.

B. **Traffic Crash Report**: The State of Michigan UD-10 Traffic Crash Report or department private property crash report. The type of traffic crash report will be dependent upon the circumstances and requirements of state law.

III. REQUIRED REPORTS

A. An Incident Report will be completed, and a complaint number assigned on all of the following:

1. Any violation of local, state, or federal laws and/or ordinances.

2. Damage to or loss of any Hamburg Township property.

3. Complaint of Violation of Conditional Bond Release.

4. Non-criminal incidents including, but not limited to, Persons Requiring Treatment (PRT), Protective Custody/Incapacitated Person, Sudden Death, Attempt Suicide, Suicide, Overdose, Missing Persons/Runaways, Property Safekeeping, Strip Searches or any other situation where a report is determined to be appropriate.

5. Submitting evidence or found/confiscated property to the property room.

6. Whenever an officer or employee that is authorized to use weapons or force:

    a. Uses deadly force.
    b. Discharges any of the less lethal platforms, (taser, 40mm, OC spray), intentionally or unintentionally.
    c. Applies weaponless subject control at a level beyond compliant handcuffing.
    d. Points a firearm or CEW at a person for the purpose of obtaining and/or maintaining control of that person.

7. Discharge of a firearm (other than training or recreational purposes).

8. When a report is required by a departmental policy, procedure, or order.

9. When a report is required under state law.

10. When ordered to complete a report by a supervisor.

B. A traffic crash report will be completed, and a complaint number assigned on all of the following:

1. Traffic crash where a report is required under state law.

2. Traffic crash, including on private property, where one of the parties involved in the crash requests a traffic crash report.

3. Any traffic crash involving a Hamburg Township Public Safety Department vehicle.

C. All traffic crash investigations shall be completed pursuant to the guidelines contained in Public Safety SOP #300-16: *Crash Investigations.*

D. The officer taking the report shall provide the involved parties the incident/traffic crash report number.

E. Officers should confirm that each dispatched/self-initiated run contains the following information:

1. Incident/event/report number.

2. Date and time of incident.

3. Type of incident.

4. Name, address, and phone number of the reporting party, whenever practical and feasible.

5. Incident location.

6. Officer(s) assigned.

7. Time of dispatch.

8. Time of arrival.

9. Time of reporting back in service.

10. Disposition, if available.

IV. REPORT FORMAT/OTHER REQUIREMENTS

Officers shall be mindful that their reports are read by and circulated to courts, prosecutors, attorneys, and other agencies. The contents and appearance of each report is a direct reflection upon the Hamburg Township Public Safety Department.

A. Incident reports shall be completed in MFR and RMS unless circumstances prevent completion of the report in a timely manner. If MFR is down the report should be written in another program, such as word and pasted into MFR once it is working.

B. Reports are to be completed using proper grammar and correct spelling in lower case form using proper capitalization. Handwritten reports are to be completed in legible handwriting.

C. Appropriate headings shall be utilized.

D. Utilize a heading of LEIN information when information from the Law Enforcement Information Network (LEIN) is inserted into the narrative section of any report. This is very helpful in identifying information that cannot be released for Freedom of Information Act (FOIA) requests.

E. When writing incident reports, officers shall use the first-person pronouns “I” or “we” rather than “the undersigned officer” or “the reporting officer”.

F. When writing about victims, complainants, or witnesses in an incident report, officers shall refer to the person by name rather than referring to only the title of which they are involved.

G. All arrests that are lodged will be completed by the end of the reporting officers shift unless otherwise instructed by a supervisor. An email shall be sent to all

command staff along with the administrative assistants advising of the lodged arrest and completed report.

H. Incident reports and UD-10 Crash reports shall be reviewed by a supervisor. Unacceptable reports shall be returned to the officer for revisions or corrections.

I. Reports should be written upon the completion of a call. If an officer is unable to complete the report by the end of the shift, they will generate an incident number, enter at minimum the complainant, witness and suspect names and contact information if known and submit the report to the server incomplete.

J. All reports that require follow-up will have the preliminary report completed at the earliest possible opportunity prior to the end of the reporting officer's shift unless otherwise instructed by a supervisor. Follow-up will be done in coordination with the detective(s) for criminal reports.

K. Supplemental reports shall be added as additional information is gathered.

L. Ensure that the case file in RMS has all of the pertinent documents attached including, if applicable:

1. Photographs/Video
2. Prosecutor packet.
3. Written statements.
4. CCH/LEIN
5. Impound sheet
6. Search warrant/return and tabulation

V. INCIDENT REPORT MANAGEMENT

A. Access, Management and Security.

1. All case reports including initial, supplemental, follow-up, and evidence shall be maintained in RMS.

2. Any physical reports/records must be secured in a locked office or desk drawer.

3. Juvenile reports shall be marked as such in RMS.

4. Access to case reports and/or files is always available to authorized department members through specific user ID and password. If extra security is needed regarding a specific report, the Deputy Director of Police

Operations, or designee, will lock the report only allowing access to those required to have access.

5. The Case Management Module in RMS shall be used for all incident reports.

6. Current open/active cases assigned to an investigator/officer are to be submitted and accessible in RMS. In the event the investigator/officer is off duty and the information contained in the case file is needed, it should be readily available.

A. **Patrol Officers Responsibilities**

1. Check Case Management at the beginning of each shift or as time allows.

2. Complete any follow-up tasks assigned in a timely manner.

3. Send or cause to be sent a BOL (LEIN message) for any crimes that just occurred or recently occurred which have suspect information/descriptions (vehicle, plate info, suspect information, etc.).

4. Send an email to department personnel with any useful information about any current suspicious incidents, wanted suspects or criminal activity.

5. Do not use the "Info Only" box when writing a report.

    a. If a report is later determined to be non-criminal in nature, then a supervisor or detective will close out the report as "unfounded" when appropriate (i.e. UDAA that is later determined to be false).

6. Make proper notification by department email when a report is ready to be sent to the prosecutor's office for review.

7. When arresting someone on a Hamburg Township warrant, ensure an arrest is entered in MFR for the original charge(s) under our agency and case number.

B**.** **Patrol Supervisor Responsibilities**

1. Daily review of BOL's from various sources (email, LEIN, etc.) for any pertinent or useful information, including crime trends with a focus on officer safety information

2. Review all reports prior to the end of the shift wherever possible to ensure:

    A. Proper grammar and correct spelling.

    B. Appropriate offense code(s).

C. Necessary elements.

D. Property stolen, recovered, etc. is properly listed in the report.

E. Thoroughness.

F. Arrest card completed in MFR when required.

3. Return the incident report to the reporting officer if corrections are necessary.

4. If follow-up is required use the task function in MFR.

5. Assign reports of a criminal nature, suspicious or domestic intervention to the detective(s).

6. Informational reports, minor traffic offenses (DWLS, OWI) or non-criminal informational reports will generally be assigned to the reporting officer and closed out in case management,

7. Ensure officers complete and coordinate, when necessary, any follow-up with the detective(s) and/or traffic investigator(s) in a timely manner.

8. For recent crimes, send or cause to be sent an email to department personnel and/or a BOL (LEIN message) to the appropriate departments/counties, when appropriate if it wasn't already done.

9. Send completed lodged packets to the prosecutor's office when administrative staff is not working.

10. Review all their assigned officer's activity using Daily Records Review in RMS.

C. **Detective Supervisor/Investigator Responsibilities**

1. Review all assigned reports daily as soon as practical.

2. Evaluate each criminal case for solvability factors.

3. Review each case for similarities to other criminal activity.

4. Perform necessary follow-up and/or assign the case back to the reporting officer using case management and/or the task function in MFR.

5. Ensure the appropriate offense code was utilized and that property stolen, recovered, etc. is properly listed in the report and evidence module.

6. Make the appropriate case assignment and update the case status if appropriate.

7. Conduct follow-up or ensure proper follow-up is done in a timely fashion if a warrant is furthered from the prosecutor's office.

8. Close out cases properly in case management (closed by arrest, closed no suspect, exceptional clearance, etc.)

9 Attend Livingston County Detective meetings and share pertinent information with other law enforcement agencies.

10. Share useful information about criminal activity and suspect information with department personnel.

11. Review pawn sheets and LEIN BOL's regularly.

D. **Administrative Support Staff Responsibilities**

1. Review LEIN BOL's and post pertinent BOL's with an emphasis on Officer Safety. Forward any LEIN messages for investigative leads to the detective(s).

2. Post event summaries daily.

3. Post new pawn sheets.

4. Receive Laboratory Reports

   A. Attach to report.

   B. If applicable, update UD-10 to reflect alcohol / drug results & resubmit to state.

   C. Send the Laboratory Report to the prosecutor's office.

   D. Email the Laboratory Report to the OIC of the case.

   E. Write the blood results on DI-177 and mail the Driver's Notice of Blood or Urine Test Results to the Defendant.

   F. Submit a supplemental report.

5. Change the status in RMS case management when an incident is sent to the prosecutor to the appropriate status code.

6. If the prosecutor approves charges, check to see if an arrest was entered in MFR. If one wasn't completed, fill out the arrest module in MFR, unless an arrest warrant for the original charge(s) has been issued.

    a. If an arrest warrant is issued for the original charge, then the arrest is entered in MFR after the defendant is apprehended.
    b. When staff are aware that someone was arrested on a Hamburg Township warrant, they should.

        i. Confirm an arrest was properly entered in MFR.

        ii. Confirm the warrant was cancelled in LEIN.

7. Notify officers/detectives by email when a case is furthered by the prosecutor's office and attach the notice in RMS.

8 Update information in the RMS employee module when necessary, such as a change in assignment/shift, promotion, retirement, emergency contact change, address change, etc.

E. **Deputy Director Responsibilities**

1. Daily Records Review of supervisors in RMS.

2. Monthly Incident Crime Reporting (MICR) and Uniform Crime Reporting (UCR) submission.

3. Monthly reporting to the Department of Justice (DOJ)/Federal Bureau of Investigation (FBI) Use-of-Force Data Collection Program.

4. Prior to January 31st of each year complete an audit of all MICR and UCR reportable offenses.

5. Ensure compliance by all staff and provide instruction to members of the department to assure consistency in managing reports and cases

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Property and Evidence**			**No. 300-03**
Distribution: **POLICE**	☐New ☒Amended	Rescinds: **300-03** (10/12/22)	MLEAC Standard(s): **4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.3.5**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this procedure is to establish guidelines for the identification, preservation, and handling of evidence and all other property an officer seizes or takes possession of during the course of their duties, except motor vehicles.

II. IDENTIFICATION OF EVIDENCE

A. It is recognized that every crime scene is unique and different types of evidence may be present at each scene. Personnel should use their own knowledge, training, and experience to identify evidence at a scene that can be preserved for future investigation and prosecution.

B. Physical evidence can be anything that is tangible. Some examples of physical evidence are:

1. Biological – blood, saliva, skin cells, semen, etc.
2. Drugs (illicit and/or prescription)
3. Drug Equipment - scales, baggies, needles, etc.
4. Firearms – guns, cartridges, bullets, casings, etc.
5. Latent Prints
6. Documents (ex: suicide note, bomb threat)
7. Trace Evidence – hair, fibers, glass fragments, paint, footwear/tire impressions, tool marks, fire debris, etc.

C. Other evidence at a scene can include but not limited to; digital images, surveillance video, witness statements (recorded or written), sketches, measurements, etc.

III. PRESERVATION OF EVIDENCE

A. All personnel are reminded that preserving the crime scene is of extreme importance. Responding officers shall take the following steps to preserve evidence and to provide scene integrity:

1. Make the scene safe and secure (if needed, set evidence tape around scene).
2. Identify all people on scene including first responders.
3. Limit non-essential people from entering the crime scene including property owners or victim/complainants.
4. Protect evidence that may be destroyed by adverse conditions (i.e. placing a box over a footwear impression when raining).
5. If necessary, photograph and collect evidence that is in danger of destruction by adverse conditions or evidence that is dangerous to personnel or the public (i.e. guns accessible to the public).
6. If possible, avoid stepping in the areas where the suspect walked, or handling items touched by the suspect prior to collection.
7. Prevent contamination at the crime scene by wearing the appropriate PPE as necessary for the situation. Examples are: Latex gloves, boot covers, Tyvek suits, and masks.

B. No member shall destroy, tamper with, or withhold any property or evidence in connection with an investigation. All evidence shall be collected, removed from the scene, and secured as outlined in this policy.

IV. TAGGING OF EVIDENCE/PROPERTY IN TO EVIDENCE LOCKERS

A. Accessibility:

1. A property room supervisor will be assigned by the Director of Public Safety, or designee, to oversee all evidence/property storage facilities and functions
2. Property Room Officers are assigned by the Director of Public Safety, or designee, to maintain control of the departments' evidence/property storage facilities and functions.
3. The property room is secured with an alarm system with access restricted to property room officers and assigned supervisor.

a. A sign in sheet shall be filled out by anyone entering the property room. This sheet is to include name, date, reason for entry and time in/out.

B. All evidence/property that an officer takes possession of (with the exception of junk bicycles, see Public Safety SOP #300-59: *Stolen and Found Bicycles)* or receives during the course of his/her duties shall be turned in and properly tagged no later than the end of the same shift in which the officer receives or takes possession of the evidence/property. This section may be waived by the officer's supervisor.

C. All evidence/property **(except flammable materials)** shall be tagged with a property voucher and placed in the evidence lockers located in the evidence processing room. The secured evidence lockers are accessible only to the department's designated Property Room Officer(s).

1. All property will be packaged in the appropriate bag, have the officer's **initials** and **date** on the seal, whether using heat seal or evidence tape. This is a requirement for court and lab use.

NOTE: Bicycles and other large objects that cannot be packaged in a bag shall be tagged and placed in the detached property garage. Notification shall be made to the Property Room Officers of such items.

2. Officers shall ensure the property locker is securely shut and locked after placing evidence/property into the locker.

3. When placing evidence/property into a property locker, officers shall properly complete a property voucher in RMS. The property sheet will be placed into the same locker where the evidence/property is secured. A copy of the property sheet shall be placed with the incident report. Information on the property sheet should include:

a. How the evidence/property came into the officer's/agency's possession.

b. If the rightful owner was notified that HTPD has custody of the evidence/property.

c. Establish the chain of custody that will be continued by property officers up to and including the release of evidence/property.

4. Officers may place evidence/property in one of the temporary property lockers for short-term storage. When placing evidence/property into a temporary property locker, officers shall properly complete a property voucher in RMS. As a general rule, evidence/property should not be kept in a temporary property locker beyond the end of an officer's tour of duty.

D. Money

1. All currency, (with exception of bond monies) received including suspected counterfeit currency, should be packaged in heat seal bags. If the currency item is to be protected for prints, the bills should be placed in the heat seal bags and will be labeled with total of currency (number and denominations of currency and coins) and locked in an evidence locker. Notification shall be made to the Evidence Technician who will perform the fuming/printing that the items have been placed in an evidence locker and are ready for processing.

2. For accuracy and accountability reasons, currency totals shall be verified by another officer prior to submission to the evidence locker and that officer's name shall be documented in the original incident report.

3. When retrieving currency from an evidence locker, Property Room Officers shall place the currency into the evidence room safe.

4. All currency of $100.00 or more shall be transferred to the Township Treasurer's Office as soon as practical. The transfer and Treasurer's Office receipt shall be documented in RMS.

E. Temporary Storage

NOTE: Proper notification must be sent to the property room officers if the temporary lockers are at capacity or if the evidence/property is too large to be housed in the temporary lockers. If the temporary evidence lockers are unable to be used the main property lockers in bay #1 shall be used.

F. Narcotics/Dangerous Drugs

NOTE: When handling narcotics/dangerous drugs, officers should use rubber gloves as a protective barrier.

1. Officers shall tag in all narcotic and dangerous drugs at the Hamburg Township police station that come into their possession.

2. Handling/Processing Powder Narcotics

Fentanyl and Fentanyl analogues, such as acetyl Fentanyl, pose a significant danger to department personnel who come into contact with it. Due to its rapid rate of absorption into the human body, reports indicate that as little as 250 micrograms (0.25mg) of pure Fentanyl can be deadly. In comparison, that amount is about the size of a few grains of table salt.

Fentanyl may be absorbed through your skin (e.g., hands) or enter the body through inadvertent touching of the mouth, nose, or other mucous membranes. Fentanyl can be lethal at very low levels of exposure and officers are advised to consider the potential exposure to Fentanyl when handling or processing all suspected powered narcotics and take appropriate safety precautions.

a. When handling or processing any suspected powder narcotics or when handling/processing any items at the scene of a drug overdose officers shall:

   I Reduce the potential and severity of skin exposures by covering bare skin to the greatest extent possible.
   ii. Wear protective latex gloves.
   iii. Wear department-issued N-95 disposable mask.

b. UNDER NO CIRCUMSTANCES SHALL FIELD TESTS BE CONDUCTED ON ANY SUBSTANCE SUSPECTED OF BEING FENTANYL. Unless absolutely necessary, field tests should be avoided on ALL powder narcotics and approval of the Director of Public Safety is required before any field test is conducted. Substances should be submitted directly to the lab for analysis.

c. If there is reason to believe there is a presence of Fentanyl, clearly indicate the information on the laboratory request. By alerting the laboratory of the suspected Fentanyl, laboratory personnel can take necessary safety precautions during the handling, processing, analysis, and storage of the sample.

3. The seizing officer shall be responsible for properly securing all evidence.

a. *Fresh* marijuana plants shall be broken down and sealed in paper bags. (Plastic evidence bags will cause the plant

material to decompose.) These paper bags are located in the finger print room of the detention area. If large plants are to be entered into evidence, the entire plant shall be sealed in a paper bag.

b. *Dry*, processed plant materials shall be placed in a heat-sealed plastic evidence bag.

c. All pills, powders and liquids suspected of containing any drugs shall be placed in a plastic bag and sealed. That sealed plastic bag shall then be placed into a second plastic bag which shall be sealed. All pills and powders shall be placed in plastic bags (if not received in a secure container) before being sealed in a plastic evidence bag. Do not place loose powders, tablets, capsules or crack cocaine directly into a plastic evidence bag. The Property Sheet voucher shall note the number of pills and/or rocks and the approximate weight of the powder or plant material. The smaller plastic bags are located in the finger print room in the detention area on spools in various sizes.

d. The seizing officer shall completely fill out the evidence bag, voucher and lab request.

e. The seizing officer is responsible for the proper separation and individual packaging of items in heat-sealed evidence bags.

i. Do not package narcotics with baggies/containers that are to be printed.
ii. Do not package narcotics with narcotic paraphernalia/equipment.
iii. Do not package more than one type of narcotic per evidence bag.

f. If narcotics are to be analyzed by the MSP Crime Lab, each item to be tested shall be placed in a single evidence bag and a Laboratory Worksheet shall be filled out and placed with the item in the evidence locker, keeping a copy of the Laboratory Worksheet to attach to the incident report.

NOTE: All evidence bags **must** have packaging officer's **initials** and **date** on the seal, or it will not be accepted by the lab for analysis.

G. Sexual Assault Kits

1. When an officer places a Sexual Assault Kit into evidence, they shall notify the Property Room Officer(s) through department email. The Director of Public Safety and detectives shall be copied on this email notification.

2. Pursuant to MCL 752.934(4), a Property Room Officer shall transport the Sexual Assault Kit to the MSP Crime Lab within 14 days of receipt of the kit by our department. The Property Room Officer shall enter the Sexual Assault Kit in the State of Michigan "Track-Kit" reporting system.

H. Perishable Items

1. All perishable items/materials will be stored in the evidence refrigerator. All items will be properly labeled and sealed as evidence.

2. Transportation to the MSP Crime Lab will be done in a timely manner by a Property Room/Evidence Officer.

I. Explosives

1. There are two classifications of explosives:

   a. High explosives must be detonated with a shock wave; usually from a blasting cap. Examples of these are dynamite, C-4 plastic and detonating cord, etc.

   b. Low explosives burn prior to exploding or by chemical reaction. These explosives can be detonated with a fuse or by lighting them directly. Examples of these are improvised devices such as pipe bombs, bottle bombs or commercial fireworks, etc.

2. High and low explosives are extremely dangerous. For incidents involving high or low explosives, the MSP Bomb Squad shall be contacted to render these items safe, dispose of them, or store them. Except for commercial fireworks, these items can be placed in water to be destroyed. Receiving officers shall photograph then soak commercial fireworks in water for a minimum of one hour. Prior to taking the fireworks out of the water, the fuses shall be pulled from the fireworks. All commercial fireworks that are diffused in this manner can be discarded in the trash dumpster.

3. All ammunition shall be placed into an evidence locker. Evidence and stored in the detached property garage.

4. Objects that appear to be military ordnance (i.e., grenades, artillery shells, mines, etc.) should not be touched or moved as aging of the contents may

make them extremely unstable. Clear the area and call for the assistance of the MSP Bomb Squad. Bomb Squad notification is made directly to the MSP Operations Center at 517-241-8000.

J. Storage of Flammable Materials

1. Flammable materials are gasoline, kerosene, or any other material, liquid or solid, or any fumes or residue of such a material that will burn or explode, and any receptacle, metal, plastic, glass or otherwise, containing such a material.

2. All flammable materials and any smaller items utilizing or containing flammable materials (such as such as lawnmowers, chainsaws, weed cutters, and other machinery similar in size) shall be stored in the detached property garage. This also includes gas containers, propane tanks, etc. The following procedures shall be adhered to for these items:
   a. Officers shall ensure that all doors of the detached property garage are closed and locked.

   b. The investigating officer shall notify the Property Room Officer of the presence of the item in the property garage.

   c. The Property Room Officer shall have an evidence technician process the item for evidence, if necessary, or sufficiently photograph the item. This shall be completed as soon as practical.

   d. The Property Room Officer shall then arrange to have the item returned to the owner or properly disposed of as the case may dictate.

2. Large items containing flammable materials which need to be processed for evidence (such as vehicles, motorcycles, snowmobiles, mopeds, motor scooters, riding lawn mowers and large garden machinery) shall be stored in one of the two secured police station garage bays in order to ensure the chain of custody of any evidence located. The following procedures shall be adhered to in these situations:

   a. Officers shall ensure that all doors leading to the garage bay where the item is being stored are closed and locked.

   b. Signage shall be placed on all doors leading to the garage bay stating that there is evidence being stored in the bay.

   c. The investigating officer shall notify a Property Room Officer of the presence of the item in the garage bay and request that it be processed for evidence. The investigating officer shall also send a

department-wide email notifying all department members of the presence of the item in the garage bay.

d. The Property Room Officer shall ensure that an evidence technician is notified to process the item and shall make arrangements to have the item processed as soon as practical.

e. After the item has been processed, the Property Room Officer shall have the item removed from the garage bay and stored at the Corrigan's Towing storage yard or the department's storage yard following the guidelines established in Public Safety SOP #300-17: *Motor Vehicle Towing.*

K. Special Circumstance – Bloodborne Pathogens

All evidence/property that is contaminated with blood or body fluids shall be handled according to guidelines established in Public Safety SOP #300-57: *Communicable Diseases.*

L. Items of Exceptional Value

1. Articles of jewelry that contain precious stones and/or metals, precious metals, antiques, artwork, collectable currency, etc., shall be packaged by the reporting officer in the presence of another officer whenever possible.

NOTE: If an additional officer is not available then the packaging of this property will be conducted on body camera.

a. The item will be sealed in a clear plastic bag, with both officer's signatures and the date written across the seal with the incident number. If another officer isn't available, then the packaging will be fully recorded on the officers' body camera.

b. In instances where the item is too large to be placed in a bag, officers may choose to tag the property instead.

c. Efforts should be made to protect and/or carefully handle these items to maintain their integrity and value.

3. Items of exceptional value shall be stored in a enhanced secure area within the property room.

V. GENERAL LAB SUBMISSION

A. The property evidence officers are responsible for submitting evidence to the lab and will ensure that all evidence submitted is sealed in appropriate packaging and clearly marked with a property label.

B. The proper lab submissions forms will be completed and submitted with the property to the lab.

C. The submission and return of evidence from the lab will be documented in the case report.

D. The lab results along with any additional paperwork received, will be documented and attached in RMS.

VI. RELEASE/DISPOSAL OF EVIDENCE/PROPERTY

A. Property Room Officers shall not remove evidence/property from the evidence room unless one of the following exists:

1. It is to be used in court, (this may be signed over to the originating officer).

2. It is taken to the MSP Crime Lab.

3. Exceptional circumstances exist and removal is authorized by the Director of Public Safety, or designee.

4. For the release/disposal of any evidence from the evidence room. Proper forms shall be filled out for such removal.

5. For latent fingerprint processing (i.e., fuming or dusting).

6. For additional investigation.

7. The current location of any evidence released, disposed of or moved from the property room shall be documented in the OSSI property module.

B. After release from court all evidence/property removed from the evidence room shall be returned immediately to the evidence room by Evidence/Property Officer or to an evidence locker by an officer. Officer shall **not** keep evidence in their briefcase, bag, desk drawer, cabinet drawer, or personal locker.

C. It is the responsibility of the Property Room Officer who transports evidence to the MSP Crime Lab to ensure that:

1. The item is returned to the department evidence room immediately upon completion of analysis.

2. The laboratory results are documented in a supplemental report.

D. Release/disposal of evidence/property prior to a court disposition or conclusion of an investigation includes:

1. Property which is contraband shall not be released.

2. If the ownership of property is disputed, the property should not be returned until the dispute is resolved.

3. Any weapon used in the commission of a crime shall be retained until the prosecuting attorney is contacted. No weapon should be released in cases where warrants are pending.

4. Any other property which is evidence shall not be released if the Prosecutor's Office certifies that there is a need to retain that evidence in lieu of a photograph or other means of documenting its possession by the department.

5. If approval to release the property is granted by the Prosecutor's Office, the Property Room Officer will indicate in their report the name of the prosecutor giving permission and the date and time permission was granted.

6. Follows Michigan's minimum standards for disposal.

E. Immediate return of evidence/property to owner/agent includes:

1. Items recovered during an initial investigation are to be returned immediately to the victim of the offense according to the following guidelines:

   a. Evidence of ownership is to be provided to the investigating officer. The investigating officer is to be satisfied that the items belong to the person(s) making the claim.

   b. Document in written report how the officer was able to determine ownership.

2. No other property is to be released without the prior consent and approval of the Prosecutor's Office.

3. When property is immediately returned to the victim/owner under the procedures outlined, the officer will require the victim/owner to sign for its release.

F. Marking of items retained during an initial investigation shall be as follows:

1. The investigating officer will include the date, time, incident number, and item number on the evidence packaging. This will allow the officer to properly identify the item in a courtroom setting.

2. The property will be packaged or tagged in a manner that will prevent the packaging or Property Sheet from becoming separated from the item.

3. Large items that cannot be packaged should be identified by affixing a Property Sheet property tag or sticker to the item. This will allow the officer to properly identify the item in a courtroom setting.

G. Release/disposal of evidence/property after a court disposition or conclusion of a case investigation shall be as follows:

1. Whenever possible, the Property Room Officer shall attempt to return or dispose of all property after a court disposition or conclusion of an investigation.

2. The investigating officer shall advise the Property Room Officer the authorization to release items.

3. There may be certain times when the owner of property to be returned cannot not pick it up at the station. In these circumstances a Property Room Officer may deliver the property to the owner. The Property room Officer shall document the return of the property in the OSSI property module including the reason why the item(s) had to be delivered.

4. Evidence/property that cannot be returned to the owner on the day it was checked out shall be checked back into the evidence room and the signed Property Sheet will be placed with the item in an evidence locker immediately upon return of the evidence/property.

VII. FIREARMS

A. The definition of a firearm includes any weapon from which a dangerous object can be shot or propelled by the use of explosives, gas, or air. A firearm does not include smooth-bore rifles or handguns designated and manufactured exclusively for shooting BBs no larger than .177 caliber by means of a spring, gas, or air.

NOTE: MSP Firearm Central Records states that paint ball guns are not firearms as the paintball is not considered to be a dangerous projectile.

B. Investigating Officer's Responsibilities shall be as follows:

1. A completed voucher will be attached to all firearms for identification.

4. When placing a firearm into evidence, officers shall complete the OSSI property voucher and attach a property tag or sticker to the firearm.

3. Under no circumstances will anyone scribe anything on a firearm.

4. Firearms will be confirmed to be unloaded and placed in appropriate evidence boxes with the muzzle direction noted on the outside.

NOTE: Officers **will not** tag in loaded firearms unless the firearm is physically unable to be unloaded or there is some overwhelming evidentiary need for the firearm to remain loaded. Officers requiring assistance with clearing a weapon shall request the assistance of a range officer.

5. Firearms shall be identified by brand name, caliber, number of shots, pistol/revolver, and serial number when available.

6. A registration and stolen check via the LEIN shall be made and LEIN paperwork shall be added to the incident report.

7. Cases involving guns with altered or defaced serial numbers are to be to referred to a Property Room Officer. The Property Room Officer shall transport the gun to the MSP Crime Lab requesting the serial number be raised.

B. Firearms Seized for Safekeeping

There are certain occasions when an officer seizes firearms from a firearms owner whose actions have demonstrated that they may pose a threat to themselves or others. When a firearm is seized for safekeeping under these circumstances a Property Room Officer shall only return the firearm back to that owner:

1. When the owner produces documentation from a licensed psychologist or psychiatrist that states that the owner no longer poses a threat to themselves or others; or

2. Pursuant to a court order to return the firearm.

VIII. PROPERTY/EVIDENCE RELEASED FOR TRAINING PURPOSES

A. This section applies to contraband in the custody of the Hamburg Township Police Department, including controlled substances, drug paraphernalia, street weapons, edged weapons, impact weapons, firearms, and counterfeit identity documents.

B. Except with the written agreement of the prosecution and defense, no property of any type shall be used for training or public education while the case it is associated with is still pending in court.

C. Retaining property/evidence can be done when:

1. A case is concluded and adjudicated, including any mandatory appeals periods, and any officer wishes to preserve property/evidence for the purposes of investigation training or public education. The officer shall submit in writing to the Director of Public Safety a request for said property to be converted to department use.

    a. The Director of Public Safety shall route such a request through the Prosecutor's Office. The request shall describe the article(s) in question and ask the court to remand it to the custody of the Hamburg Township Police Department for purposes of investigations training and/or public education.

2. If such a motion is granted:

    a. The property/evidence shall be conspicuously marked as preserved for training, including the docket number of the court order.

    b. The authorizing paperwork for each item retained shall be maintained in a special file by the Property Room Officer. This paperwork shall include copies of all attempted "property return owner notifications."

    c. A supplemental report shall be completed by the Property Room Officer regarding the property's status changes.

    d. The property/contraband shall be stored in a secured area of the property room when not in use.

3. The property has exceeded the required retention period and owner notification requirement.

NOTE: Property/contraband shall not be considered for release to the department until required property retention periods have been observed, and owner notifications have been made (when appropriate).

4. The Director of Public Safety gives written permission.

5. The Livingston County Prosecutor gives written permission.

D. Utilization of retained property:

1. Property/contraband which has been authorized by a court to be used for investigative training or public education may be released to a requesting officer.

2. The transfer of possession shall be recorded in RMS.

3. The receiving officer is responsible for the security of the property received.

4. Property will be returned directly to the Property Room Officer or through the property lockers and appropriate entries shall be made in RMS.

5. Before accepting the property/contraband back into secure storage, the Property Room Officer shall inspect it carefully and note any qualitative or quantitative change in condition.

IX. QUALITY CONTROL

A. A semi-annual inspection of the evidence/property storage areas by the property room officers and supervisor, to ensure adherence to agency policy and procedures governing storage of evidence/property.

B. An inventory or audit of evidence/property will occur:

1. Whenever there is any indication or suspicion of a security breach of the property/evidence repository.

2. A representative audit of evidence/property held by the agency is conducted by a supervisor, annually, outside of the chain of command for the evidence/property control function. At minimum, 5% of the total number pieces of property will be chosen at random using the specialized function in RMS.

3. An annual unannounced meaningful inspection of evidence/property storage areas, as directed by the Director of Public Safety.

C. The Director of Public Safety shall have an outside law enforcement agency conduct a full inventory audit of the property room:

1. Every 5 years.

2. Whenever there is a change of the evidence/property room officers, supervisor, or chief law enforcement officer.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Response to Persons with Mental Illness**			**No. 300-08**
Distribution: **POLICE**	☐New ☒Amended	Rescinds: **300-08** (02/08/23)	MLEAC Standard(s): **3.5.4**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this policy is to establish guidelines, for police officers of the Hamburg Township Public Safety Department, when interacting with individuals suspected to be suffering mental disturbances, emotional crises, or an emotionally impaired person (EIP).

II. POLICY

A. It is the policy of the Hamburg Township Public Safety Department to comply with the State of Michigan Mental Health Code when responding to situations involving individuals who are suspected of being emotionally disturbed or who may be suffering from mental illness.

B. The department is committed to the following:

1. Training all officers in the recognition of behavioral cues for persons who may be suffering from mental illness.

2. Accessing available community mental health resources.

3. Working in collaboration with community mental health professionals to develop techniques and procedures for dealing with persons suffering from mental illness and providing all officers with training in these techniques/procedures.

4. Utilizing alternatives to arrest to ensure the best treatment options for those suffering from mental illness.

III. DEFINITIONS

A. **Mental Illness** – A substantial disorder of thought or mood which significantly impairs judgment, behavior, capacity to recognize reality, or ability to cope with the ordinary demands of life.

B. **Person Requiring Treatment (MCL 330.1401)** – Is a person who has a mental illness:

1. Who as a result of that mental illness can reasonably be expected within the near future to intentionally or unintentionally cause serious injury to himself or herself, or an individual who has engaged in an act or acts or has made significant threats that are substantially supportive of the expectation; or

2. Who as a result of that mental illness is unable to attend to his or her basic physical needs, such as food, clothing, or shelter that must be attended to in order for the person to avoid serious harm in the near future, and who has demonstrated that inability by failing to attend to those basic physical needs; or

3. Whose judgment is so impaired that he/she is unable to understand his or her need for treatment and whose continued behavior as a result of this mental illness can be reasonably expected, on a basis of competent clinical opinion, to result in significant physical or mental harm to himself, herself or others in the near future; or

4. Whose understanding of the need for treatment is impaired to the point that he or she is unlikely to voluntarily participate in or adhere to treatment that has been determined necessary to prevent a relapse or harmful deterioration of his or her condition, and whose noncompliance with treatment has been a factor in the individual's placement in a psychiatric hospital, prison or jail at least 2 times within the last 48 months or whose noncompliance with treatment has been a factor in the individual's committing 1 or more acts, attempts, or threats of serious violent behavior within the last 48 months. An individual under this subdivision is only eligible to receive assisted outpatient treatment.

   Note: An individual whose mental processes have been weakened or impaired by dementia, an individual with a primary diagnosis of epilepsy, or an individual with alcoholism or other drug dependence is not a person requiring treatment under this policy unless the individual also meets the criteria specified in section III (B) (1 through 4) of this policy. An individual described in this note section may be hospitalized under the informal or formal voluntary hospitalization provisions of this chapter if he or she is considered clinically suitable for hospitalization by the hospital director.

C. **Protective Custody** – The temporary custody of an individual by a peace officer with or without an individual's consent for the purpose of protecting that individual's safety and health, or the safety and health of the public, and for the purpose of transporting the individual if the individual appears to be a person requiring treatment. Protective custody is civil in nature and is not to be construed as an arrest; however, that same level of force may be used as would be applied in making a lawful misdemeanor arrest without a warrant.

III. PROCEDURES

A. Potential Symptoms of Mental Illness

Mental illness is often difficult for even trained professionals to define in an individual. Officers are not expected to make judgments of mental or emotional disturbance but rather to recognize behavior cues that are potentially destructive and/or dangerous to self or others. Potential symptoms that may be observed or reported by family/associates include:

1. **Withdrawal** — Recent social withdrawal and loss of interest in others;
2. **Drop in functioning** — An unusual drop in functioning, at school, work or social activities, such as quitting sports, failing in school or difficulty performing familiar tasks;
3. **Problems thinking/Confused thinking** — Problems with concentration, memory or logical thought and speech that are hard to explain;
4. **Increased sensitivity** — Heightened sensitivity to sights, sounds, smells or touch; avoidance of over-stimulating situations;
5. **Apathy** — Loss of initiative or desire to participate in any activity;
6. **Feeling disconnected** — A vague feeling of being disconnected from oneself or one's surroundings; a sense of unreality;
7. **Illogical thinking** — Unusual or exaggerated beliefs about personal powers to understand meanings or influence events; illogical or "magical" thinking typical of childhood in an adult;
8. **Nervousness/Intense fear** — Fear or suspiciousness of others or a strong nervous feeling;
9. **Unusual behavior** – Odd, uncharacteristic, peculiar behavior;
10. **Sleep or appetite changes** — Dramatic sleep and appetite changes or decline in personal care;
11. **Mood changes** — Rapid or dramatic shifts in feelings;
12. **Suicidal thoughts**;
13. **Delusions** – Having fixed and false beliefs that contradict reality. It is the persistent belief in things which are objectively not true.
14. **Defiance of authority**;

15. **Frequent outbursts of anger** – Sudden episodes of impulsive, aggressive, violent behavior or angry verbal outbursts which are grossly out of proportion to the situation.

B. Interactions with Suspected Mentally Ill Persons

When dealing with persons who may be suffering from mental illness, officers shall:

1. Request a backup officer.

2. Take steps to calm the situation. Where possible, eliminate emergency lights and sirens, disperse crowds, and assume a non-threatening manner when approaching or conversing with the individual. In situations where the individual has not engaged in violence, avoid physical contact and take time to assess the situation.

3. Attempt to de-escalate any potential/active violence or hostility without endangering themselves, other officer(s) or other persons, if possible.

4. Be respectful and express concern and understanding.

5. Determine if the subject is a "person requiring treatment." When making an assessment of the person officers should refer to the guidance provided in the Hamburg Township Police Officer Response Guide (Attachment A).

6. Determine if the subject has violated any law or ordinance. If there is probable cause that the person has committed a criminal offense, officers should submit a warrant request to the Livingston County Prosecutor's Office as this could lead to charges being authorized and the possibility of court-ordered treatment.

7. Determine the most appropriate course of action such as:

   a. Counseling the subject, providing guidance, etc.
   b. Directing the subject to a place of treatment or counseling.
   c. Contacting a relative, friend, guardian, etc.
   d. If the situation allows and it is the best course of action, taking the subject into protective custody.

C. Voluntary Commitment

If a person requests voluntarily commitment, officers shall:

1. Request that Livingston County EMS transport the person to a hospital. If an ambulance is not available, officers should attempt to secure transportation from a family member and follow the family member and person to the hospital. Officers may transport the person in their patrol car to the hospital if there is no reasonable alternative.

2. Proceed to the hospital or mental health care facility, if necessary, to provide the medical staff with any necessary information and make sure the subject is safe, secure, and under care.

D. Involuntary Commitment/Protective Custody

1. Officers shall take an individual deemed to be a person requiring treatment, as defined by this policy, into protective custody if he/she does not wish to commit themselves voluntarily.

2. When taking a person into protective custody, officers ~~may~~ shall:

   a. Use objectively reasonable force as may be permitted if the officer were making a lawful misdemeanor arrest without a warrant.
   b. Require reasonable steps for self-protection, including a pat down search of the subject and the immediate surroundings, but only to the extent necessary to discover and seize a dangerous weapon that may be used against the officer or other person including health care workers.

3. Officers shall inform the person that they are not under arrest but being taken into protective custody for their safety.

4. Request Livingston County EMS transport the person to a hospital. Depending on the circumstances an officer can either ride in the back of the ambulance or follow EMS to the hospital.

5. If EMS response is delayed, an officer may perform the transport themselves if they believe it can be safely accomplished in the following circumstances:

   a. Waiting for EMS is likely to upset the person.

   b. Officers have a good rapport with the person and believe that patrol car transportation is in the best option.

6. If the officer has observed the behavior, the officer may act as petitioner and seek a law enforcement committal. The application/petition shall include the:

a. Facts which form the basis for the assertion that the person is a "person requiring treatment" and

b. Names and addresses of any known witnesses.

7. Once the subject has been turned over to a health care facility - *and the individual has been accepted into the facilities custody* – officer(s) may clear after having completed all necessary forms and/or petitions.

8. Officers shall complete an incident report for all involuntary commitments/protective custody incidents.

E. Court-Ordered Protective Custody

Upon receipt of a petition signed by a judge, physician, or licensed psychiatrist/psychologist, officers shall:

1. Notify a supervisor of the pick-up order.

2. Work with family or friends of the named subject to determine the expected compliance of the subject.

3. Determine the most suitable manner to approach the person.

4. Attempt contact with the person named in the petition and interact with them pursuant to the guidelines outlined in this policy.

5. Attempt to place the subject into protective custody and advise them they are not under arrest but under control of the court order for their safety.

6. Request Livingston County EMS to transport the person to the hospital or preadmission screening unit as designated in the petition or to the nearest available hospital if no facility is designated in the petition.

a. Depending on the circumstances an officer can either ride in the back of the ambulance or follow EMS to the hospital.

7. If EMS response is delayed, an officer may perform the transport themselves if they believe it can be safely accomplished in the following circumstances:

a. Waiting for EMS is likely to upset the person.

b. Officers have a good rapport with the person and believe that patrol car transportation is in the best option.

8. Once the subject has been turned over to a health care facility - *and the individual has been accepted into the facilities custody* – officer(s) may clear.

9. Complete an incident report.

F. Mental Health Referrals

1. There may be some instances where officers will make contact with a person who potentially may need mental health assistance but does not meet the requirements for involuntary commitment/protective custody nor wish to voluntarily commit themselves.

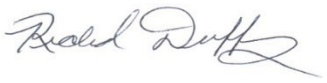
2. In such instances, officers should complete a Mental Health Referral form (Attachment A) and submit it to Community Mental Health Services of Livingston County for a follow-up by a mental health professional.

G. Training

1. All members of the department shall receive initial training on responding to persons suspected of being emotionally disturbed or who may be suffering from mental illness. This training at a minimum shall include review of the procedures contained in this policy, recognition of signs/symptoms of potential mental health issues and available mental health resources.

2. All members of the department shall receive annual refresher training on responding to situations involving individuals who are suspected of being emotionally disturbed or who may be suffering from mental illness at least once every three years.

Issued by:



Chief Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

Attachment A

LIVINGSTON COUNTY MENTAL HEALTH REFERRAL

INSTRUCTIONS: This form is designed to report law enforcement contacts with consumers of mental health services and persons potentially needing mental health assistance. Please complete the form as accurately as possible, scan and email to the address listed below. It is not necessary that a crime has been committed or that any law enforcement action was taken. Completion of this form does not preclude you from taking any other law enforcement action.

EMAIL COMPLETED FORMS TO: Connie Conklin at cconklin@cmhliv.org

or by fax at 517-548-4503

SUBJECT'S NAME:	
SUBJECT'S PHONE NO:	**DOB:**
HOME ADDRESS:	
CONTACT DATE/TIME:	**LOCATION:**
REASON FOR POLICE CONTACT:	

SUBSTANCE USE: ☐ SUSPECTED ☐ KNOWN USE OF _____	**MILITARY VETERAN?** ☐ YES ☐ NO	**RELEASE OF INFORMATION** ☐ SIGNED ☐ REFUSED ☐ NOT AVAILABLE

BRIEF DESCRIPTION OF CONTACT/CONCERNS FOR SAFETY:

OUTCOME:	☐ **ARRESTED** ☐ **LEFT AT SCENE** ☐ **TRANSPORTED to CMH** ☐ **EMERGENCY ROOM** ☐ **TRANSPORTED HOME** ☐ **OTHER**_____

REQUEST FOR CMH:	☐ **FUTURE CMH Staff Mobile Check** ☐ **CMH to follow up (NO CMH Staff Mobile Check)** ☐ **CMH to follow up BEFORE Ride Along** ☐ **CONTACT Referring Officer BEFORE ANY FOLLOW UP** **ANY IDENTIFIED RISKS FOR CMH VISITING THE HOME:**

REFERRING AGENCY:	**LE OFFICER'S Phone No:**
LE OFFICER'S NAME:	**INCIDENT NUMBER:**

Hamburg Township Public Safety Department Updated 1/20/2019

LIVINGSTON COUNTY COMMUNITY MENTAL HEALTH USE ONLY

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Department Training**			**No. 300-15**
Distribution: **POLICE**	☐New ☒Amended	Rescinds: **300-15** (10/12/22)	MLEAC Standard(s): **1.9.1, 1.9.2, 1.9.4, 1.9.5, 1.9.6, 1.9.7, 1.9.8, 1.9.9, 1.9.12, 1.10.2a, 1.10.2d**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this procedure is to establish guidelines for in-service training of police officers of the Hamburg Township Public Safety Department.

II. POLICY

It is the policy of the department to train each employee to the satisfactory performance level of required duties. Training results in employees who are better prepared to act decisively and correctly in a broad spectrum of situations, increases productivity and effectiveness, and fosters cooperation and unity of purpose.

III. PROCEDURES

A. Mandatory Training

1. All Sworn Officers

In addition to completing the Field Training Officer program as outlined in Public Safety SOP #300-65: *Field Training and Evaluation Program*, all sworn officers shall complete the following training:

a. Handgun Qualification (Twice annually)
b. Patrol Rifle Qualification (Twice Annually)
c. Less Lethal Platforms
    a. 40MM and Taser (recertification annually)
d. Pursuit Termination Techniques
e. Speed Measurement Operator Certification
f. Basic LEIN Operator Certification (recertification every two years)
g. CPR Certification (recertification annually)
h. Automated External Defibrillator (recertification annually)
i. Hazardous Material Awareness (annually)
j. Active Shooter (annually)
k. Legal Update (annually)
l. Defensive Tactics/Subject Control Tactics (annually)
m. Marine Law/Boater's Safety Certificate

n. De-escalation Techniques
o. Use of Force (to be covered within mandatory training a, b, c, d, e, k, l, m, and o)

2. Supervisors

All officers holding the supervisory rank of Sergeant and above shall complete the following training:

a. First Line Supervision (at or near promotion to Sergeant)
b. Advanced Supervision/Leadership
c. School of Police Staff & Command

3. Standard Operating Procedures Review

a. The following Standard Operating Procedures shall be reviewed with all officers by a department firearms instructor at each firearms qualification training session:
    i. #300-25: *Use of Force*
    ii. #300-26: *Firearms*
    iii. #300-28: *Less- Lethal Weapons*

b. In addition, the department shall conduct regular reviews of SOPs specifically focusing on Standard Operating Procedures covering high-liability subject matter as determined by the Director of Public Safety or designee.

B. Specialized Training

1. Specialized training is defined as that training received outside of the department that involves a specialized area of interest, an area not normally available at in-service sessions, involves subject matter of a highly technical nature or which certifies the attendees as subject matter instructors.

2. Specialized training will be provided to employees on an as needed basis.

3. The selection of personnel to attend these courses will be made on the basis of its benefit to the department and the employee as determined by the Director of Public Safety/designee.

4. Requests for specialized training shall be made to the department's designated training coordinator.

5. Specialized training will be mandatory for officers assigned the following positions/roles:

a. LAWNET
b. SWAT
c. Crisis Negotiator Team
d. UAS (drone) Team
e. Dive Team
f. Field Training Officer
g. Detective
h. Commercial Motor Vehicle Enforcement
i. Accident Reconstructionist
j. Firearms Instructor
k. Use of Force Instructor
l. TASER Instructor
m. Defensive Tactics Instructor
n. Required CPE courses/credits (annually)

6. In order to provide in-service training to officers, department instructors must attend and successfully pass an instructor's course in the subject matter to be taught and must maintain any requirements or supplemental training mandated to keep their instructor's certification current.

C. Accreditation Training

1. All accreditation managers and all other personnel assisting in the accreditation process shall complete New Accreditation Manager training provided by the Michigan Association of Chiefs of Police (MACP) within six months of assignment.

2. The Director of Public Safety will attend accreditation manager training, or similar course designed by the commission, within 1 year of application or with a change in command.

3. Accreditation managers shall also attend periodic accreditation training conferences provided by MACP.

D. Tactical Team Training

Hamburg Township is a member of the Livingston Regional SWAT team and the Livingston County Crisis Negotiator Team. All members assigned to these tactical teams shall attend all required training and adhere to all operating procedures as adopted by the teams.

E. Remedial Training

1. All remedial training shall be documented.

2. With sufficient cause, the Director of Public Safety may require that any employee of the department attend special training sessions to review basic skills and/or knowledge or do satisfactory research in deficient area(s).

3. Remedial training requirements will be given time limits for completion. Lack of satisfactory completion will be dealt with in accordance with Public Safety SOP #100-03: *Disciplinary Procedures*.

F. Refresher Training

1. Sworn personnel returning to duty after an extended absence will be assigned an FTO for up to a ten-day period for purposes of retraining and orientation.

2. DORs are not required to be completed during this reorientation period.

NOTE: An extended absence is defined as a sworn member who is absent from their scheduled shift lasting more than 30 consecutive days.

G. Officer Responsibilities

1. Officers shall arrive at the station allowing for sufficient travel time to arrive at training classes in time for the scheduled start time of the class.

2. All officers scheduled to attend a training class, workshop, or seminar are expected to attend all sessions, fully participate, and complete the course. They will also comply with any of the requirements or instructions necessary for completing such a training class, workshop or seminar.

3. Officers shall not leave any training class early and shall stay in class until dismissed by the class instructor.

4. Officers are representatives of the department. As such, officers shall dress in a neat and professional manner appropriate to the training class being attended. Grooming and dress attire standards as outlined in Public Safety SOP #300-52: *Non-Uniform Dress Policy* and Public Safety SOP #300-53: *Officer Uniform and Appearance* shall be adhered to.

5. Officers who are unable to attend training because of scheduling conflicts with court appearances, other scheduled training, or any other prior commitment shall immediately notify the training coordinator upon learning of the scheduling conflict.

6. An officer shall notify a supervisor if they are unable to attend a scheduled training class due to illness or injury. The member shall be rescheduled to make up the missed training class if it is a mandatory training subject.

7. Employees receiving training, seminar, or workshop certificates shall submit a copy of the certificate to the Director of Public Safety within seven (7) days after receiving the certificate.

H. The Law Enforcement Officer Safety Act (LEOSA)

HTPD will comply with LEOSA by conducting the following:

1. Offering the required training to retired members in good standing.

2. Issuing LEOSA compliant identification cards for members that have successfully completed the training.

I. Training Coordinator Responsibilities

The Director of Public Safety shall serve as the department's training coordinator and shall be responsible for:

1. Ensuring that all officers receive all mandatory training as outlined in this policy.

2. Researching available training courses and offering specialized training to officers consistent with the needs of the department and interests of the officer.

3. Registering officers for assigned training courses.

4. Coordinating the attendance of departmental employees at training.

5. Scheduling officers for training and ensuring that the operational needs of the department, such as road coverage, are covered.

6. Budgeting training costs and maintaining annual training costs within the fiscal year training budget.

7. Maintaining records of all employee participation in training programs. Each employee shall have an individual training record which shall include the date(s) of training, location/provider of the training and the title of the training course.

8. Ensuring that all Michigan Commission on Law Enforcement Standards (MCOLES) approved training is reported to MCOLES for addition to the officer's record.

9. Ensuring that copies of training certificates are received from employees upon completion of training and forwarded to Human Resources for placement in each employee's personnel file.

10. Will coordinate appropriate updates/training to personnel in the event of an unanticipated change in operational procedures, statutes, or case law. The information will be scheduled and disseminated through department email, memo and/or PowerDMS.

J. Training Records

The Hamburg Township Police Department will maintain training records for any training classes/course we conduct or deliver, this record will include at minimum:

1. The course content or lesson plan;

2. Name of attendees;

3. Qualifications of in-service training instructors;

4. Qualification and/or test results of individual attendees, if administered;

5. Attachments of materials such as articles, newsletters and videos that are circulated for review;

6. Retention of training class/course records in accordance with Michigan Administrative Code and applicable retention schedule.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Abandoned Vehicles**			**No. 300-20**
Distribution: **POLICE**	☐New ☒Amended	Rescinds: **300-20** (10/12/22)	MLEAC Standard(s): **N/A**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this procedure is to set forth guidelines for the processing of complaints of abandoned vehicles.

II. DEFINITION OF AN ABANDONED VEHICLE

MCL 257.252(a) defines an abandoned vehicle as either of the following:

A. A vehicle that has remained on private property without the consent of the owner.

B. A vehicle which has remained on public property for a period of not less than 48 hours, or on a state trunk line highway:

a. If a valid registration plate is affixed to the vehicle, for a period of not less than 18 hours.
b. If a valid registration plate is not affixed to the vehicle.

III. PROCEDURES

A. Public Property Complaints

1. When Central Dispatch or the department receives a complaint of a vehicle abandoned on public property, all pertinent information will be obtained, and an officer will be dispatched to the reported location.

2. If the officer assigned to the complaint locates the vehicle, the vehicle identification number (VIN) shall be checked in LEIN. If the vehicle is not stolen, the officer shall affix the orange *Abandoned Vehicle Tag* to the vehicle.

3. The officer shall notify the Traffic ~~Sergeant~~ Safety Officer of the location of the tagged vehicle as well as the date and time the vehicle was tagged. The Traffic ~~Sergeant~~ Safety Officer shall respond to the location or arrange for an officer to respond to the location of the vehicle as soon as possible after the 48 hours has passed and perform a second LEIN check

to determine the status of the vehicle. If the vehicle is not reported as stolen, the officer will have a wrecker from the township non-preference referral list remove the vehicle.

4. Immediately following the request for a tow of the vehicle, the officer shall notify a LEIN operator of the abandonment; providing all information necessary to have the vehicle entered in LEIN as impounded.

B. Private Property Complaints

1. Private Property- Open to the Public

a. When Central Dispatch or the department receives a complaint of a vehicle on private property which is open to the public, (i.e., parking lots) from the person in control of the property or designated tow company, they shall obtain all pertinent information available and dispatch an officer to the reported location.

b. Upon arrival, the responding officer shall check to ensure that proper notices are posted on the private property notifying the public that unauthorized vehicles parked on the property are subject to being towed at the owner's expense. MCL 257.252k notice requirements are as follows:

i. The notice shall be prominently displayed at a point of entry for vehicular traffic to the property;
ii. The notice clearly indicates in letters not less than two (2) inches high on a contrasting background that unauthorized vehicles will be towed at the owner's expense;
iii. The notice must provide the name and telephone number of the towing service responsible for towing or removing vehicles from that property;
iv. The notice must be permanently installed with the bottom of the notice located not less than 4 feet from the ground.

c. The responding officer shall then:

i. Run the VIN through LEIN to determine if the vehicle is stolen.
ii. Attempt to contact the registered owner, if known, to make arrangements for removal.
iii. Document the complainant's name.
iv. Request a wrecker from the township non-preference

referral list if the owner is unknown, unreachable or has no means of removal.

v. Have a LEIN operator enter the vehicle in LEIN as abandoned vehicle.

vi. Notify the Traffic ~~Sergeant~~ Safety Officer of the impoundment and the vehicle will be processed by the Traffic Sergeant pursuant to the private property abandon vehicle process (MCL 257.252a).

2. Private Property- Residential

a. MCL 257.252l provides an exemption to the notice requirements of MCL 257.252k for vehicles on residential property.

b. When Central Dispatch or the department receives a complaint of a vehicle on private residential property (or vacant land not open to the public), they shall obtain all pertinent information available and dispatch an officer to the reported location.

c. The responding officer shall then:

i. Run the VIN through LEIN to determine if the vehicle is stolen.

ii. Attempt to contact the registered owner, if known, to make arrangements for removal.

iii. Document the complainant's name.

iv. Request a wrecker from the township non-preference referral list if the owner is unknown, unreachable or has no means of removal.

v. Have a LEIN operator enter the vehicle in LEIN as abandoned.

vi. Notify the Traffic ~~Sergeant~~ Safety Officer of the impoundment and the vehicle will be processed by the Traffic ~~Sergeant~~ Safety Officer pursuant to the private property abandon vehicle process (MCL 257.252a).

C. Immediate Removal of Vehicles

1. MCL 257.252d provides for the immediate removal of a vehicle from public or private property without regard to notice in the following instances:

a. If the vehicle is in such a condition that the continued operation of the vehicle upon the highway would constitute an immediate hazard to the public;

b. If the vehicle is parked or standing upon the highway in such a manner as to create an immediate public hazard or an obstruction of traffic;

c. If a vehicle is parked in a posted tow away zone;

d. If there is reasonable cause to believe that the vehicle or any part of the vehicle is stolen;

e. If the vehicle must be seized to preserve evidence of a crime, or if there is reasonable cause to believe that the vehicle was used in the commission of a crime;

f. If removal is necessary in the interest of public safety because of fire, flood, storm, snow, natural or man-made disaster, or other emergency;

g. If the vehicle is hampering the use of private property by the owner or person in charge of that property or is parked in a manner that impedes the movement of another vehicle;

h. If the vehicle is stopped, standing, or parked in a space designated as parking for people with disabilities and is not permitted by law to be stopped, standing, or parked in a space designated as parking for people with disabilities;

i. If the vehicle is located in a clearly identified access aisle or access lane immediately adjacent to a space designated as parking for persons with disabilities;

j. If the vehicle is interfering with the use of a ramp or a curb-cut by persons with disabilities;

k. If the vehicle has been involved in a traffic crash and cannot be safely operated from the scene of the crash.

D. Abandoned Vehicles Brought to Police Station

1. Consistent with MCL 257.252(10), when a wrecker service tows an abandoned vehicle off of private property at the request of the property owner and brings the vehicle to the police station to report the tow, officers shall:

a. Run the vehicle through LEIN to determine if it is stolen;

b. Document the location that the vehicle was towed from,

complainant's name and the name of wrecker service in an incident report;

c. Have a LEIN operator enter the vehicle in LEIN as an abandon vehicle.

d. Notify the Traffic Sergeant of the impoundment and the vehicle will be processed by the Traffic ~~Sergeant~~ Safety Officer pursuant to the private property abandon vehicle process (MCL 257.252a).

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: **Automated License Plate Readers (ALPRs)**			**No. 300-37**
Distribution: **POLICE**	☒New ☐Amended	Rescinds:	MLEAC Standard(s): **4.1.3**
Effective Date: **December 1, 2026**			

I. PURPOSE

The purpose of this policy is to establish procedures for the proper use of Automated License Plate Reader (ALPR) technology.

II. POLICY

Automated license plate reader (ALPR) technology is a valuable law enforcement tool that can greatly assist the Hamburg Township Public Safety Department in identifying stolen vehicles and license plates, locating missing or endangered persons, identifying vehicles associated with criminal activity, and supporting criminal investigations.

It is the policy of the Hamburg Township Public Safety Department to use ALPR technology only for legitimate public safety and law enforcement purposes and in accordance with applicable local, state and federal laws. Specifically, ALPR technology shall not be used for personal purposes, in a discriminatory manner, for general traffic enforcement, for general surveillance or for any purpose unrelated to a legitimate law enforcement purpose. In utilizing ALPR technology, department personnel shall at all times act in a manner that protects the Constitutional rights and privacy interests of all persons.

III. DEFINITIONS

A. **Annual Audit** – An annual representative audit consisting of a meaningful and representative sampling of each audit category sufficient to evaluate compliance with department policy and applicable laws.

B. **Automated License Plate Reader (ALPR)** – Equipment consisting of cameras, computers, and software used to automatically recognize and interpret the characters on motor vehicle license plates. Digital images captured by the cameras are converted into data which is processed through the ALPR system. The ALPR system can also detect vehicle characteristics such as the make, model, body style, and color of the vehicle, in addition to the license plate.

C. **ALPR Operator** – Trained members who may utilize the ALPR system.

D. **ALPR Administrator** – The Director of Public Safety, or their designee, who oversees and manages the ALPR physical equipment, software and data.

E. **Fixed ALPR System** – ALPR cameras that are affixed to a structure such as a pole.

F. **Hot-Lists** – Information concerning stolen vehicles, stolen license plates, vehicles associated with persons of interest or criminal warrants, missing or endangered persons, and AMBER Alerts which are regularly compiled and circulated among local law enforcement agencies.

Hot-list information can come from a variety of sources, including the Law Enforcement Information Network (LEIN) and National Crime Information Center (NCIC). These lists support officer safety, public safety, and investigative purposes. In addition to agency-supported hot-lists, designated users may manually add license plate numbers to hot-lists in order to be alerted if and when a vehicle license plate of investigative interest is "read" by the ALPR system.

G. **Insight** – Refers to the manufacturer and supplier, Insight LPR, of the ALPR system utilized by the department.

H. **Reasonable Sample** – When conducting an audit or review, a reasonable sample shall consist of a minimum of 10% of the searches or manual entries being reviewed.

I. **Read** – Digital images of license plates, vehicles, and associated metadata (i.e., date, time, and geographic coordinates associated with the vehicle image capture) that are captured by the ALPR system.

J. **Hit** – A read that matches a license plate visible from a public location that has been registered on the department's "hot-list" of vehicle plates related to stolen vehicles, stolen license plates, wanted vehicles, or other factors supporting an investigation.

K. **Alert** – A visual and/or auditory notice that is triggered when the ALPR system receives a potential "hit" on a license plate.

IV. PROCEDURES

A. ALPR technology shall be used by the department to enhance both public and officer safety. Fixed ALPR cameras may be mounted at targeted locations within the Township where traffic volumes and crime-data trends indicate a potential public-safety benefit.

B. Authorized Uses and Users

1. All Insight systems, data, and associated media are the property of the Hamburg Township Public Safety Department.

2. Only LEIN-certified members who have completed system training may access or search ALPR systems, its data, or associated media.

3. The use of Insight and similar ALPR systems, associated equipment, and databases is restricted to this department's public safety mission and is designated for official use only.

4. Except when done pursuant to a court order, such as a search warrant, the ALPR system may be used only to record license plates of vehicles that are exposed to public view (e.g., vehicles on a public road or street, or that are on private property but whose license plate(s) are visible from a public road, street, or a place to which members of the public have access, such as the parking lot of a shop or other business establishment).

C. Unauthorized and Prohibited Uses

1. Members shall not use Insight or similar ALPR systems and associated scan files or hot-lists on the basis of a person's or group's race, gender, religion, political affiliation, nationality, ethnicity, sexual orientation, disability, or other classification protected by law.

2. Members shall not use Insight or similar ALPR systems or associated scan files or hot-lists for any personal purpose.

3. Members shall not use Insight or similar ALPR systems for general traffic enforcement or for general surveillance purposes.

D. Administration

1. The Director of Public Safety, or designee, shall serve as the ALPR Administrator for Insight or any other ALPR systems accessed by the department, and is responsible for the following:

   a. Establishing protocols for access to ensure proper operation and to facilitate oversight of Insight and any other ALPR systems. All users shall have unique credentials. System access and activity shall be auditable.

b. Monitoring ALPR system use on an ongoing basis to ensure it is being used properly and in compliance with applicable department policies and applicable laws.

c. Establishing protocols for the entry, collection, storage, and retention of Insight data and associated media files, including data of evidentiary value.

d. Authorizing any requests for Insight data access according to the policies and guidelines of this department and applicable laws.

e. Conducting an **Annual Audit** which shall include the following categories:

i. **Authorized use** – A review of a reasonable sample of ALPR searches and manually entered plates shall be conducted to determine whether they were associated with a legitimate law enforcement purpose and, where required, supported by a case number, call-for-service number, intelligence reference, or other documented reason.

ii. **Authorized users** – The names of department authorized users shall be reviewed to verify that only authorized personnel have access to the system. This review shall ensure that system access has been removed from employees who are inactive, transferred or have been separated from employment.

iii. **Search activity** – A review of a reasonable sample of ALPR queries shall be conducted to determine whether searches were appropriate and consistent with department policy and applicable laws.

iv. **Manual entries** – A review of a reasonable sample of manually entered plates shall be conducted to confirm that entries were supported by a legitimate investigative, officer-safety, or public-safety purpose and was removed when no longer needed.

v. **Data retention and deletion** – A review shall be conducted to confirm that captured data is being retained and automatically deleted in accordance with department policy and applicable laws.

vi. **Data sharing** – A review shall be conducted to confirm that data access or sharing with outside agencies or external entities complies with department policy, applicable laws, and any required agreements.

2. The Director of Public Safety shall provide a copy of the results of the annual audit to the Township's Executive Team within 14 days of completion of the audit.

E. Fixed Insight ALPR Usage

1. The fixed Insight system is a passive system; live data is not viewed.

2. Fixed Insight systems monitor license plates that enter the field of view of an Insight camera.

3. The fixed Insight system provides the ability to search historical data. The system shall maintain a log of all historical-data searches.

4. Fixed Insight systems have the ability to notify system users of a "hit" from the ALPR system hot-list.

F. Field Operations and Enforcement Actions

1. Officers assigned to road patrol duties shall log into the Insight ALPR system at the beginning of their assigned shifts. Officers assigned to non-patrol duties may log into the Insight ALPR system as duties require or allow.

2. Users may individually choose to receive alerts via SMS or email.

3. During road patrol, officers shall, at a minimum, configure the alerter to receive alerts from Department ALPR systems. This enhances public and officer safety.

4. When conducting a search, users shall enter a case number or call-for-service number if available. If no number is available, users shall enter a reason in the case number field (e.g., BOL). The incident type shall be entered in the reason-for-search field (e.g., Missing, Larceny, Hit and Run, RA, etc.).

   NOTE: The ALPR administrator shall conduct a monthly review of a reasonable sample of ALPR searches by department personnel to confirm compliance with this policy.

5. Manual hot-list entries that alert the entire organization or parts thereof must be authorized by a supervisor.

   a. An officer who believes an entry may further an investigation should submit the request to the officer's immediate supervisor for approval.

b. Manual hot-list entries will be reviewed by the ALPR Administrator on a monthly basis to confirm entries are for legitimate law enforcement purposes.

c. Manual hot-list entries will be deleted when no longer needed even if the expiration date has not been reached.

d. Manual hot-list entries should generally have a 30-day expiration date unless necessary for legitimate investigative, officer safety, or public safety purposes.

6. When officers receive notification of a "hit", they shall investigate and respond as appropriate unless they are unable to do so because of a higher-priority incident or because they are not in a position to respond.

7. When notified of an NCIC or LEIN "hit" from Insight or a similar ALPR system, officers shall verify the "hit" through LEIN or NCIC before taking enforcement action. **Enforcement action shall not be based solely on the ALPR alert.**

8. Occasionally, an ALPR read generated by Insight or another ALPR system may contain errors. Therefore, an alert alone is not a basis for police action.

9. Before initiating a vehicle stop or other intervention based on an alert, officers shall undertake the following:

a. Verification of hot-list status. An officer must confirm that the vehicle is still stolen, wanted, or otherwise of interest before proceeding (absent exigent circumstances).

Without confirmation, a vehicle cannot be stopped solely on an alert and there must be a legal justification for the stop, such as a traffic violation, reasonable suspicion, or probable cause.

b. Visual verification of the license plate number and state. Officers shall visually verify that the license plate of interest exactly matches the image of the license plate read by Insight or similar ALPR, including the alphanumeric characters of the license plate and the state of issuance, as well as any vehicle descriptors (if applicable).

c. Because the alert relates to a license plate and may not relate to the person operating the vehicle, officers must have reasonable suspicion or probable cause to conduct a traffic stop. For example,

if a vehicle is entered into the system because of its association with a wanted individual, officers shall attempt to visually match the vehicle occupant(s) to the description of the wanted subject prior to making a stop or should have another legal basis for making the stop.

G. Insight Data Sharing and Dissemination

1. Outside law enforcement agencies that are part of the Insight network may be granted search access for legitimate law enforcement purposes, consistent with applicable law and department policy.

2. Approval must be obtained from the Director of Public Safety, or designee, prior to any outside law enforcement agency being granted search access to the department's ALPR system.

3. Trained Hamburg Township Public Safety Department police personnel may search the Insight database on behalf of outside law enforcement agencies for legitimate law enforcement purposes. Department personnel shall enter the requesting agency's name, the agency's case number or call-for-service number, and the incident type in the *reason for search* field (e.g., MSP 26-0012345 RA). Only relevant returns will be shared with the requesting agency.

4. A Hamburg Township Public Safety Department police supervisor must authorize all custom hot-list entries created for outside law enforcement agencies.

H. Retention of Insight-Related Photos and Data

1. Department-owned Insight-related data shall be retained for 30 days unless retained for a criminal investigation or other lawful evidentiary purpose.

2. Insight data determined to have evidentiary value shall be preserved in RMS and linked to the relevant incident.

I. Business and Homeowners' Associations (HOAs) Partnerships

1. Business entities and HOAs that purchase and install ALPR technology may provide the department with search and viewing access.

2. Members of this department may access privately-owned ALPR systems only in accordance with this directive and applicable law.

3. Any privately-owned Insight system shall not be permitted to search or view Insight data stored in department databases.

V. ALPR TRAINING

A. ALPR training shall be conducted by an ALPR Administrator or a department-approved instructor.

B. Training for authorized administrators of the system will initially be provided by the vendor.

VI. VIOLATIONS OF POLICY

B. Violations of this policy may result in disciplinary action up to and including termination of employment.

B. Violations of this policy may also result in suspension or revocation of ALPR system access.

Issued by:



Richard Duffany
Director of Public Safety

Approved by the Hamburg Board of Trustees: DRAFT.

Hamburg Township
a great place to grow

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

TO: Hamburg Township Board

FROM: Tony Randazzo, Director of Technical & Utility Services

DATE: November 25th, 2026

AGENDA ITEM TOPIC: DPW Mini Vac Truck

Number of Supporting Documents: **04**

Requested Action

- Motion to approve the purchase of a new mini vac truck for DPW in the amount of $126,750 from RVT Sales Inc.

Background

This mini vac will replace our current unit which is now ten years old. This piece of equipment has proved invaluable over the years to pump down flooded grinder pumps and help with sewer breaks. The freshwater component also comes in handy for cleaning purposes. The new mini vac will have three times the capacity of current tank which will cut down on the number of trips we must make to dump waste. Once the new vehicle arrives, we plan to take the tank off the old truck but still use the pickup truck for years to come.

We obtained one other quote from a different vendor for this type of vehicle, and it came back in much higher at over $200,000. Due to the difficulty in obtaining quotes for such a specialized item, I ask that the Board waive the requirement to obtain three sealed bids for this purchase. Lastly, $130,000 was earmarked for this expenditure in this year's budget.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☒ No ☐

Are funds budgeted? Yes ☒ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: 590.527.981.000

QUOTE

Quote Nbr.:	**QT021062**
Order Date:	10/12/2026
Valid Until:	11/11/2026
Sales Person:	Matt Allegretto
Customer ID:	C103528
Reference:	
Payment Terms:	
For:	Ryan Ward

RVT Sales Inc
308 Runville Rd
Bellefonte, PA, 16823
Phone: 814-933-0927

Web: www.robinsontanks.com

FOR:	SHIP TO:	BILL TO:
Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America Attn: Ryan Ward	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America

NO.	ITEM	QTY.	UOM	PRICE	DISC.	AMOUNT
1	102900: UPFIT,PR1200A,NVE 304,FLOJET 6.0GPM,2027 FORD F600 84CA 4X4 GAS	1.0000	EA	124,800.0000	0%	124,800.00

SPECS: - TRUCK - TRK10687
- 2027 FORD F600 REGULAR CAB XL DRW
- 4X4
- 7.3L DEVCT NA PFI V8 GAS ENGINE
- TORQSHIFT 10R140 10-SPEED TRANSMISSION
- 22000 GVWR
- 169" WHEELBASE, 84" CA
- STEEL WHEELS
- REAR VIEW CAMERA & PREP KIT
- VINYL SEAT OPTION

- TANK - PART # VTA-1200-2C-54D-01
TANK GENERAL SPECS
- DESIGNED PRIMARILY TO SERVICE PORTABLE RESTROOMS
- 1200 GALLON PORTABLE RESTROOM TANK - 900 WASTE X 300 FRESH
- 54" DIAMETER (FITS AN 84" CA CHASSIS)
- 5454-H32 POLISHED ALUMINUM
- FULL FLANGED AND DISHED BULK HEADS AND BAFFLES
- (2) TOOLBOXES, ONE ONE EACH SIDE LOCATED AT THE FRONT OF THE TANK
- FULL LENGTH HOSE TRAYS FROM THE REAR SIDE OF THE TOOLBOXES, WRAPPING AROUND THE BACK SIDE OF THE TANK
- EACH SIDE OF THE TANK WILL INCLUDE A BUCKET HOLDER AND SPRAY BOTTLE HOLDER INSIDE THE HOSE TRAY
- SINGLE HOSE HOOK - DRIVERS SIDE FOR FUTURE STORAGE OF TRADITIONAL GARDEN HOSE

TANK FRESH COMPARTMENT
- LOCATED ON FRONT SIDE OF TANK, CLOSEST TO CAB OF TRUCK
- 300 GALLON CAPACITY
- (1) 2" PORT ON TOP OF TANK FOR VENT
- (1) 4" MALE NIPPLE ON TOP OF TANK FOR TOP SIDE FILL
- (1) 3/4" CLEAR SIGHT TUBE INSTALLED ON THE FRONT HEAD TO SEE FRESH WATER TANK CAPACITY LEVEL
- (1) 2" FULL PORT COUPLER INSTALLED IN THE BOTTOM OF THE FRONT HEAD FOR WATER OUTLET

TANK WASTE COMPARTMENT
- LOCATED ON REAR SIDE OF TANK
- 900 GALLON CAPACITY
- (1) 20" PRIMARY SHUT OFF WITH 2" HOSE CONNECTION
- (2) 3" LOAD LINES, ONE ON EACH SDIE, ENTERING NEAR THE TOP SIDE OF THE TANK. ENDING IN 3" TTMA FLANGE
- (2) 5" SIGHT EYE IN THE REAR HEAD AT 1/2 AND 3/4 FULL

QUOTE

Quote Nbr.:	**QT021062**
Order Date:	10/12/2026
Valid Until:	11/11/2026
Sales Person:	Matt Allegretto
Customer ID:	C103528
Reference:	
Payment Terms:	
For:	Ryan Ward

RVT Sales Inc
308 Runville Rd
Bellefonte, PA, 16823
Phone: 814-933-0927

Web: www.robinsontanks.com

FOR:	SHIP TO:	BILL TO:
Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America Attn: Ryan Ward	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America

NO.	ITEM	QTY.	UOM	PRICE	DISC.	AMOUNT

- (1) 3" DISCHARGE PIPE INSTALLED IN BOTTOM OF REAR HEAD

LIGHTS
- (4) LED WORK LIGHTS, 1 ON EACH CORNER OF THE TANK
- (2) FRONT LED MARKER LIGHTS
- (1) PROTECTED BEACON STROBE LIGHT - TOP REAR OF TANK
- (2) STOP, TURN, TAIL LIGHT BOXES INSTALLED ON REAR OF TANK
- D.O.T. TRIPLE LIGHTS ON REAR HEAD, NEAR TOP
- WIRING HARNESS

- INSTALL & ADDITIONAL EQUIPMENT -

VACUUM SYSTEM
- NVE 304 MAX PACK (210 CFM) VACUUM PUMP, HYDRAULIC DRIVE (REQUIRED ON ALL 4X4 MODELS)
- MUNCIE PTO
- PTO SWITCH LOCATED OUTSIDE THE CAB IN A SWITCH BOX ON DRIVER SIDE. TRUCK WILL BE PROGRAMMED TO AUTOMATICALLY RAMP TO THE PROPER OPERATING RPMS UPON ENGAGEMENT
- AT EACH TANK INLET THERE WILL BE A 3" POLY BALL VALVE INSTALLED AS A MAIN SHUTOFF. EACH BALL VALVE WITH HAVE A 30' X 2" TIGERTAIL SUCTION HOSE CONNECTED. THE END OF THE HOSE WILL BE EQUIPPED WITH A ON/OFF VALVE AND SCHEDULE 80 WAND

WATER SYSTEM
- 12VDC FLOJET WASHDOWN PUMP, 6.0 GPM, 70 PSI PLUMBED TO (1) 50 FT X 5/8 WASHDOW HOSE ON A SPRING REWIND HANNAY HOSE REEL, STANDARD GARDEN HOSE NOZZLE.
- WASHDOWN SYSTEM CONTROLLED ON/OFF WITH SWITCH LOCATED IN OUTSIDE SWITCHBOX ON DRIVER SIDE.
- (2) BUCKET FILL VALVES, ONE ON EACH SIDE OF THE TRUCK. BUCKET FILL VALVES WILL HAVE A 2" MALE CAMCLOCK
- VENT ON TOP OF TANK WILL HAVE A 2" 90 DEGREE HOSE BARB INSTALLED WITH HOSE RAN DOWN FRONT SIDE OF TANK TOWARDS GROUND. THIS SERVCES AS A VENT BUT ALSO PREVENTS WATER SPILLING FROM VENT AND RUNNING DOWN SIDE OF TANK (KEEPS IT CLEAN)
- TOP SIDE FILL WILL BE EQUIPPED WITH A 4" MALE CAMLOCK AND CAP

ELECTRICAL
- OUTSIDE CONTROL SWITCH BOX LOCATED ON DRIVER SIDE WILL HAVE A SWITCH FOR THE VACUUM PUMP, WATER PUMP AND WORK LIGHTS
- ALL DOT LIGHTS WILL BE WIRED TO THE CHASSIS
- POWER WILL BE WIRED FROM THE CHASSIS TO THE TANK BODY TO SUPPLY POWER FOR THE WATER PUMP AND WORK LIGHTS
- BACK UP ALARM IS INCLUDED

MISC
- 2 UNIT FOLDING TOILET CARRIER/BUMPER WITH HITCH AND TRAILER PLUG

QUOTE

Quote Nbr.:	**QT021062**
Order Date:	10/12/2026
Valid Until:	11/11/2026
Sales Person:	Matt Allegretto
Customer ID:	C103528
Reference:	
Payment Terms:	
For:	Ryan Ward

RVT Sales Inc
308 Runville Rd
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Phone: 814-933-0927

Web: www.robinsontanks.com

FOR:	SHIP TO:	BILL TO:
Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America Attn: Ryan Ward	Hamburg Township DWP 6400 East M-36 Whitmore Lake MI 48189 United States of America

NO.	ITEM	QTY.	UOM	PRICE	DISC.	AMOUNT
	- 3" FULL PORT POLY BALL VALVE INSTALLED ON WASTE DISCHARGE					
2	FREIGHT: RVT HOTSHOT DELIVERY - 1094524	1.0000	EA	1,950.0000	0%	1,950.00

Please note that any modifications to your order after production has begun may incur additional costs and fees, and could impact the projected completion timeline. These charges will be reflected on your final invoice upon order completion.

All deposits are non-refundable, and full payment is due prior to the release of the shipment.

Freight charges are estimated and subject to change based on actual shipment weight, dimensions, destination, and applicable carrier rates at the time of shipping. Final freight costs will be confirmed on the invoice. Customer is responsible for all freight, handling, and associated shipping fees unless otherwise agreed in writing.

All State and Local taxes will apply if applicable - Current Registered States:

CO,FL,GA,KS,MA,MD,ME,NJ,NY,OH,OK,PA,TN,TX,VA,WV

Non-Refundable Deposit Amt: 6,000.00

Quote Total:	126,750.00
Less Discount:	0.00
Tax Total:	0.00
Total (USD):	126,750.00

Signature: _____ **Date:** _____

RENTIX SOLUTIONS

Date: 10/26/2026
Branch: 1100

PRT 1250-GAL 2CPT AL W 2026 FORD F550 4WD GAS

progress powered by GARSITE

Hamburg Township
P.O. Box 157
Hamburg, MI 48139

CRM ID:
JDC ID: **10.2026.HamburgTownship.01 ME102226C**

Description:

Chassis Specs

CHASSIS FORD F550 4x4 7.3L DEVCT NA PFI V8 Engine GAS 169" WB (19500 GVWR)
2026 FORD F550, 4x4 GAS Includes:
4x4 7.3L DEVCT NA PFI V8 Engine GAS
10-Speed Automatic
4.88 Axle Ratio
Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat
Engine Block Heater
Power Package (Mirrors, Locks, Windows)
Trailer Brake Control
Platform Running Boards
Painted White

Tank Specs

PRT 1250 Aluminum Tank Assembly:
1/4" Aluminum 5454 Shell
1/4" Aluminum 5454 Heads
Two Compartment (900 Waste/350 Water)
20" Aluminum Manway/Primary
(2) 5" Sight Glasses
(2) 5 Gallon Bucket Holder with (3) spray bottle holders
Dual-Sided inlet lines with risers and deflectors
Hose hooks (2) each side
(2) 36"x30"x24" Aluminum toolboxes (one on each side)
Dry Deck tiles in cabinet bottoms
Inlet with 3" Ball valve / 2"x30' tiger tail hose / 2" ball valve / 2"x3' Straight wand
4" Discharge with 4" Ball valve with camlock and dust cap
4" Top Water Fill with 4" AL cam & grove adapters
2" Vent
¾" Sight tube
2" Gravity discharge valves, one on each side of the tank
DC-10 Washdown Pump
Hannay Retractable Hose Reel with 50' of Hose and Nozzle
(4) LED work light
Strobe light
Back up camera with color in-cab screen
External remote-control panel for operation of PTO, water Pump and work lights
2 unit, fold up carrier/bumper with Integrated Receiver Hitch and 7-Wire Plug

Pumping System Specs

NVE 304 vacuum pump HYD:
NVE 304 combination moisture trap/muffler package
210 CFM
Hydraulic drive vacuum vane pump
Pump diesel flush kit
Hydraulic Kit #1:
Standard hydraulic kit for vacuum pump

Proposal Summary

Total:	**$ 243,802.16**

Includes freight/PDI

Terms and Conditions

******Surcharges or rate increases issued by manufacturer that affect this quote following quote acceptance, but prior to order delivery, will be the responsibility of Buyer. Any surcharge or increase that is applied to this purchase will be applied at same cost as issued by manufacturer.******

- *Acceptance of this Proposal is subject to availability of the Equipment listed above.*
- *Sales Price does not include any applicable sales taxes. Buyer is responsible for and agrees to pay all applicable sales tax.*
- *The Sale of New Equipment Terms and Conditions are incorporated into and made a part of this Proposal upon acceptance and execution of this Proposal by both parties.*
- *Execution of this Proposal by Seller and Buyer constitutes a binding agreement between the parties.*
- *If this Proposal is not executed by both parties within thirty (30) calendar days from the Proposal Date, this Proposal shall become null and void, unless subsequently executed by both Buyer and Seller.*

Thank you for your consideration of this proposal.

Sincerely yours,

Adam Mazzara

Adam Mazzara
Regional Sales Representative
608/712-6893
AdamMazzara@TeamJDC.com

This proposal becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers.

Customer: _____

By: _____

Date: _____

Email: _____

Purchase Order#: _____

SALE OF NEW EQUIPMENT
TERMS AND CONDITIONS

1. THE AGREEMENT. Jack Doheny Companies, Inc., (the "Seller") agrees to sell, transfer and convey its right, title and interest in the new goods, equipment, vehicles and/or other new items (collectively, the "Equipment") described in Seller's written Invoice for the Sale of New Equipment (the "Invoice") to the Buyer subject to the terms and conditions contained herein, which are incorporated into the Invoice, agreed to by the parties hereto, and together consists of the entire agreement between the Seller and Buyer (collectively, the "Agreement"). The Agreement shall be for the benefit of the Seller and Buyer and not for the benefit of any other person or entity. Prior courses of dealing, trade usage and verbal agreements not reduced to a writing signed by the Seller and Buyer, to the extend they differ from, modify, add to or change from the Agreement shall not be binding on the Seller.

2. TERMS OF PAYMENT.
   - *2.1* *Payment Date*. All payments for the Equipment are due from Buyer on the date of the invoice unless other terms are agreed to in writing between Seller and Buyer. Payment shall be made to Seller at the address specified in the Agreement, without any offset or deduction for any reason.
   - *2.2* *Shipping Delays*. If any shipment is delayed at the request of Buyer, payment shall become due based on the date Seller is prepared to make shipment, and Seller may invoice Buyer based on such date. All prices for Equipment are F.O.B. Seller's shipping point.
   - *2.3* *Delinquent Payments*.
     - 2.3.1 Any payment not made by Buyer on or before its due date shall be subject to a late charge on any unpaid balance at a rate of 18% per annum, or the highest interest rate allowed by law, whichever is greater.
     - 2.3.2 If a payment is not made on or before its due date, Buyer agrees that Seller may elect, in addition to any other remedy at law or in equity, to cease performance under the Agreement and any other agreement between Buyer and Seller until such payment is rendered to Seller.

3. DELIVERY. Seller does not guarantee delivery dates.

4. RISK OF LOSS. Buyer assumes all risk of loss of Equipment upon delivery by Seller to carrier if Equipment is shipped. For Equipment that is shipped, Seller agrees to: (a) prepare the Equipment for shipment to Buyer; (b) deliver custody of the Equipment to carrier; (c) make appropriate arrangements for the transportation to carrier; and deliver documents to enable Buyer to obtain possession of the Equipment. Seller shall not be obligated to obtain insurance or to prepay transportation/carrier costs for the Equipment. Buyer agrees to be responsible for and to timely pay all loading, unloading and other charges incidental to transportation of the Equipment. Whether Seller pays transportation charges or not, risk of loss shall pass to Buyer upon delivery of the Equipment to a carrier.

5. INSPECTION OF EQUIPMENT. Buyer has inspected the Equipment and is satisfied with the Equipment's condition.

6. INDEMNIFICATION. Buyer shall indemnify, hold harmless and release Seller from any and all liabilities, losses, damages, claims, costs and expenses, including attorney fees, arising out of, in whole or in part, from (a) the design, or manufacture of the Equipment; or (b) the use of the Equipment by Buyer and those acting on Buyer's behalf.

7. MISCELLANEOUS.
   - *7.1* *No Assignment*. There shall be no assignment of the Agreement by Buyer without the prior written approval of Seller. Any assignment of the Agreement shall not relieve Buyer of its obligations under the Agreement.
   - *7.2* *Force Majeure*. Neither party will be liable for any delay or failure to perform its obligations hereunder, other than a payment obligation, due to any cause beyond its reasonable control including without limitation, acts of God or of the public enemy, including terrorists, acts of the government in its sovereign capacity, fires, floods, epidemic, strikes, picketing or boycotts, or any other circumstances caused by natural occurrences or third party actions beyond the reasonable control and without the fault or negligence of the party whose performance is affected ("Force Majeure Events"); provided that the affected party provides the other party prompt notice of the applicable circumstance and uses commercially reasonable efforts to re-commence performance as promptly as possible; provided, further, that if the duration of such Force Majeure Event exceeds thirty (30) days, the other party may terminate the Agreement upon delivery of written notice to the affected party.
   - *7.3* *Venue*. The parties agree that any dispute under the Agreement shall be brought in the applicable state or federal court located in the county in which the Originating Branch is located and the parties waive any right to a jury trial.
   - *7.4* *Construction and Captions*. The parties acknowledge that each has reviewed the Agreement and that the normal rules of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of the Agreement or any exhibits or amendments hereto; and that section headings appearing in the Agreement are for convenience of reference only and they are not intended, to any extent or for any purpose, to limit or define the text of any section or any subsection hereof. In the event any part of the Agreement is found to be ambiguous, such ambiguity shall not be construed against any party.
   - *7.5* *Entire Agreement*. The Agreement constitutes the sole and entire agreement between the parties and supersedes all prior and contemporaneous statements, promises, understandings or agreements, whether written or oral.
   - *7.6* *Amendments*. The Agreement may be amended, modified or altered at any time upon the approval of the Seller and Buyer; however, any such amendment must be in writing and signed by the Seller and Buyer in order for such amendment to be of any force and effect.
   - *7.7* *Partial Invalidity*. In the event that any provision of the Agreement is declared by any court of competent jurisdiction or any administrative judge to be void or otherwise invalid, all of the other terms, conditions and provisions of the Agreement shall remain in full force and effect to the same extent as if that part declared void or invalid had never been incorporated in the Agreement and in such form, the remainder of the Agreement shall continue to be binding upon the parties.
   - *7.8* *Counterparts*. The Agreement and any amendment thereto may be signed and executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one Agreement. Delivery of an executed counterpart of a signature page of the Agreement by facsimile or email shall be effective as delivery of an originally executed counterpart of the Agreement.
   - *7.9* *Authority*. Each person(s) executing the Agreement as an agent or in a representative capacity warrants that he or she is duly authorized to do so.

   NO WARRANTY. SELLER MAKES NO WARRANTIES OR REPRESENTATIONS EXPRESS OR IMPLIED BY OPERATION OF LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MARKETABILITY OR FITNESS FOR PARTICULAR PURPOSE, ALL OF WHICH ARE SPECIFICALLY HEREBY DISCLAIMED. To the extent allowed by law and those agreements, Seller transfers and assigns to Buyer the Equipment manufacturer's warranties, if any such warranty is provided by the Equipment manufacturer. In no event shall Seller be liable to Buyer for any incidental, consequential, special, exemplary, and/or punitive damages, including without limitations, loss of revenue or profit.




ROBINSON
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Hamburg Township
a great place to grow

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

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2026

AGENDA ITEM TOPIC: Senior Center – Interior Lighting and Ceiling Tile Improvements

---

Requested Action

- Motion to approve the Senior Center interior improvements as presented, including the lighting upgrades through HP Electric LLC in accordance with Estimate #1419 at a cost of $16,240 and the purchase of replacement ceiling tiles at an estimated cost of $3000 for a total estimated project cost of $19,240, with ceiling tile installation to be completed in-house by Township Buildings and Grounds staff. This expenditure is part of the Township's budgeted building upgrades for Fiscal Year 2026-2027.

Background

As part of the Township's budgeted building upgrades for Fiscal Year 2026-2027, I am recommending that we move forward with the final phase of major interior enhancements at the Senior Center.

Over the past several years, the Township has made a number of improvements to the facility, including new flooring and freshly painted walls. These improvements have significantly enhanced the appearance of the building and helped create a more welcoming environment for the seniors and community members who use it.

The remaining improvements would include upgrading the existing lighting fixtures and replacing the ceiling tiles.

The proposed electrical project would replace the existing 2x4 lighting fixtures with modern LED flat-panel fixtures, replace the existing recessed can light trims with LED trims, and install additional recessed lighting and emergency lighting where needed. The lighting would be consistent with the LED fixtures installed in Township Hall, providing a more modern, uniform appearance while improving the overall lighting throughout the facility.

In addition, I recommend replacing the existing yellowed ceiling tiles with new white USG Radar ceiling tiles. The existing tiles have become discolored over time, and replacing them would make a substantial difference in the overall appearance of the building, particularly when combined with the new lighting.

Our Director of Technical Services & Utilities has indicated that the ceiling tile replacement can be completed in-house by our Buildings and Grounds staff during the upcoming winter months. This allows the Township to avoid additional contractor installation costs while making productive use of available staff time during the winter season.

Estimated Project Costs

Description	Estimated Cost
HP Electric LLC – Lighting upgrades (Estimate #1419)	$16,240.00
USG Radar White Ceiling Tiles – 320-tile pallet (1,280 sq. ft.)	$3000.00
Total Estimated Project Cost	**$19,240.00**

The electrical contractor's estimate includes materials and labor, with applicable DTE rebates already incorporated into the quoted price. The Township would purchase the ceiling tiles separately, with installation completed by Township Buildings and Grounds staff.

These improvements represent the completion of a multi-year effort to update and improve the Senior Center's interior. With the flooring and painting improvements already completed, replacing the dated ceiling tiles and upgrading the lighting would bring everything together and provide the facility with a refreshed, consistent appearance for many years to come.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☒ No ☐

Are funds budgeted? Yes ☒ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: 101-820.000-980.000

HP Electric LLC
7853 Thunder Bay Drive
Pinckney, MI 48169 US
+17348780997
hpelectric@charter.net

ADDRESS
Hamburg Township
10405 Merrill Rd.
P.O. Box 157
Hamburg, MI 48139

SHIP TO
Hamburg Township
10405 Merrill Rd.
P.O. Box 157
Hamburg, MI 48139

Estimate 1419

DATE 11/25/2026

EXPIRATION DATE 12/09/2026

DATE	ACTIVITY	DESCRIPTION	RATE	AMOUNT
	Electric General	RE: Senior Center 10407 Merrill Rd, Hamburg Township, MI 48189 - Lighting Upgrade Replace existing 2x4 light fixtures with 46 2x4 LED flat panels Replace 54 6" can trims with 6" LED trims Install 5 recessed cans with LED trims in staff office on 2 switches (drywall by others) Install 1 emergency light in both men's and women's restrooms (2 emergency lights total) Install 4 dimmers on can lights Remove existing lights and all packaging Clean area after work is performed Schedule work with activities on schedule for Senior Center Tile supplied by others Material $5,340.00 Labor $10,900.00 All fixtures have DTE rebate included in price	16,240.00	16,240.00

TOTAL **$16,240.00**

Accepted By

Accepted Date

Top Rated

Shop USG Ceilings

2 ft. x 2 ft. Radar Basic White Square Edge Lay-In Ceiling Tile, pallet of 320 (1280 sq. ft.)

Questions & Answers (231)
Covers 1280 sq.ft.
$979.00
/pallet(76¢ /sq.ft.)

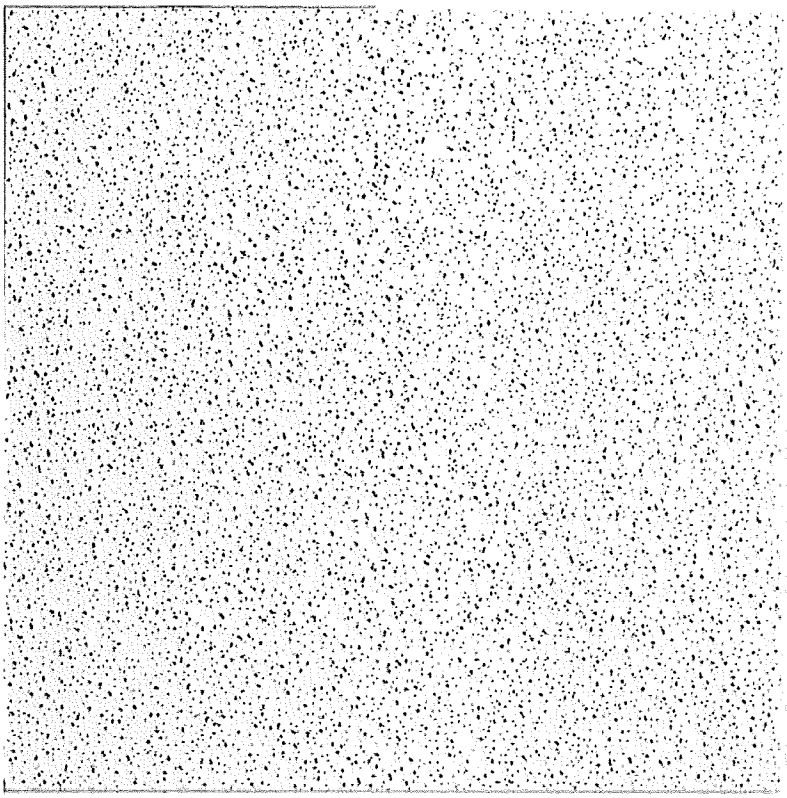


Save up to $100 on your qualifying purchase
Apply for a Pro Xtra Credit Card

- Medium-textured ceiling tiles with non-directional pattern
- Easy to install, saving time and money
- Item cannot be returned in less than full pallet quantities
- View More Details

Approximate Size (ft.)
:
2 x 2 ft
Package Quantity
:
320

2 ft. x 2 ft. Radar Basic White Square Edge Lay-In Ceiling Tile, pallet of 320 (1280 sq. ft.)
by USG Ceilings



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a great place to grow

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

TO: Board of Trustees

FROM: Jennifer Daniels, Treasurer

DATE: November 18, 2026

AGENDA ITEM TOPIC: Summer Tax Collection Agreements

Number of Supporting Documents: **2**

Requested Action

- Motion to direct the Treasurer to sign the 2027 Summer Tax agreement with Livingston Educational Service Agency and both the Treasurer and Supervisor to sign the 2027 Summer Tax agreement with Brighton Area Schools.
- Motion to direct the Clerk to sign the 2027 Summer Tax Collection Resolutions for both Brighton Area Schools and Livingston Educational Service Agency.

Background

We charge a collection fee from entities wishing to collect taxes during the summer tax season.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

BRIGHTON AREA SCHOOLS

November 10, 2026

Treasurer
Hamburg Township
PO Box 157
Hamburg, MI 48139

Dear Treasurer:

Enclosed is the agreement for collection of summer school property taxes of the Board of Education of Brighton Area Schools, Livingston County, Michigan, whereby the Board, pursuant to statute, has determined to impose a summer property tax levy in 2027 of all annual school district operating property taxes.

The Board of Education requests the Township to collect the district's summer school operating property taxes. The district is willing to enter into the same collection expense agreement for 2027, please sign and return the enclosed copy. If the Township will not agree to collect the district's summer tax levy, please notify the Board of Education so other arrangements may be made as the district may agree to have the levy collected by the County Treasurer or collect the taxes itself.

Sincerely,

Marc A. McKay
Assistant Superintendent of Finance

Enclosures

Marc McKay
Assistant Superintendent of Finance
e: mckaym@brightonk12.com
P: (810) 299-4031
F: (810) 299-4039
125 South Church Street
Brighton, MI 48116
www.brightonk12.com

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this 10th day of November, 2026 by and between Brighton Area Schools, with offices located at 125 S. Church St., Brighton, MI 48116 (hereinafter "School District") and Hamburg Township with offices located at PO Box 157, Hamburg, MI 48139 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2027.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead operating property taxes as certified by the School District for levy on July 1, 2027 on property located within the Township. Interest earned on said taxes will be retained by the township.

2. The School District agrees to pay Township costs of assessment and collection as follows:

$ 4.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than May 31, 2027 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2027.

4. The Township Treasurer shall account for and deliver summer school tax collections as follows:

   a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month via electronic transfer (wire transfer, ACH, etc.)

SCHOOL DISTRICT

Signature authorized by Board of Education Resolution of November 9, 2026

President

Secretary

TOWNSHIP

Signature authorized by Board of Trustees Resolution of _____,

Supervisor

Treasurer

Annual Summer Tax Resolution

A regular meeting of the board of education of the District (the "Board") was held:

☒ in the BECC board room/Brighton Area Schools, within the boundaries of the District,

on the 9th day of November, 2026, at 7 o'clock in the P.M. (the "Meeting")

The meeting was called to order by Roger Myers, President.

7 Present: Members Roger Myers, Jennifer Marks, Ken Stahl, Katie Tierney, Angie Krebs, Andy Starn, Alicia Urbain

0 Absent: Members

The following preamble and resolution were offered by Member Stahl and supported by Member Marks:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, excluding debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board, pursuant to 1976 PA 451, as amended (the Revised School Code), invokes for 2027 its previously adopted ongoing resolution imposing a summer tax levy of all of annual school property taxes, excluding debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2027 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2027.

3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612.

THRUN LAW FIRM, P.C.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

7 Ayes: Members Roger Myers, Jennifer Marks, Ken Stahl, Katie Tierney, Angie Krebs, Andy Storm, Alicia Urbain

0 Nays: Members

Resolution declared adopted.

Yes.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of KENNETH A STAHL, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

THRUN LAW FIRM, P.C.

TOWNSHIP OF HAMBURG
BRIGHTON AREA SCHOOLS 2027 SUMMER SCHOOL PROPERTY TAXES

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Board Room on Tuesday, December 1, 2026, beginning at 2:30 p.m., Eastern Standard Time, there were

PRESENT:

ABSENT:

MOVED FOR ADOPTION:

SUPPORTED BY:

RESOLUTION

WHEREAS, the Brighton Area Schools has passed a resolution whereby the Board, pursuant to statute, has determined to impose a summer property tax levy in 2027 on all property located within the school district;

NOW THEREFORE, BE IT RESOLVED, that the Township of Hamburg will collect non-homestead school taxes during the 2027 summer tax collection on Brighton School properties located within Hamburg Township. In addition, the Brighton School District agrees to pay Hamburg Township the cost of assessment and collection at $4.00 per parcel, and directs the Supervisor and Treasurer to sign the Agreement presented by Brighton Area Schools. Interest earned on said taxes will be retained by the Township.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED:

CERTIFICATION

I, Michael Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that (1) the foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on December 1, 2026; (2) the original of such resolution is on file in the records of the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

DATE:

_____
Michael Dolan
Hamburg Township Clerk

Livingston
EDUCATIONAL
SERVICE Agency

November 12, 2026

Dear Township/City Treasurer,

Enclosed you will find; the summer tax collection agreement and the Livingston ESA signed summer tax resolution.

Please seek board approval (as necessary) and sign the summer tax collection agreement. Return the signed agreement to me as soon as possible, but no later than April 30, 2027.

If you have any questions, please email me at stephanieweese@livingstonesa.org.

Thank you,

Stephanie L. Weese
Deputy Superintendent for Administrative Services

SUMMER TAX COLLECTION AGREEMENT

The Township of Hamburg with offices located at 10405 Merrill Rd., Hamburg, Michigan (the "township") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2027 and hereafter as provided below:

The Agency and the Township agree as follows:

1. The Township agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18-mill levy within the Brighton Area School district.

2. The Agency waives any right to interest earned on tax receipts collected and help by Hamburg Township until disbursement.

3. The Agency agrees to pay the Township costs of assessment and collection at $4.00 per parcel which represents reasonable expenses incurred by the Township in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.

4. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.

5. The Township Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1st and 15th of each month via electronic transfer, if and when possible.

6. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to conform the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.

7. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will follow all laws pertaining to their duties and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.

8. This Agreement is effective on the date of its execution and shall expire twelve months from the effective date.

9. In the event the Agency shall levy any other or additional taxes on properties within the Brighton Area School District, or any other district, during any other tax collection periods and ask the Township to collect those taxes as well, the terms of the Agreement shall apply.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN

By_____
Stephanie L. Weese

Its: Deputy Superintendent for Administrative Services

Dated: _____

TOWNSHIP OF HAMBURG: _____

By_____

Its_____

Dated_____

TOWNSHIP OF HAMBURG
LIVINGSTON EDUCATIONAL SERVICE AGENCY
2027 SUMMER TAX COLLECTION RESOLUTION

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Board Room on Tuesday, December 1, 2026, beginning at 2:30 p.m., Eastern Standard Time, there were

PRESENT:

ABSENT:

MOVED FOR ADOPTION: SUPPORTED BY:

RESOLUTION

WHEREAS, Livingston Educational Service Agency (LESA) has determined to impose a summer property tax levy in 2027 upon property located within the Brighton Area School District;

In addition, LESA agrees to pay Hamburg Township the cost of assessment and collection at $4.00 per parcel, to the extent that the expenses are in addition to the expenses of assessing/collecting other taxes at the same time. Furthermore, LESA is waiving any right to interest earned on tax receipts collected and held by Hamburg Township until disbursement.

NOW THEREFORE, BE IT RESOLVED, that the Township of Hamburg will collect non-homestead school taxes during the 2027 summer tax collection season on LESA properties located within the Brighton Area School District, and authorizes the Treasurer to sign the proposed Summer Tax Agreement.

BE IT FURTHER RESOLVED that if the City of Brighton authorizes the levying of additional taxes on the LESA properties located within the Brighton Area School District, that the fee of $4.00 per parcel will similarly apply to any tax season where the levy takes place.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED:

CERTIFICATION

I, Michael Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that (1) the foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on December 1, 2026; (2) the original of such resolution is on file in the records of the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

DATE: December 1, 2026

_____
Michael Dolan
Hamburg Township Clerk

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a great place to grow

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

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2028

AGENDA ITEM TOPIC: Committee Assignments

Requested Action

A motion to appoint individuals to fill the vacant committee assignments resulting from the expiration of the previous appointments.

Background

The committee assignments previously assigned to the appointed Supervisor and Treasurer expire in November, coinciding with the conclusion of their respective appointments. As a result, the Board needs to review and fill the resulting vacancies.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

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Board and Commissions Member List

10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
(810) 231-4295 (FAX)

Revised 4/09/2026 mk

Board/Commission	Name of Member	Title	Per Diem Reg	Per Diem Spec	Pay by	Term expires	Term Length
Board of Review	Bitondo, Michael	Board Member	65	65	Meeting	December 31, 2027	2 yrs.
Board of Review	Rill, William	Board Member	65	65	Meeting	December 31, 2027	2 yrs.
Board of Review	Harper, Deborah	Board Member	65	65	Meeting	December 31, 2027	2 yrs.
Board of Review	Jay Grusin	Alternate	65	65	Meeting	December 31, 2027	2 yrs.
Board of Review	Patrick O'Brien	Alternate	65	65	Meeting	December 31, 2027	2 yrs.
Cemetery Committee	Negri, Jason	Supervisor	0	0	Salary	November, 2026	Apptmt
Cemetery Committee	Dolan, Mike	Clerk	0	0	Salary	November, 2028	4 yrs.
Cemetery Committee	Daniels, Jennifer	Treasurer	0	0	Salary	November, 2026	Apptmt
Cemetery Committee	Hoeppner, Duane	Sexton	0	0	Contract	None	Contract
Dept. of Public Works	Randazzo, Tony	Director of Services	0	0	Salary	None	Employee
Election Commission	Negri, Jason	Supervisor	0	0	Salary	November, 2028	Apptmt
Election Commission	Dolan, Mike	Clerk	0	0	Salary	November, 2028	4 yrs.
Election Commission	Daniels, Jennifer	Treasurer	0	0	Salary	November, 2028	Apptmt
Huron Watershed	Bismarck, Amber	At Lg. Representative	75	75	Meeting	November, 2028	3 yrs.
LC Water Authority	Negri, Jason	Supervisor	0	0	Salary	November, 2026	Apptmt
LC Water Authority	Hughes, Patricia	Board Member	0	0	N/A	November, 2028	4 yrs.
LC Water Authority	Dolan, Mike	Alternate	0	0	Salary	November, 2028	4 yrs.
Municipal Utilities	Negri, Jason	Supervisor	0	0	Salary	November, 2026	Apptmt
Municipal Utilities	Menzies, Chuck	TB Representative	65	65	Meeting	November, 2028	4 yrs.
Municipal Utilities	Daniels, Jennifer	Treasurer	0	0	Salary	November, 2026	Apptmt
Parks & Recreation	Henneman, Deby	Township Coordinator	0	0	Hourly	None	Employee
Parks & Recreation	Miller, Nick	TB Representative	65	65	Meeting	November, 2028	4 yrs.
Parks & Recreation	Dolan, Mike	TB Clerk	0	0	Salary	November, 2028	4 yrs.
Parks & Recreation	Michniewicz, Cindy	Member at Large	65	65	Meeting	January 1, 2027	Remainder of Cliff Auxier Term
Parks & Recreation	Muck, Jeffrey	Member at Large	65	65	Meeting	January 1, 2027	2 yrs.
Parks & Recreation	McCabe, Barb	Member at Large	65	65	Meeting	January 1, 2027	2 yrs.
Planning Commission	Venuto, Mark	Commissioner	65	65	Meeting	April, 2029	3 yrs.

	A	B	C	D	E	F	N	O	P	Q
8	**Board/Commission**	**Name of Member**	**Title**	**Per Diem Reg**	**Per Diem Spec**	**Pay by**	**Term expires**	**Term Length**		
45	Planning Commission	Hughes, Patricia	TB representative	65	65	Meeting	November, 2028	4 yrs.		
46	Planning Commission	Muir, Ron	Commissioner/CoChair	65	65	Meeting	June 30, 2027	3 yrs.		
47	Planning Commission	Leabu, Victor Jr.	Commissioner	65	65	Meeting	June 30, 2029	3 yrs.		
48	Planning Commission	Hamlin, John	Commissioner	65	65	Meeting	June 30, 2027	3 yrs.		
49	Planning Commission	Muck, Jeff	Chair	65	65	Meeting	June 30, 2029	3 yrs.		
50	Planning Commission	Mariani, Deborah	Commissioner	65	65	Meeting	June 30, 2029	3 yrs.		
51										
52	Portage Sewer	Randazzo, Tony	Administrator	0	0	Salary	None	Employee		
53	Portage Sewer	Hughes, Patricia	TB representative	75	75	Meeting	November, 2028	4 yrs.		
54										
55	Public Safety	Negri, Jason	Supervisor	0	0	Salary	November, 2026	Apptmt		
56	Public Safety	Hughes, Patricia	TB Representative	65	65	Meeting	November, 2028	4 yrs.		
57	Public Safety	Menzies, Chuck	TB Rep-Chair	65	65	Meeting	November, 2028	4 yrs.		
58										
59	SEMCOG	Negri, Jason	Supervisor	0	0	Salary	November, 2026	Apptmt		
60	SEMCOG	Dolan, Mike	Clerk	0	0	Salary	November, 2028	4 yrs.		
61										
62	Senior Advisory Board	Eddings, Julie	Secretary	0	0	Hourly	None	Employee		
63	Senior Advisory Board	Bater, Janet	Business Rep	0	0	Volunteer	November, 2028	Business		
64	Senior Advisory Board	Andrews, Robert	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
65	Senior Advisory Board	Przeslawski, Gerry	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
66	Senior Advisory Board	Mitchell, Barb	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
67	Senior Advisory Board	Kaiser, Gary	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
68	Senior Advisory Board	France, Larry	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
69	Senior Advisory Board	Kaiser, Deb	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
70	Senior Advisory Board	Pack, Susan	Senior Rep	0	0	Volunteer	November, 2028	2 yrs.		
71	Senior Advisory Board	Hardesty, Joanna	Chairman/Bd Rep	0	0	Volunteer	November, 2028	4 yrs.		
72										
73	Township Board	Negri, Jason	Supervisor	0	0	Salary	November, 2028	Apptmt		
74	Township Board	Dolan, Mike	Clerk	0	0	Salary	November, 2028	4 yrs.		
75	Township Board	Daniels, Jennifer	Treasurer	0	0	Salary	November, 2028	Apptmt		
76	Township Board	Menzies, Chuck	Trustee	65	65	Meeting	November, 2028	4 yrs.		
77	Township Board	Hughes, Patricia	Trustee	65	65	Meeting	November, 2028	4 yrs.		
78	Township Board	Hardesty, Joanna	Trustee	65	65	Meeting	November, 2028	4 yrs.		
79	Township Board	Miller, Nick	Trustee	65	65	Meeting	November, 2028	4 yrs.		
80										
81	Union Negotiations	Dolan, Mike	Clerk	0	0	Salary	November, 2028	4 yrs.		
82	Union Negotiations	Hardesty, Joanna	Trustee	65	65	Meeting	November, 2028	4 yrs.		
83	Union Negotiations	Miller, Nick	Trustee	65	65	Meeting	November, 2028	4 yrs.		
84										
85	Zoning Administrator	Rohr, David	Zoning Admin	0	0	Salary	None	Employee		
86										
87	Zoning Board	Russell, Benedict	Board Member	65	65	Case	June 30, 2027	3 yrs		
88	Zoning Board	Rill, William	Board Member	65	65	Case	June 30, 2027	3 yrs.		

	A	B	C	D	E	F	N	O	P	Q
8	**Board/Commission**	**Name of Member**	**Title**	**Per Diem Reg**	**Per Diem Spec**	**Pay by**	**Term expires**	**Term Length**		
89	Zoning Board	Ignatowski, Brian	Board Member	65	65	Case	June 30, 2027	3 yrs.		
90	Zoning Board	Galbraith, Kevin	Alternate	65	65	Case	April, 2029	3 yrs.		
91	Zoning Board	Masserant, Craig	Alternate	65	65	Case	April, 2029	3 yrs.		
92	Zoning Board	Muir, Ron	PC Rep	75	75	Case	June 30, 2027	3 yrs.		
93	Zoning Board	Hardesty, Joanna	TB rep	65	65	Meeting	November, 2028	4 yrs.		

Per Diem Breakdown by Board/Committee as of August 5, 2025

Board/Committee	Per Diem Regular	Per Diem Special	Excluded from Per Diem
Arbitration Avoidance	0.00	0.00	Supervisor, Clerk, Treasurer
Board of Review	65.00	65.00	Supervisor, Clerk, Treasurer
Cemetery Committee	0.00	0.00	Supervisor, Clerk, Treasurer
Union Negotiations Committee	65.00	65.00	None
Election Commission	0.00	0.00	Supervisor, Clerk, Treasurer
Flood Hazard Prev	0.00	0.00	All Officials
Huron River Watershed Council	75.00	75.00	None - 1 Member at Large Rep
LC Water Authority	0.00	0.00	All Officials
Municipal Utilities	65.00	65.00	Supervisor, Clerk, Treasurer
Parks & Recreation	65.00	65.00	Supervisor, Clerk, Treasurer
Personnel Committee	65.00	0.00	Supervisor, Clerk, Treasurer
Plan Comm - Chairman	80.00	80.00	Supervisor, Clerk, Treasurer
Plan Comm - All others	65.00	65.00	Supervisor, Clerk, Treasurer
Plan Comm Site Walk - Chair	80.00	80.00	Supervisor, Clerk, Treasurer
Plan Comm Site Walk - All Others	65.00	65.00	Supervisor, Clerk, Treasurer
Portage Sewer	75.00	0.00	None - We Administrate
Portage Sewer - Chair	100.00	0.00	None - We Administrate

Professional Service Review	65.00	65.00	3 Trustees
Public Safety	65.00	65.00	Supervisor, Clerk, Treasurer & Chiefs
Record Keeping - Minutes	Hourly	75.00	Flat rate not paid if hourly rate taken
Record Keeping - Video	Hourly	Hourly	2 hour minimum per meeting
Road Committee	65.00	65.00	Supervisor, Trustee
Senior Advisory Board	0.00	0.00	Volunteer Board
Township Board	65.00	0.00	Supervisor, Clerk, Treasurer
Zoning Administrator	0.00	0.00	For meetings he/she attends
Zoning Board - Chairman	$25 per case over 3 cases	$25 per case over 3 cases	$75.00 minimum per meeting
Zoning Board - All others	$20 per case over 3 cases	$20 per case over 3 cases	$65.00 minimum per meeting

Hamburg Township
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10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

TO: Hamburg Township Board of Trustees

FROM: Jason Negri, Supervisor

DATE: November 19 2026

RE: Gym Membership Reimbursement Policy

Number of Supporting Documents: **1**

Our current policy 3.15 regarding reimbursement of employees' gym/health club membership contains the requirement that the reimbursement be sought within 30 days of paying the monthly membership fee. This is unnecessarily burdensome, as many employees submit a few months' payment at one time and are being denied reimbursement. I propose we strike the requirement "within 30 days of payment".

The agency reserves the right to exercise appropriate managerial judgment to take such actions as may be necessary to achieve the intent of this policy.

It is the responsibility of every employee to identify to their Department Head any potential or existing personal relationship which falls under the definitions provided in this policy. Employees who fail to disclose personal relationships covered by this policy will be subject to disciplinary action up to and including the termination of employment.

3.13 Workplace Violence

Please See: The Employee Handbook Section 6.0 Code of Conduct.

3.14 Non-Smoking Policy

In accordance with Michigan State Law, smoking is prohibited in all Hamburg Township buildings. It is Hamburg Township policy that smoking is prohibited within 10 feet of any entrance to Township owned buildings and, in all Township, owned vehicles.

3.15 Tuition & Fitness Membership Reimbursement (Non-Bargaining Unit Employees)

Hamburg Township supports the professional development and well-being of its employees. To encourage continued education and skill development, the Township will reimburse full-time employees for tuition, registration fees, and required textbooks for approved college-level coursework. Reimbursement shall not exceed **$9,000 per employee per fiscal year**.

Effective **January 1, 2026**, a portion of this benefit—up to **$100 per family per month**—may be used for reimbursement of gym or fitness memberships for full-time employees and their household family members. The purpose of this policy is to promote employee health and well-being by encouraging regular physical activity. Supporting gym memberships helps foster healthier lifestyles, reduce stress, and contribute to lower long-term health insurance costs for both employees and the organization.

To qualify for **fitness membership reimbursement**, full-time employees must submit the following to the Accounting Department ~~within **30 days** of payment~~:

1. Proof of monthly membership payment(s), and
2. A completed reimbursement form signed by their department head.

To qualify for **tuition reimbursement**, the following criteria must be met by non-bargaining unit employees:

A. Employee must be full-time and have completed one year of service prior to enrolling in a college level course.

B. All course work must be related to a position at Hamburg Township.

C. The employee must submit a Hamburg Township Tuition Reimbursement Approval Request Form (PE-101-1003) to their Department Head in advance of enrolling in the course(s). The Department Head, or his/her designee, must approve all course work prior to enrollment. The completed, approved form is to be filed in the employee's personnel file prior to the start of the course.

D. Denial of approval by the Department Head, or his/her designee, may be appealed first to the Elected Official responsible for that Department, and second, if necessary, to the Township Board of Trustees.

E. The employee shall agree that in the event the employee voluntarily leaves Township employment within two years of the completion of the course work, he/she shall reimburse the Township for all costs and authorize repayment through final payroll deductions.

F. The employee shall agree that the program course work must not adversely affect job performance, must be taken on personal time, and outside of regularly scheduled work hours.

G. The Township will reimburse the cost of registration, tuition, and books based upon successful completion of the course (i.e., with a passing grade of "C" or better).

H. Upon successful completion, an expense request form, together with a transcript or report card indicating the grade, and receipts for tuition, registration, and book expenses must be submitted to the Department Head for reimbursement.

I. None of the above shall apply to any courses/training mandated by the employer.

Note: Tuition & Fitness reimbursement for bargaining unit employees is governed by their Collective Bargaining Agreement.

3.16 Adverse Weather Policy

Hamburg Township regular business hours are Monday through Thursday from 7:30 a.m. to 5:30 p.m. Should severe weather (snow and/or ice) arise during regular business hours, the Supervisor, or the Clerk in the absence of the Supervisor, will determine the necessity to close the Township offices and dismiss employees for the remainder of the day. Those employees whose job responsibilities prohibit them from being dismissed, will be compensated for hours worked at time and one-half. The Supervisor or Clerk will notify the Director of Technical and Utility Services to activate a closure message on the Township

Hamburg Township
a great place to grow

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

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2028

AGENDA ITEM TOPIC: 2027 Holiday Schedule

Requested Action

- Motion to approve the 2027 Holiday Schedule in today's packet.

Background

The proposed schedule is in line with the established holiday policy schedules previously approved.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

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2027 Hamburg Holiday Closures

Township Hall and Building & Grounds

Friday January 1, 2027	New Year's Day
Monday January 18, 2027	Martin Luther King Jr. Day
Monday May 31, 2027	Memorial Day
Monday July 5, 2027	Independence Day
Monday September 6, 2027	Labor Day
Thursday November 25, 2027	Thanksgiving Day
Wednesday December 22, 2027 through Thursday December 30, 2027	

Public Safety and Department of Public Works

Friday January 1, 2027	New Year's Day
Monday January 18, 2027	Martin Luther King Jr. Day
Friday March 26, 2027	Good Friday
Monday May 31, 2027	Memorial Day
Monday July 5, 2027	Independence Day
Monday September 6, 2027	Labor Day
Thursday November 25, 2027	Thanksgiving Day
Friday November 26, 2027	Day after Thanksgiving
Thursday December 23, 2027	Christmas Eve
Friday December 24, 2027	Christmas Day
Thursday December 30, 2027	New Year's Eve
Friday December 31, 2027	New Year's Day

Senior Center

Friday January 1, 2027	**New Year's Day**
Monday January 18, 2027	**Martin Luther King Jr. Day**
Friday March 26, 2027	**Good Friday**
Monday May 31, 2027	**Memorial Day**
Monday July 5, 2027	**Independence Day**
Monday September 6, 2027	**Labor Day**
Thursday November 25, 2027	**Thanksgiving Day**
Friday November 26, 2027	**Day after Thanksgiving**

Wednesday December 22, 2027 through Friday December 31, 2027

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TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: November 27, 2028

AGENDA ITEM TOPIC: American Legion - LCC resolution

Requested Action

- Motion to approve the LCC-106 resolution for American Legion Post 419 in todays packet.

Background

The American Legion is seeking a change to their liquor license with the state and have been informed the local LCC-106 is needed.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☐

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☐

General Ledger numbers affected: _____

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Item 14.

Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Hamburg Township council/board
(regular or special) (name of township, city, village)

called to order by _____ on 12/01/2026 at 2:30pm
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from American Legion Post 419
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): serve to the public
(list specific licenses requested)

to be located at: 9807 Whitewood Rd. Pinckney, MI 48169

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ (name of township, city, village)

council/board at a _____ meeting held on _____
(regular or special) (date)

Print Name of Clerk	Signature of Clerk	Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight packages: 2407 N. Grand River, Lansing, MI 48906
Fax to: 517-763-0059

LARA is an equal opportunity employer/program.Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.