



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

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

## BOARD OF TRUSTEES REGULAR MEETING

Tuesday, July 18, 2023 at 7:00 PM  
Hamburg Township Hall Board Room

### AGENDA

#### CALL TO ORDER

#### PLEDGE TO THE FLAG

#### ROLL CALL OF THE BOARD

#### CALL TO THE PUBLIC

#### CONSENT AGENDA

- [1.](#) Board of Trustees Regular Meeting Minutes - July 6, 2023
- [2.](#) Board of Trustees Work-Study Session Minutes - July 6, 2023
- [3.](#) Approved MUC Minutes - June 14, 2023
- [4.](#) Hamburg Township Public Safety Dept Monthly Report - June 2023
- [5.](#) DPW Monthly Report - June 2023
- [6.](#) 2022-2023 FY Sewer REU & Tap Fee Report
- [7.](#) BILLS LIST 7-18-23
- [8.](#) Public Information
- [9.](#) Correspondence

#### APPROVAL OF THE AGENDA

#### UNFINISHED BUSINESS

#### CURRENT BUSINESS

- [10.](#) Fire Station 12 Parking Lot Repair
- [11.](#) Fire Station 11 Training Room Floor
- [12.](#) Fire Station 11 Bay Floor Refurbishment
- [13.](#) Fire Station 11 Electrical Upgrades
- [14.](#) Purchase of Fire Radios
- [15.](#) Purchase of Recording System
- [16.](#) Hamburg Township Utility Billing Penalty
- [17.](#) 2022/2023 Audit Engagement Letter
- [18.](#) Sewer Tap/REU Review - Police Department Building Addition
- [19.](#) Policies & Procedures for Gravity Sewer Connections & Deactivations
- [20.](#) Riverside Drive S.A.D. - Road Maintenance Bid Results

- [21.](#) Edgelake-Burton Dr. S.A.D. - Road Maintenance Bid Results
- [22.](#) Finance Control Book - May 2023
- [23.](#) Increase for Treasurer's Assistant
- [24.](#) Parks & Rec - Park Use Application - PowerAde Tournament - August 19 & 20, 2023
- [25.](#) Parks and Rec - Park Use Request - PCS Cross Country - Coaches Legions Cross Country Invitational - Sept 29 & 30, 2023

**CALL TO THE PUBLIC**

**BOARD COMMENTS**

**ADJOURNMENT**



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

**BOARD OF TRUSTEES REGULAR MEETING**

Thursday, July 06, 2023 at 2:30 PM  
 Hamburg Township Hall Board Room

**MINUTES**

**CALL TO ORDER**

Supervisor Hohl called the meeting to order at 2:30 p.m.

**PLEDGE TO THE FLAG**

**ROLL CALL OF THE BOARD**

**PRESENT**

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

**CALL TO THE PUBLIC**

A call was made with no response.

**APPROVAL OF THE AGENDA**

Motion by Hohl, Seconded by Hughes, to approve as presented with the exception of moving items 11 through 16 to the top of the agenda and delinquent sewer fees will be item number 21.

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

**CONSENT AGENDA**

Motion made by Hahn, Seconded by Menzies to approve the Consent Agenda as presented.

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

1. Board of Trustees Regular Meeting Minutes - June 20, 2023
2. BILLS LIST 7-6-23

3. Invoice A to Z mowing
4. Parks & Rec - Approved Meeting Minutes - May 30, 2023
5. Township Coordinator - Monthly Report - May 2023
6. Parks & Rec - Senior Center Report - June 2023
7. Parks & Rec - Clean Up Day Report 2023 - Final

#### UNFINISHED BUSINESS

8. Consumers Franchise Agreement - 2nd Reading & Adoption

Motion by Dolan, Seconded by Menzie, to adopt the Consumers Energy Company Gas Franchise Ordinance.

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

9. SPA 23-003 Preliminary site plan approval for 6716 Winans Lake Road (Freedom River)

Motion by Hohl, Seconded by Hughes, to approve the Preliminary Site Plan Review (SPA 23-0003) for a private campground dedicated to use by United States military veterans and their families to include sports fields, tent camping area, cabins, recreational vehicle parking area, walking trail, service dog training facility, welcome center, memorial plaza, chapel, accessory structures, and docks on Gull Lake and Huron River at 6716 Winans Lake Road (TID 4715-14-400-008 and 4715-23-100-002) because with conditions one through 15, inclusive, the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the July 6, 2023 Township Board of Trustees meeting and at the June 21, 2023 Planning Commission meeting, and as presented in this staff report and those conditions are listed in the staff report.

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

#### CURRENT BUSINESS

10. SPA 23-001 Final site plan review for 7749 E M-36 (Zander flex space)

Motion by Hughes, Seconded by Negri, to approve the Final Site Plan Review (SPA 23-0001) for the construction of a 22,360-square foot multi-tenant commercial building, with associated parking and site improvements at 7749 E M-36 (TID 15-25-200-068) because with conditions one through 11, as documented and numerated in staff report of July 6, 2023 inclusive, the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the July 6, 2023 Township Board meeting, at the June 21, 2023 Planning Commission meeting, and as presented in this staff report of July 6, 2023.

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

## 11. Police Officer Hiring

Motion by Menzies, Seconded by Dolan, to approve the hiring of Jeffrey Finke to the position of full-time Police Officer effective immediately.

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

## 12. Years of Service Recognition - Tabled for future meeting

## 13. Police Sergeant Promotion

Motion by Hohl, Seconded by Hahn, to approve the promotion of Officer Daniel Bromley to the rank of Sergeant of Hamburg Township Police Department effective immediately.

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

## 14. Purchase of Communication Headsets

Motion by Hohl, Seconded by Hughes, to approve the purchase of 7 David-Clark communication headsets at a cost not to exceed at \$31,100, as outlined in the Chief's memo on June 28, 2023.

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

## 15. Sale of Police Vehicle

Motion by Negri, Seconded by Menzies, to approve the sale of a 2015 Ford Interceptor Sedan via the MI BID action system as outlined in the Chief's memo dated June 28, 2023.

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

## 16. AED Purchase

Motion by Hohl, Seconded by Negri, to approve the purchase of 5 AEDs to replace the current battery AEDs that are aged out, at a cost not to exceed of \$11,500.

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

## 17. Part-time firefighter FY 23-24 rates

Motion by Hohl, Seconded by Michniewicz, to approve the rates for the part-time firefighters as discussed in the previous Work Session by the Board today where the Lieutenant rate is \$26.83, Sergeants \$24.39, FF/EMT \$22.18, FF or EMT \$20.16, FF Trainee \$16.80 for the current Fiscal Year of 2023-2024.

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

## 18. New Chairs for Senior Center

Motion by Dolan, Seconded by Hohl, to approve the authorize the purchase of the chairs for the Hamburg Senior Center from National Business Furniture at a cost of \$13,011.95, and will get a sample of the chairs for verification before the chairs are all delivered.

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

## 19. Senior Center Patio Door Request

Motion by Hohl, Seconded by Menzies, to authorize the procurement of the doors as outlined in the proposal dated June 28, 2023 at a cost of \$12,291.50.

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

## 20. Finance Control Book - April 2023

Motion by Negri, Seconded by Hahn, to receive the file and publish the Finance Control Book for April 2023.

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

## 21. Delinquent Sewer Fees

Negri discussed a delinquent taxes situation with a resident that came in to pay her utility bill and it was delinquent. The bill was due by April 30, 2023 and she came in and it turns out that by mistake we received her payment and indicated her payment in the system but before we could process the check it was accidentally stapled and given back to her and no one noticed it. The resident came in and pointed it out and asked for the late fee to be waived. Negri is asking the Board to approve the late fee to be waived.

Motion by Hohl, Seconded by Hughes, based on the perimeters that was presented by Treasury Negri that the fees are waived on this account.

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

**CALL TO THE PUBLIC**

A call was made with no response.

**BOARD COMMENTS**

Trustee Hughes would like to know the update on the public restrooms in the Township Hall. Supervisor Hohl reports that they should be done in probably 2-3 weeks.

**ADJOURNMENT**

Motion by Menzies, Seconded by Negri, to adjourn.

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

Meeting Adjourned at 3:32 p.m.



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Karen L. Vermillion  
Recording Secretary

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Mike Dolan  
Township Clerk

DRAFT



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

## TOWNSHIP BOARD WORK-STUDY SESSION

Thursday, July 06, 2023 at 2:00 PM  
Hamburg Township Hall Board Room

### MINUTES

#### CALL TO ORDER

Supervisor Hohl called the meeting to order at 2:00 p.m

#### PLEDGE TO THE FLAG

#### ROLL CALL OF THE BOARD

#### PRESENT

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

#### CALL TO THE PUBLIC

A call was made with no response.

#### CONSENT AGENDA

None.

#### APPROVAL OF THE AGENDA

Motion by Hohl, Seconded by Negri, to approve the agenda as presented.

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

#### UNFINISHED BUSINESS

None.

**CURRENT BUSINESS**

1. Part-time Firefighter FY 23-24 rates

Discussion was held regarding Part-Time Firefighter FY rates.

2. Summary of ARPA Money

Discussion was held regarding the Summary of ARPA Money.

3. Holiday Schedules

Discussion was held regarding Holiday Schedules.

4. Employee Handbook Changes - First Reading

Discussion was held regarding the Employee Handbook Changes, first reading.

**CALL TO THE PUBLIC**

A call was made with no response.

**BOARD COMMENTS**

None.

**ADJOURNMENT**

Motion by Michniewicz, Seconded by Menzies, to adjourn.

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

Time of adjournment 2:25 p.m.



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Karen L. Vermillion  
Recording Secretary



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Mike Dolan  
Township Clerk



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## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: **Approved Municipal Utilities Committee Minutes**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: July 12<sup>th</sup>, 2023

Sewer Committee Members Present: Hohl, Hahn, Michniewicz

Sewer Committee Members Absent: None

Text of Motion: MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE MINUTES OF THE JUNE 14<sup>th</sup>, 2023 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Hahn, Michniewicz Absent: None Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

Date: July 12<sup>th</sup>, 2023

BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE  
WEDNESDAY, JUNE 14<sup>th</sup>, 2023 – 2:30 P.M.  
10405 MERRILL ROAD, HAMBURG, MI 48139**

**1. CALL TO ORDER**

The meeting was called to order by Hohl at 2:30 p.m.

**Roll Call of the Committee:**

**Present:** Hohl, Hahn, Michniewicz

**Absent:** None

**Also Present:** Brittany Campbell, Tony Randazzo and Ryan Ward

**2. CALL TO THE PUBLIC**

Hohl opened the call to the public and seeing no response, closed the call to the public.

**3. CORRESPONDENCE**

There was no correspondence to be addressed at this meeting.

**4. APPROVAL OF THE AGENDA**

MOTION BY HOHL, SUPPORTED BY HAHN TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Hahn, Michniewicz      Absent: None      Nays: None

Motion passed.

**Unfinished Business:**

- A. PFAS/PFOS Discussion
- B. Manhole Inspection Program
- C. 200 Series Grinder Pump Replacements

**Current Business:**

- A. DPW Monthly Report – May 2023 Statistics
- B. Williams Sewer Connection Cost Review – 8680 Rushside Dr.
- C. Norfolk Development Corp. Sewer Connection Agreement – 5725 Trail Side Ln.
- D. Norfolk Development Corp. Sewer Connection Agreement – 5733 Trail Side Ln.
- E. MacLeod Direct Sewer Connection Agreement – 9081 Riverside Dr.
- F. Blanket Contract Sewer Agreement 1-Year Extension Request
- G. Request for Invoice Waiver – 8959 Redstone Dr.

**5. APPROVAL OF THE MINUTES**

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE MINUTES OF THE MAY 10<sup>th</sup>, 2023 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None

Motion passed.

**6. UNFINISHED BUSINESS**

A. PFAS/PFOS Discussion.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None

Motion passed.

B. Manhole Inspection Program. Hohl asked if the DPW staff was still inspecting manholes. Ward explained that the inspection work has slowed down for the summer. Ward plans to get back into the manhole inspections now that the DPW has a full crew again.

C. 200 Series Grinder Pump Replacements.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None

Motion passed.

**7. CURRENT BUSINESS**

A. DPW Monthly Report – May 2023 Statistics. Randazzo reported that the Wastewater Treatment Plant (WWTP) was in compliance for the entire month of May. As Ward stated, the full-time position on the DPW staff has now been filled and will be starting shortly. Randazzo noted that the Township has secured the necessary shut-off documentation to obtain the demolition permits for the old house located on the WWTP property. Myers Excavating will be completing the demo later this summer. Lastly, Randazzo updated the Committee on the PFAS collaboration meeting hosted by the Township on June 8<sup>th</sup>. He noted that the State is taking a bit of a softer approach with EGLE acknowledging that PFAS is coming from residential homes. The State has even paid for some testing for Multi-Lakes as they did not have the funding available to test after having a PFAS hit on a shallow monitoring well near their facility.

Ward stated that the DPW staff has turned on the new eight-inch (8”) sewer line from Country Elementary to Pettysville Road which has reduced the flow going to the Rustic Pump Station and expedited the sewage flow to the Kress Road Station.

Ward further noted that the DPW has purchased a new Miss Dig locator unit that is an updated version of what they previously used that can provide GPS points and draw out an “as-built” like map which is extremely useful if there are no drawings available. Lastly, Ward explained that the main PLC card went bad at the WWTP and that UIS came out, diagnosed the problem and replaced the card within the same day. Everything is properly functioning again.

MOTION BY HOHL, SUPPORTED BY HAHN TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None  
Motion passed.

B. Williams Sewer Connection Cost Review – 8680 Rushside Dr. Campbell reported that the estimated construction charges under the blanket contract pricing agreement were \$8,331.40. The actual construction charges were \$8,331.40 leaving an excess balance of \$0.00 – a total wash of fees. As a result no refund or invoice is due to the property owner.

MOTION BY MICHNIEWICZ, SUPPORTED BY HOHL TO NOTE THE UTILITIES COORDINATOR’S COST REVIEW AND TO CLOSE OUT THE SEWER CONNECTION FILE.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None  
Motion carried.

C. Norfolk Development Corp. Sewer Connection Agreement – 5725 Trail Side Ln.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE NORFOLK DEVELOPMENT CORPORATION AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None  
Motion passed.

D. Norfolk Development Corp. Sewer Connection Agreement – 5733 Trail Side Ln.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE NORFOLK DEVELOPMENT CORPORATION AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Hahn, Michniewicz                      Absent: None                      Nays: None  
Motion passed.

E. MacLeod Direct Sewer Connection Agreement – 9081 Riverside Dr.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE MACLEOD AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Hahn, Michniewicz      Absent: None      Nays: None

Motion passed.

F. Blanket Contract Sewer Agreement 1-Year Extension Request. Campbell explained that the current 3-year Blanket Contract Sewer Agreement will expire on January 15<sup>th</sup>, 2024. Pursuant to the Agreement the contract can be extended for one (1) year if both the Township and Contractor agree to the extension. Campbell has spoken with Greg Harris of C & E Construction Co. and he is amenable to the 1-year extension. Campbell confirmed that the pricing increase for the new year will be at five-percent (5%) which is consistent with the pricing increase for each year of the current contract. Once both parties sign a Contract Extension Agreement the new contract will prolong the contract until January 15<sup>th</sup>, 2025.

MOTION BY HOHL, SUPPORTED BY HAHN TO ACCEPT THE BLANKET CONTRACT SEWER AGREEMENT EXTENSION OF THE ORIGINAL CONTRACT FOR A 1-YEAR PERIOD ENDING ON JANUARY 15<sup>th</sup>, 2025.

Ayes: Hohl, Hahn, Michniewicz      Absent: None      Nays: None

Motion passed.

G. Request for Invoice Waiver – 8959 Redstone Dr. Randazzo explained that homeowner recently purchased the home last fall and had called in a Miss Dig staking request to put in a small, raised garden bed. When the DPW staff went to the property to mark the sewer line it was determined that a six-inch (6") riser should be installed on the grinder pump can to raise it above the mulch that the lid was buried under. An invoice was sent to the homeowner which the owner wishes to have waived. Randazzo offered to remove the charge for the administrative fee in the amount of \$29.20 but the owner still requested to appeal the charge. Randazzo noted that the riser will still need to be installed to raise the grinder pump lid.

MOTION BY HOHL, SUPPORTED BY HAHN TO CHARGE THE HOMEOWNER FOR THE COST OF THE 6" RISER KIT, \$30.00 FOR LABOR AND TO WAIVE THE ADMINISTRATIVE FEE OF \$29.20 FOR A REDUCED COST OF \$322.00 TO BE PAID BY THE OWNER.

Ayes: Hohl, Hahn, Michniewicz      Absent: None      Nays: None

Motion passed.

**8. CALL TO THE PUBLIC**

Seeing no requests to address the Sewer Committee, Hohl closed the call to the public.

**9. INFORMATIONAL/EDUCATIONAL MATERIAL**

There was no information and/or educational material available for this meeting.

**10. ADJOURNMENT**

MOTION BY HOHL, SUPPORTED BY HAHN TO ADJOURN THE MEETING.

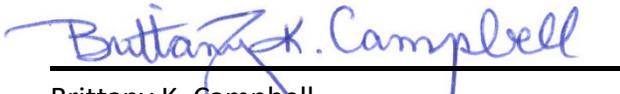
Ayes: Hohl, Hahn, Michniewicz      Absent: None      Nays: None

Motion passed.

The meeting was adjourned at 2:45 p.m.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Respectfully submitted,

  
\_\_\_\_\_  
Brittany K. Campbell  
Hamburg Township Utilities Coordinator



# Hamburg Township Public Safety Department *MONTHLY REPORT*



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## *June, 2023*

### COMMUNITY INVOLVEMENT

- Deputy Director Jeffrey Newton, Deputy Fire Chief Jordan Zernick, Capt. Jase Lawver, Capt. Sam Vultaggio, Sgt. Matt Urbanowicz, FF Thomas Pawley and AFF Jared Kaminski participated in the Country Elementary School Field Day on June 1, 2023.
- Deputy Fire Chief Jordan Zernick, Capt. Casey Yost, Sgt. Timothy Begnoche and FF Dan Knepley participated the Pathfinder School Field Day on June 2, 2023.
- Deputy Fire Chief Jordan Zernick conducted a car seat safety inspection on June 13, 2023.
- The Hamburg Family Fun Fest occurred June 14, 2023 through June 19, 2023 at Bennett Park. Police and Fire personnel were on site during the event and there were no major incidents related to the event.
- Officer Dahne DeBottis and Officer Spencer Flavin participated in a Car Show community event on June 22, 2023.
- Sgt. Clint London, FF Daniel Hill, FF Joseph Acuff and FF Dennis Bakka participated in a Cheer Clinic (water spray for kids) on June 28, 2023.

### PERSONNEL

- Summer Intern Sam Michael began his internship with the department on June 5, 2023.

### COMMUNICATIONS

- Sgt. Steve Locke and Officer Josh Pedersen received a thank you letter on June 23, 2023 from a citizen for their handling of a call for service involving a suicidal subject.

### TRAINING

#### **POLICE**

- Director Richard Duffany, Deputy Director Dariusz Nisenbaum and Sgt. Matthew Duhaime attended Accreditation Manager training in Okemos on June 7, 2023.
- Sgt. Anthony Wallace and Sgt. Steve Locke attended the Ohio Tactical Officers Association Conference June 12, 2023 – June 16, 2023.
- Officer Dahne DeBottis and Officer Sean Hogan participated in Drone Team training on June 13, 2023.



# Hamburg Township Public Safety Department **MONTHLY REPORT**



- Officer Adam Fischhaber attended Defensive Tactics training in Green Oak Township on June 13, 2023.
- Sgt. Alysha Garbacik and Officer Sean Hogan attended Negotiator Team training on June 14, 2023 in Howell.
- Officer Adam Fischhaber attended marine law enforcement training in St. Clair County on June 26, 2023.

## **FIRE**

- Department-wide Weekly Training (Week of June 5<sup>th</sup>): Trauma Care.
- FF Joseph Acuff, FF Dennis Bakka and AFF Jared Kaminski participated in OJT training (June 7<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup>, and 22<sup>nd</sup>).
- FF Anna Vontroba participated in OJT training on June 8, 2023.
- FF Daniel Hill participated in Dive Team training on June 8, 2023.
- Sgt. Timothy Begnoche participated in Tech Rescue training on June 8, 2023.
- Sgt. Timothy Begnoche, FF Daniel Hill and FF Jeremy Nordstrand completed boat certification training on June 8, 2023.
- Department-wide Weekly Training (Week of June 12<sup>th</sup>): Policy Review.
- Lt. Jeffrey Young and Sgt. Scott Flohr participated in Drone Team training on June 21, 2023.
- Lt. Jeffrey Young and Sgt. Scott Flohr participated in Drone Team training on June 22, 2023.
- Department-wide Weekly Training (Week of June 26<sup>th</sup>): Blue Card Certification.
- FF Jon Lusk graduated from the Livingston County Fire Academy on June 29, 2023.

## **POLICE OPERATIONS**

### MONTHLY ARREST SUMMARY

#### **06/13/23 – 4:53 pm.:**

A 35-year-old female Township resident was arrested at Main Street & Spencer Street (in the Village of Pinckney) for *Robbery & Aggravated Assault*. She was lodged in the Livingston County Jail.

#### **06/14/23 – 3:05 am:**

A 45-year-old male Highland resident was arrested at Pettysville Road & M-36 on a misdemeanor warrant for *Failure to Appear-Traffic Offense* out of White Lake Township. He was turned over to White Lake Township officers on the warrant.



# Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 4.

**06/18/23 – 4:43 am:**

A 48-year-old male Township resident was arrested at M-36 & Lake Crest Drive for *Operating While Intoxicated*. His vehicle was impounded and he was transported to the University of Michigan Hospital where was released to hospital personnel for treatment.

**06/19/23 – 12:53 pm.:**

A 36-year-old male Keego Harbor resident was arrested at Rivendell Court near Whitewood Road on multiple warrants for *FTA- Traffic Offenses* out of West Bloomfield. His vehicle was impounded and he was turned over to West Bloomfield officers on the warrants.

**06/30/23 – 3:01 pm.:**

A 44-year-old male Township resident was arrested at Old Hamburg Road near Sheldon Road for *Driving While License Suspended*. His vehicle was impounded and he was cited and released.

**GENERAL POLICE INFORMATION:**

- Marine Patrol:** Regular marine patrols continued during the month of June. There were no reported incidents on the waterways this month.
- Lakelands Trail Patrol:** Regular patrols on the Lakelands Trail continued during the month of June. There were no reported incidents on the Trail this month.
- Red Barrel:** No prescription drugs were removed from the red barrel in front of the police station during the month of June.

**FIRE OPERATIONS**

**MONTHLY INCIDENT SUMMARY:**

INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	102
FIRE	68
<b>TOTAL</b>	<b>170</b>



# Hamburg Township Public Safety Department MONTHLY REPORT



Item 4.

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	3.53%
Rescue & Emergency Medical Service	102	60.00%
Hazardous Condition (No Fire)	9	5.29%
Service Call	22	12.94%
Good Intent Call	4	2.35%
False Alarm & False Call	27	15.88%
<b>TOTAL</b>	<b>170</b>	<b>100%</b>

### *June, 2023 Total Runs by District*

North West	15	8.82%
North East	16	9.41%
South West	52	30.59%
Southeast	73	42.94%
Mutual Aid	14	8.24%
<b>Totals</b>	<b>170</b>	<b>100.00%</b>
Multiple Calls	20	11.76%

### *Comparative Statistics - 2022 vs 2023 by Month*

	June, 2022	June, 2023	% Change
Fire	4	6	50.0% Increase
Medical	109	102	6.4% Decrease
Hazardous Condition	4	9	125.0% Increase
Service	37	22	40.5% Decrease
Good Intent	3	4	33.3% Increase
False Alarm / Cancel	14	27	92.9% Increase
<b>Totals</b>	<b>172</b>	<b>170</b>	<b>1.2% Decrease</b>
Mutual Aid	7	14	100% Increase

#### FIRE PREVENTION INFORMATION:

**Inspections:** 38 annual commercial building inspections were completed during the month of June, 2023.

**Site Plan Reviews:** 5 site plan reviews were completed during the month of June, 2023.



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: **DPW Monthly Report – June 2023 Statistics**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: July 12<sup>th</sup>, 2023

Sewer Committee Members Present: Hohl, Hahn, Michniewicz

Sewer Committee Members Absent: None

Text of Motion: MOTION BY HOHL, SUPPORTED BY HAHN TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Hahn, Michniewicz Absent: None Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

*Brittany K. Campbell* Date: July 12<sup>th</sup>, 2023  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR



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

To: Municipal Utilities Committee  
From: Tony Randazzo  
Date: 07-06-2023  
Re: DPW Monthly Report

- 
1. The wastewater treatment plant was in compliance for the entire month of June.
  2. Biotech is still planning on performing a late summer sludge haul. We have plenty of spare capacity in our tanks right now.
  3. We received the PFAS results for the two residential wells located across the street from our treatment plant near Buck Lake. One home was non-detect for all PFAS compounds while the other had a handful of detections for PFAS out of twenty-eight parameters. All were below the drinking water limits set from EGLE. It is also worth noting that PFOS and PFOA were non-detect as well.



## **Hamburg Township Monthly Field Report**

**June 2023**

**Ryan Ward**

**Grinder Calls: 47 Total / 19 OT (5 Portage)**

**Plant Calls: 1 OT**

**Station Calls: 1**

**Pump Rebuilds: 39 Hamburg / 7 Portage / 1 Highland**

**Miss Digs: 233 Hamburg / 67 Portage**

**Startups: 4**

**Deactivations/Reactivations: 2**

**Replacements: 0**

**Grinder Stations in Stock: 114**

**Grinder Locations: 1**

**Grinder Pump Cores in Stock: 32**

**Field Jobs for the Month: This month we have completed our normal monthly checks, water meter readings and grease trap inspections. We received the new dump truck from Lafontaine Dodge/ Ram in Lansing, the truck is being outfitted. The staff has been sodium sampling with our new pump, we purchased a battery powered**

**transfer pump to start sampling with 1 technician instead of 2. The heat exchanger has been cleaned out in preparation for W.J. O’Neil to install the new heat exchanger system.**





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## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: **2022/2023 Fiscal Year Sewer REU/Tap Tracker Report**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: July 12<sup>th</sup>, 2023

Sewer Committee Members Present: Hohl, Hahn, Michniewicz

Sewer Committee Members Absent: None

Text of Motion: MOTION BY HOHL, SUPPORTED BY HAHN FORWARD TO THE BOARD AS AN INFORMATIONAL AGENDA ITEM.

Ayes: Hohl, Hahn, Michniewicz Absent: None Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/Special Meeting of the Hamburg Township Municipal Utilities Committee.

Date: July 12<sup>th</sup>, 2023

BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR

No. of REUs and Tap Fees Collected for Fiscal Year July 1, 2022 through June 30, 2023	Sewer Connection Fees & REUs for FY 2022/2023					
	# of REUs	Amount of Tap Fee	Amount of Pre-paid Credit	Property Address	Date Tap Fee Paid	Total Amount of Connection Fees
<b>Direct Sewer Connections</b>						
Gregory & Kara Adams	1.00	\$ 4,500.00	\$ -	10800 Merrill Rd.	13-Jul-22	\$ 4,500.00
Norfolk Development Corp.	1.00	\$ 4,500.00	\$ -	5709 Trail Side Ln.	5-Aug-22	\$ 4,500.00
Norfolk Development Corp.	1.00	\$ 4,500.00	\$ -	5717 Trail Side Ln.	5-Aug-22	\$ 4,500.00
Norfolk Development Corp.	1.00	\$ 4,500.00	\$ -	5608 Point Pelee Ct.	5-Aug-22	\$ 4,500.00
Erin T. Palazzolo	1.00	\$ 4,500.00	\$ -	8980 Mayfred Dr.	30-Sep-22	\$ 4,500.00
James Prochazka	1.00	\$ 4,500.00	\$ -	Vacant - Riverside Dr.	13-Oct-22	\$ 4,500.00
Kroger Store D-721 Hamburg	10.00	\$ 7,500.00	\$ -	9700 Chilson Commons Circle	17-Oct-22	\$ 75,000.00
Douglas Hill - Carpet Depot	1.25	\$ 7,500.00	\$ -	7878 E. M-36	25-Oct-22	\$ 9,375.00
Andrew Simpson	1.00	\$ 7,500.00	\$ -	9808 Galatian Dr.	17-Nov-22	\$ 7,500.00
Blake Anthony Homes, Inc.	1.00	\$ 7,500.00	\$ -	5681 Warren Woods Ln.	11-Jan-23	\$ 7,500.00
Blake Anthony Homes, Inc.	1.00	\$ 7,500.00	\$ -	5707 Warren Woods Ln.	11-Jan-23	\$ 7,500.00
Blake Anthony Homes, Inc.	1.00	\$ 7,500.00	\$ -	5733 Warren Woods Ln.	11-Jan-23	\$ 7,500.00
Blake Anthony Homes, Inc.	1.00	\$ 7,500.00	\$ -	5653 Warren Woods Ln.	4-Apr-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5994 Trail Side Ln.	17-Apr-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5980 Trail Side Ln.	17-Apr-23	\$ 7,500.00
Ore Lake Development LLC	1.00	\$ 7,500.00	\$ -	Vacant - Mohican Dr.	26-Apr-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5725 Trail Side Ln.	8-May-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5733 Trail Side Ln.	8-May-23	\$ 7,500.00
Ryan M. MacLeod	1.00	\$ 7,500.00	\$ -	9081 Riverside Dr.	12-May-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5696 Trail Side Ln.	26-Jun-23	\$ 7,500.00
Norfolk Development Corp.	1.00	\$ 7,500.00	\$ -	5690 Trail Side Ln.	26-Jun-23	\$ 7,500.00
<b>Indirect Sewer Connections</b>						
Gerald & Nicole Peterson	1.00	\$ 2,500.00	\$ 2,500.00	6105 Kingsley Ct.	22-Jul-22	\$ -
Murie Glen Subdivision/Jeff Wilkerson	51.00	\$ 2,500.00	\$ -	Murie Glen Subdivision	26-Aug-22	\$ 127,500.00
<b>REFUNDS of Tap Fees</b>						
* Sewer Connections include Commercial properties						
** <i>Contract S.A.D. Sewer Connection</i>						
<b>Total Number of New REUs:</b>	<b>82.25</b>					
<b>Total Amount of 2022/2023 Connection Fees:</b>	<b>\$336,375.00</b>					

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
AMERICAN01 74031	AMERICAN AWARDS & ENGRAVING 422 W. MAIN ST. BRIGHTON MI, 48116	07/13/2023 07/18/2023 / / 07/18/2023	7423 0.0000	GEN N N Y	ZONING BLACK/WHITE PLASTIC BEVELED	24.50 0.00 24.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-702.000-955.000	SUNDRY	24.50

VENDOR TOTAL: 24.50

AMERICAN02 73962	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	07/12/2023 07/18/2023 / / 07/18/2023	2251258 0.0000	GEN N N N	CONTRACT 7/5-8/4/23 ADDL COPIES 6/5	98.36 0.00 98.36
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	98.36

VENDOR TOTAL: 98.36

ATEAMPWRCL 73963	A-TEAM POWER CLEAN LLC 7890 VAN RADEN STREET PINCKNEY MI, 48169	07/12/2023 07/18/2023 / / 07/18/2023	0003 0.0000	GEN N N Y	FIELD PAINTING SM(11)/MED(14)/LG(9)	670.00 0.00 670.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-930.020	SPORTS FIELD MAINTENANCE	670.00

VENDOR TOTAL: 670.00

BUSINESS02 73965	BIG PDQ BUSINESS IMAGING GROUP - BIG PDQ 7475 GRAND RIVER RD BRIGHTON MI, 48114-9383	07/12/2023 07/18/2023 / / 07/18/2023	280201 0.0000	GEN N N Y	BUS. CARDS DEBOTTIS	74.62 0.00 74.62
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	74.62

VENDOR TOTAL: 74.62

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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BOBMAXFORD 73990	BOB MAXEY FORD OF HOWELL, INC. 2798 E. GRAND RIVER AVE. HOWELL MI, 48843-8545	07/13/2023 07/18/2023 / / 07/18/2023	263886  0.0000	GEN N N N	21 EXPLORER	 76.38  0.00 76.38
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-932.000	VEHICLE MAINTENANCE	76.38

VENDOR TOTAL: 76.38

BOULLION01 73966	BOULLION SALES, INC. 8530 N. TERRITORIAL RD DEXTER MI, 48130	07/12/2023 07/18/2023 / / 07/18/2023	419920  0.0000	GEN N N N	BG SPEED FEED HEAD	 131.67 0.00 131.67
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	131.67

VENDOR TOTAL: 131.67

BURNHAM001 73957	BURNHAM & FLOWER INSURANCE GROUP 315 SOUTH KALAMAZOO MALL KALAMAZOO MI, 49007-4806	07/12/2023 07/18/2023 / / 07/18/2023	BFG-640456  0.0000	GEN N N N	HRA 4/1-4/30/23-5/1-5/31/23-6/1-6/3	 380.00 0.00 380.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-718.500	HEALTH CARE REIMBURSEMENT	380.00

VENDOR TOTAL: 380.00

CHARTERC01 73960	CHARTER COMMUNICATIONS PO BOX 3019 MILWAUKEE WI, 53201-3019	07/12/2023 07/18/2023 / / 07/18/2023	005447501070123  0.0000	GEN N N N	PD TV	 138.07 0.00 138.07
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-853.000	PHONE/COMM/INTERNET	138.07

Item 7.

Vendor Code Ref #	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
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VENDOR TOTAL:						138.07
CULLIGAN01 73967	CRH OHIO LTD D/B/A CULLIGAN OF ANN ARBOR/DETROIT 46902 LIBERTY DRIVE WIXOM MI, 48393	07/12/2023 07/18/2023 / / 07/18/2023	830228 0.0000	GEN N N N	PD EQUIPMENT POU	50.00 0.00 50.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-801.000	CONTRACTUAL SERVICES	50.00

VENDOR TOTAL:						50.00
HILLDAN 73992	DANIEL C. HILL 3473 DUNLAP CT. PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	61923 0.0000	GEN N N N	FD REIMBURSE BOOTS DANIEL HILL	116.60 0.00 116.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	116.60

VENDOR TOTAL:						116.60
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Item 7.

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	UNJOURNALIZED OPEN BANK CODE: GEN Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
DTEENRGY01 73944	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	9200 279 0879 6 6730 STRAWBERRY LAK	18.69 0.00 18.69
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.69

DTEENRGY01 73945	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	9100 086 3146 7 10100 VETERANS 5/24	1,344.08 0.00 1,344.08
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	1,344.08

DTEENRGY01 73946	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	9200 279 0880 4 SIREN PETTYSVILLE 5	18.69 0.00 18.69
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.69

DTEENRGY01 73947	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	9200 279 0878 8 SIREN CHILSON 5/25-	18.69 0.00 18.69
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.69

DTEENRGY01 73948	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	9100 114 5063 2 SIREN 4752 STRAWBER	18.50 0.00 18.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.50

Item 7.

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BANK CODE: GEN

Vendor Code Ref #	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
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DTEENRGY01 73949	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023  0.0000	GEN N N N	9200 279 0883 8 SIREN 2789 M 36 5/2	18.69 0.00 18.69
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.69

DTEENRGY01 73950	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023  0.0000	GEN N N N	9200 190 0960 3 SIREN 7602 CHILSON	18.50 0.00 18.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	18.50

DTEENRGY01 73951	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/12/2023 07/18/2023 / / 07/18/2023	63023  0.0000	GEN N N N	9100 167 2020 3 SIREN 7701 HAMBURG	19.81 0.00 19.81
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	19.81

VENDOR TOTAL: 1,475.65

DUBOISCO01 73968	DUBOIS-COOPER & ASSOCIATES 905 PENNIMAN PO BOX 6161 PLYMOUTH MI, 48170	07/12/2023 07/18/2023 / / 07/18/2023	273029  0.0000	GEN N N Y	DPW ROTOR ASSMBY	2,270.00 0.00 2,270.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-751.100	GRINDER PUMP PARTS	2,270.00

VENDOR TOTAL: 2,270.00

Item 7.

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	BANK CODE: GEN Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
BIGBARNE01 73952	DUST CONTROL LLC D/B/A BIG BARNEY'S PO BOX 483 HOWELL MI, 48844-0483	07/12/2023 07/18/2023 / / 07/18/2023	11660	GEN N N Y	SUMMER BLEND APPLICATION KINGSTON D	1,100.00 0.00 1,100.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
283-000.000-802.000	ROAD IMPROVEMENT	1,100.00

BIGBARNE01 73970	DUST CONTROL LLC D/B/A BIG BARNEY'S PO BOX 483 HOWELL MI, 48844-0483	07/12/2023 07/18/2023 / / 07/18/2023	11661	GEN N N Y	SUMMER BLEND APPLIED COMMUNITY DR	300.00 0.00 300.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
276-000.000-802.000	ROAD IMPROVEMENT	300.00

BIGBARNE01 73971	DUST CONTROL LLC D/B/A BIG BARNEY'S PO BOX 483 HOWELL MI, 48844-0483	07/12/2023 07/18/2023 / / 07/18/2023	11662	GEN N N Y	SUMMER BLEND APP WINANS	550.00 0.00 550.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
284-000.000-802.000	ROAD IMPROVEMENT	550.00

BIGBARNE01 73969	DUST CONTROL LLC D/B/A BIG BARNEY'S PO BOX 483 HOWELL MI, 48844-0483	07/12/2023 07/18/2023 / / 07/18/2023	11663	GEN N N Y	SUMMER BLEND APPLIE RIVERSIDE, CENT	2,250.00 0.00 2,250.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
279-000.000-802.000	ROAD IMPROVEMENT	2,250.00

BIGBARNE01 73964	DUST CONTROL LLC D/B/A BIG BARNEY'S PO BOX 483 HOWELL MI, 48844-0483	07/12/2023 07/18/2023 / / 0.0000	280175	GEN N N	ZONING BUSINESS CARDS ROHR	61.51 0
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Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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Open		07/18/2023		Y		61.51
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GL NUMBER	DESCRIPTION	AMOUNT
101-702.000-955.000	SUNDRY	61.51

VENDOR TOTAL: 4,261.51

ELCTSOURC1 74020	ELECTION SOURCE 4615 DANVERS DRIVE, SE GRAND RAPIDS MI, 49512	07/13/2023 07/18/2023 / / 07/18/2023	23-1767 0.0000	GEN N N N	ROLLING BAS/BALLOT BAGS/VOTING BOX	770.17 0.00 770.17
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Open						
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GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-752.001	SUPPLIES FOR ELECTIONS	770.17

VENDOR TOTAL: 770.17

ELECTROCYC 74030	ELECTROCYCLE, INC. 23953 RESEARCH DR. FARMINGTON HILLS MI, 48335	07/13/2023 07/18/2023 / / 07/18/2023	41873 0.0000	GEN N N N	CERT OF DESTR/SHRED	53.00 0.00 53.00
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Open						
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GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	53.00

VENDOR TOTAL: 53.00

JUNGCHRS01 73972	FIREWRENCH OF MICHIGAN 25840 JOHNS ROAD SOUTH LYON MI, 48178	07/12/2023 07/18/2023 / / 07/18/2023	972 0.0000	GEN N N Y	FD 2020 ROSENBOUER	751.57 0.00 751.57
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Open						
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GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-932.000	VEHICLE MAINTENANCE	751.57

VENDOR TOTAL: 751.57

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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GNOAKTIRE1 73976	GREEN OAK TIRE 7480 KENSINGTON ROAD BRIGHTON MI, 48116	07/12/2023 07/18/2023 / / 07/18/2023	#1-136501  0.0000	GEN N N Y	BG JOHN DEERE 4520	288.95 0.00 288.95
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	288.95

GNOAKTIRE1 73975	GREEN OAK TIRE 7480 KENSINGTON ROAD BRIGHTON MI, 48116	07/12/2023 07/18/2023 / / 07/18/2023	#1-136541  0.0000	GEN N N Y	BG WING DECK LEFT FR	64.00 0.00 64.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	64.00

VENDOR TOTAL: 352.95

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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HAMBURGT02 73977	HAMBURG TOWNSHIP TREASURER	07/12/2023 07/18/2023 / / 07/18/2023	7123  0.0000	GEN N N N	UB MERR-010675-0000-01 4/1-6/30/23	155.50 0.00 155.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-917.000	SEWER USAGE	155.50

HAMBURGT02 73979	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123  0.0000	GEN N N N	UB 7/1/23 FD #12 4/1-6/30/23	622.00 0.00 622.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-917.000	SEWER USAGE	622.00

HAMBURGT02 73980	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123  0.0000	GEN N N N	UB PD 4/1-6/30/23	870.80 0.00 870.80
Open						

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-917.000	SEWER USAGE	870.80

HAMBURGT02 73981	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123  0.0000	GEN N N N	UB WEST BENNETT PARK 4/1-6/30/23	155.50 0.00 155.50
Open						

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-917.000	SEWER USAGE	155.50

HAMBURGT02 73982	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123  0.0000	GEN N N N	UB SEN CTR 4/1-6/30/23	438.51 0.00 438.51
Open						

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-917.000	SEWER USAGE	438.51

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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HAMBURGT02 73983	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123 0.0000	GEN N N N	UB TWP HALL 4/1-6/30/23	964.10 0.00 964.10
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-917.000	SEWER USAGE	964.10

HAMBURGT02 73984	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123 0.0000	GEN N N N	230SUMMER TAX 13-305-058 LONGWORTH	249.67 0.00 249.67
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	249.67

HAMBURGT02 73985	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123 0.0000	GEN N N N	23 SUMMER TAX 13-305-061 LONGWORTH	343.59 0.00 343.59
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	343.59

HAMBURGT02 73986	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123 0.0000	GEN N N N	23 SUMMER TAX 25-101-088 HAMBURG RD	130.58 0.00 130.58
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-930.005	MAINTENANCE PARK FACILITIES	130.58

HAMBURGT02 73987	HAMBURG TOWNSHIP TREASURER	07/13/2023 07/18/2023 / / 07/18/2023	7123 0.0000	GEN N N N	23 SUMMER TAX 23-306-108 HIAWATHA	46.50 0.00 46.50
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Open

GL NUMBER	DESCRIPTION	AMOUNT
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UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
101-275.000-955.000	SUNDRY					46.50

VENDOR TOTAL: 3,976.75

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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HRNVLLYGUN 73993	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	256847  0.0000	GEN N N Y	PD UNIFORMS BROMLEY	  753.90 0.00 753.90
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-768.000	UNIFORMS/ACCESSORIES	753.90

HRNVLLYGUN 74000	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257152  0.0000	GEN N N Y	FD UNIFORMS CAMPBELL	  130.98 0.00 130.98
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	130.98

HRNVLLYGUN 73994	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257165  0.0000	GEN N N Y	PD UNIFORMS BROMLEY	  137.98 0.00 137.98
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-768.000	UNIFORMS/ACCESSORIES	137.98

HRNVLLYGUN 73995	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257177  0.0000	GEN N N Y	PD UNIFORMS FINKE	  403.94 0.00 403.94
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-768.000	UNIFORMS/ACCESSORIES	403.94

HRNVLLYGUN 73997	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257178  0.0000	GEN N N Y	FD UNIFORMS YOST	  95.00 0.00 95.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	95.00

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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HRNVLLYGUN 73996	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257179  0.0000	GEN N N Y	FD UNIFORMS ZERNICK	 68.99 0.00 68.99
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	68.99

HRNVLLYGUN 73998	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257180  0.0000	GEN N N Y	FD UNIFORMS VULTAGGIO	 95.00 0.00 95.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	95.00

HRNVLLYGUN 73999	HURON VALLEY GUNS, LLC 56477 GRAND RIVER AVE. NEW HUDSON MI, 48165	07/13/2023 07/18/2023 / / 07/18/2023	257181  0.0000	GEN N N Y	FD UNIFORMS KNEPLEY	 95.00 0.00 95.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	95.00

VENDOR TOTAL: 1,780.79

HUTSONINC1 74001	HUTSON, INC. 3915 TRACTOR DRIVE HOWELL MI, 48855	07/13/2023 07/18/2023 / / 07/18/2023	10017732  0.0000	GEN N N N	B&G ZERO TURN	 759.28 0.00 759.28
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	759.28

VENDOR TOTAL: 759.28

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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INCLUSIONS 73943	INCLUSION SOLUTIONS, LLC 2000 GREENLEAF, SUITE 3 EVANSTON IL, 60202	07/12/2023 07/18/2023 / / 07/18/2023	144035  0.0000	GEN N N N	FRANKLIN 4 STATION EXTENDED BOOTH (	4,395.30 0.00 4,395.30
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-752.001	SUPPLIES FOR ELECTIONS	4,395.30

VENDOR TOTAL: 4,395.30

HARVEYJTN1 73978	JUSTIN HARVEY 4745 W. HASLETT RD. PERRY MI, 48872	07/12/2023 07/18/2023 / / 07/18/2023	7423  0.0000	GEN N N N	PD TUITION REIMBURSEMENT	1,500.00 0.00 1,500.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-914.000	TUITION REIMBURSEMENT	1,500.00

VENDOR TOTAL: 1,500.00

VERMILLION 74021	KAREN VERMILLION	07/13/2023 07/18/2023 / / 07/18/2023	62923  0.0000	GEN N N N	REIMBURSEMENT MILEAGE	28.89 0.00 28.89
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215.000-861.000	MILEAGE	28.89

VENDOR TOTAL: 28.89

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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KINGKLEA01 74002	KING KLEANERS 5589 E. M-36 SUITE B3 PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	62923 0.0000	GEN N N Y	PD LAUNDRY 6/1-6/29/23	634.50 0.00 634.50
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100		22.00
207-000.000-768.500	UNIFORM CLEANING	612.50
		634.50

KINGKLEA01 74023	KING KLEANERS 5589 E. M-36 SUITE B3 PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	7523 0.0000	GEN N N Y	FD LAUNDRY	9.00 0.00 9.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	9.00

VENDOR TOTAL: 643.50

UNJOURNALIZED OPEN

BANK CODE: GEN

Item 7.

Vendor Code Ref #	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 74027	LAKELAND ACE HARDWARE, INC. PO BOX 1000 PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N N	PUCHASES 6/1-6/30/23 FD	143.29-DPW 163.95 0.00 163.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	20.66
206-000.000-955.000	SUNDRY	63.96
206-000.000-955.000	SUNDRY	70.34
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	8.99
		<u>163.95</u>

LAKELAND01 73958	LAKELAND ACE HARDWARE, INC. PO BOX 1000 PINCKNEY MI, 48169	07/12/2023 07/18/2023 / / 07/18/2023	9091/1 0.0000	GEN N N N	OUTDOOR 4 BURNER GRIDDLE	544.98 0.00 544.98
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	544.98
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	(499.99)
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	499.99
		<u>544.98</u>

LAKELAND01 73959	LAKELAND ACE HARDWARE, INC. PO BOX 1000 PINCKNEY MI, 48169	07/12/2023 07/18/2023 / / 07/18/2023	9116/1 0.0000	GEN N N N	SLIP JOINT PLIERS/SCREWDRIVER SET	44.97 0.00 44.97
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	44.97

VENDOR TOTAL: 753.90

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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LIVINGST12 73953	LIVINGSTON COUNTY REGISTER OF DEEDS 200 E. GRAND RIVER AVE. SUITE 3 HOWELL MI, 48843	07/12/2023 07/18/2023 / / 07/18/2023	71223 0.0000	GEN N Y N	SEWER CONNECT/EASEMENT NORFOLK	60.00 0.00 60.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-538.000-955.000	SUNDRY	60.00

LIVINGST12 73991	LIVINGSTON COUNTY REGISTER OF DEEDS 200 E. GRAND RIVER AVE. SUITE 3 HOWELL MI, 48843	07/13/2023 07/18/2023 / / 07/18/2023	71223 0.0000	GEN N Y N	SEWER CONNECT/EASEMENT	60.00 0.00 60.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-538.000-955.000	SUNDRY	60.00

LIVINGST12 74003	LIVINGSTON COUNTY REGISTER OF DEEDS 200 E. GRAND RIVER AVE. SUITE 3 HOWELL MI, 48843	07/13/2023 07/18/2023 / / 07/18/2023	7523 0.0000	GEN N Y N	GRINDER PUMP REPL/EASEMENT GRANT G	30.00 0.00 30.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	30.00

LIVINGST12 74004	LIVINGSTON COUNTY REGISTER OF DEEDS 200 E. GRAND RIVER AVE. SUITE 3 HOWELL MI, 48843	07/13/2023 07/18/2023 / / 07/18/2023	7623 0.0000	GEN N Y N	GRINDER PUMP REPLACEMENT	30.00 0.00 30.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	30.00

VENDOR TOTAL: 180.00

Item 7.

Vendor Code Ref #	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
LIVINGST02 74006	LIVINGSTON COUNTY TREASURER LIVINGSTON COUNTY COURT HOUSE 200 E. GRAND RIVER HOWELL MI, 48843-2398	07/13/2023 07/18/2023 / / 07/18/2023	11836 0.0000	GEN N N	LETS MAY 2023	1,929.00 0.00 1,929.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-801.000	CONTRACTUAL SERVICES	1,929.00

LIVINGST02 73956	LIVINGSTON COUNTY TREASURER LIVINGSTON COUNTY COURT HOUSE 200 E. GRAND RIVER HOWELL MI, 48843-2398	07/12/2023 07/18/2023 / / 07/18/2023	71023 0.0000	GEN N N	BOR/PRE ADJ	42.49 0.00 42.49
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	42.49

VENDOR TOTAL:						1,971.49
MALLORY SA 74025	MALLORY SAFETY AND SUPPLY PO BOX 2068 LONGVIEW WA, 98632	07/13/2023 07/18/2023 / / 07/18/2023	5664551 0.0000	GEN N N Y	KIT FALL PESTZL	575.20 0.00 575.20
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-967.000	SPECIAL PROJECTS	575.20

MALLORY SA 74026	MALLORY SAFETY AND SUPPLY PO BOX 2068 LONGVIEW WA, 98632	07/13/2023 07/18/2023 / / 07/18/2023	5664667 0.0000	GEN N N Y	FD CARBINER/SWIVEL/SLING/PULLEY/DBL	2,302.20 0.00 2,302.20
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-967.000	SPECIAL PROJECTS	2,302.20

VENDOR TOTAL: 2,877.40

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	BANK CODE: GEN Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MARIANID 74007	MARIANI DEBORAH	07/13/2023 07/18/2023 / / 07/18/2023	7323 0.0000	GEN N N N	REIMBURSE FOR STAPLE CHAIR PURCHASE	180.19 0.00 180.19
Open						180.19

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-955.000	SUNDRY	180.19

VENDOR TOTAL: 180.19

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	BANK CODE: GEN Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MERITLAB01 74009	MERIT LABORATORIES 2680 EAST LANSING DRIVE EAST LANSING MI, 48823	07/13/2023 07/18/2023 / / 07/18/2023	63023 0.0000	GEN N N Y	TESTING HAMBURG 6/16/23	1,204.00 0.00 1,204.00
Open						1,204.00

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.000	LAB ANALYSIS - WWTP	1,204.00

VENDOR TOTAL: 1,204.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	BANK CODE: GEN Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MAS 73961	MICHIGAN AIR SOLUTIONS 4439 S BUTTERMILK SUITE 400 HUDSONVILLE MI, 49426	07/12/2023 07/18/2023 / / 07/18/2023	S20-24000429 0.0000	GEN N N N	FDCURTIS CA5 RECIPROCATING AIR	207.80 0.00 207.80
Open						207.80

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-930.003	MAINTENANCE FIRE HALL	207.80

VENDOR TOTAL: 207.80

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	BANK CODE: GEN Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MIASOCSE01 74008	MICHIGAN ASSOC. OF SENIOR CENTERS SUE KOIVULA, OPERATIONS MANAGER P.O. BOX 235 MILFORD MI, 48381	07/13/2023 07/18/2023 / / 07/18/2023	71323 0.0000	GEN N N N	ORG MEMBERSHIP DUES	75.00 0.00 75.00
Open						75.00

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-910.000	PROFESSIONAL DEVELOPMENT	75.00

EXP CHECK RUN DATES 07/18/2023 - 07/18/2023

UNJOURNALIZED OPEN

BANK CODE: GEN

Item 7.

Vendor Code Ref #	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
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VENDOR TOTAL: 75.00

MITOWNSH01 74010	MICHIGAN TOWNSHIPS ASSOCIATION PO BOX 80078 LANSING MI, 48908-0078	07/13/2023 07/18/2023 / / 07/18/2023	210961 0.0000	GEN N N N	CEMETERY BOOK ADD ON VERMILLION	34.50 0.00 34.50
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-955.000	SUNDRY	34.50

VENDOR TOTAL: 34.50

GANNETMI01 74005	MICHIGAN.COM 3964 SOLUTIONS CENTER CHICAGO IL, 60677-3009	07/13/2023 07/18/2023 / / 07/18/2023	71023 0.0000	GEN N N Y	DELIVERY 8/1/23-7/31/24	353.02 0.00 353.02
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	353.02

VENDOR TOTAL: 353.02

MIDTWN COLL 74011	MID-TOWNE COLLISION, INC. 1870 DORR RD HOWELL MI, 48843	07/13/2023 07/18/2023 / / 07/18/2023	2114 0.0000	GEN N N N	FD 23 CHEVY 3500	3,719.60 0.00 3,719.60
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-981.000	CAPITAL EXPENSE - VEHICLE	3,719.60

VENDOR TOTAL: 3,719.60

MOBILE COM 74036	MOBILE COMMUNICATIONS AMERICA INC PO BOX 1458 CHARLOTTE NC, 28201	06/27/2023 07/18/2023 / / 07/18/2023	883000500-1 0.0000	GEN N N N	FD CM300 146-174	525.00 0.00 525.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	525.00

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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VENDOR TOTAL: 525.00

OMNISITE01 74012	OMNISITE 203 WEST MORRIS STREET INDIANAPOLIS IN, 46225	07/13/2023 07/18/2023 / / 07/18/2023	90032 0.0000	GEN N N N	WIRLESS SERVICE 3 MONTH	831.00 0.00 831.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-853.000	PHONE/COMM/INTERNET	831.00

VENDOR TOTAL: 831.00

PETTYFIR01 73973	PETTY CASH - FIRE FUND	07/12/2023 07/18/2023 / / 07/18/2023	62923 0.0000	GEN N N N	FD REPLENISH PETTY CASH	56.39 0.00 56.39
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-955.000	SUNDRY	50.00
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	6.39
		56.39

VENDOR TOTAL: 56.39

PETTYSRC01 74024	PETTY CASH - SENIOR CENTER	07/13/2023 07/18/2023 / / 07/18/2023	62923 0.0000	GEN N N N	SEN CTR REIMBURSE PETTY CASH	240.38 0.00 240.38
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-955.000	SUNDRY	240.38

VENDOR TOTAL: 240.38

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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RUTLEDGE 74037	PHIL RUTLEDGE 330 BARKER RD. WHITMORE LAKE MI, 48189	07/13/2023 07/18/2023 / / 07/18/2023	71323  0.0000	GEN N N N	SEN CTR TRIP REFUND	190.00 0.00 190.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-000.000-239.500	SENIOR CENTER TRIP DEPOSITS	190.00

VENDOR TOTAL: 190.00

PINCKNEY01 73954	PINCKNEY CHRYSLER DODGE JEEP RAM PO BOX 109 1295 E-M6 PINCKNEY MI, 48169	07/12/2023 07/18/2023 / / 07/18/2023	CHCS370365  0.0000	GEN N N Y	17 DODGE 66184	623.34 0.00 623.34
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-932.000	VEHICLE MAINTENANCE	623.34

PINCKNEY01 74013	PINCKNEY CHRYSLER DODGE JEEP RAM PO BOX 109 1295 E-M6 PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	CHCS371210  0.0000	GEN N N Y	20 DODGE TRUCK 59223	71.80 0.00 71.80
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-932.000	VEHICLE MAINTENANCE	71.80

PINCKNEY01 73955	PINCKNEY CHRYSLER DODGE JEEP RAM PO BOX 109 1295 E-M6 PINCKNEY MI, 48169	07/12/2023 07/18/2023 / / 07/18/2023	CHCS371430  0.0000	GEN N N Y	21 DODGE 25747	1,245.79 0.00 1,245.79
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-932.000	VEHICLE MAINTENANCE	1,245.79

VENDOR TOTAL: 1,940.00

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
POWERDMS1 73989	POWER DMS, INC. 101 S. GARLAND AVE., SUITE 300 ORLANDO FL, 32801	07/13/2023 07/18/2023 / / 07/18/2023	INV-38921 0.0000	GEN N N N	POWER TIME SET UP/SUBSCRIPTION	5,000.00 0.00 5,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-933.000	SOFTWARE MAINTENANCE	2,000.00
207-000.000-933.000	SOFTWARE MAINTENANCE	3,000.00
		5,000.00

VENDOR TOTAL: 5,000.00

PUBAGTRNCL 74014	PUBLIC AGENCY TRAINING COUNCIL, INC 2230 STAFFORD RD SUITE 115 PLAINFIELD IN, 46168	07/13/2023 07/18/2023 / / 07/18/2023	268226 0.0000	GEN N N N	PD TRAINING DETECTING DECEPTION	425.00 0.00 425.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-916.000	TRAINING	425.00

VENDOR TOTAL: 425.00

RAHMBERGST 74015	RAHMBERG, STOVER & ASSOCIATES, LLC 33717 WOODWARD AVE #612 BIRMINGHAM MI, 48009	07/13/2023 07/18/2023 / / 07/18/2023	4804 0.0000	GEN N N Y	HR PROF SERVICES THROUGH JUNE 23	865.00 0.00 865.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	865.00

VENDOR TOTAL: 865.00

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
RESCOM 74016	RESCOM DOOR LLC 4088 E M 36 PINCKNEY MI, 48169	07/13/2023 07/18/2023 / / 07/18/2023	3999  0.0000	GEN N N N	FD#12 BAY DOOR	   275.00 0.00 275.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-930.003	MAINTENANCE FIRE HALL	275.00

VENDOR TOTAL: 275.00

Vendor Code Ref #	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
SCOTTFLOHR 73974	SCOTT FLOHR / / / /	07/12/2023 07/18/2023 / / 07/18/2023	7623  0.0000	GEN N N N	REIMBURSEMENT-WORK SHOES	   111.29 0.00 111.29
Open						

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	111.29

VENDOR TOTAL: 111.29

Vendor Code Ref #	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
STAPLES101 74032	STAPLES CREDIT PLAN DEPT. 51 - 7820029618 PO BOX 78004 PHOENIX AZ, 85062-8004	07/13/2023 07/18/2023 / / 07/18/2023	8070806431  0.0000	GEN N N Y	PURCHASES 6/1-6/30/23	   411.18 0.00 411.18
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-955.000	SUNDRY	64.89
101-253.000-955.000	SUNDRY	5.19
101-702.000-955.000	SUNDRY	169.86
101-702.000-955.000	SUNDRY	(29.72)
101-702.000-955.000	SUNDRY	37.91
101-253.000-955.000	SUNDRY	56.23
101-253.000-955.000	SUNDRY	106.82
		411.18

VENDOR TOTAL: 411.18

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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THE FENCE 74035	THE FENCE PROS 1665 EDGEWOOD CARO MI, 48723	06/30/2023 07/18/2023 / / 07/18/2023	INV0001 0.0000	GEN N N Y	2 GATES/2 4 X 4 HARDWARE INC	1,200.00 0.00 1,200.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVEMENT	1,200.00

VENDOR TOTAL: 1,200.00

HOLDENGROU 74018	THE HOLDEN GROUP, LLC 1463 AUSTON LANE CHELSEA MI, 48118	07/13/2023 07/18/2023 / / 07/18/2023	11488 0.0000	GEN N N Y	ZIX RENEWAL 7/1/23-6/30/24	6,081.00 0.00 6,081.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-229.000-933.000	SOFTWARE MAINTENANCE	6,081.00

VENDOR TOTAL: 6,081.00

TODD'S 74017	TODD'S SERVICES INC 7975 M-36 PO BOX 608 HAMBURG MI, 48139	07/13/2023 07/18/2023 / / 07/18/2023	1-257277-W 0.0000	GEN N N N	SPRINKLER SYS SERV	787.42 0.00 787.42
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-930.005	MAINTENANCE PARK FACILITIES	787.42

VENDOR TOTAL: 787.42

TRACTSUP01 74028	TRACTOR SUPPLY CREDIT PLAN DEPT. 30 - 1203021934 PO BOX 78004 PHOENIX AZ, 85062-8004	07/13/2023 07/18/2023 / / 07/18/2023	100395489 0.0000	GEN N N Y	FD FIBER BEDDING	87.87 0.00 87.87
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-932.000	VEHICLE MAINTENANCE	87.87

User: MarcyM

EXP CHECK RUN DATES 07/18/2023 - 07/18/2023

DB: Hamburg

UNJOURNALIZED OPEN

Item 7.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 87.87

TLOLLC	TRANSUNION RISK AND ALTERNATIVE	07/13/2023	378853-202306-1	GEN	PD TRU LOOK UP	
74019	DATA SOLUTIONS, INC.	07/18/2023		N		76.60
	P.O. BOX 209047	/ /	0.0000	N		0.00
	DALLAS TX, 75320-9047	07/18/2023		N		76.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	76.60

VENDOR TOTAL: 76.60

TREETOP	TREETOP PRODUCTS, INC.	06/30/2023	INVTRE21637	GEN	55 GAL DOME LID	
74033	222 E. STATE STREET	07/18/2023		N		133.19
	BATAVIA IL, 60510	/ /	0.0000	N		0.00
		07/18/2023		N		133.19

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVEMENT	133.19

TREETOP	TREETOP PRODUCTS, INC.	06/30/2023	INVTRE21897	GEN	CAST BRONZE BENCH PLAQUE	
74034	222 E. STATE STREET	07/18/2023		N		240.83
	BATAVIA IL, 60510	/ /	0.0000	N		0.00
		07/18/2023		N		240.83

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVEMENT	240.83

VENDOR TOTAL: 374.02

TRICOUNT01	TRI-COUNTY SUPPLY, INC.	07/13/2023	318460	GEN	SEN CTR PURCHASES	
74029	7109 DAN MCGUIRE DRIVE	07/18/2023		N		663.61
	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		07/18/2023		N		663.61

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-930.001	MAINTENANCE COMM CENTER	663.61

VENDOR TOTAL: 663.61

User: MarcyM

EXP CHECK RUN DATES 07/18/2023 - 07/18/2023

DB: Hamburg

UNJOURNALIZED OPEN

Item 7.

BANK CODE: GEN

Vendor Code Ref #	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
WASTMANAGM 74022	WM CORPORATE SERVICES, INC. AS PAY AGENT P.O. BOX 4648 CAROL STREAM IL, 60197-4648	07/13/2023 07/18/2023 / / 07/18/2023	0080810-1389-1 0.0000	GEN N N N	TRASH REMOVAL 6/1-6/30/23	173.47 0.00 173.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-801.000	CONTRACTUAL SERVICES	173.47

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
WASTMANAGM 73988	WM CORPORATE SERVICES, INC. AS PAY AGENT P.O. BOX 4648 CAROL STREAM IL, 60197-4648	07/13/2023 07/18/2023 / / 07/18/2023	0081161-1389-8 0.0000	GEN N N N	TRASH REMOVAL 6/1-6/30/23	940.55 0.00 940.55

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-919.000	TRASH DISPOSAL	176.30
208-751.000-919.000	TRASH DISPOSAL	183.20
590-537.000-919.000	TRASH DISPOSAL	129.40
208-820.000-919.000	TRASH DISPOSAL	176.00
206-000.000-919.000	TRASH DISPOSAL	145.02
101-265.000-919.000	TRASH DISPOSAL	122.13
207-000.000-801.000	CONTRACTUAL SERVICES	8.50
		<u>940.55</u>

VENDOR TOTAL: 1,114.02

TOTAL - ALL VENDORS: 57,592.17

07/07/2023 01:28 PM  
 User: MarcyM  
 DB: Hamburg

*Contract Pmts Aided After meeting*

INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES  
 EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

*7/7/23  
MLB*

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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 73898	A2Z LAWN SERVICES, LLC 2531 JACKSON AVE SUITE 336 ANN ARBOR MI, 48103	07/07/2023 07/06/2023 / / 07/06/2023	001422 0.0000	GEN N N Y	CEMETERY MOWING/TRIMMING/BLOWING	4,020.00 0.00 4,020.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-801.000	CONTRACTUAL SERVICES	4,020.00

VENDOR TOTAL: 4,020.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
ALPINEFLOR 73897	ALPINE FLORIST AND GIFTS, INC. 7524 E. M-36 P.O. BOX 219 HAMBURG MI, 48139	07/07/2023 07/06/2023 / / 07/06/2023	167341 0.0000	GEN N N N	SEN CTR FLOWERS FOR BDAYS 3/31-04/2	57.00 0.00 57.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-804.000	SENIOR PROGRAMS	57.00

VENDOR TOTAL: 57.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
AMAZONCO01 73899	AMAZON CAPITAL SERVICES P.O BOX 035184 SEATTLE WA, 98124-5184	07/06/2023 07/06/2023 / / 07/06/2023	1CPT-WKCT-N14L 0.0000	GEN N N N	AMAZON PURCHASES 6/1-6/30/23	3,625.05 0.00 3,625.05

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-955.000	SUNDRY	48.57
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	343.00
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	107.94
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	514.98
207-000.000-932.000	VEHICLE MAINTENANCE	80.57
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVEMENT	749.50
208-000.000-239.300	SENIOR CENTER ACTIVITY FUND	1,061.88
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	695.37
590-527.000-932.000	VEHICLE MAINTENANCE	78.99
208-000.000-239.300	SENIOR CENTER ACTIVITY FUND	14.95
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	(70.70)

3,625.05

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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VENDOR TOTAL: 3,625.05

AMERICAN02 73900	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	07/06/2023 07/06/2023 / / 07/06/2023	2246222 0.0000	GEN N N N	TWP CONTRACT 6/12-7/11/23-EXTRA COP	569.44 0.00 569.44
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	569.44

AMERICAN02 73901	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	07/06/2023 07/06/2023 / / 07/06/2023	2247266 0.0000	GEN N N N	PD CONTRACT 7/1-7/31/23-ADDL PAGES	221.44 0.00 221.44
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-933.000	SOFTWARE MAINTENANCE	221.44

VENDOR TOTAL: 790.88

CDWGOVER01 73902	CDW GOVERNMENT, INC. 75 REMITTANCE DR SUITE 1515 CHICAGO IL, 60675-1515	07/06/2023 07/06/2023 / / 07/06/2023	KF96761 0.0000	GEN N N N	APC BACKUP	145.92 0.00 145.92
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	145.92

VENDOR TOTAL: 145.92

CHARTERC01 73938	CHARTER COMMUNICATIONS PO BOX 3019 MILWAUKEE WI, 53201-3019	07/06/2023 07/06/2023 / / 07/06/2023	0103913062223 0.0000	GEN N N N	SEN CTR TV/INTERNET 6/22-7/21/23	268.23 0.00 268.23
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-853.000	PHONE/COMM/INTERNET	268.23

VENDOR TOTAL: 268.23

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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BRIGHTON01 73903	CITY OF BRIGHTON DEPT #3060 P.O. BOX 30516 LANSING MI, 48909-8016	07/06/2023 07/06/2023 / / 07/06/2023	63023 0.0000	GEN N N	HAMBURG TWP PINE CREEK BLUFFS 4/1-6	13,152.00 0.00 13,152.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-917.500		13,152.00

BRIGHTON01 73904	CITY OF BRIGHTON DEPT #3060 P.O. BOX 30516 LANSING MI, 48909-8016	07/06/2023 07/06/2023 / / 07/06/2023	63023 0.0000	GEN N N	HAMBURG TOWN HALL	30,835.10 0.00 30,835.10
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-917.500		30,835.10

VENDOR TOTAL: 43,987.10

COLONIALIF 73905	COLONIAL LIFE PREMIUM PROCESSING P.O. BOX 903 COLUMBIA SC, 29202-0903	07/06/2023 07/06/2023 / / 07/06/2023	43620670608451 0.0000	GEN N N	E4362067 VOL LIFE 6/8/23	321.89 0.00 321.89
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.400	DUE TO COLONIAL LIFE	321.89

VENDOR TOTAL: 321.89

DEWOLFDAN1 73926	DEWOLF & ASSOCIATES P.O. BOX 815 MANCHESTER MI, 48158	07/06/2023 07/06/2023 / / 07/06/2023	2163 0.0000	GEN N N	PD FIRST LINE SUPERVISION BROMLEY	595.00 0.00 595.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-916.000	TRAINING	595.00

VENDOR TOTAL: 595.00

User: MarcyM

EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

DB: Hamburg

UNJOURNALIZED OPEN

Item 7.

BANK CODE: GEN

Vendor Code Ref #	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
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DOGWASTEDE 73927	DOG WASTE DEPOT 12316 WORLD TRADE DRIVE #102 SAN DIEGO CA, 92128	07/06/2023 07/06/2023 / / 07/06/2023	554699 0.0000	GEN N N N	DOG WASTE ROLL BAGS	432.94 0.00 432.94
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-752.000	SUPPLIES & SMALL EQUIPMENT	432.94

VENDOR TOTAL: 432.94

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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DTEENRGY01 73906	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N N	9100 086 3063 4 ORE LAKE PUMP STA 5	345.61 0.00 345.61
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	345.61

DTEENRGY01 73907	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N N	9100 141 9399 9 5/24-6/23/23 WINANS	182.37 0.00 182.37
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	182.37

DTEENRGY01 73908	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N N	9100 081 1657 6 HAMBURG PUMP STA 5/	353.18 0.00 353.18
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	353.18

DTEENRGY01 73911	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 086 3118 6 CEMETERY 5/25-6/26/	15.48 0.00 15.48
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	15.48

DTEENRGY01 73912	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 086 3133 5 FD#11 5/25-6/26/23	1,071.73 0.00 1,071.73
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	1,071.73

User: MarcyM

EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

Item 7.

Vendor Code Ref #	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
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DTEENRGY01 73913	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 122 7190 4 MERRILL FIELD 5/25-	127.24 0.00 127.24
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-920.000	ELECTRIC	127.24

DTEENRGY01 73914	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 081 1689 9 PARKING LOT LTS 5/2	43.31 0.00 43.31
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-920.000	ELECTRIC	43.31

DTEENRGY01 73915	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 160 2711 2 PD 5/25-6/26/23	1,300.22 0.00 1,300.22
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-920.000	ELECTRIC	1,300.22

DTEENRGY01 73916	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 160 2734 4 TUNNEL LTG 5/25-6/2	18.92 0.00 18.92
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-800.000-920.000	ELECTRIC	18.92

DTEENRGY01 73917	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523  0.0000	GEN N N N	9100 086 3167 3 TWP HALL 5/25-6/26/	1,240.45 0.00 1,240.45
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Open

GL NUMBER	DESCRIPTION	AMOUNT
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07/07/2023 01:28 PM  
 User: MarcyM  
 DB: Hamburg

INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES  
 EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
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101-265.000-920.000	ELECTRIC					1,240.45
DTEENRGY01 73918	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	7523 0.0000	GEN N N N	9100 095 9768 3 SEN CTR 5/25-6/26/2	541.02 0.00 541.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-820.000-920.000	ELECTRIC	541.02
DTEENRGY01 73919	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023
		7523 0.0000
		GEN N N N
		9100 081 1673 3 SOCCER FILED P&R 5/
		673.37 0.00 673.37

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-920.000	ELECTRIC	673.37
DTEENRGY01 73920	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023
		7523 0.0000
		GEN N N N
		9100 146 5433 9 BIOXIDE STA
		14.89 0.00 14.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	14.89
DTEENRGY01 73921	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023
		7523 0.0000
		GEN N N N
		9100 086 3078 2 WWTP 5/25-6/26/23
		7,807.65 0.00 7,807.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-920.000	ELECTRIC	7,807.65
DTEENRGY01 73922	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023
		7523 0.0000
		GEN N N N
		9100 139 0346 3 B&G 5/25-6/26/23
		184.36 0.00 184.36

Open

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
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GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	184.36
DTEENRGY01 73923	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 7523 07/06/2023 / / 0.0000 07/06/2023
		GEN 9200 190 0961 1 STRAWBERRY PUMP STA N 668.45 N 0.00 N 668.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	668.45
DTEENRGY01 73924	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 7523 07/06/2023 / / 0.0000 07/06/2023
		GEN 9100 160 2723 7 RUSTIC DR PUMP STA N 351.78 N 0.00 N 351.78

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	351.78
DTEENRGY01 73925	DTE ENERGY PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 7523 07/06/2023 / / 0.0000 07/06/2023
		GEN 9100 114 4947 7 BIOXIDE STA 5/27-6/ N 31.58 N 0.00 N 31.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	31.58
		<b>VENDOR TOTAL: 14,971.61</b>

07/07/2023 01:28 PM  
 User: MarcyM  
 DB: Hamburg

INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES  
 EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
DETROITE02 73909	DTE ENERGY - STREET LIGHTS PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N N	9100 086 3102 0 MUMFORD PK LT 5/25-	123.19 0.00 123.19

Open

GL NUMBER	DESCRIPTION	AMOUNT
282-000.000-926.000	STREET LIGHTING	123.19

DETROITE02 73910	DTE ENERGY - STREET LIGHTS PO BOX 740786 CINCINNATI OH, 45274-0786	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N N	9100 167 2011 2 UNIT LIGHTING 5/24-	15.73 0.00 15.73
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-448.000-926.000	STREET LIGHTING	15.73

VENDOR TOTAL: 138.92

USABLUEB01 73939	HD SUPPLY, INC. PO BOX 9004 GURNEE IL, 60031	07/06/2023 07/06/2023 / / 07/06/2023	INV00051995  0.0000	GEN N N N	1 1/4" CURB BOX LID	342.19 0.00 342.19
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	342.19

VENDOR TOTAL: 342.19

JJINKLE01 73928	J. J. JINKLEHEIMER & CO. INC. 2705 E. GRAND RIVER AVE. HOWELL MI, 48843	07/06/2023 07/06/2023 / / 07/06/2023	85905  0.0000	GEN N N N	PD EMBROIDERY	32.00 0.00 32.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-768.000	UNIFORMS/ACCESSORIES	32.00

VENDOR TOTAL: 32.00

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 DB: Hamburg

INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES  
 EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
KENTCOMMNC 73929	KCI 3901 EAST PARIS AVE. S.E. GRAND RAPIDS MI, 49512	07/06/2023 07/06/2023 / / 07/06/2023	3239444 0.0000	GEN N N Y	SUMMER TAX BILLS 2023	2,683.99 0.00 2,683.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-851.000	POSTAGE	2,683.99

KENTCOMMNC 73930	KCI 3901 EAST PARIS AVE. S.E. GRAND RAPIDS MI, 49512	07/06/2023 07/06/2023 / / 07/06/2023	324096 0.0000	GEN N N Y	HB UTILITY BILLING 7/1/23	504.16 0.00 504.16
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-851.000	POSTAGE	504.16

VENDOR TOTAL: 3,188.15

MES, INC. 73931	MUNICIPAL EMERGENCY SERVICES INC. PO BOX 856892 MINNEAPOLIS MN, 55485-6892	07/06/2023 07/06/2023 / / 07/06/2023	IN1891455 0.0000	GEN N N N	FD SCBA REPAIR/ASSY HOSE	1,056.38 0.00 1,056.38
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Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	1,056.38

VENDOR TOTAL: 1,056.38

NORTHWES02 73932	NORTHWEST PIPE & SUPPLY, INC. 6430 GRAND RIVER BRIGHTON MI, 48114	07/06/2023 07/06/2023 / / 07/06/2023	49678 0.0000	GEN N N N	6" FLEXCOUP	37.52 0.00 37.52
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Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	37.52

VENDOR TOTAL: 37.52

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 User: MarcyM  
 DB: Hamburg

INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES  
 EXP CHECK RUN DATES 07/06/2023 - 07/06/2023

Item 7.

UNJOURNALIZED OPEN  
 BANK CODE: GEN

Vendor Code Ref #	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
PETERSHARD 73940	PETER'S HARDWARE HAMBURG 6458 E. M-36 WHITMORE LAKE MI, 48189	07/06/2023 07/06/2023 / / 07/06/2023	63023  0.0000	GEN N N Y	PURCHASES 6/1-6/30/2023	1,289.58 0.00 1,289.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	206.83
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	455.56
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	143.58
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	396.97
208-751.000-930.005	MAINTENANCE PARK FACILITIES	86.64
		<u>1,289.58</u>

VENDOR TOTAL: 1,289.58

PITNEYBO01 73933	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC P.O. BOX 371887 PITTSBURGH PA, 15250-7887	07/06/2023 07/06/2023 / / 07/06/2023	1023392036  0.0000	GEN N N Y	POSTAGE METER INK CARTRIDGE	398.37 0.00 398.37
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-851.000	POSTAGE	398.37

VENDOR TOTAL: 398.37

POLABORCOU 73935	POLICE OFFICER LABOR COUNCIL EXECUTIVE OFFICES 667 E. BIG BEAVER, SUITE 205 TROY MI, 48083	07/06/2023 07/06/2023 / / 07/06/2023	7323  0.0000	GEN N N N	PD DUES JULY 23	804.00 0.00 804.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.100	DUE TO UNION DUES	804.00

VENDOR TOTAL: 804.00

Item 7.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code Ref #	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
PORTTOILTS 73936	PORTABLE TOILET SERVICES LLC 4900 MCCARTHY DRIVE MILFORD MI, 48381	07/06/2023 07/06/2023 / / 07/06/2023	95827 0.0000	GEN N N Y	6/13-7/10/23	3,459.77 0.00 3,459.77

Open

GL NUMBER	DESCRIPTION	AMOUNT
208-800.000-942.000	PORTABLE TOILETS	851.20
208-751.000-942.000	PORTABLE TOILETS	2,608.57
		<u>3,459.77</u>

VENDOR TOTAL: 3,459.77

PROVIDENT1 73934	PROVIDENT LIFE AND ACCIDENT P.O. BOX 403748 ATLANTA GA, 30384-3748	07/06/2023 07/06/2023 / / 07/06/2023	7323 0.0000	GEN N N N	E0120220/8460737 6/8-7/6/23	67.50 0.00 67.50
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.450	DUE TO UNUM (BIWEEKLY)	67.50

VENDOR TOTAL: 67.50

SITEONELAN 73937	SITEONE LANDSCAPE SUPPLY, LLC 24110 NETWORK PLACE CHICAGO IL, 60673-1241	07/06/2023 07/06/2023 / / 07/06/2023	131663737-001 0.0000	GEN N N Y	EAST PARK IRRIGATION	244.98 0.00 244.98
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Open

GL NUMBER	DESCRIPTION	AMOUNT
208-751.000-930.005	MAINTENANCE PARK FACILITIES	244.98

VENDOR TOTAL: 244.98

TOTAL - ALL VENDORS: 80,274.98

7/7/23  
 64

JULY 2023

**Important Numbers**

Office  
(810) 632-2155

Fire, Police, Emergency  
911

**Office Hours**

Mon – Fri 7:30 am – 3:00 pm

# Livingston County Senior Nutrition Program



9525 E. Highland Road • Howell, MI 48843 • (810) 632-2155



Independence Day is celebrated annually on the 4th of July. It first began in the 18th century on July 2nd of 1776, when the Continental Congress voted in favor of independence and two days later delegates from the 13 colonies adopted the Declaration of Independence, a historic document drafted by Thomas Jefferson. From 1776 to the present day, July 4th has been celebrated as the birth of American Independence.



## National Hot Dog Day

The most iconic American food has its own special day and National Hot Dog Day is celebrated on July 19th this year!

Some facts about the hotdog!

- About 9 billion hot dogs are sold annually in the U.S.
- Americans eat about 155 million hot dogs on the 4th of July
- 26 million hot dogs a year are eaten at U.S. baseball stadiums
- Mustard is the most popular condiments for hot dogs with Ketchup coming in 2nd and chili being 3rd.



Meals on Wheels would like to wish everyone with a birthday in July a very Happy Birthday!



**Tuesday, July 4th –  
No Meals on Wheels Delivery**

\*See Menu for Details

## Senior Celebrations

During the month of May the Livingston County Consortium on Aging held “Senior Celebration Days” at 6 Livingston County Senior Centers. Meals on Wheels provided the lunch meal and seniors were able to enjoy playing games, winning prizes, musical entertainment and dessert from other sponsors.



# Postal Service Celebrates the 50th Anniversary of the Endangered Species Act

The U.S. Postal Service commemorated the 50th anniversary of the Endangered Species Act (ESA) with the release of a new set of stamps on May 19. The stamps showcase photographs of 20 endangered animals found within the United States and its territories, as well as two North American species living near U.S. borders. These threatened species include the piping plover, the black-footed ferret, the Roanoke logperch, the Florida panther, the Mississippi sandhill crane, the Nashville crayfish, the Wyoming toad, the Lower Keys marsh rabbit, the San Francisco garter snake, the Key Largo cotton mouse and 10 others.

The photographs are among the more than 13,000 images in National Geographic Explorer and photographer Joel Sartore's "National Geographic Photo Ark," a project to document every species living in the world's zoos, aquariums, and wildlife sanctuaries with the aim of supporting on-the-ground conservation efforts and inspiring action through education.

The national effort to save threatened wildlife can be traced to Dec. 27, 1973, when President Richard Nixon signed the Endangered Species Act into law, following a unanimous Senate vote. In the 50 years since, other nations have emulated the pioneering U.S. initiative. The law, also known as the ESA, provides a framework to conserve and protect endangered and threatened species and their habitats both domestically and abroad.

Under the ESA, more than 1,670 U.S. species and 698 foreign species are safeguarded to increase their chances of survival. Scientists estimate that hundreds of species have been rescued from the brink of extinction in the United States since the ESA began. A species found to need protection is listed under the ESA as either threatened or endangered, the latter defined as "in danger of extinction throughout all or a significant portion of its range."

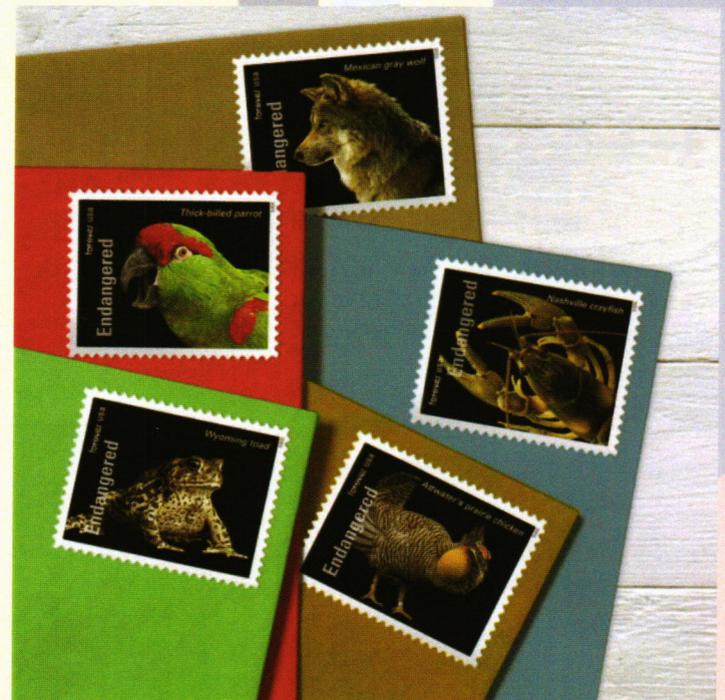
The U.S. Fish and Wildlife Service implements the ESA. Their website, [fws.gov/program/endorangered-species](http://fws.gov/program/endorangered-species), describes the law's enduring legacy: "Throughout its history, ESA has proven to be incredibly effective in stabilizing populations of species at risk, preventing the extinction of many others, and

conserving the habitats upon which they depend. All Americans can take pride in the fact that, under the protection of the ESA, the California condor, grizzly bear, Okaloosa darter, whooping crane, and black-footed ferret have all been brought back from the brink of extinction. We can also celebrate that many other species no longer need ESA protection and have been removed from the list of endangered and threatened species, including the bald eagle — the very symbol of our nation's strength."

Habitat loss is the chief cause of species vulnerability. Other factors include pollution, climate change, the introduction of invasive species and overhunting. Human activity accounts for about 99 percent of all modern-day extinctions, so humans' unique capability to alter the environment comes with immense responsibility.

There's a story behind every stamp. The story behind the Endangered Species stamps is one of hope, persistence and resilience. Let's celebrate and support the organizations, agencies and people that are working to protect and save these beautiful animals.

The Endangered Species stamps can be purchased at local post offices or online at the Postal Store.



# From the Kitchen *Chocolate Éclair Cake*

### Ingredients

- 1 (16 ounce) package graham crackers
- 4 cups milk
- 2 (3.5 ounce) packages instant vanilla pudding mix
- 1 (16 ounce) package frozen whipped topping, thawed
- 1 (16 ounce) package prepared chocolate frosting



### Directions

1. Line the bottom of a 9x13-inch baking dish with a single layer of graham crackers.
2. Combine milk and vanilla pudding in a large bowl; whisk briskly for 2 minutes. Fold in whipped topping until combined.
3. Spread 1/2 of the pudding mixture over graham crackers in the pan. Top with a single layer of graham crackers. Cover with remaining pudding mixture, then top with another layer of graham crackers.
4. Cook the uncovered container of prepared frosting in the microwave on half power for 1 minute. Pour over the top of cake; spread evenly to the edges. Refrigerate cake for at least 12 hours before serving.

## Save Time, Save Money And Go See The World

A recent trend in travel is taking many people far—and you can be among them.

### The Way to Travel Today

- Subscription travel is increasingly popular.
- According to recent research, 55% of American travelers belong to a travel subscription club or are interested in joining one.
- Saving money is the primary reason for joining. For example, members of Travel + Leisure GO, part of the world's most influential travel brand, save on average 25% on bookings and up to 60% off at 600,000+ hotels and resorts, car rentals, tours, excursions and more—with no waiting on cash back or points.

### A World Of Perks For Savvy Travelers

Adventure seekers in that travel club get expert advice from the editorial team at Travel + Leisure magazine, preferred pricing and big savings on travel, members-only perks and access to a personal concierge to help take vacations to the next level. Each member's personal concierge can help travelers create the vacations they've only dreamed about,

build itineraries, book airfare and rental cars, as well as make hard-to-get dinner reservations at 1,500 restaurants around the world, provide exclusive access to popular sporting events, concerts, culinary VIP and wine events and more.

With savings on every trip, members quickly earn back their membership fees after booking just one or two getaways.

Members also get 110% Best Price Guarantee on cruises with up to \$1,500 onboard credits, and savings on parks, shows, and attractions. Plus you can get inspired for future adventures with a subscription to Travel + Leisure magazine, included with membership.

A vacation planning and booking gateway lets you explore curated travel itineraries on featured destinations and then build and book your next dream vacation with a quick call. You can choose from thousands of destinations around the globe or design your own trip with recommendations, activity ideas, and tips from the experts.

For further facts and tips, [www.go.travelandleisure.com](http://www.go.travelandleisure.com).



## Beat Summer Heat

T O O F E R A B S R R B O E G  
 S N W T Y S E S A D R E D R S  
 H I P Y T W T M W A U A T P I  
 A A W R I T E R G I N O R A T  
 D R O S D E C Q U O M I L S W  
 E H L E I M I H M O N M H C M  
 S E A V M P D E I K P I I I S  
 A R K A U E L C L L R N S N D  
 N T E W H R U E Y T L T W B G  
 D L S V S A R O S I V Q C O W  
 L H O W L T S U N S H I N E D  
 E Z E O M U E Z E E R B S X O  
 S A O A P R Q K R A P Y J T T  
 T C H A T E G A O F A N S P V  
 Q B E A C H Q L D R I A I V Q

- |          |          |           |             |
|----------|----------|-----------|-------------|
| BAREFOOT | HEAT     | RAIN      | SWIMMING    |
| BEACH    | HUMIDITY | RAYS      | TEMPERATURE |
| BREEZE   | ICETEA   | SANDLES   | TSHIRTS     |
| CHILL    | LAKE     | SHADE     | VISOR       |
| CLOUDS   | LEMONADE | SHORTS    | WATER       |
| COOL     | MIST     | SPRINKLER | WAVES       |
| DOWNPOUR | PARK     | SUNSHINE  |             |
| FANS     | POOL     | SWEAT     |             |

# Hot Weather Safety Tips for Older Adults

By: HealthinAging.org

**W**hile summer brings us warmth and bloom, prolonged exposure to excessive heat in summer months can be dangerous. This is especially true for older adults. Every summer, more than 600 Americans die of health problems caused by excessive heat and humidity. Older adults and individuals with chronic medical conditions are at high risk of developing heat-related illnesses, because of aging-related physical changes in the body, chronic health conditions, and even effects of taking some medications.

## Staying Safe When It's Too Darn Hot

When the temperature climbs above 80°F, older adults need to be proactive and take precautions to avoid ailments due to excessive heat. Keep in mind the following tips when trying to stay cool.

- **Stay away** from direct sun exposure as much as possible. If possible, plan your outdoor activities either early in the morning or when the sun starts to set.
- **Air conditioning is your friend in summer.** Spend as much time as possible in air-conditioned spaces. If you don't have an air conditioner, go somewhere that is air-conditioned. The federal Low-Income Home Energy Assistance Program (LIHEAP) helps adults 65 and older who have limited incomes cover the cost of air conditioners and utility bills. To reach your state's LIHEAP program, call 1-866-674-6327.)
- **Stay hydrated.** Drink plenty of cool water, clear juices, and other liquids that don't contain alcohol or caffeine. Alcohol and caffeine cause you to lose water in your body by making you urinate more.
- **Dress appropriately.** Whenever you can, try wearing loose, light-colored clothes. Avoid dark-colored clothes as they may absorb heat. Top it off with a lightweight, broad-brimmed hat and you are dressed like a

pro! These simple changes will help you both stay cool and avoid sunburn.

- **Did someone say sunburn?** Buy a broad-spectrum sunscreen lotion or spray with sun protection factor (SPF) of 15 or higher. Apply sunscreen liberally to all exposed skin. Also, bugs are abundant in summer, so spray insect repellent when going outdoors.
- **Cool down!** Take tepid (not too cold or too hot) showers, baths, or sponge baths when you're feeling warm. Don't have the time? Then wet washcloths or towels with cool water and put them on your wrists, ankles, armpits, and neck.

## How to Spot and Treat Health Problems Caused by Heat

It's important to recognize when hot weather is making you sick, and when to get help. Here's a list of health problems caused by exposure to too much heat:

### Dehydration

What it is: A loss of water in your body. It can be serious if not treated.

Warning signs: Weakness, headache, muscle cramps, dizziness, confusion, and passing out.

What to do: Drink plenty of water and, if possible, sports drinks such as Gatorade™, which contain important salts called "electrolytes." Among other things, electrolytes play a key role in regulating your heartbeat. Your body loses electrolytes when you're dehydrated. If you don't feel better, call 911. If you feel better af-

ter drinking fluids but have medical conditions like heart failure or take diuretics ("water pills"), you should also call your healthcare provider for a follow-up.

### Heat stroke

What it is: A very dangerous rise in your body temperature, which may happen gradually over days of heat exposure in older adults. It can be deadly.

Warning signs: A body temperature of 104°F (40°C) or higher; red, hot, and dry skin; a fast pulse; headache; dizziness; nausea or vomiting; confusion or lethargy; and passing out.

What to do: Call 911 immediately. Move to a cool, shady place and take off or loosen heavy clothes. If possible, douse yourself with cool water, or put cloths soaked with cool water on your wrists, ankles, armpits, and neck to lower your temperature. Try to see if you can safely swallow water or sports drinks while waiting for 911.

### Heat exhaustion

What it is: A serious health problem caused by too much heat and dehydration. If not treated, it may lead to heat stroke (see above).

Warning signs: Heavy sweating or no sweating, muscle cramps, tiredness, weakness, paleness, cold or clammy skin, dizziness, headache, nausea or vomiting, fast and weak pulse, fainting. Body temperature is generally between 98.6°F (37°C) and 104°F (40°C).

What to do: Without delay, move to a cool, shady place, and drink plenty of cool fluids, such as water or sports drinks. Call 911 right away if you have high blood pressure or heart problems, or if you don't feel better quickly after moving to the shade and drinking liquids.

### Heat syncope

What it is: Fainting caused by high temperatures.

Warning signs: Dizziness or fainting.

What to do: Lie down and put your feet up, and drink plenty of water and other cool fluids.



# Livingston County & Western Oakland Meals on Wheels - July 2023 Menu

Item 8.

<u>Monday</u> <u>7/3/2023</u>	<u>Tuesday</u> <u>7/4/2023</u>	<u>Wednesday</u> <u>7/5/2023</u>	<u>Thursday</u> <u>7/6/2023</u>	<u>Friday</u> <u>7/7/2023</u>
Chicken Tenders (2) Cole Slaw Apple Green Beans Wedge Potatoes 0	CLOSED Frozen Delivered Thursday 6/29 0 0 0	Beef Chili Corn Tossed Salad Pineapple Cornbread 0	Chicken Fajita Strip Salad w/cheese, tomatoes Mixed Greens Tortilla Chips Banana 0	Chicken & Broccoli Casserole Cole Slaw Orange Whole Wheat Bread 0 0
<u>Monday</u> <u>7/10/2023</u>	<u>Tuesday</u> <u>7/11/2023</u>	<u>Wednesday</u> <u>7/12/2023</u>	<u>Thursday</u> <u>7/13/2023</u>	<u>Friday</u> <u>7/14/2023</u>
Grilled Chicken Sandwich Hamburger Bun Potato Salad Carrots Apple 0	Beef Tacos Cheese, Lettuce, Tomatoes Salsa & Sour Cream Refried Beans Tortillas Pineapple	Chicken Salad Plate w/celery, grapes & onions Mixed Greens Pita Bread Banana 0	Beef Lasagna Italian Vegetables Tossed Salad Pears Garlic Bread 0	Baked Cod Macaroni & Cheese Brussel Sprouts Orange Dinner Roll 0
<u>Monday</u> <u>7/17/2023</u>	<u>Tuesday</u> <u>7/18/2023</u>	<u>Wednesday</u> <u>7/19/2023</u>	<u>Thursday</u> <u>7/20/2023</u>	<u>Friday</u> <u>7/21/2023</u>
Swiss Steak Broccoli Apple Mashed Potatoes Whole Grain Bread 0	Sweet & Sour Chicken Asian Vegetables Whole Grain Rice Pineapple Whole Grain Bread 0	Chef Salad Plate w/ham & turkey Mixed Greens Pita Bread Banana 0	Spaghetti & Meatballs Italian Vegetables Tossed Salad Garlic Bread Apple Sauce 0	Chicken Ala King Green Beans Mashed Potatoes Orange Biscuit 0
<u>Monday</u> <u>7/24/2023</u>	<u>Tuesday</u> <u>7/25/2023</u>	<u>Wednesday</u> <u>7/26/2023</u>	<u>Thursday</u> <u>7/27/2023</u>	<u>Friday</u> <u>7/28/2023</u>
Swedish Meatballs Rice Mixed Vegetables Corn Apple Whole Wheat Bread	Chicken Parmesan Noodles Italian Vegetables Tossed Salad Peaches 0	Taco Salad taco sauce, cheese, tomatoes Mixed Greens Tortilla Chips Banana 0	Chicken & Dumplings Tossed Salad Peas & Carrots Mixed Fruit Dinner Roll 0	Hamburger w/cheese Hamburger Bun Potato Salad Carrots Orange Dinner Roll
<u>Monday</u> <u>7/31/2023</u>	<u>Tuesday</u> <u>8/1/2023</u>	<u>Wednesday</u> <u>8/2/2023</u>	<u>Thursday</u> <u>8/3/2023</u>	<u>Friday</u> <u>8/4/2023</u>
Pulled BBQ Chicken Sandwich Hamburger Bun Au Gratin Potatoes Mixed Vegetables Apple 0	Meatloaf w/gravy New Potatoes Peas & Carrots Whole Grain Bread Pears 0	Maurice Salad w/ham, turkey, cheese, pickles Mixed Greens Pita Bread Banana 0	Chicken Fettucini Alfredo Broccoli Tossed Salad Peaches Breadstick 0	Baked Ham Scallop Potatoes Tossed Salad Green Beans Orange Dinner Roll

PLEASE CALL 24 HOURS IN  
ADVANCE TO CANCEL MEALS

810-632-2155

MENU SUBJECT TO CHANGE  
WITHOUT NOTICE

HALF PINT OF MILK  
SERVED WITH EVERY MEAL

COST SHARE \$3.50/MEAL

TUESDAY 7/4/23  
NO MEALS DELIVERED  
FROZEN DELIVERED  
THURSDAY 6/29



July 7, 2023



T2 P1 243 \*\*\*\*\*AUTO\*\*MIXED AADC 480

Hamburg Township

P.O. Box 157

10405 Merrill Rd.

Hamburg, MI 48139-0157

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Despite our best efforts, rising costs including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after August 9, 2023. Please note for customers who may be paying a promotional price, the retail price and autopay discount does not take effect until the end of the promotional period.

Services/Products	Change
Broadcast TV Surcharge	Will increase by \$1.00/month.
Broadcast TV Surcharge for Spectrum TV Choice and Spectrum TV Stream	Will increase by \$2.20/month.
Spectrum Lifestyle Plan, Silver, and Gold	Will increase by \$5.00/month.
Spectrum TV Choice 10 <ul style="list-style-type: none"> <li>▪ Impacted customers are eligible to call to add 5 additional channels to their lineup starting 7/12/2023; On or after 8/9/2023, customers can visit <a href="http://Spectrum.net/YourChoice">Spectrum.net/YourChoice</a> to choose channels</li> <li>▪ Customers currently paying \$34.99 per month will only increase \$5.00 to \$39.99 per month with a \$10.00 credit for 12 months</li> <li>▪ Customers currently paying \$39.99 per month will only increase \$5.00 to \$44.99 per month with a \$5.00 credit for 12 months</li> </ul>	Depending on a customer's subscription, will increase by either \$10.00/month or \$15.00/month.
Spectrum TV Choice 15	Will increase by \$5.00/month.
Spectrum TV Stream	Will increase by \$5.00/month.
Spectrum Sports Pack	Will increase by \$2.00/month.
Spectrum Sports View	Will increase by \$1.00/month.
Spectrum Bundled Voice <ul style="list-style-type: none"> <li>▪ Only impacts customers that are not already at current \$19.99 rate</li> </ul>	Will increase by \$5.00/month.

To give customers more choice, Spectrum is excited to announce that effective on or after August 10, 2023, it will launch the following two new Spectrum TV plans. These new Spectrum TV plans are available to both new and current customers. For more information, customers can call Spectrum at 833-267-6094.

Services/Products	Price
Spectrum TV Select Signature <ul style="list-style-type: none"><li>Includes all networks in Spectrum TV Select (over 125 channels) except regional sports networks</li></ul>	\$79.99/month
Spectrum TV Select Plus <ul style="list-style-type: none"><li>Includes all networks in Spectrum TV Select (over 125 channels) including regional sports networks plus NFL Network, NBA TV, MLB Network, NHL Network, and Tennis Channel</li></ul>	\$89.99/month

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,



Derrick Mathis  
Manager - State Government Affairs, Michigan  
Charter Communications

July 2, 2023

8465 Woodland Shore Dr.  
Brighton, MI  
48114

Dear Hamburg Township,

I am reaching out to townships and cities in Livingston County for an endorsement by way of signature on a Unity Letter (Attached) regarding transportation infrastructure and public transit in Livingston County. We need Livingston County to invest in our transportation infrastructure so it can be safe and equitable for every citizen and visitor per what is in the Livingston County 2018 Master Plan and 2020 Trails Plan. Attached is the "Unity Letter" and you are welcome to share it with other individuals, businesses, or entities to sign.

The signature can be placed near where the GoLivCo names are located at the end of the letter. Please mail signed letter via United Postal service to: GoLivCo Horal Family Foundation, 8465 Woodland Shore Dr. Brighton, MI 48114.

Signed letters will be gathered all summer, and will be presented to the Livingston Board of Commissioners at a meeting either September 25<sup>th</sup> or October 23<sup>rd</sup> depending on what meeting date is open to add this issue on as an agenda item. When fall comes I hope you can join me at the Commission meeting and I will inform you of the date once set.

The more voices present the better the message is heard!

Sincerely,



Tammy Higgins



8465 Woodland Shore Dr.  
Brighton, MI 48114  
www.golivco.org

June 2, 2023

Dear Commissioners:

The people of Livingston County ask that you take actions to implement the best practices as listed in Chapter 9 and Chapter 10 of the Master Plan and implement the 2020 Livingston County Trails Plan. This is requested to protect the health, welfare, and safety of all citizens in Livingston County as well as visitors to the county which was intended for the 2020 Livingston County Trails Plan when it was adopted.

Citizens deserve connected communities to core services. Communities that support walkability, bike-ability and reliable mass public transit to give access to supermarkets, health care, community centers, parks etc. These core services support a healthy life for everyone and those more at risk of not being able to drive to these services such as the elderly, children and the physically and mentally disabled.

All Livingston County residents deserve modern 21<sup>st</sup> century road designs to keep all users alive, uninjured and safe when they are trying to access core services. It is irresponsible to not improve and implement safer modern road designs that accommodate pedestrians of all types and cars to travel safely. As the population in Livingston County has and continues to increase and is projected to increase in the future, the amount of death and carnage reported on our roads the last few years is unacceptable and traumatic for the victims, their families and the community at large. These sad preventable life changing tragedies will continue with our existing unsafe, old roads designed for a smaller population from several generations ago.

A well thought out connected transportation plan that includes non-motorized and reliable bus service will help people achieve economic independence, with the ability to shop, support local businesses and safely reach core services. Providing bike lanes, paths, and seven day a week bus service will allow people to work, live and play in Livingston County without owning a car.

These are just some of the many reasons why the Complete Streets Concepts in the Master Plan and the Livingston County Trails Plan need to be implemented as was intended when the

2020 plan was accepted. The Complete Streets Concepts in the Master Plan and the Livingston County Trails Plan will complement one another and make our county a more connected, equitable, and safe community. We all want the health, welfare and safety of the Livingston County Citizens protected by taking the award winning 2018 Master Plan from paper to development.

Sincerely,

**GoLivCo-Horal Family Foundation**

Tammy Higgins, Member

Jane Horal, Chief Officer

Louise Horal, Director

Shaun Bhajan, Trustee

Craig Wood, Treasurer

Neal Glazebrook, Secretary

---

Signature Line

## Mission Statement

Go Liv Co – Horal Family Foundation develops and advocates SAFE active mobility solutions in Livingston County. We focus on streets, roads and trails that will allow people to SAFELY walk, run, bike, horseback ride and enjoy non -motorized transportation regardless of age or ability.





# Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 10.

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Fire Station 12 Parking Lot Repair**  
 General Ledger #: **206-000.000-967.000**  
 Number of Supporting Documents: **2**  
**NEW/OLD BUSINESS:** **XXX** New Business  
 \_\_\_\_\_ Old Business – Previous Agenda #:

### Requested Board Action

- Motion to approve the hiring of Bailey Construction of Gregory, MI to perform concrete repair work, as outlined in their attached quote, at Fire Station 12 for a price of \$14,960.00.

### Background Information

The Township has developed an Americans with Disability Act (ADA) Transition Plan which outlines (department by department) where the Township needs to take corrective action to be in compliance with the ADA. To date, nearly all the “barriers” or issues identified at the two Fire buildings have been corrected. One of the final issues needing to be corrected involves the public parking area and walkway at Station 12. Several areas of the concrete were identified as being trip hazards and/or barriers for persons in wheelchairs. To resolve these barriers, the concrete in these areas of the parking lot and walkway leading into the main entrance of Station 12 needs to be replaced.

Deputy Director Newton contacted five vendors to provide a quote for the concrete work. Only two of the vendors responded with a quote:

1. Bailey Construction  
 Gregory, MI  
**Quote: \$14,960.00**
2. D. L. Construction / 2 Brothers Concrete  
 Whitmore Lake, MI  
**Quote: \$22,700.00**



# Hamburg Township Public Safety Department

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PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



Item 10.

It is my recommendation that Bailey Construction be hired to complete the concrete work, as outlined in their quote, as they were the lowest bid. Additionally, Bailey Construction performed numerous concrete repair jobs for the Village of Pinckney while Deputy Director Newton was employed with the Village and he relates that the company always performed excellent work.

### **Budget Impact**

The cost for this project has been included in the adopted FY 23/24 budget and will not adversely impact the budget.

Respectfully,

A handwritten signature in cursive script that reads "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety

# PROPOSAL

Item 10.



## Bailey Construction

All Your Masonry Needs

Jay Bailey  
734-323-8889

Brick Work ■ Flat Work ■ Block & Stone Work ■ Decorative & Stamped Concrete ■ Insured

Proposal Submitted To: <i>Hamburg Fire Hall</i>	Job Name <i>Same</i>	Job #
Address <i>M-36</i>	Job Location <i>Parking Lot</i>	Date of Plans
Phone #	Fax #	Architect

We hereby submit specifications and estimates for: *Tear out & Replace approx 1360 Sq FT OF ASPHALT & Replace with 6" thick 4000 PSI or 6 SAC' mix. Get rid of All old material etc out Sub Grade MAKE SURE GOOD 6x6" welded wire*

*TOTAL 14,960<sup>00</sup>*

We propose hereby to furnish material and labor—complete in accordance with the above specifications for the sum of:

\$ *Pay upon completion*

with payments to be made as follows: \_\_\_\_\_

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted:

Note—this proposal may be withdrawn by us if not accepted within \_\_\_\_\_

### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified. Payments as outlined above.

Acceptance: *3/25/2023*

Signature *David E Bailey*

Signature \_\_\_\_\_



# PROPOSAL

D.L. Construction/2Brothers  
Concrete  
4984 Walsh Rd  
Whitmore Lake, Mi 48189

DATE: JULY 5, 2023  
10100 VETERANS MEMORIAL DR

ITEM #	DESCRIPTION	PRICE
	Demo and remove a 12' by 9' sidewalk, 15' by 6' sidewalk, and 19' by 60' parking slab	
	Fixing any grade and or base material issues and pour back new slab per specs.	
	Place wire mesh throughout and rebar around the exterior of parking pad.	
	All sidewalk concrete will be poured with a 6-bag stamp mix and be placed at a thickness of 5 inches minimum, the drive slab will be poured a thickness of 6 inches.	
	Half of total is due upon start; remainder is due when project is finished. Make check payable to D.L. Construction.	
	No landscaping is implied in contract unless it is specifically mentioned with the estimate of work performed. There will always be some grass damage when moving large amounts of materials around site, this should be expected, though we try keep any damage to a minimum. If there are sprinkler lines in the project area the Homeowner is responsible to fix them. We will notify Owner of any contact with a line.	
	Total	22,700.00



# Hamburg Township Public Safety Department

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 11.

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Fire Station 11 Training Room Floor Refurbishment**  
 General Ledger #: **206-000.000-930.003**  
 Number of Supporting Documents: **3**  
 NEW/OLD BUSINESS: **XXX** New Business  
 \_\_\_\_\_ Old Business – Previous Agenda #:

### **Requested Board Action**

- Motion to approve the hiring of Diamond Shine Concrete Polishing of Shelby Twp, MI to perform the training room floor refurbishment work using a polished finish, as outlined in their quote, at Fire Station 11 for a price of \$14,250.00.

### **Background Information**

One of the goals in this fiscal year is to renovate the training room at Fire Station 11. As we undertake this renovation it is our intent to also incorporate an Emergency Operations Center (EOC) in the training center area. In order to renovate the training room and add the EOC it is necessary to refurbish the training room floor and perform electrical upgrades (within the floor).

The current floor is square vinyl flooring that has yellowed and begun to lift in several locations. Any floor replacement that we use will require the removal of the current floor and replacing it with a new long-lasting floor system. Deputy Director Newton had three vendors inspect the floor and provide quotes. Each vendor was asked to provide a quote for coating the new floor with epoxy and a quote for polishing the new floor. The quotes are as follows:

1. Diamond Shine Concrete Polishing  
Shelby Twp., MI  

<b>Quote:</b>	<b>Epoxy Finish:</b>	<b>\$17,700.00</b>
	<b>Polished Finish:</b>	<b>\$14,250.00</b>
  
2. Cipriano Coating Technology  
Sterling Heights, MI  

<b>Quote:</b>	<b>Epoxy Finish:</b>	<b>\$15,500.00</b>
	<b>Polished Finish:</b>	<b>\$14,700.00</b>



# Hamburg Township Public Safety Department

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

*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



Item 11.

- 3. Concrete Floor Treatment, Inc.  
Westland, MI

**Quote:**           **Epoxy Finish:**           **\$19,640.00**  
                          **Polished Finish:**           **Not provided**

After comparing the characteristics of epoxy finish and a polished finish it was decided to go with a polished finish. It is my recommendation that the Board authorize the hiring of Diamond Shine Concrete Polishing of Shelby Twp, MI to perform the training room floor refurbishment work using a polished finish as they provided the lowest bid.

### **Budget Impact**

The cost for this project is included in the adopted FY 23/24 budget and will not adversely impact the budget.

Respectfully,

Chief Richard Duffany  
Director of Public Safety

July 3, 2023

Mr. Jeffrey Newton  
Hamburg Township Fire

**RE: Resinous Flooring Proposal – Station 11**

**Proposal**

**Areas:** Designated Apparatus Bays – Approximately 7085 sq. ft.  
Training Room – Approximately 2400 sq. ft.

**Manufacturer:** Protective Industrial Polymers.

**System:** Three Coat Resinous Flooring with urethane finish coat. – **Protect CT-500pro**  
Traffic Coating System with urethane finish coat. – **Protect BC-500pro**  
Double Broadcast Flake – **ChromaFlake**  
Ground and Polished Concrete in training room

**Preparation:** Shot blasting &/or diamond grinding:

CCT will utilize state of the art surface preparation equipment to profile the existing concrete or coating system to create the proper profile for maximum adhesion. These pieces of surface preparation equipment use high end dust collection systems that capture 98% of the air born particulate.

BW Manufacturing – SCB 1600



Husqvarna – PG 820



## Training Room

**Polished Concrete Install Process:**

1. Mechanically remove tile from surface
2. Mechanically remove existing mastic from concrete
3. Begin the grinding process using 30 grit metal bond diamond tooling to smooth and flatten areas
4. Repeat this step to reveal selected aggregate (salt & pepper)
5. Fill cracks and imperfections with cement base polymer material (Will be visible when done)
6. Continue the grinding process with 60 grit metal bond diamond tooling
7. Continue the grinding process with 120 grit metal bond diamond tooling
8. Begin the honing process with 50 grit hybrid bond diamond tooling
9. Continue the honing process with 100 grit hybrid bond diamond tooling
10. Begin the polishing process with 200 grit resin bond diamond tooling
11. Continue the polishing process with 200 grit resin bond diamond tooling
12. Install densifier/sealer hardener per manufacturers recommendation
13. Continue the polishing process with 400 grit resin bond diamond tooling
14. Continue the polishing process with 800 grit resin bond diamond tooling
15. Install subsurface stain protector
16. Finish the polishing process with burnishing the entire area

<b>Cost:</b> Base bid	\$13,750.00
Generator if required.	\$950.00

---

**DISCLAIMER:**

1. CCT does not warrant against any current or future moisture/oil issues permeating through the concrete nor will be held liable for damages or repairs caused by moisture/vapor drive or oil saturation.
  2. CCT will require multiple phase 480V– 40-amp power or 3 phase 240V/208 – 100 amp power and will require a licensed electrician to wire our pigtails into power source.
  3. Bid is for the referenced square footages only; on-site verification of actual square footages may alter the bid.
  4. Bid does not include major repair to damaged concrete.
  5. CCT will require a dumpster for trash generator during the removal and installation of new coating system.
- 

Feel free to contact me directly with any questions you may have.

Regards,

Jim Cipriano



# Quote

## Diamond Shine Concrete Polishing

6/28/2023

Uncover the hidden beauty in concrete

To: Hamburg Twp. Fire Department  
 10100 Veterns Memorial Dr.  
 Hamburg MI 48139

Salesperson	Job	Terms
Mark Weatherly	Fire Station Training Room	Net 30

Qty	Description	Unit Price	Line Total
<b>Trianing Room Option 1</b>			
2400	Remove Vinyl tile	\$ 1.50	\$ 3,600.00
2400	Grind and polish to a level 3 gloss	\$ 4.00	\$ 9,600.00
1	Generator charge	\$ 600.00	\$ 600.00
1	Dumpster charge	\$ 450.00	\$ 450.00
			\$ 14,250.00
<b>Trianing Room Option 2</b>			
2400	Remove Vinyl tile	\$ 1.50	\$ 3,600.00
2400	Prep and apply two coats 100% epoxy and 1 coat High Wear Urethane topcoat	\$ 5.50	\$ 13,200.00
1.00	Generator Charge	\$ 450.00	\$ 450.00
1.00	Dumpster Charge	\$ 450.00	\$ 450.00
			\$ 17,700.00

Quotation prepared by: Mark Weatherly

This is a quotation on the goods named, subject to the conditions noted below: No traffic on floors during the grinding and polishing process.

Subtotal	
Sales Tax	
Total	

To accept this quotation, sign here and return: \_\_\_\_\_

Thank you for this opportunity!

6931 23 Mile Rd. Shelby Twp. MI 48316 O: 586.314.1011 F: 586.314.1014



# Concrete Floor Treatment, Inc.

38257 Abruzzi Dr., Westland, MI 48185  
734-721-4640



June 26, 2023

Hamburg Township Fire Department  
10100 Veterans Memorial Dr.  
P.O. Box 157  
Hamburg MI 48139-0157

Attn: Deputy Director Jeffrey Newton

Ref: Fire Station 3666 M-36

Concrete Floor Treatment, Inc. we are pleased to submit the following proposal.

**Sherwin Williams Resuflor Deco Flake DB Floor System**

1. Remove existing coating/tile.
2. Mechanically prepare concrete to receive floor system.
3. Repair cracks and surface defects with epoxy repair materials.
4. Apply epoxy primer filled with decorative flake.
5. Apply intermediate coat of epoxy filled with decorative flake.
6. Apply clear epoxy grout coat to encapsulate decorative flake.
7. Apply clear urethane high wear seal coat.
8. Apply yellow lines.

**Total cost apparatus bays and misc rooms per our walk-thru.... \$48,615.00**

**Total cost for training room.....\$19,640.00**

If you have any further questions, feel free to contact me at 313-218-5383.

Sincerely,

Jeff Carnacchi  
Concrete Floor Treatment, Inc.  
President  
Cell: 313-218-5383  
Office: 734-721-4640



# Hamburg Township Public Safety Department



Item 12.

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Fire Station 11 Bay Floor Refurbishment**  
 General Ledger #: **206-000.000-930.003**  
 Number of Supporting Documents: 4  
 NEW/OLD BUSINESS: **XXX** New Business  
 \_\_\_\_\_ Old Business – Previous Agenda #:

### Requested Board Action

- Motion to approve the hiring of Concrete Floor Treatment, Inc. of Westland, MI to perform the bay floor refurbishment work, as outlined in their quote, at Fire Station 11 for a price of \$48,615.00.

### Background Information

One of the major goals in this fiscal year is to completely refurbish the interior of Station 11. Station 11 was built in 1985 and in the past 38 years there has been minor upkeep projects performed within Station 11, however, the interior of the building is in need of a complete renovation in order to maintain the building as a safe and functional Fire Station for decades to come. One of the areas that needs attention are the bay floors as the floors are in a deteriorating state. This requires grinding the current floors down to the bare concrete and then applying a new system of epoxy.

Deputy Director Newton met with five different vendors, each offering a different solution for the bay floors. Some wish to use a painted coat of epoxy (12-15 mils thick), others recommended a resinous form of epoxy (20-28 mils thick), and one recommended a “traffic coat” which is about 60mils thick, or 1/8” thick. Deputy Director Newton spoke with several local fire chiefs in the area who have had floors done and the consensus of these chiefs was that we should use a resinous epoxy floor system (20-28 mils thick minimum). Not only was this resinous epoxy floor system the consensus choice of the other fire chiefs but the cost also falls within the \$50,000 that we budgeted for this project.



# Hamburg Township Public Safety Department



Item 12.

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY

After completing his research, Deputy Director Newton found that all of the different floor companies used different nomenclature when describing their products and procedures which made preparing an RFP extremely difficult. As such, it was determined to submit the quotes to the Township Board as received for consideration.

The following three quotes met our requirement of a resinous epoxy floor system:

1. Concrete Floor Treatment, Inc.  
Westland, MI  
**Quote: \$48,615.00**
  
2. Diamond Shine Concrete Polishing  
Shelby Twp., MI  
**Quote: \$53,551.00**
  
3. Cipriano Coating Technology  
Sterling Heights, MI  
**Quote: \$54,500.00**

A fourth vendor, GVC Painting Company of Milford, submitted a quote of \$29,700.00, however it did not meeting our specifications. The fifth vendor did not submit a quote.

It is my recommendation that Concrete Floor Treatment, Inc. be hired to complete the bay floor work as outlined in their quote as they were the lowest bid.

### **Budget Impact**

The cost for this project has been included in the adopted FY 23/24 budget and will not adversely impact the budget.

Respectfully,

Chief Richard Duffany  
Director of Public Safety



# Concrete Floor Treatment, Inc.

38257 Abruzzi Dr., Westland, MI 48185  
734-721-4640



June 26, 2023

Hamburg Township Fire Department  
10100 Veterans Memorial Dr.  
P.O. Box 157  
Hamburg MI 48139-0157

Attn: Deputy Director Jeffrey Newton

Ref: Fire Station 3666 M-36

Concrete Floor Treatment, Inc. we are pleased to submit the following proposal.

**Sherwin Williams Resuflor Deco Flake DB Floor System**

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8. Apply yellow lines.

**Total cost apparatus bays and misc rooms per our walk-thru.... \$48,615.00**

**Total cost for training room.....\$19,640.00**

If you have any further questions, feel free to contact me at 313-218-5383.

Sincerely,

Jeff Carnacchi  
Concrete Floor Treatment, Inc.  
President  
Cell: 313-218-5383  
Office: 734-721-4640



July 3, 2023

Mr. Jeffrey Newton  
Hamburg Township Fire

**RE: Resinous Flooring Proposal – Station 11**

**Proposal**

**Areas:** Designated Apparatus Bays – Approximately 7085 sq. ft.  
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**Manufacturer:** Protective Industrial Polymers.

**System:** Three Coat Resinous Flooring with urethane finish coat. – **Protect CT-500pro**  
Traffic Coating System with urethane finish coat. – **Protect BC-500pro**  
Double Broadcast Flake – **ChromaFlake**  
Ground and Polished Concrete in training room

**Preparation:** Shot blasting &/or diamond grinding:

CCT will utilize state of the art surface preparation equipment to profile the existing concrete or coating system to create the proper profile for maximum adhesion. These pieces of surface preparation equipment use high end dust collection systems that capture 98% of the air born particulate.

BW Manufacturing – SCB 1600

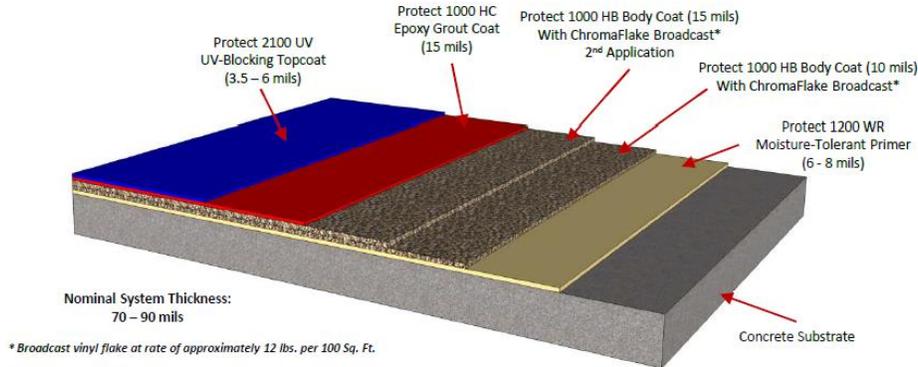


Husqvarna – PG 820



**System:** Multi-coat Decorative Flake System:

### DecoSpec ChromaFlake DB Decorative Vinyl Flake Double Broadcast System



**Installation:** Will include the following

- Mechanically abrade surface to achieve proper profile for maximum adhesion.
- Fill in cracks and imperfections with epoxy repair materials
- Option to install integral epoxy cove base at perimeter areas
- One prime coat of 100% solids epoxy primer. Protect 1000CR 8 mils dft
- One base coat of 100% solids epoxy pigmented – Protect 1000HB 16 mils dft
- Broadcast to rejection multi-colored flake aggregate
- One intermediate coat of 100% solids epoxy – Protect 1000HB – 16 mils dft
- Broadcast to rejection multi-colored flake aggregate
- One grout coat of 100% solids epoxy – Protect 1000HB 16 mils dft
- One finish coat of extreme abrasion resistant urethane Protect 2100 UV-DW satin finish 6 mils wft
- Selected texture

**Cost:**

**\$54,500.00**

## Warranty

Cipriano Coating Technology, (“Contractor”) warrants its work to be free from defects in materials and workmanship, which appear within one year(s) from the date of completion of the work. In the event a defect caused by material or workmanship appears within one year(s) of the date of completion, the Owner shall give Contractor written notice of the same no later than thirty (30) days before expiration of the one-year(s) warranty period. Further, Owner’s remedies shall be limited to Contractor’s election of either refund of the contract price or correction of the defect. The express warranty contained herein is exclusive and in lieu of all other warranties of any kind, express or implied. Owner’s remedies are limited, as set forth above, and in no event shall Contractor be liable to Owner for incidental or consequential damages, including, but not limited to, lost profits, business interruption expenses, and/or expenses incurred in moving and/or storing equipment or inventory for correction of the work

**NO WARRANTY IS MADE FOR APPLICATION WHERE SUBSTRATUM FAILURE, SEPARATION OF CONCRETE OR CONCRETE MOVEMENT ASSOCIATED WITH JOINT OR EXPANSION LINES DUE TO TEMPERATURE RISE OR DROP, VAPOR DRIVE, HYDROSTATIC PRESSURE OR ANY PROBLEM ASSOCIATED WITH MOISTURE OR VAPOR EMISSION THAT IS BEYOND THE CONTROL OF THE MATERIAL SUPPLIER OR THE CONTRACTOR. CCT WILL NOT BE HELD LIABLE FOR REPAIRS CAUSED BY MOISTURE/VAPOR RELATED ISSUES.**

## Helpful Tips

Excessive wear is not warranted, here are a few helpful tips to make your floor last:

1. Have your forklifts adjusted so that should somebody slam the gas pedal to the floor, the tires will not spin.
2. Install white urethane tires on your forklifts. White tires help eliminate tire marks.
3. If forklifts go out to an exterior parking lot, have the parking lot swept periodically. Sweeping the parking lot will limit the amount of debris dragged in from the outside.
4. Lastly, and most importantly, keep your floors clean. Forklift wheels do not scar the coating. Dirt causes friction between the wheels and the floor, this causes permanent scarring.

## Special Notes

1. All proposals are subject to site inspection prior to work beginning. Any changes from initial site inspection to actual start of job will be addressed. A change order may be necessary if site has changed from initial inspection (i.e. the project was bid as an empty building and when crew arrives to do job it is full of equipment).
2. CIPRIANO COATING TECHNOLOGY is to be provided; lights, water, electricity, and 24-hour access to the site. The temperature, not a daily work schedule, set coating time frames. When a floor is ready for recoating it needs to be done immediately.
3. Concrete is to be in broom-swept condition. Any tar, chewing gum, or excess concrete, etc is to be scraped off and floor swept prior to CIPRIANO COATING TECHNOLOGY starting project.
4. CIPRIANO COATING TECHNOLOGY is to have uninterrupted work. Interruptions by general contractor or owner, which cause a delay in the project, will result in a change order to compensate CIPRIANO COATING TECHNOLOGY for time and expenses incurred.
5. If any unforeseeable cap failure occurs during our preparation process additional repairs may be required in order to maintain flat finish. Additional costs will be associated to repair cap failure.
6. CIPRIANO COATING TECHNOLOGY strongly recommends performing a vapor test on your concrete prior to coating installation. A vapor drive test is extremely inexpensive. It is much better to discover vapor transmission prior to coating installation as opposed to after coating installation. CIPRIANO COATING TECHNOLOGY will not be held responsible in any way for vapor transmissions from the concrete, e.g., water pressure.
7. Owner or general contractor is responsible for protecting work from other trades during installation as well as after coating is installed.
8. Pricing includes all materials and labor.
9. Our proposal is based on completing all work in one move-in (entire job to be done at once) unless otherwise stated
10. Filling or repairing of joints is included in this proposal unless otherwise specified. Typically expansion joints are honored (i.e. cut and filled with an elastomeric sealant) while control joints are filled with a rigid material. Occasionally filled joints will crack and or rise slightly with slab movement. This is normal and is not covered by warranty.
11. If proposal includes repair cracks 1/16’ or larger, CIPRIANO COATING TECHNOLOGY cannot guarantee that the floor will not crack next to the repaired crack or elsewhere.
12. Owner to move all moveable objects from area where work is to be performed unless otherwise stated.
13. When your job is scheduled; the dates, time frames, etc. are confirmed with the superintendent or owner. Should CIPRIANO COATING TECHNOLOGY’S crew(s) arrive to the job site, and the area is not ready, there will be a waiting charge and/or a trip charge to return to the

project at CIPRIANO COATING TECHNOLOGY'S earliest convenience. The trip charge will amount to time, material, and expenses delayed project.

- 14. A 25% restocking fee will be charged on all returned materials for cancelled projects or projects reduced in quantity that CIPRIANO COATING TECHNOLOGY has ordered materials for.
- 15. Floor must be free from standing or dripping water. An additional mobilization charge will be incurred should CIPRIANO COATING TECHNOLOGY be required to wait for concrete to dry where there is standing water. If there are any drips or leaks from the building or doors onto the floor this must be repaired prior to coating installation. Any damage to the wet coating from standing water, drips or leaks is strictly the owner's responsibility.
- 16. Building should be kept at an ambient, controlled temperature for three (3) days prior to coating installation and ten (10) days after coating installation. According to concrete vapor emission consultants the aforementioned controlled environment will greatly decrease the chance of vapor emissions from the concrete. If the environment cannot be controlled, the temperature inside the building should not be brought up or down depending on the time of year to ambient temperature for at least ten (10) days after coating is installed
- 17. CIPRIANO COATING TECHNOLOGY reserves the right to charge a 10% cancellation fee for projects cancelled within two (2) weeks of start date.
- 18. All bids are quoted on a non-union basis unless otherwise specified in the proposal
- 19. CIPRIANO COATING TECHNOLOGY makes no warranty in regards to an exact color match between existing flooring and new flooring. We will do our level best to match colors. However, lighting, wear, and simple aging of materials do affect the color and hue of these materials.

### ACCEPTANCE OF PROPOSAL

The included prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified.

Authorized Contractor Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

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



1525 S. GARNER RD. MILFORD, MI 48380  
 877-600-6162 FAX 248-685-0992

Proposal# 1115 Item 12.

**PROPOSAL**

Date  
8/17/2022

Phone/Fax/E-mail  
810-222-1100

Project

Interior

Terms

Upon invoice

Name/Address  
 Hamburg Twp. Fire Dept #11  
 3666 M-36  
 Pinckney, MI 48169

WE HEREBY SUBMIT SPECIFICATIONS FOR: Total

Floors-

- 1.) Diamond grind approximately 6,680 sq.ft. of two bays and hose tower area floors, to profile.
- 2.) Repair cracks and holes, using 100% solids epoxy crack filler.
- 3.) Prime all necessary areas.
- 4.) Apply 12 mills of 100% solids self leveling epoxy, in Red. Apply White and Grey acrylic flake.
- 5.) Clear coat with hi-solids urethane, gloss or satin finish.

Note: All materials are PPG's 100% solids epoxy coatings.

Floor

29,700.00

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Our workers are fully covered by workers compensation insurance.  
 Payment Terms: Payments not paid within the stated time period are subject to attorney fees and court cost.  
 Acceptance Of Proposal: The above prices, specifications and conditions are satisfactory and are accepted.

This proposal may be withdrawn by us if not accepted within 90 days.

Signature \_\_\_\_\_



# Hamburg Township Public Safety Department

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 13.

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Fire Station 11 Electrical Upgrades**  
 General Ledger #: **206-000.000-930.003**  
 Number of Supporting Documents: **2**  
**NEW/OLD BUSINESS:** **XXX** New Business  
 \_\_\_\_\_ Old Business – Previous Agenda #:

### Requested Board Action

- Motion to approve the hiring of Michigan Electrical Services, LLC of Stockbridge, MI to perform the electrical work, as outlined in their attached quote, at Fire Station 11 for a price of \$11,100.00.

### Background Information

One of the goals in this fiscal year is to renovate the training room at Fire Station 11. As we undertake this renovation it is our intent to also incorporate an Emergency Operations Center (EOC) in the training center area. The Township’s current EOC is a small conference room at Station 12 which is a cramped space lacking adequate I.T. and electrical resources. A necessary step of this project is adding in-floor power and data retrieving capabilities to the room.

Deputy Director Newton met with three (3) vendors and requested quotes for the required work. Only two of the vendors submitted quotes which are as follows:

1. Michigan Electrical Services, LLC  
 Stockbridge, MI  
**Quote: \$11,100.00**
2. Lakes Electric  
 Whitmore Lake, MI  
**Quote: \$17,630.00**



# Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



Item 13.

It is my recommendation that the Township Board approve the hiring of Michigan Electrical Services, LLC to perform the electrical work, as outlined in their attached quote, at Station 11. Michigan Electrical Services, LLC submitted the lowest bid and have already established themselves as a reliable vendor for the department having completed several projects for us in the past.

### **Budget Impact**

The cost of this project is included in the adopted FY 23/24 budget and will not adversely impact the FY 23/24 budget.

Respectfully,

A handwritten signature in cursive script, appearing to read "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety



Phone: 517-899-8726  
 Email: tom@mielectricalserv.com

Item 13.

# Estimate

Date	Estimate #
4/11/2023	222717

Name / Address
Hamburg Fire Department 10100 Veterans Memorial Dr. Hamburg, Mi. 48139

			Project
Description	Qty	Rate	Total
----- STATION 11 TRAINING ROOM FLOOR PLUGS-----			
- Saw cut, remove and haul away 1' X 45' concrete	1	11,000.00	11,000.00
- Supply and install: 6- 120V 20A floor receptacles 6- data floor outlets conduit in floor and then up south wall to ceiling 6- cat6 data lines from floor boxes to data closet 2- 120V 20A circuits from floor boxes to panel concrete after floor boxes and conduit are installed			
Electrical Permit	1	100.00	100.00

Price firm for acceptance within 60 days.	<b>Subtotal</b>	\$11,100.00
Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as authorized above.	<b>Sales Tax (6.0%)</b>	\$0.00
	<b>Total</b>	\$11,100.00

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

**Hamburg Township Fire Station #11**

July 6, 2023

Jeff Newton  
3666 East M-36  
Pinckney, MI 48169  
Number: 734-564-2812  
E-Mail: [jnewton@hamburg.mi.us](mailto:jnewton@hamburg.mi.us)

Attached please find the electrical proposal for the project located at 3666 East M-36, Pinckney 48169.

Dear Jeff:

**Proposal Details:**

House Electrical: This proposal is based on standard devices and cover plates – White, Ivory or Light Almond in color

Permit required for job:

- Yes
- No

Supply and install conduit, wiring, and panel for 100A sub panel in Data/Storage Room  
Supply and install (6) floor boxes with (8) Data and (1) 20A circuit per location  
Concrete cutting, removal and dumping included  
Trenching as needed – Backfill with pea gravel/stone  
Concrete poured back to level with existing floor  
Cat 6 wiring from Data rack to floor box – (6) locations (48) cables  
Includes all conduit and wiring for a complete system

**Project Qualifications:**

1. All raceway, boxes, fittings, conductors, supports, and miscellaneous hardware required to complete the system are included.
2. Energize the new system(s) and circuit(s) and assess all device(s) for their proper function.
3. Properly label the new system(s) and circuit(s) as per code.
4. Clean up and remove any extra material and/or debris from the job site.
5. Electrical Permit fees and required inspections are included in this proposal

**Project Exclusions:**

1. Additional work not listed in this proposal may be added at an additional cost.
2. Telephone wiring, devices and terminations which are not included in this proposal may be added at an additional cost.
3. Data/Network wiring, devices and terminations which are not included in this proposal may be added at an additional cost.
4. Cable Television wiring, devices and terminations which are not included in this proposal may be added at an additional cost.
5. Fire alarm wiring, devices and terminations which are not included in this proposal may be added at an additional cost.
6. Arch flash and fault current studies by a certified third-party company which are not included in this proposal may be added at an additional cost.

**General Qualifications:**

1. All applicable taxes, overhead and profit are included in our proposal.
2. Lakes Electric shall not be held liable for errors or omissions in designs by others, inadequacies of materials and equipment specified or supplied by others.
3. Equipment and materials supplied by Lakes Electric are warranted only to the extent that these equipment and materials are warranted by the manufacturer of said product.
4. Unless specified in quote, utility company costs/fees are not included.
5. Lakes Electric shall not be liable for indirect loss or damage.
6. Unless included in this proposal, all bonding and/or special insurance requirements are supplied at additional cost.
7. If a formal contract is required, its conditions must not deviate from this proposal without permission from Lakes Electric.
8. Anything (verbal or written), express or implied elsewhere, which is contrary to these conditions shall be invalid.
9. Lakes Electric is not responsible for unforeseeable underground obstructions.



# Project Proposal

11224 Lemen Industrial  
Suite D  
Whitmore Lake, MI 48189  
810-522-9085

Item 13.

Lakes Electric will furnish all labor, material and equipment per the specifications listed above for the sum of:

**Seventeen Thousand, Six Hundred, Thirty Dollars, and Zero Cents (\$17,630.00)**

**Client (signature):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Client Name (printed):** \_\_\_\_\_

### Quote prepared by Casey Meyer

Financial terms of contract agreement will be negotiated upon acceptance of this proposal. A 3.5% fee may be applied to all credit card transactions. Lakes Electric will assess a 1.5% interest fee and a \$30.00 late fee after 30 days from invoice date and compounded every 30 days thereafter. Lakes Electric reserves the right to collect interest, collection, attorney, and any other applicable fees in the event of non-payment. This proposal may be withdrawn by us if it is not accepted within 30 days.

We thank you for the opportunity to prepare this project bid for you, and we look forward to serving your electrical needs.



# Hamburg Township Public Safety Department

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 14.

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Purchase of Fire Radios**

General Ledger #: **206-000.000-980.000**

Number of Supporting Documents: **1**

NEW/OLD BUSINESS: **XXX** New Business

\_\_\_\_\_ Old Business – Previous Agenda #:

### Requested Action

- Motion to approve the purchase of six (6) Kenwood VP6430 portable radios, with accessories, as outlined in the attached quote, from Digicom Global, Inc. of Troy, MI for a cost of \$21,460.68.

### Background

As part of the department’s long-term capital equipment plan, the department is scheduled to replace six (6) portable radios for fire personnel this fiscal year. Fire command officers have made the determination to purchase Kenwood VP6430 portable radios as the replacement radios.

The Kenwood portable radios are available at state contract pricing through Digicom Global, Inc. of Troy, MI which is a single source vendor for the radios.

### Budget Impact

The cost for the purchase of these radios is included in the adopted FY 23/24 budget and this purchase will not adversely impact the budget.

Respectfully,

Chief Richard Duffany  
Director of Public Safety

Digicom Global Inc.

3911 Rochester Rd.  
Troy, Mi. 48083

Item 14.  
**QUOTE**

Date	QUOTE #
7/6/2023	4428

Bill To:

Hamburg Township Fire Dept  
3666 W Michigan 36  
Pinckney, MI  
48169

Ship To:

Hamburg Township Fire Dept  
3666 W Michigan 36  
Pinckney, MI  
48169

Rep	Project
TIM	

Description	Qty	Rate	Total
BOARD MEETING APRIL 4TH IF APPROVED WILL BUY!! Quote prepared for Chief Newton C 734-564-2812 O 810-222-1104 jnewton@hamburg.mi.us			
VP6430BKF2 762-806 and 806-870 MHz P25 Model 2 Standard Keypad, Top Display, Front Full Color Display, 3 watts, 1024 Channels, 255 Zones, IP 67 & Mil Spec C/D/E/F/G. 3 Year Warranty. DES & ARC4 / ADP Encryption Radio ONLY.	6	1,968.00	11,808.00
VIK 8322000002 License key for P25 conventional for VP-6000 series	6	304.00	1,824.00
VIK 8322000005 License key for P25 Phase 1 trunking for VP-6000 series EFJ 8322000005	6	108.00	648.00
VIK AES 8323000004 SCD K678 AES encryption module Multi Key includes DES if requested a build or when purchasing for field radio	6	412.00	2,472.00
VIK IS 250VP5000001 add intrinsically safe option. Requires IS rated battery	6	86.40	518.40
DGKNB-L2LIIS 3400 mAh Liion intrinsically safe batteries. For Kenwood TK-5000/NX-5000/VP5000/VP6000 series	12	159.00	1,908.00
KRA-32K 700 800 megahertz antenna	6	31.44	188.64
KSC-32 CHARGER (RAPID) for VP line and NX 5000	6	72.16	432.96
KMC-70M Mil Spec IP67 (Immersion) Intrinsically safe speaker mic with Active Noise Reduction,3 programmable buttons and 3.5 mm audio jack	6	117.28	703.68
VIK 2990600013 EFJ 2 year extended warranty	6	152.00	912.00
Shipping	1	45.00	45.00

<b>Subtotal</b>
<b>Sales Tax (6.0%)</b>
<b>Total</b>

Digicom Global Inc.

3911 Rochester Rd.  
Troy, Mi. 48083

Item 14.

# QUOTE

Date	QUOTE #
7/6/2023	4428

Bill To:

Hamburg Township Fire Dept  
3666 W Michigan 36  
Pinckney, MI  
48169

Ship To:

Hamburg Township Fire Dept  
3666 W Michigan 36  
Pinckney, MI  
48169

Rep	Project
TIM	

Description	Qty	Rate	Total
MiDeal Pricing per EFJ / Kenwood Michigan State Contract # 210000000896 or (21*896). This State Contract Number must be listed somewhere on the PO.	1	0.00	0.00
MPSCS Customer will pay the \$250.00 per radio one time programming fee directly to the state. This is good for the life of the radio.	1	0.00	0.00

<b>Subtotal</b>		\$21,460.68
<b>Sales Tax (6.0%)</b>		\$0.00
<b>Total</b>		\$21,460.68



# Hamburg Township Public Safety Department



Item 15.

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

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** July 11, 2023  
**RE:** Agenda Item Topic: **Purchase of Recording System**

General Ledger #: **207-000.000-756.000**

Number of Supporting Documents: **1**

NEW/OLD BUSINESS: **XXX** New Business

\_\_\_\_\_ Old Business – Previous Agenda #:

### Requested Action

- Motion to approve the purchase of an audio/visual recording system, with accessories, as outlined in the attached quote from Motorola Solutions at a cost of \$16,145.00.

### Background

A secured interview/interrogation room with an appropriately-equipped audio/visual recording system is required as part of the department’s state Accreditation. The department’s current interview room is not deemed a “secure” room as it is located off the main police station lobby.

Additionally, Public Act 479 of 2012 (MCL 763.7, et. seq), requires that all interrogations of persons suspected of a major felony shall be conducted and recorded in compliance with the *Audio-Visual Recording Standard* as promulgated by the Michigan Commission on Law Enforcement Standards (MCOLES). The recording system in the current interview room is an antiquated L-3 system that is no longer in use for our in-car video system or our station camera system and has been failing repeatedly of late.

We have identified a room within the police station that meets the requirements of a “secure” room and are in the process of transforming the room into a new secure interrogation room, which means equipping it with an appropriate audio/visual recording system. Motorola Solutions provides our in-car video system and station camera system. Motorola Solutions can also provide the audio/video recording system for the interview/interrogation room which meets the MCOLES recording standard and is integrated with our other recording systems and current server. In short, Motorola Solutions will just be adding additional in-car camera systems, with some different components, into the interview/interrogation room.



# Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



Item 15.

As such, it is my recommendation that the Township Board approve the purchase of the audio/visual recording system, with accessories, as outlined in the attached quote from Motorola Solutions.

### **Budget Impact**

The cost for the purchase of this recording system is included in the adopted FY 23/24 budget and this purchase will not adversely impact the budget.

Respectfully,

A handwritten signature in cursive script, appearing to read "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety

07/10/2023

HAMBURG TOWNSHIP POLICE DEPT  
10409 MERRILL RD  
WHITMORE LAKE, MI 48189

RE: Motorola Quote for Interview Room  
Dear Dariusz Nisenbaum ,

Motorola Solutions is pleased to present HAMBURG TOWNSHIP POLICE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide HAMBURG TOWNSHIP POLICE DEPT with the best products and services available in the communications industry. Please direct any questions to Zachary Cavazos at [Zachary.Cavazos@motorolasolutions.com](mailto:Zachary.Cavazos@motorolasolutions.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Zachary Cavazos

Billing Address:  
 HAMBURG TOWNSHIP POLICE  
 DEPT  
 10409 MERRILL RD  
 WHITMORE LAKE, MI 48189  
 US

Quote Date:07/10/2023  
 Expiration Date:08/25/2023  
 Quote Created By:  
 Zachary Cavazos  
 Zachary.Cavazos@  
 motorolasolutions.com

End Customer:  
 HAMBURG TOWNSHIP POLICE DEPT  
 Dariusz Nisenbaum  
 810-222-1172  
 dnisenbaum@hamburg.mi.us

Contract: 35115 - STATE OF MICHIGAN,  
 MA# 190000001544

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
		4RE In car Video System					
1	WGB-0159A	4RE INTERVIEW ROOM, PINHOLE	2		\$6,243.75	\$4,995.00	\$9,990.00
2	WGA00420-200	BRKTKIT4REINTERVIEWR OOMDISPLAYW/ RAMMOUNT	2		\$68.75	\$55.00	\$110.00
3	WGP02310-KIT	ROCKER SWITCH WALLPLATE ASSYINTVWROOM	2		\$43.75	\$35.00	\$70.00
		VideoManager EL: Video Evidence Management					
4	WGW00122-410	REMOTE DEPLOYMENT, TRAINING, CONFIGURATION AND PROJECT MANAGEMENT	1		\$1,875.00	\$1,500.00	\$1,500.00
5	WGC02002	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS*	1	5 YEAR	\$5,593.75	\$4,475.00	\$4,475.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Grand Total

**\$16,145.00(USD)**

## Pricing Summary

	List Price	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable), plus Subscription Fee	\$15,706.25	\$12,565.00
Year 2 Subscription Fee	\$1,118.75	\$895.00
Year 3 Subscription Fee	\$1,118.75	\$895.00
Year 4 Subscription Fee	\$1,118.75	\$895.00
Year 5 Subscription Fee	\$1,118.75	\$895.00
Grand Total System Price	\$20,181.25	\$16,145.00

## Notes:

- Additional information is required for one or more items on the quote for an order.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.





Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

## 4RE IN-CAR VIDEO SYSTEM SOLUTION DESCRIPTION

The 4RE In-Car Video System lets users easily capture more footage and quickly upload high-definition video evidence without having to sacrifice time and situational awareness.



### High Definition, Hands Free Evidence Capturing

The 4RE In-Car Video System is equipped with high-definition cameras with hands-free uploading capabilities, making the capture and upload of clear video evidence as easy as possible. The cameras record at 720p resolution and use an Ultra Wide Dynamic Range technology that dramatically improves the quality of video, especially in difficult lighting situations. This helps capture video evidence that is clear and easy to monitor. 4RE cameras are also equipped with patented Record-After-the-Fact® (RATF) technology, which allows users to go back in time and capture important evidence, even if the recording function was not activated and the incident happened days before.



The 4RE offers a dual drive structure with both an internal and removable USB drive for storage, and supports wireless upload. Wireless uploading capabilities through both Wi-Fi and LTE networks eliminate the need for trips to and from stations to upload evidence. The 4RE's patented multiple resolution encoding allows officers to save footage of critical incidents in HD and routine occurrences in a lower resolution at the same time. This eliminates the compromise between video quality and file storage needs. Event tags can be configured to determine which resolution is uploaded to the digital evidence management system (DEMS), as well as drive which files are automatically saved to it.

It includes three high-definition camera options; the ZSL, Panoramic X2, and the Mini-Zoom; which offer single and multi-camera, split-screen viewing on the display. Additional wireless microphones are included to enhance audio quality and amount of captured evidence.

The 4RE In-Car Video System can be configured to support the following:

- Additional dome, covert, or pinhole cameras for interview rooms.

### Intuitive Display and Interface

The 4RE's display offers an easy-to-navigate 4.3" LED control panel with a backlit touch screen, allowing for clear view and navigation of the panel. Nearly all functions the officer will interact with are keys laid out along the control panel. Users can also program various sensors to activate a new record event, including emergency lights, siren, auxiliary input, wireless microphone, vehicle speed, and crash detection. Additionally, the 4RE can initiate its Covert Mode, in which the LEDs turn off, and simulates a complete device shutdown while the 4RE records video and audio simultaneously. This provides officers with a way to capture evidence while staying concealed.

The 4RE Mobile Data Computer App is a simple interface that runs on Windows 10 and interfaces with the 4RE through an Ethernet connection. The app also works in conjunction with the control panel, allowing 4RE to have full functionality when the MDC is not available.



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## VIDEO EVIDENCE STATEMENT OF WORK

### Overview

In accordance with the terms and conditions of the Agreement, this Statement of Work (“SOW”) defines the principal activities and responsibilities of all parties for the delivery of the Motorola Solutions, Inc. (“Motorola”) system as presented in this offer to the Customer (hereinafter referred to as “Customer”). For the purposes of this SOW, Motorola may include our affiliates, subcontractors, and third-party partners, as the case may be.

Deviations and changes to this SOW are subject to mutual agreement between Motorola and the Customer and will be addressed in accordance with the change provisions of the Agreement.

Unless specifically stated, Motorola work will be performed remotely. Customer will provide Motorola resources with direct network access sufficient to enable Motorola to fulfill its delivery obligations.

The number and type of software or subscription licenses, products, or services provided by or on behalf of Motorola are specifically listed in the Agreement and any reference within this SOW, as well as subcontractors’ SOWs (if applicable), does not imply or convey a software or subscription license or service that is not explicitly listed in the Agreement.

### AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following execution of the Agreement.

Following the conclusion of the Welcome/IT Call, Motorola project personnel will communicate additional project information via email, phone call, or additional ad- hoc meetings.

Motorola utilizes Google Meet as its teleconference tool. If Customer desires a different teleconference tool, Customer may provide a mutually agreeable alternate tool at Customer expense.

### PROJECT MANAGEMENT TERMS

The following project management terms are used in this SOW. Since these terms may be used differently in other settings, these definitions are provided for clarity.

**Deployment Date(s)** refers to any date or range of dates when implementation, configuration, and training will occur. The deployment date(s) is subject to change based on equipment or resource availability and Customer readiness.

### COMPLETION CRITERIA

Motorola Integration Services are complete upon Motorola performing the last task listed in a series of responsibilities or as specifically stated in the deployment checklist. Certain Customer tasks, such as hardware installation activities identified in Section 1.9 of this SOW, must be completed prior to Motorola commencing with its delivery obligations. Customer will provide Motorola written notification that it does not accept the completion of Motorola responsibilities or rejects a Motorola service deliverable within five business days of task completion or receipt of a deliverable, whichever may be applicable.



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Service completion will be acknowledged in accordance with the terms of the Agreement and the Service Completion Date will be memorialized by Motorola and Customer in a writing signed by both parties.

## **PROJECT ROLES AND RESPONSIBILITIES OVERVIEW**

### **MOTOROLA PROJECT ROLES AND RESPONSIBILITIES**

A Motorola team, made up of specialized personnel, will be assigned to the project under the direction of the Motorola Project Manager. Team members will be multi-disciplinary and may fill more than one role. Team members will be engaged in different phases of the project as necessary.

In order to maximize efficiencies, Motorola’s project team will provide services remotely via teleconference, web-conference, or other remote method in fulfilling its commitments as outlined in this SOW.

The personnel role descriptions noted below provide an overview of typical project team members. One or more resources of the same type may be engaged as needed throughout the project. There may be other personnel engaged in the project at the discretion of and under the direction of the Project Manager.

Motorola’s project management approach has been developed and refined based on lessons learned in the execution of hundreds of system implementations. Using experienced and dedicated people, industry-leading processes, and integrated software tools for effective project execution and control, we have developed and refined practices that support the design, production, and testing required to deliver a high-quality, feature-rich system.

#### **Project Manager**

A Motorola Project Manager will be assigned as the principal business representative and point of contact for Motorola. The Project Manager’s responsibilities include the following:

- Host the Welcome/IT Call.
- Manage the Motorola responsibilities related to the delivery of the project.
- Coordinate schedules of the assigned Motorola personnel and applicable subcontractors/supplier resources.
- Manage the Change Order process per the Agreement.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Collaborative coordination of Customer resources to minimize and avoid project delays.
- Conduct remote status meetings on mutually agreed dates to discuss project status.
- Provide timely responses to issues related to project progress.

#### **System Technologists**

The Motorola System Technologists (ST) will work with the Customer project team on system provisioning. ST responsibilities include the following:

- Provide consultation services to the Customer regarding the provisioning and operation of the Motorola system.
- Provide provisioning and training to the Customer to set up and maintain the system.
- Complete the provisioning ownership handoff to the Customer.



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- Complete the project-defined tasks as defined in this SOW.
- Confirmation that the delivered technical elements meet contracted requirements.
- Engagement throughout the duration of the delivery.

**Technical Trainer / Instructor**

The Motorola Technical Trainer / Instructor provides training either on-site or remote (virtual) depending on the training topic and deployment type purchased. Responsibilities include:

- Review the role of the Learning eXperience Portal (“LXP”) in the delivery and provide Customer Username and Access Information.

**CUSTOMER PROJECT ROLES AND RESPONSIBILITIES OVERVIEW**

The success of the project is dependent on early assignment of key Customer resources. In many cases, the Customer will provide project roles that correspond with Motorola’s project roles. It is critical that these resources are empowered to make decisions based on the Customer’s operational and administration needs. The Customer’s project team should be engaged from project initiation through beneficial use of the system. The continued involvement in the project and use of the system will convey the required knowledge to maintain the system post-completion of the project. In some cases, one person may fill multiple project roles. The project team must be committed to participate in activities for a successful implementation. In the event the Customer is unable to provide the roles identified in this section, Motorola may be able to supplement Customer resources at an additional price.

**Project Manager**

The Project Manager will act as the primary Customer point of contact for the duration of the project. The Project Manager is responsible for management of any third-party vendors that are the Customer’s subcontractors. In the event the project involves multiple locations, Motorola will work exclusively with a single Customer-assigned Project Manager (the primary Project Manager). The Project Manager’s responsibilities include the following:

- Communicate and coordinate with other project participants.
- Manage the Customer project team, including timely facilitation of efforts, tasks, and activities.
- Maintain project communications with the Motorola Project Manager.
- Identify the efforts required of Customer staff to meet the task requirements in this SOW and identified in the Welcome/IT Call.
- Consolidate all project-related questions and queries from Customer staff to present to the Motorola Project Manager.
- Approve a deployment date offered by Motorola.
- Monitor the project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors’ readiness ahead of the deployment date.
- Assign one or more personnel who will work with Motorola staff as needed for the duration of the project, including at least one Application Administrator for the system and one or more representative(s) from the IT department.



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- Identify the resource with authority to formally acknowledge and approve change orders, completion of work, and payments in a timely manner.
- Provide building access to Motorola personnel to all Customer facilities where system equipment is to be installed during the project. Temporary identification cards are to be issued to Motorola personnel, if required for access to facilities.
- Ensure remote network connectivity and access to Motorola resources.
- Provide reasonable care to prevent equipment exposure to contaminants that cause damage to the equipment or interruption of service.
- Ensure a safe work environment for Motorola personnel.
- Identify and manage project risks.
- Point of contact to work with the Motorola System Technologists to facilitate the training plan.

**IT Support Team**

The IT Support Team (or Customer designee) manages the technical efforts and ongoing tasks and activities of their system. Manage the Customer-owned provisioning maintenance and provide required information related to LAN, WAN, wireless networks, server, and client infrastructure. They must also be familiar with connectivity to internal, external, and third-party systems to which the Motorola system will interface.

The IT Support Team responsibilities include the following:

- Participate in overall delivery and training activities to understand the software, interfaces, and functionality of the system.
- Participate with the Customer subject matter experts during the provisioning process and training.
- Authorize global provisioning choices and decisions, and be the point(s) of contact for reporting and verifying problems and maintaining provisioning.
- Obtain inputs from other user agency stakeholders related to business processes and provisioning.
- Implement changes to Customer owned and maintained infrastructure in support of the Evidence Management System installation.

**Subject Matter Experts**

The Subject Matter Experts (SME or Super Users) are the core group of users involved with delivery analysis, training, and the provisioning process, including making global provisioning choices and decisions. These members should be experienced users in the working area(s) they represent (dispatch, patrol, etc.), and should be empowered to make decisions related to provisioning elements, workflows, and department policies related to the Evidence Management System.

**General Customer Responsibilities**

In addition to the Customer Responsibilities stated elsewhere in this SOW, the Customer is responsible for the following:

- All Customer-provided equipment, including hardware and third-party software, necessary for delivery of the System not specifically listed as a Motorola deliverable. This will include end user workstations, network equipment, camera equipment and the like.
- Configuration, maintenance, testing, and supporting the third-party systems the Customer operates which will be interfaced to as part of this project.
- Communication between Motorola and Customer's third-party vendors, as required, to enable Motorola to perform its duties.



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- Active participation of Customer SMEs in project delivery meetings and working sessions during the course of the project. Customer SMEs will possess requisite knowledge of Customer operations and legacy system(s) and possess skills and abilities to operate and manage the system.
- Electronic versions of any documentation associated with the business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meeting sessions using Google Meet or a mutually agreeable, Customer-provided, alternate remote conferencing solution.

## PROJECT PLANNING

A clear understanding of the needs and expectations of both Motorola and the Customer are critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of project-specific information in order to set clear project expectations and guidelines, and set the foundation for a successful implementation.

### WELCOME/IT CALL - TELECONFERENCE/WEB MEETING

A Project Planning Session teleconference will be scheduled after the Agreement has been executed. The agenda will include the following:

- Review the Agreement documents.
- Review project delivery requirements as described in this SOW.
- Provide shipping information for all purchased equipment.
- Discuss deployment date activities.
- Provide assigned technician information.
- Review IT questionnaire and customer infrastructure.
- Discuss which tasks will be conducted by Motorola resources.
- Discuss Customer involvement in provisioning and data gathering to confirm understanding of the scope and required time commitments.
- Review the initial project tasks and incorporate Customer feedback.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or contractors. Required fingerprints will be submitted on Motorola provided FBI FD-258 Fingerprint cards.
- Review the On-line Training system role in project delivery and provide Customer User Name and Access Information.
- Discuss Motorola remote access requirements (24-hour access to a secured two-way Internet connection to the Motorola system firewalls for the purposes of deployment, maintenance, and monitoring).
- Discuss Customer obligation to manage change among the stakeholder and user communities.
- Review deployment completion criteria and the process for transitioning to support.

### Motorola Responsibilities

- Host Welcome/IT Call.
- Request the attendance of any additional Customer resources that are instrumental in the project's success, as needed.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Provide Customers with steps to follow to register for Online Training.
- Request user information required to establish the Customer in the LXP.



**Customer Responsibilities**

Complete the Online Training registration form and provide it to Motorola within ten business days of the Project Planning Session.

- Review the received (as part of order) and completed IT questionnaire.
- Provide a customer point of contact for the project.
- Provide data for completing the policy validation form.
- Provide LXP user information as requested by Motorola.
- Verify Customer Administrator(s) have access to the LXP.

**Motorola Deliverables**

- Welcome Call presentation and key meeting notes
- Send an email confirming deployment date and ST assigned email
- Communicate with the Customer via email confirming shipment and tracking information.
- Instruct the Customer on How to Register for Training email.
- Provide and review the Training Plan.

**SOLUTION PROVISIONING**

Solution provisioning includes the configuration of user configurable parameters (unit names, personnel, and status codes). The system will be provisioned using Motorola standard provisioning parameters and will incorporate Customer-specific provisioning.

**IN-CAR VIDEO PROVISIONING SCENARIO**

If in-car video is a part of the system, the Motorola Application Specialist will complete the following provisioning tasks.

**Motorola Responsibilities**

- Conduct a remote review of the standard provisioning database with the Customer prior to the start of provisioning.
- Provide and review the Provisioning Export Worksheets with the Customer.
- Conduct a conference call with the Customer to review the completeness of the Provisioning Export Worksheets prior to the start of provisioning.

**BODY WORN CAMERA PROVISIONING SCENARIO**

If body worn cameras are a part of the system, the provisioning of the in-car system will generally follow the completion of the base in-car video provisioning.

**Motorola Responsibilities**

Configure transfer stations for connectivity to the evidence management server.

- Configure devices within the evidence management system.
- Check out devices and create a test recording.



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- Verify successful upload from devices after docking back into the transfer station or USB dock.

## SOFTWARE INSTALLATION

### REMOTE SOFTWARE INSTALLATION

Client software will be installed one workstations and up to 5 mobile devices to facilitate provisioning training to Customer personnel. Customer will complete software installation on the remaining workstations and cameras.

#### Motorola Responsibilities

- Verify system readiness.
- Request client software.
- Deliver the pre-installation preparation checklist.
- Provide instruction on client software installation and install client software on one workstation and up to five mobile devices.
- Provide instruction on client software deployment utility.

#### Customer Responsibilities

- Provide and install workstation/mobile device hardware in accordance with specifications.
- Assign personnel to observe software installation training.
- Complete installation of client software on remaining workstations and mobile devices.
- Access online training resources identified in the Welcome/IT Call.

#### Motorola Deliverables

- Provide a pre-installation preparation checklist.
- Installation Guide.
- Provide training overviews on hardware/software and system administration for customers during deployment dates.

## INFRASTRUCTURE VALIDATION

Hardware will be installed on the network to facilitate provisioning, testing, and will be used to provide instruction to Customer personnel after the complete software installation.

#### Motorola Responsibilities

- Verify that the server is properly racked and connected to the network.
- Verify that access points are properly installed and connected to the network.
- Verify that transfer stations are connected to the network and configured.

#### Customer Responsibilities



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- Verify that the server network has access to the internet for software installation and updates.
- Verify that the network routing is correct for the transfer stations and access points to communicate with the server.
- Verify that the client computers can access the server on the required ports.

## HARDWARE INSTALLATION

Physical installation of hardware (i.e. servers, cameras, Access Points, WiFi docs, etc.) is not included in the standard scope of the solution. If a custom quote for installations is included in this purchase, Motorola will manage the subcontractor and their deliverables as part of this SOW. Customers who perform or procure their own installations assume all installation responsibilities including cost, oversight and risk.

## SYSTEM TRAINING

Motorola training consists of both computer-based (online) and instructor-led (on-site or remote). Training delivery methods vary depending on course content. Self-paced online training courses, additional live training, documentation, and resources can be accessed and registered for on the Motorola's LXP.

### ONLINE TRAINING

Online training is made available to the Customer via Motorola's LXP. This subscription service provides the Customer with continual access to our library of online learning content and allows users the benefit of learning at times convenient to them. Content is added and updated on a regular basis to keep information current. This training modality allows the Customer to engage in training when convenient.

A list of available online training courses can be found in the Training Plan.

### Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of the LXP for the Customer.
- Organize content to align with the Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During on-boarding, assist the Customer with LXP usage by providing training and job aids as needed.
- Create and maintain user role Learning Paths defined by the Customer.
- Install security patches when available.
- Provide technical support for user account and access issues, base system functionality, and Motorola Solutions-managed content.
- Monitor the Learning Subscription server. Provide support for server incidents.

### Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Provide network and internet connectivity for the Customer's users to access the LXP.
- The customer's primary LXP administrator should complete the following self-paced training: LXP Introduction online course (LXP0001), LXP Primary Site Administrator Overview online course (LXP0002), and LXP Group Administrator Overview (LXP0003)
- Advise agency learners of the availability of training via the LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Order and maintain subscriptions to access Motorola's LXP.

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- Contact Motorola Solutions to engage Technical Support when needed.

**Motorola Deliverables**

- LXP Enable

**INSTRUCTOR-LED TRAINING (ONSITE AND REMOTE)**

A list of Instructor-Led and Virtual Instructor-Led courses can be found in the Training Plan.

**Motorola Responsibilities**

- Deliver User Guides and training materials in electronic .PDF format.
- Perform training in accordance with the Training Plan.
- Provide Customer with training Attendance Rosters and summarize any pertinent observations that may impact end user training.

**Customer Responsibilities**

- Supply classrooms with a workstation for the instructor (if Onsite) and at least one workstation for every student based on the requirements listed in the Training Plan.
- Designate training representatives who will work with the Motorola trainers in the delivery of training.
- Conduct end user training in accordance with the Project Schedule.

**Motorola Deliverables**

- Electronic versions of User Guides and training materials.
- Attendance Rosters.
- Technical Training Catalog.

**FUNCTIONAL VALIDATION AND PROJECT CLOSURE**

The objective of Functional Validation is to demonstrate the features and functions of the system in the Customer’s provisioned environment. The functional demonstration may not exercise all functions of the system, if identified as not being applicable to the Customer’s operations or for which the system has not been provisioned. The functional demonstration is a critical activity that must occur following the completion of provisioning.

**Motorola Responsibilities**

- Conduct a power on functional demonstration of the installed system per the deployment checklist
- Manage to resolution any documented punch list items noted on the deployment checklist.
- Provide trip report outlining all activities completed during the installation as well as outstanding follow up items
- Provide an overview of the support process and how to request support.
- Walk through support resources, web ticket entry and escalation procedures.
- Provide a customer survey upon closure of the project.

**Customer Responsibilities**



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- Witness the functional demonstration and acknowledge its completion via signature on the deployment checklist.
- Participate in prioritizing the punch list.
- Coordinate and manage Customer action as noted in the punch list.
- Provide signatory approval on the deployment checklist providing Motorola with final acceptance.
- Complete Customer Survey.



**TO:** Board of Trustees

**FROM:** Michelle DeLancey, Director of Accounting & Human Resources  
Pat Hohl, Supervisor  
Tony Randazzo, Director of Technical Services & Utilities

**DATE:** July 11, 2023

**AGENDA ITEM TOPIC:** Hamburg Township Utility Billing Penalty

Number of Supporting Documents: **0**

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**Requested Action**

- Motion to: Amend the Administrative Policies and Procedures Manual section 4.4(d) Utility Billing penalty from 10% to 3%, effective July 19, 2023.

**Background**

Due to the economic shift Hamburg Township residents are currently facing we would like to propose a change to the Administrative Policies and Procedures Manual, as indicated below.

**4.4(d) Utility Billing**

Hamburg Township bills residents quarterly for flat rate sewer. When the residents receive their utility bill they have thirty (30) days to pay without a penalty. On the thirty first (31) day a ~~10%~~ 3% penalty will be added. The residents can pay their bill at the township or through the township's web site. Removal of these penalties must be approved by the Accounting Director or the DPW Director.

For any utility bill outstanding as of August 31, the outstanding amount will be rolled over to the tax bills for payment, with a ten percent (10%) fee added to the balance.

May 15, 2023

Pat Hohl, Supervisor  
Township of Hamburg  
10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139

Dear Pat:

Thank you for selecting Plante & Moran, PLLC ("PM") to assist you. We are sending this letter and the accompanying Professional Services Agreement, the terms of which are incorporated into this engagement letter, to confirm the nature, limitations, and terms of the services we will provide to Township of Hamburg ("Hamburg" or the "Client").

### **Scope of Services**

We will audit Hamburg's financial statements as of and for the year ended June 30, 2023.

In connection with our audit engagement, we will assist you in drafting your financial statements and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services.

Martin Olejnik is the engagement partner for the services specified in this letter and is responsible for supervising PM's services performed as part of this engagement.

If you determine that you need additional services, including accounting, consulting, or tax assistance, PM may be available to provide them under the terms of separate engagement letters and for additional fees.

### **Timing of Services**

We expect to begin the audit in September 2023 with final delivery and presentation to the Township Board in November 2023.

### **Fees and Payment Terms**

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expend at our current hourly rates. We estimate that our fee for this engagement will not exceed the following:

General Fund - \$28,430  
Police Special Revenue Fund - \$5,690  
Fire Special Revenue Fund - \$5,690  
Road Fund - \$2,840  
Sewer Fund - \$14,220

May 15, 2023

Invoices for audit services, other services, and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you agree with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

**Plante & Moran, PLLC**



Martin J. Olejnik, CPA  
Partner

**Agreed and Accepted**

**We accept this engagement letter and the accompanying Professional Services Agreement (collectively, "Agreement"), which set forth the entire agreement between Township of Hamburg and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.**

Township of Hamburg

\_\_\_\_\_  
Pat Hohl

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor  
Title

## Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter (collectively, “Agreement”) for audit services dated May 15, 2023 between Plante & Moran, PLLC (referred to herein as “PM”) and Township of Hamburg (referred to herein as “Client”). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

1. **Financial Statements** – The financial statements of Client being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
2. **Management Responsibilities** – Client management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of Client personnel responsible for Client’s underlying accounting and financial records.

Client personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit.

This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM’s audit. In addition, Client will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. Client will allow PM unrestricted access to personnel within Client from whom PM determines it necessary to obtain audit evidence.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, “Data Privacy Laws”). Client shall not disclose personal data of data subjects (“Personal Data”) who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. Client has designated Pat Hohl to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting Client involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management’s responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting Client received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Management is responsible for providing PM with complete, accurate, and timely information that could bear on PM’s independence under applicable professional standards, including, but not limited to, information and representations regarding affiliates of Client, business or personal relationships between Client and PM, and business, personal and employment relationships between those in a financial reporting oversight role, including members of governance, and PM (collectively, Independence Information). Client represents and warrants (a) that it has provided PM any and all Independence Information existing as of the date of this Agreement; (b) that such Independence Information is accurate and complete as of the date of this Agreement; (c) that it will notify PM of any changes to Independence Information that has been provided as of the date of this Agreement; and (d) that,

after the date of this Agreement, it will provide any new Independence Information to PM as soon as it becomes known to Client.

3. **Objective of an Audit of Financial Statements** – The objective of PM’s audit is the expression of an opinion on the Client’s financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that Client’s internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM’s opinion is to be modified, PM will discuss the reasons with Client management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor’s report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by Client of the supplementary information and the auditor’s report thereon.
5. **Internal Controls** – Client is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to Client’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM’s audit will not be designed to provide assurance on the design or operating effectiveness of Client’s internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM’s attention.
6. **Audit Procedures and Limitations** – PM’s audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the Client financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM’s audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, Client acknowledges that PM’s audit cannot guarantee that all instances of error or fraud will be identified.
7. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of Client, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of Client’s governing board, and Client acknowledges and agrees that communication in this manner is sufficient for Client’s purposes.
8. **Communication to Group Auditor** – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. Client permits such communication. PM will discuss matters being communicated with those responsible for governance of Client.
9. **Accounting and Financial Records** – Client agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all Client financial records and related information available to PM for purposes of PM’s audit, whether obtained from within or outside of the general ledger and subsidiary ledgers. Where PM has provided estimates of the timing of its work and completion of PM’s engagement and issuance of PM’s report, those estimates are dependent on Client providing PM with all such accounting and financial records, schedules, and analyses on the date PM’s work commences. PM will assess the condition of Client’s accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

**10. Audit Adjustments** – PM will recommend adjustments to Client's accounting records that PM believes are appropriate. Client management is responsible for adjusting Client accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the Client's financial statements specified in this Agreement.

**11. Management Representations** – Client is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from Client officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, Client acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this Agreement. In addition, as a condition of its audit engagement, Client agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in Client's financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

**12. Use of Report** – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. Client may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. Client agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if Client intends to make reference to PM in a publication of any type, Client agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. Client acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this Agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on Client's Internet website, Client understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

**13. Securities Offerings** – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event Client elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, Client understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this Agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this Agreement.

If Client incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, Client agrees to include the following provision in the offering document:

Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of Client since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

**14. Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If Client requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.

**15. Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client's confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM's services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should it attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

Both Client and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of Client's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. Client authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this Agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon Client's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. Client acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

**16. Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers in connection with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished and (ii) not use

any information for any purpose unrelated to PM's services. Client, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Client's information, including tax return information, to such third-party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this Agreement. Client's foregoing consent shall be continuing until the services provided for this Agreement are completed.

**17. Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by Client regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. Client acknowledges that the following circumstances may result in an increase in fees:

- Client's failure to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Client's failure to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by Client causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will use best efforts to advise Client in the event these circumstances occur; however, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

**18. Payment Terms** – PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's services or issuance of PM's report upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event PM stops work or terminates this Agreement as a result of Client's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

**19. Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.

**20. Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not

and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.

- 21. Release for Biological Agent Liability** – Client acknowledges that there is an inherent risk of exposure to infectious diseases associated with any in-person interaction or in-person visit to property. Accordingly, Client, for itself and its successors and assigns, hereby releases PM and each of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third-party service providers (collectively, "PM Persons") from any and all claims or causes of action that the Client has, or hereafter may or shall have, against any of them in connection with, related to, or arising out of infectious diseases or the transmission thereof associated with a visit by one or more of the PM Persons to any Client facility(ies) or other in-person interaction with Client personnel.
- 22. Exclusion of Certain Damages** – In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.
- 23. Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 24. Subsequent Discovery of Facts** – After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with Client and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and Client acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this Agreement.
- 25. Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.
- 26. Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
- 27. Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 28. Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 29. Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
- 30. Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

**End of Professional Services Agreement – Audit Services**

May 15, 2023

Pat Hohl, Supervisor  
Township of Hamburg  
10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139

Dear Pat:

Thank you for selecting Plante & Moran, PLLC ("PM") to assist you. We are sending this letter and the accompanying Professional Services Agreement, the terms of which are incorporated into this engagement letter, to confirm the nature, limitations, and terms of the services we will provide to Township of Hamburg ("Hamburg" or the "Client").

### Scope of Services

We will examine the compliance with the compliance requirements "activities allowed or unallowed" and "allowable cost/cost principles" (the specified requirements) as described in Part IV "Requirements for an Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds" of the CSLFRF section of the 2022 OMB *Compliance Supplement* (referred herein as "Requirements for an Alternative CSLFRF Compliance Examination Engagement") during fiscal year ended June 30, 2023.

Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and *Government Auditing Standards*. Accordingly, it will include tests of Hamburg's records and other procedures we consider necessary to enable us to express an opinion on compliance with the aforementioned specified requirements during Hamburg's fiscal year ended June 30, 2023.

Martin Olejnik is the engagement partner for the services specified in this letter and is responsible for supervising PM's services performed as part of this engagement.

If you determine that you need additional services, including accounting, consulting, or tax assistance, PM may be available to provide them under the terms of separate engagement letters and for additional fees.

### Timing of Services

We expect to begin fieldwork for this engagement in September 2023 with final delivery and presentation to the Township Board in November 2023.

### Fees and Payment Terms

Our fee for this engagement, subject to the terms and conditions of the accompanying Professional Services Agreement, will range from \$12,000 to \$16,000 to test ARPA.

Pat Hohl, Supervisor  
Township of Hamburg

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Item 17.

May 15, 2023

If you agree with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

**Plante & Moran, PLLC**



Martin J. Olejnik, CPA  
Partner

**Agreed and Accepted**

**We accept this engagement letter and the accompanying Professional Services Agreement (collectively, "Agreement"), which set forth the entire agreement between Township of Hamburg and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.**

Township of Hamburg

\_\_\_\_\_  
Pat Hohl

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor  
Title

## Professional Services Agreement – Attestation Examination Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter (collectively, “Agreement”) for attestation examination services dated May 15, 2023 between Plante & Moran, PLLC (referred to herein as “PM”) and Township of Hamburg (referred to herein as “Client”). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

1. **Objective of Attestation Engagement** – The objective of PM’s attestation examination engagement is the expression of an opinion on whether Client compliance with the aforementioned specified requirements is fairly stated in all material respects. PM offers no guarantee, expressed or implied, that PM’s opinion will be unqualified or that PM will be able to form an opinion about Client’s compliance with the specified requirements in the event that Client’s internal controls or relevant accounting records prove to be unreliable or otherwise not suitable to provide support for PM’s examination. If PM’s opinion is to be other than unqualified, PM will discuss the reasons with Client management in advance of the issuance of its report. If, for any reason, PM is prevented from completing its attestation engagement or is unable to form an opinion on Client’s assertion, PM may terminate the engagement and decline to issue a report.
2. **Management Responsibilities** – Client is responsible for the compliance with the specified requirements. Management is responsible for making all management decisions and performing all management functions relating to compliance with the specified requirements. Management is also responsible for the capability and integrity of Client personnel responsible for Client’s underlying accounting and other financial records.

Client personnel will provide us, in a timely and orderly manner, with assistance and information PM requests during the course of PM’s examination procedures, including retrieval of records and supporting documentation. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and verbal requests as necessary during the course of PM’s examination. In addition, Client will provide us with all information in its possession that has a significant impact on Client’s assertion and that information will be complete, truthful, and accurate. Client will allow PM unrestricted access to personnel within the company from whom PM determines it necessary to obtain examination evidence. In the event that information requested is not to be available in a timely manner, PM may reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its examination report.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, “Data Privacy Laws”). Client shall not disclose personal data of data subjects (“Personal Data”) who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

Management is responsible for the design, implementation, and maintenance of internal controls relevant to the assertion, including controls established for the purpose of preventing or detecting errors in reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to Client’s assertions in order to design examination procedures that are appropriate in the circumstances. PM’s examination will not be designed to provide assurance on the design or operating effectiveness of Client’s internal controls or to identify all conditions that represent significant deficiencies in those internal controls. However, PM will communicate internal control deficiencies relevant to the assertion or subject matter examined that come to PM’s attention during the engagement.

Management is responsible for providing PM with complete, accurate, and timely information that could bear on PM’s independence under applicable professional standards, including, but not limited to, information and representations regarding affiliates of Client, business or personal relationships between Client and PM, and business, personal and employment relationships between those in a financial reporting oversight role, including members of governance, and PM (collectively, Independence Information). Client represents and warrants (a) that it has provided PM any and all Independence Information existing as of the date of this Agreement; (b) that such Independence Information is accurate and complete as of the date of this Agreement; (c) that it will notify PM of any changes to Independence Information that has been provided as of the date of this Agreement; and (d) that, after the date of this Agreement, it will provide any new Independence Information to PM as soon as it becomes known to Client.

3. **Examination Procedures and Limitations** – PM’s examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and *Government Auditing*

*Standards* issued by the Comptroller General of the United States, and will include examination, on a test basis, of evidence supporting the assertion. An examination in accordance with AICPA standards involves judgment about the nature and extent of procedures to perform and the overall approach to testing. As a result, PM's examination can only be designed to provide reasonable rather than absolute assurance about the assertion. Client acknowledges and agrees that the nature and extent of the examination services PM will provide, as outlined in this Agreement, are sufficient for Client's purposes.

In addition, an examination in accordance with the above referenced standards is not designed to detect errors, fraud, or noncompliance with laws or regulations that are immaterial. Because of the inherent limitations of an examination, together with the inherent limitations of internal control, an unavoidable risk that some material fraud or noncompliance may not be detected always exists, even in an examination properly planned and performed in accordance with the standards noted above. Client acknowledges that PM's examination cannot guarantee that all instances of error, fraud, or noncompliance will be identified and there is little likelihood of detecting fraud in any area outside the limited scope of the examination. However, PM will inform the appropriate level of management of any evidence or information that comes to PM's attention during the performance of the engagement that indicates fraud or noncompliance with laws and regulations may have occurred

4. **Examination Records** – Client agrees that it is responsible for providing all information needed to perform the examination and that such information requested by PM will be complete and accurate. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on Client providing PM with all information on the date PM's work commences. In the event that such information is not complete or accurate, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its examination report.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the examination or issuance of its examination report. Because rescheduling examination work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

5. **Internal Controls** – Client is responsible for the design, implementation, and maintenance of internal controls relevant to the subject matter of the examination and for fair presentation of the subject matter that is free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in the subject matter, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the subject matter of the examination in order to design examination procedures that are appropriate in the circumstances. PM's examination will not be designed to provide assurance on the design or operating effectiveness of Client's internal controls over the subject matter or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the subject matter of the examination, and instances of fraud, or misappropriation of assets that come to PM's attention.
6. **Government Auditing Standards** – Under *Government Auditing Standards*, PM will make some assessments of Client's compliance with laws, regulations, and contract provisions. While those assessments will not be sufficient to identify all noncompliance with applicable laws, regulations, and contract provisions, PM will communicate all noncompliance conditions that come to PM's attention.

In accordance with *Government Auditing Standards*, a copy of PM's most recent peer review report is included as an attachment to this Agreement.

Under *Government Auditing Standards* PM is obligated to communicate instances of fraud, noncompliance or abuse that is material to the financial statements to those responsible for governance of Client. In certain situations, *Government Auditing Standards* require disclosure of instances of known or likely fraud, noncompliance, or abuse directly to applicable governmental agencies. If such acts are detected during PM's audit, PM will make required disclosures regarding these acts to applicable government agencies.

Management is responsible for corrective action on audit findings, including preparation of a schedule of prior audit findings and corrective action plans, if necessary.

7. **Management Representations** – During the course of PM's examination, PM will request information and explanations from Client management regarding matters specific to the assertion. PM will also require that management make certain representations to us in writing as a precondition to issuance of PM's report.

PM's procedures will be significantly affected by the information and explanations PM receives from management and, accordingly, false representations could cause material misstatements or material noncompliance to go undetected by PM's procedures. Accordingly, Client acknowledges and agrees that it will instruct each person providing information, explanations, or representations to a PM staff member to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its procedures will be considered a material breach of this Agreement. In addition, as a condition of its examination engagement, Client agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in Client assertion resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its examination in accordance with attestation standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

- 8. Use of Report** – PM's examination report must be associated only with the subject matter or assertion that was the subject of PM's examination engagement. Client agrees not to reproduce or associate PM's examination report with any other information that is not the subject of this engagement.

If PM's examination report is to be published in any manner or if Client intends to make reference to PM in a publication of any type, Client agrees to submit proofs of the publication to PM for review and approval prior to such publication.

- 9. Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client's confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM's services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Further, in compliance with *Government Auditing Standards*, PM's working papers will be made available to applicable regulators at PM's office during normal business hours during our examination and for a period of three years after the issuance of the report. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should it attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon Client's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. Client acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

- 10. Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers in connection with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to PM's services. Client, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Client's information, including tax return information, to such third-party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this Agreement. Client's foregoing consent shall be continuing until the services provided for this Agreement are completed.
- 11. Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by Client regarding the nature and condition of its accounting, financial and customer records, the nature and character of transactions reflected in those records, the design and operating effectiveness of its internal controls, and the planned assistance to be received as described under "Management's Responsibilities" above. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from those estimates, or if requested information is not provided in an accurate and timely manner, PM's estimated fees will be adjusted for the additional time PM incurs as a result.
- PM will use best efforts to advise Client in the event these circumstances occur; however, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be in accordance with the Fee Adjustments provision of this Agreement.
- 12. Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, expressed or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's services or issuance of PM's report upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event PM stops work or terminates this Agreement as a result of Client's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 13. Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
- 14. Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
- 15. Release for Biological Agent Liability** – Client acknowledges that there is an inherent risk of exposure to infectious diseases associated with any in-person interaction or in-person visit to property. Accordingly, Client, for itself and its successors and assigns, hereby releases PM and each of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third-party service providers (collectively, "PM Persons") from any and all claims or causes of action that the Client has, or hereafter may or shall have, against any of them in connection with, related to, or arising out of other infectious diseases or the

transmission thereof associated with a visit by one or more of the PM Persons to any Client facility(ies) or other in-person interaction with Client personnel.

- 16. Exclusion of Certain Damages** – In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM’s services provided under this engagement.
- 17. Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff’s time at such staff’s current hourly rates, and to reimburse PM for all of PM’s out-of-pocket costs incurred associated with PM’s response unless otherwise reimbursed by a third party.
- 18. Subsequent Discovery of Facts** – After the date of PM’s examination report, PM has no obligation to make any further or continuing inquiry or perform any other examination procedures with respect to the matters covered by PM’s examination report, unless new information which may affect the examination report comes to PM’s attention. If PM becomes aware of information that relates to Client’s assertion but was not known to us at the date of PM’s examination report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM’s attention during the course of PM’s examination, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM’s examination report. In this connection, PM will discuss the matter with Client and request cooperation in whatever investigation and modification of the examination report that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expends at PM’s current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and Client acknowledge and agree that payment for all such additional fees will be made in accordance with the payment terms provided in this Agreement.
- 19. Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.
- 20. Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
- 21. Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 22. Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a “Force Majeure Event”). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 23. Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
- 24. Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

**End of Professional Services Agreement – Attestation Services**



8550 United Plaza Blvd., Ste. 1001 – Baton Rouge, LA 70809  
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A Professional Accounting Corporation

## Report on the Firm's System of Quality Control

December 16, 2022

To the Partners of  
Plante & Moran, PLLC  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; an audit performed under FDICIA; and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

*Postlethwaite & Netterville*

Postlethwaite & Netterville, APAC  
Baton Rouge, Louisiana



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

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**TO:** Hamburg Township Board of Trustees

**FROM:** Pat Hohl

**DATE:** July 10, 2023

**AGENDA ITEM TOPIC:** 2022/2023 Audit Engagement Letter

Number of Supporting Documents: **3**

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**Requested Action**

Michelle DeLancey and I ask that you please review and approve the attached Audit Engagement Letter for the 2022/2023 Audit by Plante and Moran.



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Hamburg, MI 48139  
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## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: Sewer Tap REU Review – Police Department Building Addition

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: July 12<sup>th</sup>, 2023

Sewer Committee Members Present: Hohl, Hahn, Michniewicz

Sewer Committee Members Absent: None

Text of Motion: MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO FORWARD THE REU REVIEW TO THE BOARD WITH THE RECOMMENDATION TO INVOICE THE TOWNSHIP FOR THE POLICE DEPARTMENT BUILDING ADDITION SEWER TAP FEES IN THE AMOUNT OF \$11,250.00 TO BE DEPOSITED INTO THE SEWER ENTERPRISE FUND.

Ayes: Hohl, Hahn, Michniewicz Absent: None Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/Special Meeting of the Hamburg Township Municipal Utilities Committee.

 Date: July 12<sup>th</sup>, 2023  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR

June 29<sup>th</sup>, 2023

Hamburg Township  
Attn: Patrick J. Hohl, Supervisor  
10405 Merrill Road  
Whitmore Lake, MI 48189

Regarding: 10409 Merrill Road  
Hamburg Township Police Department  
(Tax Parcel I.D. No. 15-26-100-017)  
REU Review/Re-evaluation

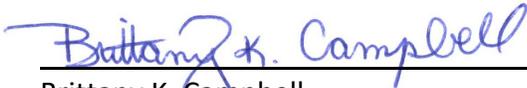
Dear Mr. Hohl:

Per the June 28<sup>th</sup>, 2023 Land Use Permit application filed by the Midwest Contracting Company, LLC for the Hamburg Township Police Department renovation and building addition project, we offer the following sewer tap review and re-determination of the REU value for the property located at 10409 Merrill Road.

1. The existing building currently occupies 7,436 SF and will be renovated with an approximately 2,000 SF addition added onto the building. Pursuant to the Code of General Ordinances for Hamburg Township, Chapter 14 – Environment; Article III. – Wastewater Treatment and Administration (formerly Ordinance No. 69H), Schedule 1, Appendix 1, Table of Unit Factors, the former building assessed as a Public Institute, was assigned a REU value of 5.60 REUs.
2. The new addition, which shall include several new offices and a training room within the Public Institute shall be assigned a REU value of 1.50 REUs (2,000 SF x 0.75/1000 ft<sup>2</sup>) pursuant to the Ordinance.
3. Based upon this calculation, we recommend that the Connection Fee for the Police Department building addition should be charged for an additional 1.50 REUs for a total of \$11,250.00 (1.50 REUs x \$7,500.00/REU).
4. The new quarterly O & M charges would also be increased to 7.10 REUs upon receipt of the Certificate of Occupancy from the Livingston County Building Department.

5. The net change for the Police Department renovation and building addition is an increase of 1.50 REUs, which amounts to a \$11,250.00 (1.50 REUs x \$7,500.00 per REU) increase in the sewer connection charge assigned to this property. The attached spreadsheet, dated June 29<sup>th</sup>, 2023, illustrates the above determination.

Sincerely,



---

Brittany K. Campbell  
Hamburg Twp. Utilities Coordinator

cc: Patrick J. Hohl, Township Supervisor  
File



## Opinion of Probable Cost

**Project** 10409 Merrill Road  
**Community** Hamburg Township  
**Section**  
**Basis for Estimate**  Conceptual  
 Preliminary  
 Final (06/29/23)  
**Date** 06/29/2023  
**By** BKC

Determination of Residential Equivalent Units (REUs) per Ordinance 69H (Addition to Police Department)

Item	Unit ID	Sq. Ft	REU Usage Factor		REUs
1	Hamburg Township Police Department Tax Parcel I.D. No. 15-26-100-017				
2	Public Institute – Original Building	7,436	0.75/1000 ft <sup>2</sup>		5.60
3	Public Institute – 2023 Bldg. Addition	2,000	0.75/1000 ft <sup>2</sup>		1.50
	<b>Total REUs</b>				<b>7.10</b>
4	Connection Fee Based on Adjusted REU Totals			\$7,500.00	\$53,250.00
5	<b>Initial REUs – Credit</b>		5.60 REUs/Unit		<b>5.60</b>
6	Connection Fee Based on Initial REU Total			\$7,500.00	\$7,500.00
7	<b>Additional Total Cost</b>				<b>\$11,250.00</b>



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## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: **Policies & Procedures for Gravity Sewer Connections and Deactivations**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: July 12<sup>th</sup>, 2023

Sewer Committee Members Present: Hohl, Hahn, Michniewicz

Sewer Committee Members Absent: None

Text of Motion: MOTION BY HOHL, SUPPORTED BY HAHN TO FORWARD TO THE BOARD WITH THE RECOMMENDATION TO ADOPT THE POLICIES AND PROCEDURES FOR GRAVITY SEWER CONNECTIONS AND DEACTIVATIONS AS WRITTEN.

Ayes: Hohl, Hahn, Michniewicz Absent: None Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

*Brittany K. Campbell* Date: July 12<sup>th</sup>, 2023  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR



10405 Merrill Road ♦ P.O. Box 157  
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## Policies and Procedures for Gravity Sewer Connections & Deactivations

1. To connect to the Township sanitary sewer system an Application for Sewer Connection for Single Building Unit shall be submitted to the Utilities Department, along with a site plan showing the proposed gravity sewer connection location, and non-refundable application fee of \$200.00 made payable to Hamburg Township.
2. The Utilities Coordinator shall prepare the Agreement for Gravity Sewer Connection to be signed by the Property Owner(s). For new construction, all sewer connection (tap) and administrative fees shall be paid in full prior to the issuance of the Land Use Permit. If the connection is for an existing home, all fees shall be paid in full prior to scheduling of the sewer connection.
3. If the sewer connection requires connecting into a live gravity sewer main, the Township Contractor shall complete the tie-in and connection into the sewer system. For those gravity sewer systems with a building sewer stub or curb stop and check valve installed for vacant subdivision lots the Property Owners can select their own Contractor to complete the gravity sewer connection.
4. For new construction, the quarterly operation and maintenance (O & M) billing shall begin on the date of the final Zoning compliance approval. The Zoning Inspector shall forward a copy of the final Zoning compliance inspection approval to the Utilities Coordinator upon completion and approval of the inspection. The Builder and/or Property Owner shall also request a final inspection of the gravity sewer connection with the Utilities Coordinator.
5. Upon inspection and approval of the gravity sewer connection by the Department of Public Works (DPW), staff shall submit a New Construction/Connection Gravity Sewer Service Activation form to the Utilities Coordinator. The quarterly O & M billing for all gravity connections completed for existing homes shall begin on the date the Department of Public Works (DPW) staff inspects and approves the sewer connection. All billing activation forms will be forwarded to the Accounting Department to start the utility billing.
6. Certain situations may occur that would facilitate the de-activation of a gravity sewer connection. Examples of these types of situations may include but are not limited to the demolition of an existing structure, renovations and/or additions to a structure that do not allow occupancy or use of the building during the construction work, damage due to fire or other natural disasters, etc.
7. To de-activate the quarterly sewer O & M billing, the Property Owner or their Contractor must contact the Utilities Coordinator at (810) 231-1000 Ext. 210 or (810) 222-1193 to schedule an appointment for inspection of the disconnected building sewer line to de-activate the quarterly sewer O & M monthly billings. All appointments must be made at least **24 – 48 hours** in advance of the date of the appointment.
8. Prior to the date of the inspection, the Property Owner or their Contractor must dig a trench along the 4" gravity plumbing connection and cut the 4" PVC line near the building foundation or at the street going into the gravity main and properly cap off the building sewer line.
9. Once the disconnection of the building sewer line is inspected and approved, the DPW staff will submit the Sewer Service De-Activation form to the Utilities Coordinator. **Please be advised that the quarterly sewer O & M billing does not stop until the DPW inspection has been completed.**

10. Prior to reconnection of the gravity sewer connection, the Property Owner and/or their Contractor shall contact the Utilities Coordinator at (810) 231-1000 ext. 210 or (810) 222-1193 to schedule an inspection and approval of the sewer connection. Upon approval, the DPW staff submit a Re-Activation form to the Utilities Coordinator to resume the quarterly sewer O & M billing charges.
11. Exceptions to the commencement/recommencement of the quarterly O & M charges for gravity sewer connections may be made for unusual circumstances. Any request to delay the re-activation of the quarterly operation and maintenance charges shall be made on a case-by-case review by the Utilities and DPW staff. If an exception is not granted, the O & M fees will start on the date the building sewer line is reconnected to the gravity sewer main.
12. Failure of the Property Owner or their Contractor to schedule an inspection with the Utilities Department to re-activate the sewer utility billing, the quarterly sewer O & M charges will begin on the date of the final Zoning compliance inspection and approval or the issuance of the Certificate of Occupancy (C of O) from the Livingston County Building Department, whichever date is sooner.

*Revised Draft June 29<sup>th</sup>, 2023*

**MEMORANDUM**

To: Patrick J. Hohl, Supervisor  
 Hamburg Township Board of Trustees

From: Brittany K. Campbell, Utilities Coordinator

Date: July 18<sup>th</sup>, 2023

Re: **Bid Results for Riverside, Century, Lagoon & Radial - Road Maintenance S.A.D.  
 ROAD MAINTENANCE CONTRACT**

The current road maintenance contract for this special assessment district will expire on August 15<sup>th</sup>, 2023. Fourteen (14) requests for bid were mailed out to qualified road maintenance contractors. I received a total of two (2) responses from Contractors wishing to bid on providing road maintenance services for the Riverside, Century, Lagoon & Radial Drive road maintenance special assessment district. The results are as follows:

Annual Pricing for Services to be Rendered	Bob Myers Excavating, Inc.
<b>Gradings</b> – up to six (6) times per year.	\$ 8,580.00
<b>Gravel</b> – Up to 370 cubic yards of 21AA gravel annually as necessary.	\$ 13,320.00
<b>Snow Removal</b> – up to eight (8) times per year @ 4” or more of accumulation.	\$ 6,800.00
<b>Sanding</b> – up to eight (8) times per year or not to exceed 25 hoppers as needed.	\$ 1,680.00
<b>Subtotal:</b>	<b>\$ 30,380.00</b>
Dust Control Spraying Services	Big Barney’s
<b>Dust Control</b> – Annual application of dust control spray – 4 times per year to coincide with holidays.	\$ 9,600.00
<b>Total Annual Cost:</b>	<b>\$ 39,980.00</b>

\*\* Dust control services are provided under separate contract.

Based upon the bids received for this SAD I would recommend that the Board award the new two (2) year service contracts to **Bob Myers Excavating, Inc.** and **Big Barney’s Dust Control** beginning on August 16<sup>th</sup>, 2023 and ending on August 15<sup>th</sup>, 2025 to for the Riverside, Century, Lagoon and Radial Drive special assessment district.



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

**BID SPECIFICATION FORM  
PRIVATE ROAD MAINTENANCE DISTRICT  
HAMBURG TOWNSHIP, MICHIGAN**

\*\*\*\*\*

COMPANY NAME: Bob Myers Excavating, Inc.

CONTACT PERSON: Mike Myers

ADDRESS: 8111 Hammel Road

Brighton, MI 48116

PHONE: 810-231-2044

Signature of Bidder's Authorized Agent: *Mike Myers*

\*\*\*\*\*

Project Location Riverside, Century, Lagoon & Radial Drives  
East of Hamburg Rd./North off of Ore Lake Rd.

**NOTE:** The road maintenance service area has been changed. The road maintenance district also includes that portion of Riverside Drive located in Green Oak Township. The total additional footage for Green Oak portion of Riverside Drive is approximately 2,795 linear feet.

- 1.) Gradings – Up to Six (6) gradings per year as necessary, and with prior approval of the Township and to correspond with chloride applications in May, July, August and September.

Per Grading Charge \$ 1,430.00  
Total \$ 8,580.00

- 2.) Gravel – Up to Three Hundred Seventy (370) cubic yards of road quality (21AA) gravel to be applied as necessary on an annual basis.

Material Charge (Per cubic yard) \$ 18.00  
Labor Charge \$ 18.00  
Total \$ 13,320.00

- 3.) Snow Removal – Up to Eight (8) per year, as necessary, for the removal of four (4) inches or more of snow accumulation.

Charge Per Plowing \$ 850.00  
 Total \$ 6,800.00

- 4.) Sandings – Up to Eight (8) times per year, or not to exceed Twenty-five (25) hoppers per year, when icy conditions make it necessary for road safety.

Charge Per Application \$ 210.00  
 or Charge Per Hopper \$ 1,680.00  
 Total \$ \_\_\_\_\_

Chloride applications will be scheduled by the Township through an independent firm. This will not be the responsibility of the Contractor providing the above listed road maintenance services.

**CONTRACT INFORMATION:**

The Contract will run for a period of two (2) years beginning on August 16<sup>th</sup>, 2023 and continuing through August 15<sup>th</sup>, 2025. Incremental increases in the cost of gravel may be negotiated between the Contractor and Hamburg Township on an annual review basis. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker’s comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

**AWARDING OF CONTRACTS:** On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
  - (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

**NOTE:** Bid amounts must reflect costs as outlined above. Bid proposals shall also include all attachments or submittals confirming that Contractor is current in the payment of any personal and/or property taxes owed by the Contractor. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



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

### DUST CONTROL BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT  
HAMBURG TOWNSHIP, MICHIGAN

\*\*\*\*\*

COMPANY NAME: BIG BARNEYS DUST CONTROL

CONTACT PERSON: BYRON MYER

ADDRESS: P.O. BOX 483  
HOWELL, MI 48844-0483

PHONE: 517-546-8755

Signature of Bidder's Authorized Agent: [Signature]

\*\*\*\*\*

Project Location Riverside, Century, Lagoon & Radial Drives  
East of Hamburg Rd./North off of Ore Lake Rd.

**NOTE:** The road maintenance service area has been changed. The road maintenance district also includes that portion of Riverside Drive located in Green Oak Township. The total additional footage for Green Oak portion of Riverside Drive is approximately 2,795 linear feet.

- 1.) **Dust Control** – Application of brine spray for the purpose of dust control at the following schedule – One week prior to or after the Memorial Day holiday, one week prior to or after the 4<sup>th</sup> of July holiday, the first week of August, and one week prior to or after the Labor Day holiday not to exceed four (4) times per year.

Material Charge (per Spray) \$ 2,400<sup>00</sup>  
Labor Charge (per Spray) \$ —  
Total Annual Cost \$ 9,600<sup>00</sup>

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

---

**CONTRACT INFORMATION:**

The Contract will run for a period of two (2) years beginning on August 16<sup>th</sup>, 2023 and continuing through August 15<sup>th</sup>, 2025. Incremental increases in the cost of dust control spraying may be negotiated between the Contractor and Hamburg Township on an annual review basis. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

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NOTE: Bid amounts must reflect all costs as requested above. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

All bids are due by **2:00 p.m. on Friday, July 7<sup>th</sup>, 2023** to:

**Brittany K. Campbell**  
Hamburg Township Utilities Coordinator  
10405 Merrill Road  
P.O. Box 157  
Hamburg, Michigan 48139  
(810) 231-1000 Ext. 210  
(810) 231-4295 – Fax  
Email: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295

**MEMORANDUM**

To: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

From: Brittany K. Campbell, Utilities Coordinator

Date: July 18<sup>th</sup>, 2023

Re: **Bid Results for Edgelake/Burton Drive - Road Maintenance S.A.D.  
SNOW REMOVAL CONTRACT**

The current road maintenance contract for this special assessment district will expire on September 30<sup>th</sup>, 2023. However, requests for bid were sent out earlier in order to calculate the 2023 winter tax assessments for the district. Twelve (12) requests for bid were mailed out to qualified road maintenance contractors. A total of two (2) responses were received from Contractors wishing to bid on providing road maintenance services for the Edgelake and Burton Drive road maintenance special assessment district. The results are as follows:

Annual Pricing for Services to be Rendered	Bob Myers Excavating, Inc.	Alan’s Asphalt Maintenance, Inc.
<b>Snow Removal</b> – up to five (5) times per year @ 3” or more of accumulation.	\$ 1,750.00	\$ 975.00
<b>Salting for Icy Conditions</b> – up to three (3) times per year as necessary for road safety.	1,050.00	585.00
<b>Total Annual Cost:</b>	<b>\$ 2,800.00</b>	<b>\$ 1,560.00</b>

Alan’s Asphalt Maintenance, Inc. currently provides maintenance services for this district. As the lowest bidder, I would recommend that the Board award a two-year service contract Alan’s Asphalt Maintenance, Inc. beginning on October 1, 2023 and ending on September 30, 2025 to for the Edgelake/Burton Drive road maintenance district.

FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



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

**BID SPECIFICATION FORM**  
**PRIVATE ROAD MAINTENANCE DISTRICT**  
HAMBURG TOWNSHIP, MICHIGAN

\*\*\*\*\*

COMPANY NAME: Bob Myers Excavating, Inc.

CONTACT PERSON: Mike Myers

ADDRESS: 8111 Hammel Road

Brighton, MI 48116

PHONE: 810-231-2044

Signature of Bidder's Authorized Agent: *Robert E. Myers*

\*\*\*\*\*

Project Location Edgelake & Burton Drives\*\*  
West of Pettys Rd./South off M-36

\*\* Only private portion of Edgelake Dr.

**NOTE:** The private portion of the road begins between 5291 and 5292 Edgelake Drive as marked on the attached map. A "private road" street sign also notes the beginning of the section to be maintained through the Township. A site visit of the streets is highly recommended prior to submittal of your bid.

- 1.) Snow Removal – Up to Five (5) times per year, as necessary, for the removal of three (3) inches or more of snow accumulation.

Charge per Plowing \$ 350.00  
Total \$ 1,750.00

- 2.) Salting – Up to Three (3) times per year, as necessary, when icy conditions make it necessary for road safety.

Charge per Application \$ 350.00  
Total \$ 1,050.00

\_\_\_\_\_

FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



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

**BID SPECIFICATION FORM**  
**PRIVATE ROAD MAINTENANCE DISTRICT**  
HAMBURG TOWNSHIP, MICHIGAN

\*\*\*\*\*

COMPANY NAME: Alans Asphalt Maint.

CONTACT PERSON: Chuck Chambers

ADDRESS: P.O. Box 354

Hamburg Mi.

PHONE: 810-231-1867

Signature of Bidder's Authorized Agent: [Signature]

\*\*\*\*\*

Project Location Edgelake & Burton Drives\*\*  
West of Pettys Rd./South off M-36  
\*\* Only private portion of Edgelake Dr.

**NOTE:** The private portion of the road begins between 5291 and 5292 Edgelake Drive as marked on the attached map. A "private road" street sign also notes the beginning of the section to be maintained through the Township. A site visit of the streets is highly recommended prior to submittal of your bid.

- 1.) Snow Removal – Up to Five (5) times per year, as necessary, for the removal of three (3) inches or more of snow accumulation.

Charge per Plowing \$ 195.<sup>00</sup>  
Total \$ 975.<sup>00</sup>

- 2.) Salting – Up to Three (3) times per year, as necessary, when icy conditions make it necessary for road safety.

Charge per Application \$ 195.<sup>00</sup>  
Total \$ 585.<sup>00</sup>

\_\_\_\_\_

**CONTRACT INFORMATION:**

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

The Contract will run for a period of two (2) years beginning on October 1<sup>st</sup>, 2023 and continuing through September 30<sup>th</sup>, 2025. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

**AWARDING OF CONTRACTS:** On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
  - (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

**NOTE:** Bid amounts must reflect costs as outlined above. Bid proposals shall also include all attachments or submittals confirming that Contractor is current in the payment of any personal and/or property taxes owed by the Contractor. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

All bids are due by **2:00 p.m. on Friday, July 7<sup>th</sup>, 2023** to:

Brittany K. Campbell  
Hamburg Township Utilities Coordinator  
10405 Merrill Road  
P.O. Box 157  
Hamburg, Michigan 48139  
(810) 231-1000 Ext. 210  
(810) 231-4295 – Fax  
E-mail: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.

# HAMBURG TOWNSHIP FINANCE CONTROL BOOK



PERIOD ENDING May 31, 2023

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- Approved Financial Institution List

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- Summary
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## TAB 1

### BUDGET AND FINANCIAL STATUS SUMMARY:

Fiscal Year 2022/23

The Budget v. Actual report reflects transactions through May 2023 and includes General, Roads, Fire, Police, Parks and Sewer Funds. All departments and funds are at or under budget as of May 31, 2023, considering the timing issues related to the Township's revenues and expenditures.

Timing of Revenues: Township tax collections for general fund, police fund and fire fund start on December 1, 2022 and run through February 28, 2023. **Revenues are posted to the general ledger in December when they are billed.** State shared revenue payments are bi-monthly and start on October 31, 2022. The last revenue sharing payment for FY 21/22 will be paid on October 31, 2023.

This tab also includes a Cash Summary by Account report which states the balance in each general ledger cash account as of May 31, 2023.

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	USED
Fund 101 - General Fund						
Revenues						
Dept 000.000						
101-000.000-402.000	CURRENT PROPERTY TAX	981,700.00	984,167.15	0.00	(2,467.15)	100.25
101-000.000-412.000	DELINQUENT PP TAX	2,500.00	2,115.34	0.00	384.66	84.61
101-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	2,000.00	633.82	521.62	1,366.18	31.69
101-000.000-434.000	TRAILER PARK TAX FEES	2,200.00	1,831.00	165.00	369.00	83.23
101-000.000-447.000	PROPERTY TAX ADMIN FEE	495,000.00	373,417.08	0.00	121,582.92	75.44
101-000.000-448.000	SET COLLECTION FEE	30,500.00	26,264.50	0.00	4,235.50	86.11
101-000.000-477.000	FRANCHISE FEE - CABLE	350,000.00	256,291.75	81,748.95	93,708.25	73.23
101-000.000-478.000	SPECIAL USE PERMITS	750.00	750.00	0.00	0.00	100.00
101-000.000-479.000	LAND USE PERMITS	25,000.00	21,920.00	2,945.00	3,080.00	87.68
101-000.000-485.000	DOG LICENSES	300.00	261.00	28.50	39.00	87.00
101-000.000-501.000	FEDERAL GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
101-000.000-528.000	OTHER FEDERAL GRANTS	1,238,433.00	294,709.00	0.00	943,724.00	23.80
101-000.000-540.000	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
101-000.000-574.000	STATE SHARED REVENUES	2,276,972.00	2,031,608.00	0.00	245,364.00	89.22
101-000.000-577.000	STATE ROW MAINTENANCE FEE-CABLE	12,000.00	0.00	0.00	12,000.00	0.00
101-000.000-606.000	FOIA REQUESTS	1,067.00	1,066.70	0.00	0.30	99.97
101-000.000-607.000	NON-TAX ADMIN FEE	8,600.00	8,480.91	0.00	119.09	98.62
101-000.000-631.000	SCHOOL ELECTION CHARGES	0.00	0.00	0.00	0.00	0.00
101-000.000-636.000	COPIES/MAPS	100.00	62.50	0.00	37.50	62.50
101-000.000-643.000	SALE OF CEMETERY LOTS	8,900.00	9,500.00	750.00	(600.00)	106.74
101-000.000-643.001	CEMETERY SERVICES OPEN/CLOSE	11,000.00	13,240.34	3,198.00	(2,240.34)	120.37
101-000.000-645.000	MAUS SALES REVENUE	6,825.00	9,454.50	0.00	(2,629.50)	138.53
101-000.000-657.000	ORDINANCE FINES	0.00	0.00	0.00	0.00	0.00
101-000.000-659.000	RETURNED CHECK FEE	50.00	72.00	0.00	(22.00)	144.00
101-000.000-664.000	INTEREST REVENUE	193,000.00	186,634.80	24,750.26	6,365.20	96.70
101-000.000-665.010	INTEREST REVENUE MAUS INSTALL AGREEMENT	0.00	0.00	0.00	0.00	0.00
101-000.000-667.000	RENTAL INCOME	0.00	25,000.00	0.00	(25,000.00)	100.00
101-000.000-671.000	OTHER REVENUE - CONTRACT SERVICE	15,000.00	16,500.00	1,500.00	(1,500.00)	110.00
101-000.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	0.00	0.00	0.00
101-000.000-676.000	REIMBURSEMENTS & COST RECOVERY	3,575.00	6,390.95	0.00	(2,815.95)	178.77
101-000.000-677.000	SUNDRY	250.00	35.78	0.00	214.22	14.31
101-000.000-693.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
101-000.000-698.245	TRANSFER IN CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00
101-000.000-699.204	TRANS IN FROM FUND 204	0.00	0.00	0.00	0.00	0.00
101-000.000-699.206	TRANSFER IN 206-OPERATIONS	0.00	0.00	0.00	0.00	0.00
101-000.000-699.207	TRANSFER IN 207-OPERATIONS	0.00	0.00	0.00	0.00	0.00
101-000.000-699.208	TRANSFER IN RECREATION FUND	0.00	0.00	0.00	0.00	0.00
101-000.000-699.590	FROM SEWER ENTERPRISE	115,000.00	105,416.74	9,583.34	9,583.26	91.67
101-000.000-699.999	APPROPRIATION FROM SURPLUS	298,266.42	0.00	0.00	298,266.42	0.00
Total Dept 000.000		6,078,988.42	4,375,823.86	125,190.67	1,703,164.56	71.98
Dept 702.000 - PLANNING AND ZONING						
101-702.000-613.000	LAND DIVISION/COMBINATION FEES	600.00	600.00	0.00	0.00	100.00
101-702.000-615.000	REZONING FEES	1,000.00	1,000.00	0.00	0.00	100.00
101-702.000-616.000	ADDRESS SIGN FEE	0.00	0.00	0.00	0.00	0.00
101-702.000-617.000	SITE PLAN FEES	14,700.00	16,700.00	2,000.00	(2,000.00)	113.61
101-702.000-618.000	ZONING BOARD OF APPEALS APPLIC	6,900.00	9,000.00	1,050.00	(2,100.00)	130.43
101-702.000-619.000	SPECIAL MEETING FEES - VARIED	0.00	0.00	0.00	0.00	
101-702.000-626.000	REINSP/INSPECTION/EASEMENT/LGL	0.00	0.00	0.00	0.00	
101-702.000-626.100	ZONING ADMIN FEE	0400	0.00	0.00	0.00	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Revenues						
Total Dept 702.000 - PLANNING AND ZONING		23,200.00	27,300.00	3,050.00	(4,100.00)	117.67
TOTAL REVENUES		6,102,188.42	4,403,123.86	128,240.67	1,699,064.56	72.16
Expenditures						
Dept 101.000 - Township Board						
101-101.000-703.100	TRUSTEES SALARIES	30,266.00	27,744.64	2,522.24	2,521.36	91.67
101-101.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-101.000-704.100	PER DIEM	8,840.00	5,525.00	520.00	3,315.00	62.50
101-101.000-709.000	TOWNSHIP FICA	2,400.00	2,545.43	232.76	(145.43)	106.06
101-101.000-716.000	DEFINED CONTRIBUTION	4,000.00	3,658.14	688.48	341.86	91.45
101-101.000-801.500	ECONOMIC DEVELOPMENT CONSULTANT	20,300.00	0.00	0.00	20,300.00	0.00
101-101.000-826.000	LEGAL FEES	35,000.00	20,552.83	4,051.25	14,447.17	58.72
101-101.000-861.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-101.000-900.000	LEGAL NOTICES/ADVERTISING	8,000.00	11,345.00	1,975.00	(3,345.00)	141.81
101-101.000-910.000	PROFESSIONAL DEVELOPMENT	250.00	0.00	0.00	250.00	0.00
101-101.000-946.000	ENGINEERING/PROFESSIONAL SERV	31,500.00	25,384.44	0.00	6,115.56	80.59
101-101.000-955.000	SUNDRY	8,000.00	2,563.40	9.65	5,436.60	32.04
101-101.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	15,000.00	12,442.49	175.00	2,557.51	82.95
101-101.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	2,123,946.00	137,165.00	290.00	1,986,781.00	6.46
Total Dept 101.000 - Township Board		2,287,502.00	248,926.37	10,464.38	2,038,575.63	10.88
Dept 171.000 - Township Supervisor						
101-171.000-702.000	FULL-TIME EMPLOYEE SALARIES	9,552.00	11,389.45	734.80	(1,837.45)	119.24
101-171.000-703.200	ELECTED OFFICIALS SALARIES	80,453.00	71,479.25	6,188.68	8,973.75	88.85
101-171.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-171.000-709.000	TOWNSHIP FICA	7,000.00	6,395.17	533.16	604.83	91.36
101-171.000-716.000	DEFINED CONTRIBUTION	10,615.00	10,272.13	1,797.15	342.87	96.77
101-171.000-718.000	HEALTH/DENTAL/VISION INSURANCE	19,812.00	20,548.05	3,302.04	(736.05)	103.72
101-171.000-725.100	LONG/SHORT TERM DISABILITY	511.00	562.86	45.19	(51.86)	110.15
101-171.000-725.200	LIFE INSURANCE	91.00	94.44	7.59	(3.44)	103.78
101-171.000-752.000	SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101-171.000-853.000	PHONE/COMM/INTERNET	600.00	550.00	50.00	50.00	91.67
101-171.000-861.000	MILEAGE	200.00	0.00	0.00	200.00	0.00
101-171.000-900.000	LEGAL NOTICES/ADVERTISING	0.00	0.00	0.00	0.00	0.00
101-171.000-910.000	PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
101-171.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
101-171.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-171.000-955.000	SUNDRY	200.00	0.00	0.00	200.00	0.00
101-171.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	0.00	0.00	0.00	0.00	0.00
Total Dept 171.000 - Township Supervisor		129,034.00	121,291.35	12,658.61	7,742.65	94.00
Dept 201.000 - ACCOUNTING						
101-201.000-702.000	FULL-TIME EMPLOYEE SALARIES	204,860.00	228,012.93	14,905.30	(23,152.93)	111.30
101-201.000-707.000	TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-201.000-709.000	TOWNSHIP FICA	15,920.00	17,726.59	1,144.11	(1,806.59)	
101-201.000-712.000	PAY IN LIEU OF MEDICAL INS	6,000.00	4,500.00	0.00	1,500.00	
101-201.000-713.000	OVERTIME	0.00	0.00	0.00	0.00	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
101-201.000-716.000	DEFINED CONTRIBUTION	25,100.00	29,486.29	6,824.57	(4,386.29)	117.48
101-201.000-718.000	HEALTH/DENTAL/VISION INSURANCE	22,440.00	35,032.68	11,215.38	(12,592.68)	156.12
101-201.000-725.100	LONG/SHORT TERM DISABILITY	1,240.00	1,327.67	96.41	(87.67)	107.07
101-201.000-725.200	LIFE INSURANCE	243.00	253.56	20.25	(10.56)	104.35
101-201.000-853.000	PHONE/COMM/INTERNET	0.00	100.00	50.00	(100.00)	100.00
101-201.000-861.000	MILEAGE	250.00	437.50	0.00	(187.50)	175.00
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	8,200.00	1,627.95	0.00	6,572.05	19.85
101-201.000-914.000	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-201.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-201.000-955.000	SUNDRY	250.00	120.00	0.00	130.00	48.00
101-201.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	2,000.00	1,452.75	225.00	547.25	72.64
101-201.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	0.00	0.00	0.00	0.00	0.00
101-201.000-980.600	RESERVE FOR SOFTWARE REPLACEMENT	0.00	0.00	0.00	0.00	0.00
Total Dept 201.000 - ACCOUNTING		286,503.00	320,077.92	34,481.02	(33,574.92)	111.72
Dept 215.000 - CLERK'S OFFICE						
101-215.000-702.000	FULL-TIME EMPLOYEE SALARIES	97,985.00	64,576.69	4,960.30	33,408.31	65.90
101-215.000-702.500	LEAVE TIME PAYOUT	0.00	0.00	0.00	0.00	0.00
101-215.000-703.200	ELECTED OFFICIALS SALARIES	80,453.00	71,479.25	6,188.68	8,973.75	88.85
101-215.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-215.000-709.000	TOWNSHIP FICA	14,200.00	11,025.37	888.78	3,174.63	77.64
101-215.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
101-215.000-713.000	OVERTIME	7,500.00	7,045.82	417.30	454.18	93.94
101-215.000-716.000	DEFINED CONTRIBUTION	16,300.00	18,667.85	3,053.34	(2,367.85)	114.53
101-215.000-718.000	HEALTH/DENTAL/VISION INSURANCE	62,820.00	47,874.13	6,860.52	14,945.87	76.21
101-215.000-725.100	LONG/SHORT TERM DISABILITY	1,100.00	907.25	43.74	192.75	82.48
101-215.000-725.200	LIFE INSURANCE	226.00	178.58	9.33	47.42	79.02
101-215.000-752.000	SUPPLIES & SMALL EQUIPMENT	0.00	3.98	3.98	(3.98)	100.00
101-215.000-853.000	PHONE/COMM/INTERNET	1,000.00	935.00	85.00	65.00	93.50
101-215.000-861.000	MILEAGE	750.00	316.72	0.00	433.28	42.23
101-215.000-910.000	PROFESSIONAL DEVELOPMENT	5,000.00	6,082.82	(59.99)	(1,082.82)	121.66
101-215.000-914.000	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-215.000-931.000	EQUIPMENT MAINT/REPAIR	500.00	37.99	0.00	462.01	7.60
101-215.000-955.000	SUNDRY	2,000.00	2,210.45	1,549.50	(210.45)	110.52
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	1,000.00	1,120.42	0.00	(120.42)	112.04
101-215.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	5,000.00	5,000.00	0.00	0.00	100.00
Total Dept 215.000 - CLERK'S OFFICE		295,834.00	237,462.32	24,000.48	58,371.68	80.27
Dept 228.000 - TECHNICAL/UTILITIES SERVICES						
101-228.000-702.000	FULL-TIME EMPLOYEE SALARIES	132,400.00	125,056.74	10,342.73	7,343.26	94.45
101-228.000-702.500	LEAVE TIME PAYOUT	2,605.00	1,335.88	0.00	1,269.12	51.28
101-228.000-704.000	PART-TIME EMPLOYEE SALARIES	30,701.00	11,309.51	0.00	19,391.49	36.84
101-228.000-707.000	TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-228.000-709.000	TOWNSHIP FICA	12,575.00	10,740.30	813.02	1,834.70	85.41
101-228.000-712.000	PAY IN LIEU OF MEDICAL INS	3,000.00	2,750.00	250.00	250.00	91.67
101-228.000-713.000	OVERTIME	250.00	81.66	0.00	168.34	32.66
101-228.000-716.000	DEFINED CONTRIBUTION	11,300.00	14,633.61	2,358.64	(3,333.61)	
101-228.000-718.000	HEALTH/DENTAL/VISION INSURANCE	15,705.00	17,173.35	2,616.94	(1,468.35)	
101-228.000-725.100	LONG/SHORT TERM DISABILITY	5756.00	847.35	67.60	(272.35)	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
101-228.000-725.200	LIFE INSURANCE	138.00	144.20	11.27	(6.20)	104.49
101-228.000-861.000	MILEAGE	150.00	213.91	0.00	(63.91)	142.61
101-228.000-910.000	PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
101-228.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-228.000-948.000	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00
101-228.000-955.000	SUNDRY	0.00	55.00	55.00	(55.00)	100.00
101-228.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	0.00	0.00	0.00	0.00	0.00
101-228.000-965.100	CONTRACTED SUPPORT	0.00	0.00	0.00	0.00	0.00
101-228.000-980.000	OFFICE EQUIP & FURNITURE	0.00	0.00	0.00	0.00	0.00
101-228.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
Total Dept 228.000 - TECHNICAL/UTILITIES SERVICES		209,399.00	184,341.51	16,515.20	25,057.49	88.03
Dept 229.000 - COMPUTER/CABLE						
101-229.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-229.000-709.000	TOWNSHIP FICA	0.00	0.00	0.00	0.00	0.00
101-229.000-853.000	PHONE/COMM/INTERNET	4,000.00	3,765.86	358.96	234.14	94.15
101-229.000-910.000	PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	1,000.00	0.00
101-229.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
101-229.000-933.000	SOFTWARE MAINTENANCE	95,000.00	108,173.97	1,438.60	(13,173.97)	113.87
101-229.000-946.000	ENGINEERING SERVICES	3,000.00	135.00	0.00	2,865.00	4.50
101-229.000-955.000	SUNDRY	250.00	0.00	0.00	250.00	0.00
101-229.000-980.000	CAPITAL EQUIPMENT	59,000.00	16,043.69	4,000.00	42,956.31	27.19
101-229.000-980.500	RESERVE FOR CABLE TV EQUIP PURCHASE	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 229.000 - COMPUTER/CABLE		164,750.00	128,118.52	5,797.56	36,631.48	77.77
Dept 247.000 - Board of Review						
101-247.000-704.100	PER DIEM	2,800.00	1,105.00	0.00	1,695.00	39.46
101-247.000-709.000	TOWNSHIP FICA	215.00	84.54	0.00	130.46	39.32
101-247.000-900.000	LEGAL NOTICES/ADVERTISING	500.00	315.00	0.00	185.00	63.00
101-247.000-955.000	SUNDRY	50.00	98.51	68.51	(48.51)	197.02
Total Dept 247.000 - Board of Review		3,565.00	1,603.05	68.51	1,961.95	44.97
Dept 253.000 - Treasurer						
101-253.000-702.000	FULL-TIME EMPLOYEE SALARIES	69,471.00	62,480.67	5,969.74	6,990.33	89.94
101-253.000-703.200	ELECTED OFFICIALS SALARIES	40,226.00	36,931.66	3,094.34	3,294.34	91.81
101-253.000-704.000	PART-TIME EMPLOYEE SALARIES	50,100.00	50,548.68	4,385.37	(448.68)	100.90
101-253.000-709.000	TOWNSHIP FICA	12,300.00	11,488.64	1,030.62	811.36	93.40
101-253.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
101-253.000-713.000	OVERTIME	400.00	110.68	0.00	289.32	27.67
101-253.000-716.000	DEFINED CONTRIBUTION	12,900.00	11,375.14	1,706.41	1,524.86	88.18
101-253.000-718.000	HEALTH/DENTAL/VISION INSURANCE	44,870.00	44,872.26	7,476.92	(2.26)	100.01
101-253.000-725.100	LONG/SHORT TERM DISABILITY	445.00	453.83	37.90	(8.83)	101.98
101-253.000-725.200	LIFE INSURANCE	81.00	81.00	6.75	0.00	100.00
101-253.000-826.000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
101-253.000-851.000	POSTAGE	8,900.00	10,832.33	0.00	(1,932.33)	
101-253.000-853.000	PHONE/COMM/INTERNET	1,020.00	885.00	85.00	135.00	
101-253.000-861.000	MILEAGE	600.00	1,122.60	370.54	(522.60)	

Item 22.

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
101-253.000-902.100	TAX ROLL PREP/TAX BILL PREP	4,500.00	2,090.18	0.00	2,409.82	46.45
101-253.000-910.000	PROFESSIONAL DEVELOPMENT	0.00	98.00	98.00	(98.00)	100.00
101-253.000-914.000	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-253.000-916.000	TRAINING	2,650.00	2,550.10	33.50	99.90	96.23
101-253.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
101-253.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-253.000-955.000	SUNDRY	250.00	235.83	120.00	14.17	94.33
101-253.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	750.00	827.00	0.00	(77.00)	110.27
101-253.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	0.00	0.00	0.00	0.00	0.00
101-253.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
Total Dept 253.000 - Treasurer		249,463.00	236,983.60	24,415.09	12,479.40	95.00
Dept 257.000 - Assessing						
101-257.000-702.000	FULL-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-257.000-709.000	TOWNSHIP FICA	0.00	0.00	0.00	0.00	0.00
101-257.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
101-257.000-713.000	OVERTIME	0.00	0.00	0.00	0.00	0.00
101-257.000-716.000	DEFINED CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-257.000-718.000	HEALTH/DENTAL/VISION INSURANCE	0.00	0.00	0.00	0.00	0.00
101-257.000-725.100	LONG/SHORT TERM DISABILITY	0.00	0.00	0.00	0.00	0.00
101-257.000-725.200	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-257.000-752.000	SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101-257.000-759.000	VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00
101-257.000-801.000	CONTRACTUAL SERVICES	330,500.00	323,924.25	27,255.75	6,575.75	98.01
101-257.000-853.000	PHONE/COMM/INTERNET	0.00	0.00	0.00	0.00	0.00
101-257.000-861.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-257.000-900.000	LEGAL NOTICES/ADVERTISING	0.00	0.00	0.00	0.00	0.00
101-257.000-902.200	ASSESSMENT ROLL PREP	6,500.00	5,736.61	0.00	763.39	88.26
101-257.000-910.000	PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
101-257.000-914.000	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-257.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
101-257.000-932.000	VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-257.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-257.000-955.000	SUNDRY	500.00	0.00	0.00	500.00	0.00
101-257.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	0.00	0.00	0.00	0.00	0.00
101-257.000-980.000	OFFICE EQUIP & FURNITURE	0.00	0.00	0.00	0.00	0.00
101-257.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00
101-257.000-981.000	CAPITAL EXPENSE - VEHICLE	0.00	0.00	0.00	0.00	0.00
101-257.000-981.500	RESERVE FOR VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00
Total Dept 257.000 - Assessing		337,500.00	329,660.86	27,255.75	7,839.14	97.68
Dept 262.000 - Elections						
101-262.000-702.000	FULL-TIME EMPLOYEE SALARIES	104,825.00	88,633.15	5,486.06	16,191.85	84.55
101-262.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-262.000-707.000	TEMPORARY EMPLOYEES	66,500.00	66,480.32	1,786.00	19.68	99.97
101-262.000-709.000	TOWNSHIP FICA	16,000.00	9,304.57	588.25	6,695.43	58.15
101-262.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
101-262.000-713.000	OVERTIME	25,000.00	9,491.83	417.30	15,508.17	
101-262.000-716.000	DEFINED CONTRIBUTION	11,600.00	12,728.48	1,721.68	(1,128.48)	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
101-262.000-718.000	HEALTH/DENTAL/VISION INSURANCE	44,862.00	42,068.51	4,673.07	2,793.49	93.77
101-262.000-725.100	LONG/SHORT TERM DISABILITY	660.00	659.49	65.18	0.51	99.92
101-262.000-725.200	LIFE INSURANCE	162.00	156.83	15.19	5.17	96.81
101-262.000-752.001	SUPPLIES FOR ELECTIONS	25,000.00	20,933.65	60.00	4,066.35	83.73
101-262.000-861.000	MILEAGE	750.00	361.41	273.06	388.59	48.19
101-262.000-900.000	LEGAL NOTICES/ADVERTISING	2,500.00	210.00	0.00	2,290.00	8.40
101-262.000-910.000	PROFESSIONAL DEVELOPMENT	1,144.00	6,346.18	5,202.18	(5,202.18)	554.74
101-262.000-931.000	EQUIPMENT MAINT/REPAIR	9,000.00	7,838.00	0.00	1,162.00	87.09
101-262.000-955.000	SUNDRY	13,000.00	12,927.87	0.00	72.13	99.45
101-262.000-980.000	OFFICE EQUIP & FURNITURE	5,000.00	3,531.30	0.00	1,468.70	70.63
101-262.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 262.000 - Elections		331,003.00	281,671.59	20,287.97	49,331.41	85.10
Dept 265.000 - Township Buildings						
101-265.000-702.000	FULL-TIME EMPLOYEE SALARIES	102,848.00	64,845.34	4,438.68	38,002.66	63.05
101-265.000-702.500	LEAVE TIME PAYOUT	0.00	0.00	0.00	0.00	0.00
101-265.000-704.000	PART-TIME EMPLOYEE SALARIES	63,400.00	63,967.54	10,385.49	(567.54)	100.90
101-265.000-709.000	TOWNSHIP FICA	13,800.00	11,737.28	1,358.47	2,062.72	85.05
101-265.000-713.000	OVERTIME	5,500.00	5,374.29	49.43	125.71	97.71
101-265.000-716.000	DEFINED CONTRIBUTION	9,850.00	10,863.98	1,903.88	(1,013.98)	110.29
101-265.000-718.000	HEALTH/DENTAL/VISION INSURANCE	32,041.00	31,314.00	5,340.20	727.00	97.73
101-265.000-725.100	LONG/SHORT TERM DISABILITY	660.00	672.16	57.88	(12.16)	101.84
101-265.000-725.200	LIFE INSURANCE	172.00	168.72	14.34	3.28	98.09
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	7,000.00	7,706.65	346.86	(706.65)	110.10
101-265.000-758.000	DIESEL FUEL	5,500.00	2,997.61	626.98	2,502.39	54.50
101-265.000-759.000	VEHICLE FUEL	8,000.00	7,696.32	1,829.42	303.68	96.20
101-265.000-768.000	UNIFORMS/ACCESSORIES	3,500.00	3,292.91	61.48	207.09	94.08
101-265.000-801.000	CONTRACTUAL SERVICES	2,000.00	1,776.00	129.00	224.00	88.80
101-265.000-822.000	PERMIT FEES	0.00	0.00	0.00	0.00	0.00
101-265.000-853.000	PHONE/COMM/INTERNET	420.00	350.00	35.00	70.00	83.33
101-265.000-861.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-265.000-910.000	PROFESSIONAL DEVELOPMENT	550.00	550.81	0.00	(0.81)	100.15
101-265.000-917.000	SEWER USAGE	4,000.00	3,358.80	1,119.60	641.20	83.97
101-265.000-919.000	TRASH DISPOSAL	1,700.00	1,540.33	130.63	159.67	90.61
101-265.000-920.000	ELECTRIC	20,000.00	18,584.09	2,960.60	1,415.91	92.92
101-265.000-921.000	NATURAL GAS/HEAT	5,000.00	5,786.26	314.68	(786.26)	115.73
101-265.000-930.000	MAINTENANCE TWP HALL	10,000.00	12,667.28	1,475.00	(2,667.28)	126.67
101-265.000-930.004	MAINTENANCE DPW GARAGE/OLD PACKR	3,000.00	5,524.66	1,734.34	(2,524.66)	184.16
101-265.000-930.008	MAINTENANCE LIBRARY	1,500.00	1,060.29	0.00	439.71	70.69
101-265.000-930.012	MAINTENANCE OLD LIBRARY	0.00	0.00	0.00	0.00	0.00
101-265.000-930.020	MAINTENANCE - FERTILIZER	1,500.00	1,268.78	271.89	231.22	84.59
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	7,500.00	8,104.01	429.30	(604.01)	108.05
101-265.000-932.000	VEHICLE MAINTENANCE	6,000.00	9,200.08	1,676.83	(3,200.08)	153.33
101-265.000-955.000	SUNDRY	500.00	1,114.72	482.00	(614.72)	222.94
101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	55,000.00	55,274.51	5,685.50	(274.51)	100.50
101-265.000-980.100	ARPA FUNDS STORAGE FACILITY	169,952.42	162,997.64	0.00	6,954.78	95.91
101-265.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	1,500.00	0.00	0.00	1,500.00	0.00
101-265.000-981.000	CAPITAL EXPENSE - VEHICLE	0.00	0.00	0.00	0.00	0.00
101-265.000-981.500	RESERVE FOR VEHICLE PURCHASE	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 265.000 - Township Buildings		547,393.42	499,795.06	42,857.48	47,598.36	91.99

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
Dept 275.000 - OTHER EXPENSES						
101-275.000-704.200	PORTAGE/BASE LAKES GROSS WAGES	1,500.00	500.00	500.00	1,000.00	33.33
101-275.000-708.000	UNEMPLOYMENT COMPENSATION	800.00	469.71	0.00	330.29	58.71
101-275.000-709.000	TOWNSHIP FICA	115.00	39.09	38.26	75.91	33.99
101-275.000-718.500	HEALTH CARE REIMBURSEMENT	80,000.00	71,688.19	4,932.98	8,311.81	89.61
101-275.000-727.000	WORKERS' COMPENSATION	10,000.00	12,226.04	8,142.51	(2,226.04)	122.26
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	18,500.00	22,595.79	2,936.09	(4,095.79)	122.14
101-275.000-801.000	CONTRACTUAL SERVICES	12,500.00	7,029.37	0.00	5,470.63	56.23
101-275.000-802.100	ROAD MAINTENANCE	7,500.00	0.00	0.00	7,500.00	0.00
101-275.000-840.000	LIABILITY/CASUALTY INSURANCE	25,000.00	22,010.27	0.00	2,989.73	88.04
101-275.000-851.000	POSTAGE	17,500.00	10,290.00	0.00	7,210.00	58.80
101-275.000-853.000	PHONE/COMM/INTERNET	6,000.00	3,150.11	252.08	2,849.89	52.50
101-275.000-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,491.92	1,491.92	(1,491.92)	100.00
101-275.000-931.000	EQUIPMENT MAINT/REPAIR	2,500.00	1,474.74	0.00	1,025.26	58.99
101-275.000-933.200	RECORD RETENTION PROJECT	0.00	0.00	0.00	0.00	0.00
101-275.000-946.000	ENGINEERING SERVICES	3,500.00	0.00	0.00	3,500.00	0.00
101-275.000-953.000	PAYROLL PROCESSING	12,500.00	15,629.76	1,167.04	(3,129.76)	125.04
101-275.000-954.000	AUDIT	28,780.00	29,640.00	0.00	(860.00)	102.99
101-275.000-955.000	SUNDRY	2,200.00	4,795.88	0.00	(2,595.88)	217.99
101-275.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	500.00	2,800.23	432.00	(2,300.23)	560.05
101-275.000-960.000	FOIA EXPENSES	100.00	98.43	0.00	1.57	98.43
101-275.000-967.200	ADA COMPLIANCE PROJECTS	20,000.00	0.00	0.00	20,000.00	0.00
101-275.000-980.000	OFFICE EQUIP & FURNITURE	8,100.00	0.00	0.00	8,100.00	0.00
101-275.000-985.591	LCWA WELL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
101-275.000-995.208	TRANSFER OUT RECREATION FUND	400,000.00	266,666.64	0.00	133,333.36	66.67
101-275.000-995.591	TRANSFER OUT WATER FUND	154,000.00	141,166.74	12,833.34	12,833.26	91.67
Total Dept 275.000 - OTHER EXPENSES		811,595.00	613,762.91	32,726.22	197,832.09	75.62
Dept 345.000 - Public Safety (Police & Fire)						
101-345.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	0.00	0.00	0.00	0.00
101-345.000-704.100	PER DIEM	1,040.00	585.00	0.00	455.00	56.25
101-345.000-709.000	TOWNSHIP FICA	60.00	44.72	0.00	15.28	74.53
101-345.000-995.207	TRANSFER OUT POLICE OPERATIONS	0.00	0.00	0.00	0.00	0.00
Total Dept 345.000 - Public Safety (Police & Fire)		1,100.00	629.72	0.00	470.28	57.25
Dept 448.000 - Street Lighting						
101-448.000-926.000	STREET LIGHTING	17,500.00	13,548.81	1,431.43	3,951.19	77.42
Total Dept 448.000 - Street Lighting		17,500.00	13,548.81	1,431.43	3,951.19	77.42
Dept 567.000 - CEMETERY						
101-567.000-704.000	PART-TIME EMPLOYEE SALARIES	11,318.00	15,673.66	1,970.62	(4,355.66)	138.48
101-567.000-704.100	PER DIEM	0.00	0.00	0.00	0.00	0.00
101-567.000-709.000	TOWNSHIP FICA	925.00	1,223.70	153.14	(298.70)	132.29
101-567.000-713.000	OVERTIME	0.00	0.00	0.00	0.00	0.00
101-567.000-759.000	VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00
101-567.000-801.000	CONTRACTUAL SERVICES	20,000.00	25,550.00	6,030.00	(5,550.00)	
101-567.000-853.000	PHONE/COMM/INTERNET	420.00	385.00	35.00	35.00	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	YTD BALANCE 05/31/2023	MONTH 05/31/2023	MONTH 05/31/2023		
Fund 101 - General Fund							
Expenditures							
101-567.000-861.000	MILEAGE	0.00	0.00	0.00		0.00	0.00
101-567.000-931.000	EQUIPMENT MAINT/REPAIR	5,000.00	1,696.00	0.00		3,304.00	33.92
101-567.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00		0.00	0.00
101-567.000-949.000	MAUS COMMISSION EXP	0.00	0.00	0.00		0.00	0.00
101-567.000-949.500	MAUSOLEUM MARKETING EXPENSE	0.00	0.00	0.00		0.00	0.00
101-567.000-955.000	SUNDRY	6,350.00	6,748.19	70.30		(398.19)	106.27
101-567.000-980.000	OFFICE EQUIP & FURNITURE	0.00	0.00	0.00		0.00	0.00
101-567.000-991.000	DEBT SERVICE PRINCIPAL	0.00	0.00	0.00		0.00	0.00
101-567.000-992.000	INTEREST EXPENSE	0.00	0.00	0.00		0.00	0.00
Total Dept 567.000 - CEMETERY		44,013.00	51,276.55	8,259.06		(7,263.55)	116.50
Dept 701.000 - Planning Commission							
101-701.000-704.000	PART-TIME EMPLOYEE SALARIES	1,200.00	470.00	0.00		730.00	39.17
101-701.000-704.100	PER DIEM	5,640.00	2,495.00	0.00		3,145.00	44.24
101-701.000-709.000	TOWNSHIP FICA	523.00	226.77	0.00		296.23	43.36
101-701.000-752.000	SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00		0.00	0.00
101-701.000-826.000	LEGAL FEES	1,000.00	0.00	0.00		1,000.00	0.00
101-701.000-900.000	LEGAL NOTICES/ADVERTISING	500.00	535.00	0.00		(35.00)	107.00
101-701.000-910.000	PROFESSIONAL DEVELOPMENT	500.00	0.00	0.00		500.00	0.00
101-701.000-946.000	ENGINEERING SERVICES	0.00	0.00	0.00		0.00	0.00
101-701.000-955.000	SUNDRY	0.00	0.00	0.00		0.00	0.00
101-701.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	0.00	0.00	0.00		0.00	0.00
Total Dept 701.000 - Planning Commission		9,363.00	3,726.77	0.00		5,636.23	39.80
Dept 702.000 - PLANNING AND ZONING							
101-702.000-702.000	FULL-TIME EMPLOYEE SALARIES	124,750.00	103,930.91	10,263.43		20,819.09	83.31
101-702.000-704.000	PART-TIME EMPLOYEE SALARIES	95,276.00	36,312.41	2,205.24		58,963.59	38.11
101-702.000-704.100	PER DIEM	4,020.00	2,745.00	325.00		1,275.00	68.28
101-702.000-707.000	Temporary Salary	0.00	0.00	0.00		0.00	0.00
101-702.000-709.000	TOWNSHIP FICA	17,250.00	11,711.27	1,006.12		5,538.73	67.89
101-702.000-712.000	PAY IN LIEU OF MEDICAL INS	3,000.00	750.00	0.00		2,250.00	25.00
101-702.000-713.000	OVERTIME	600.00	519.36	0.00		80.64	86.56
101-702.000-716.000	DEFINED CONTRIBUTION	13,900.00	12,110.91	2,322.81		1,789.09	87.13
101-702.000-718.000	HEALTH/DENTAL/VISION INSURANCE	39,110.00	35,253.32	7,476.92		3,856.68	90.14
101-702.000-725.100	LONG/SHORT TERM DISABILITY	753.00	723.67	68.51		29.33	96.10
101-702.000-725.200	LIFE INSURANCE	162.00	155.02	13.50		6.98	95.69
101-702.000-752.010	ADDRESS SIGNS	0.00	0.00	0.00		0.00	0.00
101-702.000-759.000	VEHICLE FUEL	0.00	0.00	0.00		0.00	0.00
101-702.000-826.000	LEGAL FEES	8,000.00	10,462.50	2,590.00		(2,462.50)	130.78
101-702.000-853.000	PHONE/COMM/INTERNET	1,760.00	920.00	85.00		840.00	52.27
101-702.000-861.000	MILEAGE	200.00	148.03	0.00		51.97	74.02
101-702.000-900.000	LEGAL NOTICES/ADVERTISING	1,680.00	2,210.00	160.00		(530.00)	131.55
101-702.000-910.000	PROFESSIONAL DEVELOPMENT	960.00	1,049.15	0.00		(89.15)	109.29
101-702.000-914.000	TUITION REIMBURSEMENT	0.00	3,000.50	0.00		(3,000.50)	100.00
101-702.000-933.000	SOFTWARE MAINTENANCE	0.00	0.00	0.00		0.00	0.00
101-702.000-946.000	ENGINEERING SERVICES	3,000.00	0.00	0.00		3,000.00	0.00
101-702.000-951.000	STORM WATER DISCHARGE	500.00	500.00	0.00		0.00	0.00
101-702.000-955.000	SUNDRY	300.00	498.06	178.29		(198.06)	
101-702.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	2,700.00	413.00	0.00		2,287.00	

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GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Expenditures						
101-702.000-981.500	RESERVE FOR VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00
Total Dept 702.000 - PLANNING AND ZONING		317,921.00	223,413.11	26,694.82	94,507.89	70.27
Dept 703.000 - LAKES, RIVERS & STREAMS						
101-703.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	0.00	0.00	0.00	0.00	0.00
101-703.000-967.000	SPECIAL PROJECTS	58,750.00	58,995.31	444.19	(245.31)	100.42
101-703.000-975.500	RESERVE FOR RIVER WEED HARVESTING	0.00	0.00	0.00	0.00	0.00
Total Dept 703.000 - LAKES, RIVERS & STREAMS		58,750.00	58,995.31	444.19	(245.31)	100.42
Dept 803.000 - HISTORICAL MUSEUM						
101-803.000-704.000	PART-TIME EMPLOYEE SALARIES	0.00	(437.37)	0.00	437.37	100.00
101-803.000-709.000	TOWNSHIP FICA	0.00	51.07	0.00	(51.07)	100.00
101-803.000-752.000	SUPPLIES & SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101-803.000-853.000	PHONE/COMM/INTERNET	0.00	137.97	0.00	(137.97)	100.00
101-803.000-917.000	SEWER USAGE	0.00	0.00	0.00	0.00	0.00
101-803.000-920.000	ELECTRIC	0.00	0.00	0.00	0.00	0.00
101-803.000-921.000	NATURAL GAS/HEAT	0.00	0.00	0.00	0.00	0.00
101-803.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
Total Dept 803.000 - HISTORICAL MUSEUM		0.00	(248.33)	0.00	248.33	100.00
TOTAL EXPENDITURES		6,102,188.42	3,555,037.00	288,357.77	2,547,151.42	58.26
Fund 101 - General Fund:						
TOTAL REVENUES		6,102,188.42	4,403,123.86	128,240.67	1,699,064.56	72.16
TOTAL EXPENDITURES		6,102,188.42	3,555,037.00	288,357.77	2,547,151.42	58.26
NET OF REVENUES & EXPENDITURES		0.00	848,086.86	(160,117.10)	(848,086.86)	100.00
Fund 204 - Road Fund						
Revenues						
Dept 000.000						
204-000.000-402.000	CURRENT PROPERTY TAX	1,208,691.00	1,208,675.16	0.00	15.84	100.00
204-000.000-412.000	DELINQUENT PP TAX	4,000.00	2,591.21	0.00	1,408.79	64.78
204-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	(221.19)	0.00	221.19	100.00
204-000.000-664.000	INTEREST REVENUE	6,300.00	14,473.12	3,804.86	(8,173.12)	229.73
204-000.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
204-000.000-699.373	TRANS IN FROM HURON RIVER	0.00	0.00	0.00	0.00	0.00
204-000.000-699.999	APPROPRIATION FROM SURPLUS	140,409.00	0.00	0.00	140,409.00	0.00
Total Dept 000.000		1,359,400.00	1,225,518.30	3,804.86	133,881.70	90.15
TOTAL REVENUES		1,359,400.00	1,225,518.30	3,804.86	133,881.70	
Expenditures						

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 204 - Road Fund						
Expenditures						
Dept 000.000						
204-000.000-801.000	CONTRACTUAL SERVICES	2,400.00	2,406.92	0.00	(6.92)	100.29
204-000.000-802.000	ROAD IMPROVEMENT	1,357,000.00	1,295,679.23	0.00	61,320.77	95.48
Total Dept 000.000		1,359,400.00	1,298,086.15	0.00	61,313.85	95.49
TOTAL EXPENDITURES		1,359,400.00	1,298,086.15	0.00	61,313.85	95.49
Fund 204 - Road Fund:						
TOTAL REVENUES		1,359,400.00	1,225,518.30	3,804.86	133,881.70	90.15
TOTAL EXPENDITURES		1,359,400.00	1,298,086.15	0.00	61,313.85	95.49
NET OF REVENUES & EXPENDITURES		0.00	(72,567.85)	3,804.86	72,567.85	100.00
Fund 206 - Fire Fund						
Revenues						
Dept 000.000						
206-000.000-402.000	CURRENT PROPERTY TAX	2,063,365.00	2,063,362.64	0.00	2.36	100.00
206-000.000-412.000	DELINQUENT PP TAX	100.00	20.29	0.00	79.71	20.29
206-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	(381.17)	0.00	381.17	100.00
206-000.000-441.000	PERS PROPERTY TAX REIMB - STATE OF MI	5,000.00	4,456.93	0.00	543.07	89.14
206-000.000-501.000	FEDERAL GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
206-000.000-540.000	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
206-000.000-626.200	FIRE TRAINING REVENUE	0.00	0.00	0.00	0.00	0.00
206-000.000-628.000	FIRE INSPECTION FEES	0.00	150.00	50.00	(150.00)	100.00
206-000.000-636.000	COPIES/MAPS	0.00	(424.36)	(456.00)	424.36	100.00
206-000.000-664.000	INTEREST REVENUE	16,000.00	23,534.35	4,834.48	(7,534.35)	147.09
206-000.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	2,500.00	0.00	0.00	2,500.00	0.00
206-000.000-676.000	REIMBURSEMENTS & COST RECOVERY	1,500.00	1,250.00	0.00	250.00	83.33
206-000.000-677.000	SUNDRY	50.00	5.00	0.00	45.00	10.00
206-000.000-693.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
206-000.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
206-000.000-699.999	APPROPRIATION FROM SURPLUS	216,373.00	0.00	0.00	216,373.00	0.00
Total Dept 000.000		2,304,888.00	2,091,973.68	4,428.48	212,914.32	90.76
TOTAL REVENUES		2,304,888.00	2,091,973.68	4,428.48	212,914.32	90.76
Expenditures						
Dept 000.000						
206-000.000-702.000	FULL-TIME EMPLOYEE SALARIES	444,000.00	428,329.22	38,135.60	15,670.78	96.47
206-000.000-702.500	LEAVE TIME PAYOUT	5,154.00	2,560.80	0.00	2,593.20	49.69
206-000.000-704.000	PART-TIME EMPLOYEE SALARIES	40,000.00	30,371.18	2,508.98	9,628.82	75.93
206-000.000-704.500	PART TIME FIRE FIGHTERS	500,000.00	541,747.39	54,550.38	(41,747.39)	108.35
206-000.000-709.000	TOWNSHIP FICA	82,500.00	89,504.64	8,342.24	(7,004.64)	108.49
206-000.000-712.000	PAY IN LIEU OF MEDICAL INS	4,200.00	3,850.00	350.00	350.00	91.67
206-000.000-713.000	OVERTIME	142,000.00	148,942.34	13,234.93	(6,942.34)	105.59
206-000.000-714.000	LONGEVITY PAY	10,500.00	11,559.43	0.00	(1,059.43)	110.08
206-000.000-716.000	DEFINED CONTRIBUTION	50,000.00	61,343.07	11,475.76	(11,343.07)	122.69

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GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 206 - Fire Fund						
Expenditures						
206-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	116,800.00	114,847.57	19,063.06	1,952.43	98.33
206-000.000-725.100	LONG/SHORT TERM DISABILITY	7,000.00	7,220.93	210.97	(220.93)	103.16
206-000.000-725.200	LIFE INSURANCE	470.00	511.25	39.20	(41.25)	108.78
206-000.000-727.000	WORKERS' COMPENSATION	56,800.00	42,562.07	26,731.69	14,237.93	74.93
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	15,500.00	19,219.20	4,154.79	(3,719.20)	123.99
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	20,000.00	14,902.99	3,729.56	5,097.01	74.51
206-000.000-758.000	DIESEL FUEL	550.00	376.83	0.00	173.17	68.51
206-000.000-759.000	VEHICLE FUEL	30,000.00	32,792.09	5,488.10	(2,792.09)	109.31
206-000.000-768.000	UNIFORMS/ACCESSORIES	22,200.00	24,783.01	93.49	(2,583.01)	111.64
206-000.000-768.100	TURN OUT GEAR	50,000.00	36,246.41	4,663.20	13,753.59	72.49
206-000.000-801.000	CONTRACTUAL SERVICES	27,000.00	26,980.84	0.00	19.16	99.93
206-000.000-826.000	LEGAL FEES	8,000.00	745.00	0.00	7,255.00	9.31
206-000.000-840.000	LIABILITY/CASUALTY INSURANCE	39,000.00	38,655.88	0.00	344.12	99.12
206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION	28,000.00	24,170.00	0.00	3,830.00	86.32
206-000.000-853.000	PHONE/COMM/INTERNET	11,000.00	7,826.46	975.85	3,173.54	71.15
206-000.000-870.000	HAZMAT YEARLY DUES	4,000.00	3,000.00	0.00	1,000.00	75.00
206-000.000-900.000	LEGAL NOTICES/ADVERTISING	0.00	0.00	0.00	0.00	0.00
206-000.000-914.000	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
206-000.000-916.000	TRAINING	25,000.00	24,361.74	742.49	638.26	97.45
206-000.000-916.500	FIRE PREVENTION	7,500.00	2,495.63	0.00	5,004.37	33.28
206-000.000-917.000	SEWER USAGE	2,000.00	1,866.00	622.00	134.00	93.30
206-000.000-918.000	WATER USAGE	2,000.00	1,375.50	75.00	624.50	68.78
206-000.000-919.000	TRASH DISPOSAL	3,500.00	3,439.10	246.76	60.90	98.26
206-000.000-920.000	ELECTRIC	35,000.00	42,008.79	4,192.86	(7,008.79)	120.03
206-000.000-920.100	SIREN ELECTRIC USAGE	2,000.00	1,643.32	241.92	356.68	82.17
206-000.000-930.003	MAINTENANCE FIRE HALL	108,000.00	118,035.59	1,308.23	(10,035.59)	109.29
206-000.000-930.020	MAINTENANCE - FERTILIZER	2,500.00	1,510.00	420.00	990.00	60.40
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	14,000.00	10,724.55	0.00	3,275.45	76.60
206-000.000-931.100	EMERGENCY SIREN MAINTENANCE/REPAIRS	4,000.00	766.79	0.00	3,233.21	19.17
206-000.000-932.000	VEHICLE MAINTENANCE	60,000.00	41,613.11	10,086.27	18,386.89	69.36
206-000.000-933.000	SOFTWARE MAINTENANCE	4,000.00	6,778.58	762.60	(2,778.58)	169.46
206-000.000-955.000	SUNDRY	3,000.00	1,888.49	439.99	1,111.51	62.95
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	7,500.00	10,066.49	1,480.00	(2,566.49)	134.22
206-000.000-967.000	SPECIAL PROJECTS	10,000.00	4,324.99	0.00	5,675.01	43.25
206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	205,500.00	72,470.67	17,575.00	133,029.33	35.27
206-000.000-981.000	CAPITAL EXPENSE - VEHICLE	94,714.00	93,627.80	0.00	1,086.20	98.85

Total Dept 000.000	2,304,888.00	2,152,045.74	231,940.92	152,842.26	93.37
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TOTAL EXPENDITURES	2,304,888.00	2,152,045.74	231,940.92	152,842.26	93.37
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Fund 206 - Fire Fund:					
TOTAL REVENUES	2,304,888.00	2,091,973.68	4,428.48	212,914.32	90.76
TOTAL EXPENDITURES	2,304,888.00	2,152,045.74	231,940.92	152,842.26	93.37
NET OF REVENUES & EXPENDITURES	0.00	(60,072.06)	(227,512.44)	60,072.06	100.00

Fund 207 - Police Fund  
Revenues

Dept 000.000	14				
207-000.000-402.000	CURRENT PROPERTY TAX	2,978,850.00	2,978,851.33	0.00	(1.33)

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 207 - Police Fund						
Revenues						
207-000.000-412.000	DELINQUENT PP TAX	100.00	29.29	0.00	70.71	29.29
207-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	(550.25)	0.00	550.25	100.00
207-000.000-441.000	PERS PROPERTY TAX REIMB - STATE OF MI	6,500.00	6,434.28	0.00	65.72	98.99
207-000.000-480.000	LIQUOR LICENSE FEES	9,700.00	9,682.20	0.00	17.80	99.82
207-000.000-481.000	SOLICITATION FEES	100.00	180.00	0.00	(80.00)	180.00
207-000.000-501.000	FEDERAL GRANT REVENUE	2,500.00	0.00	0.00	2,500.00	0.00
207-000.000-628.100	INSPECTION FEES	6,800.00	2,400.00	1,200.00	4,400.00	35.29
207-000.000-629.000	GUN PERM/FINGERPRINTS/VIN INSP	200.00	225.00	20.00	(25.00)	112.50
207-000.000-629.100	BREATHALIZER TEST REQUIRED	0.00	35.00	0.00	(35.00)	100.00
207-000.000-630.200	SALVAGE VEHICLE INSPECTION	100.00	0.00	0.00	100.00	0.00
207-000.000-636.000	COPIES/MAPS	1,000.00	1,284.75	70.00	(284.75)	128.48
207-000.000-657.000	ORDINANCE FINES	10,000.00	9,006.63	791.35	993.37	90.07
207-000.000-664.000	INTEREST REVENUE	4,300.00	8,957.37	2,066.26	(4,657.37)	208.31
207-000.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	2,500.00	922.00	0.00	1,578.00	36.88
207-000.000-676.000	REIMBURSEMENTS & COST RECOVERY	2,000.00	2,548.17	215.00	(548.17)	127.41
207-000.000-676.200	OVERTIME REIMB - OTHER	2,500.00	1,099.20	0.00	1,400.80	43.97
207-000.000-677.000	SUNDRY	250.00	1,071.35	1,052.00	(821.35)	428.54
207-000.000-678.000	PA302 TRAINING REIMB	1,100.00	0.00	0.00	1,100.00	0.00
207-000.000-693.000	SALE OF FIXED ASSETS	14,200.00	14,091.30	0.00	108.70	99.23
207-000.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
207-000.000-699.265	TRANSFER IN 265-OPERATION	0.00	0.00	0.00	0.00	0.00
207-000.000-699.932	APPROPRIATION FROM BLDG RESERVE	0.00	0.00	0.00	0.00	0.00
207-000.000-699.999	APPROPRIATION FROM SURPLUS	200,532.00	0.00	0.00	200,532.00	0.00
Total Dept 000.000		3,243,232.00	3,036,267.62	5,414.61	206,964.38	93.62
TOTAL REVENUES		3,243,232.00	3,036,267.62	5,414.61	206,964.38	93.62
Expenditures						
Dept 000.000						
207-000.000-702.000	FULL-TIME EMPLOYEE SALARIES	1,561,559.00	1,509,815.30	126,635.94	51,743.70	96.69
207-000.000-702.500	LEAVE TIME PAYOUT	4,555.00	1,908.40	0.00	2,646.60	41.90
207-000.000-704.000	PART-TIME EMPLOYEE SALARIES	36,000.00	26,640.68	1,347.21	9,359.32	74.00
207-000.000-705.550	RESERVE FOR RET LEAVE TIME PA	0.00	0.00	0.00	0.00	0.00
207-000.000-706.000	HOLIDAY PAY	89,500.00	75,568.95	439.68	13,931.05	84.43
207-000.000-709.000	TOWNSHIP FICA	134,590.00	131,391.35	10,553.48	3,198.65	97.62
207-000.000-712.000	PAY IN LIEU OF MEDICAL INS	7,300.00	6,650.00	650.00	650.00	91.10
207-000.000-713.000	OVERTIME	88,000.00	72,426.93	8,873.93	15,573.07	82.30
207-000.000-713.100	OVERTIME - DRUNK DRIVING (FED REIMB)	0.00	0.00	0.00	0.00	0.00
207-000.000-716.000	DEFINED CONTRIBUTION	279,200.00	315,348.10	60,349.09	(36,148.10)	112.95
207-000.000-718.000	HEALTH/DENTAL/VISION INSURANCE	287,600.00	290,745.02	50,907.28	(3,145.02)	101.09
207-000.000-725.100	LONG/SHORT TERM DISABILITY	8,332.00	8,896.52	804.91	(564.52)	106.78
207-000.000-725.200	LIFE INSURANCE	1,860.00	1,479.91	136.30	380.09	79.57
207-000.000-726.500	EQUIPMENT ALLOWANCE	11,200.00	11,200.00	0.00	0.00	100.00
207-000.000-727.000	WORKERS' COMPENSATION	47,336.00	37,759.52	22,865.96	9,576.48	79.77
207-000.000-729.500	MERS FUNDING DEFICIENCY	0.00	0.00	0.00	0.00	0.00
207-000.000-730.000	RETIREE HEALTH INSURANCE	104,000.00	104,000.00	0.00	0.00	100.00
207-000.000-731.000	EDUCATION INCENTIVE BONUS	12,000.00	12,000.00	0.00	0.00	100.00
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	10,000.00	10,019.63	860.02	(19.63)	100.20
207-000.000-752.100	AMMUNITION	10,000.00	8,498.23	0.00	1,501.77	
207-000.000-756.000	ACCREDITATION EXPENSES	10,000.00	5,439.94	0.00	4,560.06	
207-000.000-758.000	DIESEL FUEL	250.00	100.72	0.00	149.28	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 207 - Police Fund						
Expenditures						
207-000.000-759.000	VEHICLE FUEL	50,000.00	53,070.38	10,056.22	(3,070.38)	106.14
207-000.000-768.000	UNIFORMS/ACCESSORIES	10,000.00	12,313.27	1,978.79	(2,313.27)	123.13
207-000.000-768.500	UNIFORM CLEANING	4,000.00	3,550.25	432.50	449.75	88.76
207-000.000-801.000	CONTRACTUAL SERVICES	7,500.00	8,191.38	0.00	(691.38)	109.22
207-000.000-807.000	SWAT TEAM EXPENSES	6,000.00	6,080.34	1,799.95	(80.34)	101.34
207-000.000-807.001	CODE ENFORCEMENT EXPENSES	1,250.00	891.30	0.00	358.70	71.30
207-000.000-809.000	JANITORIAL SERVICES	8,000.00	9,614.87	703.44	(1,614.87)	120.19
207-000.000-826.000	LEGAL FEES	10,500.00	11,409.06	392.00	(909.06)	108.66
207-000.000-840.000	LIABILITY/CASUALTY INSURANCE	125,500.00	101,194.47	0.00	24,305.53	80.63
207-000.000-851.000	POSTAGE	200.00	50.57	0.00	149.43	25.29
207-000.000-853.000	PHONE/COMM/INTERNET	12,000.00	11,071.21	1,123.95	928.79	92.26
207-000.000-914.000	TUITION REIMBURSEMENT	10,500.00	11,998.50	1,499.50	(1,498.50)	114.27
207-000.000-916.000	TRAINING	12,000.00	16,182.62	1,915.00	(4,182.62)	134.86
207-000.000-917.000	SEWER USAGE	3,000.00	2,612.40	870.80	387.60	87.08
207-000.000-920.000	ELECTRIC	12,000.00	12,575.84	2,181.55	(575.84)	104.80
207-000.000-921.000	NATURAL GAS/HEAT	3,000.00	2,994.04	174.31	5.96	99.80
207-000.000-930.002	MAINTENANCE POLICE BUILDING	12,000.00	10,390.42	325.50	1,609.58	86.59
207-000.000-930.017	RESERVE FOR BLDG MAINTENANCE	0.00	0.00	0.00	0.00	0.00
207-000.000-930.020	MAINTENANCE - FERTILIZER	500.00	416.86	135.93	83.14	83.37
207-000.000-931.000	EQUIPMENT MAINT/REPAIR	3,000.00	1,246.74	0.00	1,753.26	41.56
207-000.000-932.000	VEHICLE MAINTENANCE	50,000.00	49,906.03	3,022.33	93.97	99.81
207-000.000-933.000	SOFTWARE MAINTENANCE	20,000.00	18,316.31	1,524.89	1,683.69	91.58
207-000.000-933.300	LAW ENFORCEMENT INFO NETWORK	6,000.00	3,299.00	0.00	2,701.00	54.98
207-000.000-955.000	SUNDRY	2,000.00	2,195.50	0.00	(195.50)	109.78
207-000.000-958.000	DUES/SUBSCRIP/RE CERTIFICATION	1,500.00	1,781.54	239.80	(281.54)	118.77
207-000.000-967.000	SPECIAL PROJECTS	15,000.00	14,951.01	465.33	48.99	99.67
207-000.000-967.100	FEDERAL GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00
207-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	54,500.00	55,889.60	0.00	(1,389.60)	102.55
207-000.000-981.000	CAPITAL EXPENSE - VEHICLE	100,000.00	8,438.00	8,438.00	91,562.00	8.44
207-000.000-981.500	RESERVE FOR VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00
207-000.000-999.101	TRANSFER OUT GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		3,243,232.00	3,060,520.71	321,703.59	182,711.29	94.37
TOTAL EXPENDITURES		3,243,232.00	3,060,520.71	321,703.59	182,711.29	94.37
Fund 207 - Police Fund:						
TOTAL REVENUES		3,243,232.00	3,036,267.62	5,414.61	206,964.38	93.62
TOTAL EXPENDITURES		3,243,232.00	3,060,520.71	321,703.59	182,711.29	94.37
NET OF REVENUES & EXPENDITURES		0.00	(24,253.09)	(316,288.98)	24,253.09	100.00
Fund 208 - SENIORS, PARKS, LL TRAIL						
Revenues						
Dept 000.000						
208-000.000-402.000	CURRENT PROPERTY TAX	0.00	0.00	0.00	0.00	0.00
208-000.000-412.000	DELINQUENT PP TAX	0.00	0.28	0.00	(0.28)	100.00
208-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	0.00	0.00	0.00	0.00
208-000.000-441.000	PERS PROPERTY TAX REIMB - STATE OF MI	0.00	0.00	0.00	0.00	0.00
208-000.000-664.000	INTEREST REVENUE	11,500.00	13,481.58	1,832.33	(1,981.58)	168
208-000.000-699.101	TRANSFER IN 101-OPERATIONS	370,000.00	266,666.64	0.00	103,333.36	72.07

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Revenues						
208-000.000-699.999	APPROPRIATION FROM SURPLUS	352,008.00	0.00	0.00	352,008.00	0.00
Total Dept 000.000		733,508.00	280,148.50	1,832.33	453,359.50	38.19
Dept 751.000 - Recreation Board						
208-751.000-651.000	PARKS & RECREATION FEES	15,000.00	20,130.26	2,968.64	(5,130.26)	134.20
208-751.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	8,750.00	85.48	(7,193.65)	8,664.52	0.98
208-751.000-674.001	DONATIONS FOR SENIOR CENTER	0.00	0.00	0.00	0.00	0.00
208-751.000-674.100	MMRMA RAP GRANT	0.00	0.00	0.00	0.00	0.00
208-751.000-676.000	REIMBURSEMENTS & COST RECOVERY	4,092.00	4,092.00	0.00	0.00	100.00
208-751.000-693.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
208-751.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
Total Dept 751.000 - Recreation Board		27,842.00	24,307.74	(4,225.01)	3,534.26	87.31
Dept 800.000 - LAKELAND TRAIL						
208-800.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	0.00	523.59	260.59	(523.59)	100.00
208-800.000-699.101	TRANSFER IN GENERAL CAPITAL	0.00	0.00	0.00	0.00	0.00
Total Dept 800.000 - LAKELAND TRAIL		0.00	523.59	260.59	(523.59)	100.00
Dept 820.000 - SENIOR CENTER						
208-820.000-651.001	SENIOR CENTER RENTALS	3,120.00	3,670.00	80.00	(550.00)	117.63
208-820.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	(1,000.00)	0.00	0.00
208-820.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
Total Dept 820.000 - SENIOR CENTER		3,120.00	3,670.00	(920.00)	(550.00)	117.63
TOTAL REVENUES		764,470.00	308,649.83	(3,052.09)	455,820.17	40.37
Expenditures						
Dept 751.000 - Recreation Board						
208-751.000-702.000	FULL-TIME EMPLOYEE SALARIES	43,110.00	33,460.62	3,016.16	9,649.38	77.62
208-751.000-704.000	PART-TIME EMPLOYEE SALARIES	6,098.00	3,646.39	0.00	2,451.61	59.80
208-751.000-704.100	PER DIEM	3,900.00	2,675.66	195.00	1,224.34	68.61
208-751.000-709.000	TOWNSHIP FICA	3,800.00	2,939.72	245.65	860.28	77.36
208-751.000-713.000	OVERTIME	100.00	66.16	0.00	33.84	66.16
208-751.000-716.000	DEFINED CONTRIBUTION	3,600.00	4,358.47	784.20	(758.47)	121.07
208-751.000-718.000	HEALTH/DENTAL/VISION INSURANCE	15,702.00	17,576.41	2,616.94	(1,874.41)	111.94
208-751.000-725.100	LONG/SHORT TERM DISABILITY	226.00	301.69	62.16	(75.69)	133.49
208-751.000-725.200	LIFE INSURANCE	57.00	63.40	11.48	(6.40)	111.23
208-751.000-727.000	WORKERS' COMPENSATION	452.00	1,197.32	746.23	(745.32)	264.89
208-751.000-752.000	SUPPLIES & SMALL EQUIPMENT	3,250.00	3,527.07	0.00	(277.07)	108.53
208-751.000-758.000	DIESEL FUEL	1,500.00	2,232.77	626.97	(732.77)	148.85
208-751.000-759.000	VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00
208-751.000-809.000	JANITORIAL SERVICES	500.00	325.00	325.00	175.00	65.00
208-751.000-826.000	LEGAL FEES	153.00	153.00	0.00	0.00	
208-751.000-840.000	LIABILITY/CASUALTY INSURANCE	500.00	(114.04)	0.00	614.04	
208-751.000-900.000	LEGAL NOTICES/ADVERTISING	400.00	479.05	0.00	(79.05)	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
208-751.000-900.100	PRINTING	1,500.00	0.00	0.00	1,500.00	0.00
208-751.000-910.000	PROFESSIONAL DEVELOPMENT	2,000.00	1,083.36	473.82	916.64	54.17
208-751.000-917.000	SEWER USAGE	700.00	466.50	155.50	233.50	66.64
208-751.000-919.000	TRASH DISPOSAL	1,500.00	1,782.65	183.20	(282.65)	118.84
208-751.000-920.000	ELECTRIC	4,000.00	2,726.76	446.05	1,273.24	68.17
208-751.000-921.000	NATURAL GAS/HEAT	100.00	56.24	0.00	43.76	56.24
208-751.000-930.005	MAINTENANCE PARK BUILDINGS	12,500.00	16,616.13	2,357.09	(4,116.13)	132.93
208-751.000-930.015	RESERVE FOR PARKS MAINTENANCE	1,000.00	835.00	0.00	165.00	83.50
208-751.000-930.020	MAINTENANCE - FERTILIZER	12,000.00	15,113.00	3,166.50	(3,113.00)	125.94
208-751.000-930.200	PLAYGROUND/FIELD REPAIR	123,000.00	129,568.37	669.35	(6,568.37)	105.34
208-751.000-930.300	PLAYGROUND INSPECTION	750.00	610.00	610.00	140.00	81.33
208-751.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
208-751.000-932.000	VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
208-751.000-942.000	PORTABLE TOILETS	22,950.00	17,038.02	1,870.70	5,911.98	74.24
208-751.000-943.000	EVENT COMMITTEE EXPENSE	5,000.00	4,106.96	3,156.96	893.04	82.14
208-751.000-943.001	PARK IT! EVENT	0.00	0.00	0.00	0.00	0.00
208-751.000-946.000	ENGINEERING SERVICES	12,000.00	14,375.75	0.00	(2,375.75)	119.80
208-751.000-955.000	SUNDRY	2,500.00	794.52	0.00	1,705.48	31.78
208-751.000-955.278	EVERY CHILD SHALL PLAY SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
208-751.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	0.00	0.00	100.00
208-751.000-967.600	WINKELHAUS PARK	4,000.00	477.00	0.00	3,523.00	11.93
208-751.000-967.700	SPECIAL PROJECTS - BASEBALL FENCING	0.00	0.00	0.00	0.00	0.00
208-751.000-967.701	SPECIAL PROJECTS - TRUNCATED DOME	0.00	0.00	0.00	0.00	0.00
208-751.000-967.703	SPECIAL PROJECTS - CROSSWALK IMP	0.00	0.00	0.00	0.00	0.00
208-751.000-967.962	SPECIAL PROJECTS - MISC IMPROVEMENT	50,000.00	36,070.02	8,891.76	13,929.98	72.14
208-751.000-975.300	GRANT MATCH	0.00	0.00	0.00	0.00	0.00
208-751.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	0.00	0.00	100.00
208-751.000-980.500	RESERVE FOR EQUIPMENT PURCHASE	20,000.00	13,776.35	0.00	6,223.65	68.88
208-751.000-999.101	TRANSFER OUT GENERAL FUND	0.00	0.00	0.00	0.00	0.00
208-751.000-999.590	TRANSFER OUT ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 751.000 - Recreation Board		379,348.00	348,885.32	30,610.72	30,462.68	91.97
Dept 800.000 - LAKELAND TRAIL						
208-800.000-826.000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
208-800.000-840.000	LIABILITY/CASUALTY INSURANCE	230.00	201.28	0.00	28.72	87.51
208-800.000-900.100	PRINTING	0.00	0.00	0.00	0.00	0.00
208-800.000-919.000	TRASH DISPOSAL	0.00	0.00	0.00	0.00	0.00
208-800.000-920.000	ELECTRIC	300.00	220.84	21.14	79.16	73.61
208-800.000-931.000	EQUIPMENT MAINT/REPAIR	0.00	0.00	0.00	0.00	0.00
208-800.000-938.000	LAKELAND TRAIL MAINTENANCE	45,000.00	(52,972.74)	0.00	97,972.74	(117.72)
208-800.000-938.018	RESERVE FOR LL TRAIL MAINTENANCE	0.00	0.00	0.00	0.00	0.00
208-800.000-938.500	LL TRAIL RAILROAD MAINT FEE	1,000.00	1,000.00	0.00	0.00	100.00
208-800.000-942.000	PORTABLE TOILETS	6,000.00	10,823.98	826.20	(4,823.98)	180.40
208-800.000-946.000	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00
208-800.000-955.000	SUNDRY	500.00	500.00	0.00	0.00	100.00
208-800.000-975.300	GRANT MATCH	111,000.00	110,331.48	0.00	668.52	99.40
208-800.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	4,000.00	0.00	0.00	4,000.00	0.00
208-800.000-999.101	TRANSFER OUT GENERAL FUND	0.00	0.00	0.00	0.00	0.00
208-800.000-999.590	TRANSFER OUT ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 800.000 - LAKELAND TRAIL		168,030.00	70,104.84	847.34	97,925.16	170

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
Dept 820.000 - SENIOR CENTER						
208-820.000-702.000	FULL-TIME EMPLOYEE SALARIES	49,680.00	44,148.73	3,822.40	5,531.27	88.87
208-820.000-704.000	PART-TIME EMPLOYEE SALARIES	38,700.00	35,850.04	3,671.78	2,849.96	92.64
208-820.000-709.000	TOWNSHIP FICA	6,800.00	6,299.22	577.16	500.78	92.64
208-820.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
208-820.000-713.000	OVERTIME	0.00	286.68	0.00	(286.68)	100.00
208-820.000-716.000	DEFINED CONTRIBUTION	6,485.00	5,776.69	993.84	708.31	89.08
208-820.000-718.000	HEALTH/DENTAL/VISION INSURANCE	22,431.00	20,565.11	3,738.46	1,865.89	91.68
208-820.000-725.100	LONG/SHORT TERM DISABILITY	315.00	331.42	27.74	(16.42)	105.21
208-820.000-725.200	LIFE INSURANCE	81.00	81.00	6.75	0.00	100.00
208-820.000-727.000	WORKERS' COMPENSATION	900.00	0.00	0.00	900.00	0.00
208-820.000-752.000	SUPPLIES & SMALL EQUIPMENT	4,500.00	3,531.44	382.51	968.56	78.48
208-820.000-801.000	CONTRACTUAL SERVICES	22,000.00	18,300.65	2,090.00	3,699.35	83.18
208-820.000-804.000	SENIOR PROGRAMS	7,000.00	5,969.45	1,116.72	1,030.55	85.28
208-820.000-840.000	LIABILITY/CASUALTY INSURANCE	2,700.00	2,661.20	0.00	38.80	98.56
208-820.000-853.000	PHONE/COMM/INTERNET	4,000.00	4,106.45	628.77	(106.45)	102.66
208-820.000-860.000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00
208-820.000-861.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
208-820.000-900.200	NEWSLETTER/PUBLICATIONS	3,000.00	0.00	0.00	3,000.00	0.00
208-820.000-910.000	PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	1,000.00	0.00
208-820.000-917.000	SEWER USAGE	1,750.00	1,315.53	438.51	434.47	75.17
208-820.000-919.000	TRASH DISPOSAL	2,000.00	1,760.00	160.00	240.00	88.00
208-820.000-920.000	ELECTRIC	4,500.00	4,859.83	722.29	(359.83)	108.00
208-820.000-921.000	NATURAL GAS/HEAT	2,500.00	3,126.63	171.10	(626.63)	125.07
208-820.000-930.001	MAINTENANCE COMM CENTER	10,500.00	9,033.63	202.50	1,466.37	86.03
208-820.000-930.016	RESERVE FOR COMM CTR MAINTENANCE	0.00	0.00	0.00	0.00	0.00
208-820.000-930.020	MAINTENANCE - FERTILIZER	500.00	271.86	135.93	228.14	54.37
208-820.000-931.000	EQUIPMENT MAINT/REPAIR	2,000.00	1,095.57	37.20	904.43	54.78
208-820.000-937.000	IMPROVEMENTS	2,000.00	1,995.00	1,995.00	5.00	99.75
208-820.000-955.000	SUNDRY	1,000.00	275.66	0.00	724.34	27.57
208-820.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	750.00	580.88	310.59	169.12	77.45
208-820.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	19,348.86	0.00	651.14	96.74
208-820.000-999.101	TRANSFER OUT GENERAL FUND	0.00	0.00	0.00	0.00	0.00
208-820.000-999.590	TRANSFER OUT ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 820.000 - SENIOR CENTER		217,092.00	191,571.53	21,229.25	25,520.47	88.24
TOTAL EXPENDITURES		764,470.00	610,561.69	52,687.31	153,908.31	79.87
Fund 208 - SENIORS, PARKS, LL TRAIL:						
TOTAL REVENUES		764,470.00	308,649.83	(3,052.09)	455,820.17	40.37
TOTAL EXPENDITURES		764,470.00	610,561.69	52,687.31	153,908.31	79.87
NET OF REVENUES & EXPENDITURES		0.00	(301,911.86)	(55,739.40)	301,911.86	100.00
Fund 590 - SEWER FUND						
Revenues						
Dept 000.000						
590-000.000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	
		19				171

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00
Dept 527.000 - SEWER OPERATING						
590-527.000-501.000	FEDERAL GRANT REVENUE	607,346.15	634,388.65	27,042.50	(27,042.50)	104.45
590-527.000-528.000	OTHER FEDERAL GRANTS	430,215.00	0.00	0.00	430,215.00	0.00
590-527.000-540.000	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
590-527.000-653.000	O&M USAGE FEES	1,501,500.00	1,253,909.31	(755.64)	247,590.69	83.51
590-527.000-653.001	O&M LATE PENALTY	27,000.00	25,779.88	4,027.40	1,220.12	95.48
590-527.000-653.002	ADMIN FEE FOR DELINQ ON TAXES	44,340.00	22,340.60	0.00	21,999.40	50.38
590-527.000-659.000	RETURNED CHECK FEE	0.00	0.00	0.00	0.00	0.00
590-527.000-664.001	INTEREST REVENUE - O&M ACCOUNTS	5,000.00	11,694.32	3,494.21	(6,694.32)	233.89
590-527.000-667.000	RENTAL INCOME	18,500.00	18,261.31	1,671.93	238.69	98.71
590-527.000-674.000	CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	0.00	0.00	0.00
590-527.000-676.000	REIMBURSEMENTS & COST RECOVERY	23,500.00	27,154.60	969.30	(3,654.60)	115.55
590-527.000-677.000	SUNDRY	2,500.00	2,450.00	0.00	50.00	98.00
590-527.000-693.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
590-527.000-699.101	TRANSFER IN 101-OPERATIONS	0.00	0.00	0.00	0.00	0.00
590-527.000-699.208	TRANSFER IN RECREATION FUND	0.00	0.00	0.00	0.00	0.00
590-527.000-699.999	APPROPRIATION FROM SURPLUS	(361,705.15)	0.00	0.00	(361,705.15)	0.00
Total Dept 527.000 - SEWER OPERATING		2,298,196.00	1,995,978.67	36,449.70	302,217.33	86.85
Dept 537.000						
590-537.000-637.300	PORTAGE MONTHLY SEWER OP	75,600.00	76,276.09	6,652.68	(676.09)	100.89
590-537.000-637.400	PORTAGE ADD'L FEES	10,000.00	9,805.03	0.00	194.97	98.05
Total Dept 537.000		85,600.00	86,081.12	6,652.68	(481.12)	100.56
Dept 538.000						
590-538.000-607.000	NON-TAX ADMIN FEE	15,000.00	7,711.60	1,200.00	7,288.40	51.41
590-538.000-620.200	GRINDER PUMP INSTALLATION	150,000.00	46,426.90	14,739.38	103,573.10	30.95
590-538.000-626.000	Reinsp/inspection/easement/lgl	0.00	250.00	50.00	(250.00)	100.00
590-538.000-636.100	AERIAL/TOPOGRAPHICAL MAPS	0.00	0.00	0.00	0.00	0.00
590-538.000-640.000	APPLICATION FEES - SEWERS	10,000.00	4,200.00	800.00	5,800.00	42.00
590-538.000-642.100	DIRECT TAP FEE	146,000.00	198,375.00	22,500.00	(52,375.00)	135.87
590-538.000-642.200	WATER TAP FEE LCWA	0.00	0.00	0.00	0.00	0.00
590-538.000-642.300	INDIRECT TAP FEE	442,500.00	127,500.00	0.00	315,000.00	28.81
590-538.000-644.100	MAIN LINE EXTENSION	50,000.00	9,809.45	0.00	40,190.55	19.62
590-538.000-646.200	GRINDER PUMP PURCHASE	100,000.00	101,340.00	15,420.00	(1,340.00)	101.34
590-538.000-646.300	REVENUE SALE OF GRINDER PUMPS	5,140.00	5,140.00	0.00	0.00	100.00
590-538.000-664.002	INTEREST REVENUE - CAPITAL ACCTS	28,500.00	38,651.52	6,960.14	(10,151.52)	135.62
590-538.000-664.004	INTEREST REVENUE - MYSTIC RIDGE	0.00	0.00	0.00	0.00	0.00
590-538.000-675.590	CONTRIBUTED CAPITAL FROM OTHER	34,000.00	0.00	0.00	34,000.00	0.00
590-538.000-676.000	REIMBURSEMENTS & COST RECOVERY	0.00	0.00	0.00	0.00	0.00
590-538.000-677.000	SUNDRY	0.00	0.00	0.00	0.00	0.00
590-538.000-696.000	BOND/LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
Total Dept 538.000		981,140.00	539,404.47	61,669.52	441,735.53	54.98

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	USED
<b>Fund 590 - SEWER FUND</b>						
<b>Revenues</b>						
590-539.000-472.000	SPECIAL ASSESSMENT REVENUE	25,000.00	2,215.79	0.00	22,784.21	8.86
590-539.000-642.100	DIRECT TAP FEE	0.00	0.00	0.00	0.00	0.00
590-539.000-654.000	WWTP DEBT FEE	715,000.00	467,685.86	(281.54)	247,314.14	65.41
590-539.000-654.001	WWTP DEBT LATE PENALTY	12,000.00	10,146.53	1,503.52	1,853.47	84.55
590-539.000-664.003	INTEREST REVENUE SAD'S & OTHER	29,500.00	38,753.66	6,124.03	(9,253.66)	131.37
590-539.000-677.000	SUNDRY	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 539.000</b>		<b>781,500.00</b>	<b>518,801.84</b>	<b>7,346.01</b>	<b>262,698.16</b>	<b>66.39</b>
<b>Dept 540.000</b>						
590-540.000-620.100	WATER METER INSTALLATION	300.00	100.00	0.00	200.00	33.33
590-540.000-637.500	WATER CONNECTION ADM FEE	2,000.00	700.00	0.00	1,300.00	35.00
590-540.000-642.100	DIRECT TAP FEE	0.00	0.00	0.00	0.00	0.00
590-540.000-654.500	WATER CHARGE O&M	40,000.00	40,847.75	0.00	(847.75)	102.12
590-540.000-654.501	WATER CHARGE PENALTY (10%)	1,000.00	739.86	93.00	260.14	73.99
590-540.000-654.502	WATER CHARGE ADMIN FEE (10%)	0.00	0.00	0.00	0.00	0.00
590-540.000-664.001	INTEREST REVENUE - O&M ACCOUNTS	200.00	(83.04)	0.00	283.04	(41.52)
<b>Total Dept 540.000</b>		<b>43,500.00</b>	<b>42,304.57</b>	<b>93.00</b>	<b>1,195.43</b>	<b>97.25</b>
<b>TOTAL REVENUES</b>		<b>4,189,936.00</b>	<b>3,182,570.67</b>	<b>112,210.91</b>	<b>1,007,365.33</b>	<b>75.96</b>
<b>Expenditures</b>						
<b>Dept 527.000 - SEWER OPERATING</b>						
590-527.000-702.000	FULL-TIME EMPLOYEE SALARIES	424,096.00	425,498.72	34,617.58	(1,402.72)	100.33
590-527.000-702.500	LEAVE TIME PAYOUT	1,675.00	572.52	0.00	1,102.48	34.18
590-527.000-704.000	PART-TIME EMPLOYEE SALARIES	12,250.00	16,234.80	1,451.89	(3,984.80)	132.53
590-527.000-704.100	PER DIEM	1,560.00	1,170.00	130.00	390.00	75.00
590-527.000-709.000	TOWNSHIP FICA	37,100.00	37,463.79	3,008.38	(363.79)	100.98
590-527.000-712.000	PAY IN LIEU OF MEDICAL INS	0.00	0.00	0.00	0.00	0.00
590-527.000-713.000	OVERTIME	47,500.00	43,352.22	2,955.79	4,147.78	91.27
590-527.000-716.000	DEFINED CONTRIBUTION	47,851.00	53,196.96	8,723.93	(5,345.96)	111.17
590-527.000-718.000	HEALTH/DENTAL/VISION INSURANCE	84,800.00	95,572.26	16,170.72	(10,772.26)	112.70
590-527.000-725.100	LONG/SHORT TERM DISABILITY	3,800.00	2,932.75	231.26	867.25	77.18
590-527.000-725.200	LIFE INSURANCE	571.00	625.39	47.80	(54.39)	109.53
590-527.000-727.000	WORKERS' COMPENSATION	8,668.00	5,646.05	3,611.61	3,021.95	65.14
590-527.000-728.000	ON-CALL COMPENSATION	0.00	0.00	0.00	0.00	0.00
590-527.000-751.100	GRINDER PUMP PARTS	325,000.00	242,491.05	19,313.00	82,508.95	74.61
590-527.000-751.200	GRINDER PUMP CORES	130,000.00	129,600.00	0.00	400.00	99.69
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	25,000.00	22,546.33	1,829.84	2,453.67	90.19
590-527.000-758.000	DIESEL FUEL	2,000.00	768.57	0.00	1,231.43	38.43
590-527.000-759.000	VEHICLE FUEL	12,000.00	12,857.63	1,390.56	(857.63)	107.15
590-527.000-768.000	UNIFORMS/ACCESSORIES	10,000.00	9,285.00	356.39	715.00	92.85
590-527.000-801.000	CONTRACTUAL SERVICES	15,500.00	15,287.70	0.00	212.30	98.63
590-527.000-826.000	LEGAL FEES	4,000.00	5,944.00	0.00	(1,944.00)	148.60
590-527.000-840.000	LIABILITY/CASUALTY INSURANCE	27,000.00	14,209.98	0.00	12,790.02	52.63
590-527.000-843.000	MISC MEDICAL EXPENSES	2,000.00	1,000.00	0.00	1,000.00	50.00
590-527.000-851.000	POSTAGE	7,500.00	8,720.88	1,007.20	(1,220.88)	116.28
590-527.000-853.000	PHONE/COMM/INTERNET	16,000.00	8,856.69	325.49	7,143.31	
590-527.000-861.000	MILEAGE	200	324.90	123.14	(324.90)	
590-527.000-900.000	LEGAL NOTICES/ADVERTISING	400.00	110.00	0.00	290.00	27.50

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
<b>Fund 590 - SEWER FUND</b>						
<b>Expenditures</b>						
590-527.000-901.000	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
590-527.000-910.000	PROFESSIONAL DEVELOPMENT	4,000.00	5,078.51	996.51	(1,078.51)	126.96
590-527.000-917.500	TREATMENT EXPENSE	115,000.00	84,729.30	0.00	30,270.70	73.68
590-527.000-920.000	ELECTRIC	30,000.00	23,411.43	3,368.74	6,588.57	78.04
590-527.000-921.000	NATURAL GAS/HEAT	4,000.00	3,666.16	186.16	333.84	91.65
590-527.000-930.006	BLDG MAINT-ENT @ LRG(RENTAL HOME)	0.00	0.00	0.00	0.00	0.00
590-527.000-930.010	SEWER MAINTENANCE GARAGE	1,500.00	866.00	0.00	634.00	57.73
590-527.000-930.011	ENTERPRISE POLE BARN(OIGINAL)	4,000.00	4,689.49	0.00	(689.49)	117.24
590-527.000-931.000	EQUIPMENT MAINT/REPAIR	2,500.00	1,436.34	0.00	1,063.66	57.45
590-527.000-932.000	VEHICLE MAINTENANCE	4,000.00	4,746.31	0.00	(746.31)	118.66
590-527.000-933.000	SOFTWARE MAINTENANCE	2,000.00	1,027.41	0.00	972.59	51.37
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	156,000.00	227,170.13	40,900.00	(71,170.13)	145.62
590-527.000-934.200	GRINDER PUMP REPLACEMENT	78,000.00	81,068.75	0.00	(3,068.75)	103.93
590-527.000-946.000	ENGINEERING SERVICES	10,000.00	(7,219.40)	(946.40)	17,219.40	(72.19)
590-527.000-955.000	SUNDRY	500.00	1,203.78	643.78	(703.78)	240.76
590-527.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	4,000.00	3,998.55	0.00	1.45	99.96
590-527.000-968.000	DEPRECIATION	750,000.00	0.00	0.00	750,000.00	0.00
590-527.000-969.003	AMORT EXP OF BOND DISCOUNT	0.00	0.00	0.00	0.00	0.00
590-527.000-973.500	RESERVE FOR GRINDER PUMP PURCHASE	0.00	0.00	0.00	0.00	0.00
590-527.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	819.65	0.00	19,180.35	4.10
590-527.000-980.001	CONTRACT S.A.D. SEWER CONNECTIONS	0.00	0.00	0.00	0.00	0.00
590-527.000-980.017	CAPITAL IMPROVEMENTS-SEWER LOOP (ARPA)	600,215.00	634,388.65	25,946.40	(34,173.65)	105.69
590-527.000-981.000	CAPITAL EXPENSE - VEHICLE	28,000.00	0.00	0.00	28,000.00	0.00
590-527.000-981.500	RESERVE FOR VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00
590-527.000-999.101	TRANSFER OUT GENERAL FUND	57,500.00	52,708.37	4,791.67	4,791.63	91.67
<b>Total Dept 527.000 - SEWER OPERATING</b>		<b>3,117,486.00</b>	<b>2,278,057.62</b>	<b>171,181.44</b>	<b>839,428.38</b>	<b>73.07</b>
<b>Dept 537.000</b>						
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	20,000.00	16,391.98	1,567.92	3,608.02	81.96
590-537.000-753.000	CHEMICALS	45,500.00	45,273.52	0.00	226.48	99.50
590-537.000-758.000	DIESEL FUEL	250.00	969.16	0.00	(719.16)	387.66
590-537.000-801.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
590-537.000-853.000	PHONE/COMM/INTERNET	250.00	281.38	21.92	(31.38)	112.55
590-537.000-910.000	PROFESSIONAL DEVELOPMENT	1,000.00	0.00	0.00	1,000.00	0.00
590-537.000-917.600	SLUDGE REMOVAL EXPENSE WWTP	55,000.00	57,451.50	21,037.50	(2,451.50)	104.46
590-537.000-919.000	TRASH DISPOSAL	1,500.00	1,259.14	129.40	240.86	83.94
590-537.000-920.000	ELECTRIC	75,000.00	70,924.07	13,551.30	4,075.93	94.57
590-537.000-921.000	NATURAL GAS/HEAT	25,000.00	34,771.41	5,001.76	(9,771.41)	139.09
590-537.000-930.007	BUILDING MAINTENANCE - WWTP	2,500.00	339.60	0.00	2,160.40	13.58
590-537.000-931.000	EQUIPMENT MAINT/REPAIR	8,000.00	8,128.98	167.40	(128.98)	101.61
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	37,000.00	24,410.00	5,702.57	12,590.00	65.97
590-537.000-946.000	ENGINEERING SERVICES	12,000.00	90.00	0.00	11,910.00	0.75
590-537.000-952.000	LAB ANALYSIS - WWTP	9,000.00	11,822.00	576.00	(2,822.00)	131.36
590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE	10,000.00	8,682.00	496.00	1,318.00	86.82
590-537.000-955.000	SUNDRY	250.00	0.00	0.00	250.00	0.00
590-537.000-955.100	ANNUAL GRNDWATER DISCHARGE FEE	5,000.00	5,285.25	0.00	(285.25)	105.71
590-537.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	500.00	0.00	0.00	500.00	0.00
590-537.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	7,500.00	1,004.00	0.00	6,496.00	13.39
<b>Total Dept 537.000</b>		<b>315,250.00</b>	<b>287,083.99</b>	<b>48,251.77</b>	<b>28,166.01</b>	<b>174</b>

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\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
<b>Fund 590 - SEWER FUND</b>						
Expenditures						
Dept 538.000						
590-538.000-826.000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
590-538.000-903.000	ARIAL/TOPOGRAPHICAL MAPPING	0.00	0.00	0.00	0.00	0.00
590-538.000-946.000	ENGINEERING SERVICES	2,500.00	0.00	0.00	2,500.00	0.00
590-538.000-955.000	SUNDRY	1,000.00	1,170.00	180.00	(170.00)	117.00
590-538.000-999.101	TRANSFER OUT G/F ADMIN FEE	57,500.00	52,708.37	4,791.67	4,791.63	91.67
Total Dept 538.000		61,000.00	53,878.37	4,971.67	7,121.63	88.33
Dept 539.000						
590-539.000-955.000	SUNDRY	0.00	0.00	0.00	0.00	0.00
590-539.000-991.000	DEBT SERVICE - PRINCIPAL	525,000.00	205,815.90	0.00	319,184.10	39.20
590-539.000-992.000	INTEREST EXPENSE	130,000.00	137,430.03	24,218.75	(7,430.03)	105.72
590-539.000-993.000	AGENT FEES	1,200.00	750.00	0.00	450.00	62.50
Total Dept 539.000		656,200.00	343,995.93	24,218.75	312,204.07	52.42
Dept 540.000						
590-540.000-917.900	WATER PURCHASE CITY OF BRIGHTON	40,000.00	43,386.00	0.00	(3,386.00)	108.47
Total Dept 540.000		40,000.00	43,386.00	0.00	(3,386.00)	108.47
<b>TOTAL EXPENDITURES</b>		<b>4,189,936.00</b>	<b>3,006,401.91</b>	<b>248,623.63</b>	<b>1,183,534.09</b>	<b>71.75</b>
<b>Fund 590 - SEWER FUND:</b>						
TOTAL REVENUES		4,189,936.00	3,182,570.67	112,210.91	1,007,365.33	75.96
TOTAL EXPENDITURES		4,189,936.00	3,006,401.91	248,623.63	1,183,534.09	71.75
NET OF REVENUES & EXPENDITURES		0.00	176,168.76	(136,412.72)	(176,168.76)	100.00
<b>Fund 591 - WATER DEBT SERVICE FUND</b>						
Revenues						
Dept 000.000						
591-000.000-472.000	SPECIAL ASSESSMENT REVENUE	81,000.00	83,497.08	0.00	(2,497.08)	103.08
591-000.000-654.503	LCWA-WATER CONNECTION FEES	0.00	520,000.00	0.00	(520,000.00)	100.00
591-000.000-664.000	INTEREST REVENUE	500.00	15,956.34	3,235.20	(15,456.34)	3,191.27
591-000.000-664.020	INTEREST REVENUE LCWA	0.00	0.00	0.00	0.00	0.00
591-000.000-677.000	SUNDRY	0.00	0.00	0.00	0.00	0.00
591-000.000-699.101	TRANSFER IN GENERAL CAPITAL	146,308.00	141,166.74	12,833.34	5,141.26	96.49
591-000.000-699.999	APPROPRIATION FROM SURPLUS	44,892.00	0.00	0.00	44,892.00	0.00
Total Dept 000.000		272,700.00	760,620.16	16,068.54	(487,920.16)	278.92
<b>TOTAL REVENUES</b>		<b>272,700.00</b>	<b>760,620.16</b>	<b>16,068.54</b>	<b>(487,920.16)</b>	<b>278.92</b>
Expenditures						
Dept 000.000						

REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP  
 PERIOD ENDING 05/31/2023  
 % Fiscal Year Completed: 91.78

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\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 05/31/2023	ACTIVITY FOR MONTH 05/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER DEBT SERVICE FUND						
Expenditures						
591-000.000-826.000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
591-000.000-991.000	DEBT SERVICE - PRINCIPAL	200,000.00	200,000.00	0.00	0.00	100.00
591-000.000-992.000	INTEREST EXPENSE	71,000.00	62,550.00	0.00	8,450.00	88.10
591-000.000-992.001	INTEREST EXPENSE ON INTERFUND NOTE	0.00	0.00	0.00	0.00	0.00
591-000.000-993.000	AGENT FEES	1,700.00	950.00	0.00	750.00	55.88
Total Dept 000.000		272,700.00	263,500.00	0.00	9,200.00	96.63
TOTAL EXPENDITURES		272,700.00	263,500.00	0.00	9,200.00	96.63
Fund 591 - WATER DEBT SERVICE FUND:						
TOTAL REVENUES		272,700.00	760,620.16	16,068.54	(487,920.16)	278.92
TOTAL EXPENDITURES		272,700.00	263,500.00	0.00	9,200.00	96.63
NET OF REVENUES & EXPENDITURES		0.00	497,120.16	16,068.54	(497,120.16)	100.00
TOTAL REVENUES - ALL FUNDS						
		18,236,814.42	15,008,724.12	267,115.98	3,228,090.30	82.30
TOTAL EXPENDITURES - ALL FUNDS						
		18,236,814.42	13,946,153.20	1,143,313.22	4,290,661.22	76.47
NET OF REVENUES & EXPENDITURES						
		0.00	1,062,570.92	(876,197.24)	(1,062,570.92)	100.00

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 05/01/2023 TO 05/31/2023  
 FUND: ALL FUNDS  
 CASH ACCOUNTS

Item 22.

Fund Account	Description	Beginning Balance 05/01/2023	Total Debits	Total Credits	Ending Balance 05/31/2023
Fund 101	General Fund				
002.000	CASH/SAVINGS	4,991,854.96	1,012,424.02	846,466.10	5,157,812.88
002.100	ARPA FUNDING	2,285,711.74	0.00	0.00	2,285,711.74
002.179	TPA HEALTH CARE REIMB	4,414.81	7,000.00	4,932.98	6,481.83
002.200	ESCROW PERFORMANCE BONDS	128,170.75	0.00	0.00	128,170.75
002.279	ZONING REVIEW ESCROW	159,699.87	1,084.90	1,150.00	159,634.77
002.701	CASH 701 FUND	0.00	0.00	0.00	0.00
004.000	PETTY CASH	200.00	0.00	0.00	200.00
004.100	SENIOR CENTER PETTY CASH	300.00	0.00	0.00	300.00
008.000	CHANGE ACCOUNT	250.00	0.00	0.00	250.00
008.003	HAYCRK/CHAMBERSRDCONSTESCROW	41,578.13	0.00	0.00	41,578.13
008.004	HAYCRK/CHAMBERSRDENGESCROW	27,339.00	0.00	0.00	27,339.00
	General Fund	<u>7,639,519.26</u>	<u>1,020,508.92</u>	<u>852,549.08</u>	<u>7,807,479.10</u>
Fund 151	CEMETERY TRUST FUND				
003.005	RESTRICTED CEMETERY TRUST	7,772.29	24.91	0.00	7,797.20
Fund 204	Road Fund				
002.000	CASH/SAVINGS	1,187,383.71	3,804.86	0.00	1,191,188.57
Fund 206	Fire Fund				
002.000	CASH/SAVINGS	1,666,778.57	4,884.48	158,131.45	1,513,531.60
004.000	PETTY CASH	300.00	0.00	0.00	300.00
	Fire Fund	<u>1,667,078.57</u>	<u>4,884.48</u>	<u>158,131.45</u>	<u>1,513,831.60</u>
Fund 207	Police Fund				
002.000	CASH/SAVINGS	877,044.50	5,564.61	235,726.49	646,882.62
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	Police Fund	<u>877,244.50</u>	<u>5,564.61</u>	<u>235,726.49</u>	<u>647,082.62</u>
Fund 208	SENIORS, PARKS, LL TRAIL				
002.000	CASH/SAVINGS	614,983.90	10,576.56	51,911.27	573,649.19
Fund 211	Act 302 Training Fund				
002.000	CASH/SAVINGS	1,478.79	0.00	0.00	1,478.79
Fund 243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND				
002.000	CASH/SAVINGS	3,790.01	12.14	0.00	3,802.15
Fund 245	Public/Capital Improvements				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 252	HAMBURG TWP AQUATIC WEED CONTROL SAD				
002.000	CASH/SAVINGS	134,832.37	420.24	3,687.50	131,565.11
Fund 265	Drug Enforcement Fund				
002.000	CASH/SAVINGS	2,643.50	12.59	0.00	2,656.09
002.003	FEDERAL FORFEITURE FUNDS	980.13	0.00	0.00	980.13
002.005	STATE FORFEITURE FUNDS	142.23	0.00	0.00	142.23
	Drug Enforcement Fund	<u>3,765.86</u>	<u>12.59</u>	<u>0.00</u>	<u>3,778.45</u>
Fund 272	Rustic/Lake Pointe Road SAD				
002.000	CASH/SAVINGS	6,142.25	15.92	1,175.00	4,983.17
Fund 273	Scott Drive ROAD SAD				
002.000	CASH/SAVINGS	2,324.92	0.00	0.00	2,324.92
Fund 274	Crystal Drive/Beach Rd Maint				

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 05/01/2023 TO 05/31/2023  
 FUND: ALL FUNDS  
 CASH ACCOUNTS

Item 22.

Fund Account	Description	Beginning Balance 05/01/2023	Total Debits	Total Credits	Ending Balance 05/31/2023
002.000	CASH/SAVINGS	1,618.86	0.00	0.00	1,618.86
Fund 275 002.000	Norene Ct/Peary Dr SAD - Rd Mn CASH/SAVINGS	4,818.74	15.44	0.00	4,834.18
Fund 276 002.000	Community Dr SAD - Road Maint CASH/SAVINGS	3,452.83	11.06	0.00	3,463.89
Fund 277 002.000	Edgelake/Burton Drive SAD CASH/SAVINGS	989.32	0.00	0.00	989.32
Fund 278 002.000	Downing Drive SAD CASH/SAVINGS	2,497.38	0.00	0.00	2,497.38
Fund 279 002.000	Riverside/Century/Lagoon SAD CASH/SAVINGS	27,813.12	75.38	4,290.00	23,598.50
Fund 280 002.000	Island Shore/Schlenker SAD CASH/SAVINGS	5,766.71	13.86	1,440.00	4,340.57
Fund 281 002.000	Campbell Drive SAD CASH/SAVINGS	3,711.79	11.89	0.00	3,723.68
Fund 282 002.000	Mumford Park Lighting SAD CASH/SAVINGS	462.62	0.00	126.86	335.76
Fund 283 002.000	KINGSTON DRIVE MAINTENANCE SAD CASH/SAVINGS	13,942.96	26.96	5,530.00	8,439.92
Fund 284 002.000	Winans Drive SAD CASH/SAVINGS	9,012.33	22.10	2,115.00	6,919.43
Fund 285 002.000	STRAWBERRY INDIANOLA IMP SAD CASH/SAVINGS	0.00	0.00	0.00	0.00
003.497	S'BERRY INDIANOLA DEBT CASH	103,456.21	331.52	0.00	103,787.73
	STRAWBERRY INDIANOLA IMP SAD	103,456.21	331.52	0.00	103,787.73
Fund 286 002.000	SHAN-GRI-LA AQUATIC WEED CONTROL CASH/SAVINGS	3,770.36	12.08	0.00	3,782.44
Fund 287 002.000	DOWNING DR ROAD IMP SAD CASH/SAVINGS	0.00	0.00	0.00	0.00
003.499	DOWNING DEBT CASH	26,409.80	84.63	0.00	26,494.43
	DOWNING DR ROAD IMP SAD	26,409.80	84.63	0.00	26,494.43
Fund 302 002.000	Twp FIRE STN Cap Imp Debt Ser CASH/SAVINGS	(25,973.59)	0.00	0.00	(25,973.59)
002.302	CASH	116,847.07	291.20	0.00	117,138.27
	Twp FIRE STN Cap Imp Debt Ser	90,873.48	291.20	0.00	91,164.68
Fund 375 002.000	Mumford Dredging Debt Retirement CASH/SAVINGS	0.00	0.00	0.00	0.00
003.908	2004 BOND DEBT	3,316.78	10.63	0.00	3,327.41
	Mumford Dredging Debt Retirement	3,316.78	10.63	0.00	3,327.41
Fund 376 002.000	Buhl Rd Improve. Debt Retirement CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 590	SEWER FUND				

CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 05/01/2023 TO 05/31/2023  
 FUND: ALL FUNDS  
 CASH ACCOUNTS

Item 22.

Fund Account	Description	Beginning Balance 05/01/2023	Total Debits	Total Credits	Ending Balance 05/31/2023
002.000	CASH/SAVINGS	852.04	1,667,241.32	1,668,093.36	0.00
002.002	WATER RECEIPTS FROM BILLS	13,512.17	778.85	0.00	14,291.02
002.008	CASH - INFRASTRUCTURE DEPOSIT	0.00	0.00	0.00	0.00
002.590	SAVINGS - O&M	1,015,709.31	1,132,202.43	1,068,269.73	1,079,642.01
002.908	2004 BOND SERIES CONSTRUCTION	0.00	0.00	0.00	0.00
003.590	SAVINGS - CAP ACTIVITY-ENTERPRS	712,443.26	65,422.19	16,662.80	761,202.65
003.905	98 CONTRACT SAD'S RESTRICTED	0.00	0.00	0.00	0.00
003.906	01 CSAD'S/MA/TOW/GALL-WHT/BCK	846,298.34	2,711.88	0.00	849,010.22
003.908	2004 BOND DEBT	76,825.91	246.18	0.00	77,072.09
003.912	MIDLAND SEWER CONTRACT SAD DEBT	0.00	0.00	0.00	0.00
003.918	NIMS CONTRACT SAD SEWER CONNECTION	0.00	0.00	0.00	0.00
005.465	WWTP BOND RESERVE	473,971.81	1,518.80	0.00	475,490.61
006.465	WWTP PRINCIPAL/INTER REDEMPTN	760,086.28	374,303.64	618,709.88	515,680.04
006.590	EQUIPMENT RESERVE - ENTERPRISE	1,413,281.10	4,528.73	0.00	1,417,809.83
	SEWER FUND	5,312,980.22	3,248,954.02	3,371,735.77	5,190,198.47
Fund 591	WATER DEBT SERVICE FUND				
002.000	CASH/SAVINGS	556,349.31	14,657.23	0.00	571,006.54
003.907	WATER SYSTEM DEBT (Well)	3,731.09	11.96	0.00	3,743.05
003.910	M36 CORRIDOR WATER DISTRICT DEBT	436,696.10	1,399.35	0.00	438,095.45
	WATER DEBT SERVICE FUND	996,776.50	16,068.54	0.00	1,012,845.04
Fund 703	Winter Tax Collection Fund				
002.000	CASH/SAVINGS	1,515.60	0.00	0.00	1,515.60
Fund 805	SPECIAL ASSESSMENT CAPITAL PROJECT FUND				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 811	PETTYS ROAD REHAB DISTRICT				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
Fund 854	2020-ROAD SAD FUND				
002.000	CASH/SAVINGS	309,441.45	3,679.64	0.00	313,121.09
002.854	2020 SAD ROAD IMPROVE	831,239.78	7,626.45	0.00	838,866.23
	2020-ROAD SAD FUND	1,140,681.23	11,306.09	0.00	1,151,987.32
Fund 857	HILLSIDE LAKES DRIVE ROAD IMPROVEMENT SA				
002.000	CASH/SAVINGS	21,202.02	67.94	0.00	21,269.96
	TOTAL - ALL FUNDS	19,921,385.29	4,323,128.57	4,688,418.42	19,556,095.44

## TAB 2

### CASH FLOW ANALYSIS/DEBT PAYMENT SCHEDULES

The cash flow analysis is included in tab 2. The cash flow analysis has actual cash flows for May 2023.

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

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

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

HAMBURG TOWNSHIP  
 POOLED CASH  
 FY 22/23

Item 22.

CASH INFLOWS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Total for All Periods
PROPERTY TAXES	-	-	85,838	-	-	689,889	668,380	1,295,247	1,261,575	-	368,997	266,627	\$4,636,552
STATE REVENUE SHARING	-	420,587	-	438,480	-	415,584	-	403,326	-	353,631	-	384,868	\$2,416,476
CABLE FRANCHISE FEES	-	80,424	-	-	80,132	-	-	81,106	-	-	77,436	-	\$319,098
INTEREST EARNINGS	14,312	15,793	23,295	15,197	22,429	36,538	42,056	27,075	38,828	60,672	62,242	8,670	\$367,108
PROPERTY TAX ADMIN FEES	-	26,265	-	-	-	-	-	-	-	-	-	-	\$26,265
OTHER CASH RECEIPTS	341,232	1,377,972	-	211,391	1,207,175	2,552,750	1,581,946	219,888	262,475	63,249	326,711	1,216,723	\$9,361,513
UTILITY BILL RECEIPTS	416,386	235,536	66,911	300,231	132,749	24,481	229,990	151,922	34,945	207,693	192,616	29,792	\$2,023,251
NEW SEWER HOOKUPS	-	55,109	18,929	101,916	22,440	-	39,720	-	-	52,760	54,659	-	\$345,533
MMRMA LIAB INS EXCESS DIST	25,519	-	69,617	-	-	-	-	-	-	-	-	-	\$95,136
FROM FORFEITURE - BUDGETED	-	-	-	-	-	-	-	-	-	-	-	-	\$0
SAD PAYOFFS	-	-	-	-	-	-	-	-	-	-	-	-	\$0
ANNUAL SAD ON TAX BILLS	-	-	-	-	-	-	-	-	186,390	-	-	-	\$186,390
<b>Total Cash Inflows</b>	<b>\$797,449</b>	<b>\$2,211,687</b>	<b>\$264,589</b>	<b>\$1,067,215</b>	<b>\$1,464,925</b>	<b>\$3,719,241</b>	<b>\$2,562,092</b>	<b>\$2,178,564</b>	<b>\$1,784,213</b>	<b>\$738,006</b>	<b>\$1,082,662</b>	<b>\$1,906,680</b>	<b>\$19,777,323</b>

CASH OUTFLOWS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Total for All Periods
MONTHLY PAYROLL	471,980	429,030	665,417	304,607	269,039	343,218	434,873	416,875	648,881	470,099	428,526	309,855	\$5,192,398
BENEFITS	231,198	150,123	175,492	124,228	129,303	186,894	151,743	171,942	199,710	170,900	170,001	150,513	\$2,012,047
AUDIT	-	16,084	32,450	-	-	-	-	-	-	-	-	-	\$48,534
LIABILITY/CASUALTY INSURANCE	123,603	-	-	-	65,833	-	-	-	-	-	-	-	\$189,436
UTILITIES	-	23,036	25,750	16,454	21,523	25,174	48,347	24,719	68,981	11,274	38,005	18,692	\$321,955
DUST CONTROL	-	4,774	5,495	-	5,113	-	5,255	2,690	1,190	16,395	1,399	29,956	\$72,266
TREATMENT/SLUDGE HAUL EXP	10,560	-	-	149,620	-	-	63,505	13,482	-	-	21,038	56,507	\$314,711
OTHER EXPENDITURES	408,982	311,999	1,235,260	161,587	263,255	270,953	324,127	276,036	284,128	156,435	345,855	487,654	\$4,526,272
FUEL	-	11,243	14,075	9,538	7,635	10,897	9,894	8,927	9,525	9,376	9,389	-	\$100,499
VEHICLE PURCHASE	-	-	-	-	-	-	-	-	-	-	-	-	\$0
GRINDER PARTS/PUMP MAINT	40,971	37,060	36,689	714,137	129,600	64,440	15,398	45,386	1,053	4,212	58,313	126,628	\$1,273,888
CAPITAL EQUIPMENT	390	15,753	127,949	227,018	229,647	179,057	247,886	15,481	88,453	73,825	946	186,528	\$1,392,934
ROAD IMPROVEMENTS	-	502,893	517,312	135,616	488,896	-	-	-	-	-	4,590	-	\$0
DEBT	-	-	394,828	-	-	-	-	-	749,716	-	309,219	-	\$1,453,762
<b>Total Cash Outflows</b>	<b>\$1,287,684</b>	<b>\$1,501,996</b>	<b>\$3,377,324</b>	<b>\$1,842,805</b>	<b>\$1,609,843</b>	<b>\$1,080,633</b>	<b>\$1,301,028</b>	<b>\$975,538</b>	<b>\$2,051,637</b>	<b>\$912,517</b>	<b>\$1,387,279</b>	<b>\$1,366,334</b>	<b>\$18,694,618</b>

SUMMARY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Total for All Periods
<b>Net Cash Flow</b>	<b>(\$490,235)</b>	<b>\$709,691</b>	<b>(\$3,112,736)</b>	<b>(\$775,590)</b>	<b>(\$144,919)</b>	<b>\$2,638,609</b>	<b>\$1,261,064</b>	<b>\$1,203,026</b>	<b>(\$267,424)</b>	<b>(\$174,512)</b>	<b>(\$304,618)</b>	<b>\$540,347</b>	<b>\$1,082,705</b>
Beginning cash balance	\$19,012,222	18,521,987	19,231,678	16,118,943	15,343,352	15,198,434	17,837,042	19,098,107	20,301,133	20,033,709	19,859,197	19,554,580	\$19,012,222
<b>Cumulative Net Cash Flow</b>	<b>\$18,521,987</b>	<b>\$19,231,678</b>	<b>\$16,118,943</b>	<b>\$15,343,352</b>	<b>\$15,198,434</b>	<b>\$17,837,042</b>	<b>\$19,098,107</b>	<b>\$20,301,133</b>	<b>\$20,033,709</b>	<b>\$19,859,197</b>	<b>\$19,554,580</b>	<b>\$20,094,927</b>	<b>\$20,094,927</b>
	18,521,987	19,231,678	16,118,943	15,343,352	15,198,434	17,837,042	19,098,107	20,301,133	20,033,709	19,859,197	19,554,580	19,552,569	542,358.20
	-	-	-	-	-	-	(0.00)	(0.00)	(0.30)	(0.00)	(0.00)	-	-

POOLED CASH:  
 GENERAL(101), FIRE(206), POLICE(207), REC(208), ACT 302(211), PUBLIC CAP IMP(245), SEWER O&M, ROAD MAINT SAD, CEMETERY, EQUIPMENT RESERVE, ESCROW, DEBT ACCOUNTS

HAMBURG TOWNSHIP  
DEBT PAYMENT SCHEDULE  
FISCAL YEAR 2022-23

DEBT ISSUE	INTEREST DUE DATE	PRIN & INTEREST DUE DATE	ADMIN FEE DUE DATE	INVOICE ANTICIPATED DATE	ANTICIPATED TRANSFER/ INVESTMENT LIQUIDATION DATE	AMOUNT DUE	PRINCIPAL OUTSTANDING FY 2022-23	principal		Terms	
								principal	interest		
\$2,595,000 Bond Sale	12 REFUNDING (04 SAD)	10/1/2022			8/20/2018	9/7/2021	3,075	205,000		3,075	10/1/2022
			4/1/2023		2/20/2019	3/15/2021	205,000		205,000	3,075	
				4/1/2023	4/1/2019	3/15/2021	750				
\$1,1730,000 Bond Sale	12 REFUNDING (2002 WATER)		4/1/2023	4/1/2019	3/15/2021	750	820,000				10/1/2031
		4/1/2023		2/20/2019	3/15/2021	14,900			16,400		
			10/1/2022	8/20/2018	9/7/2020	114,900		100,000	14,900		
\$1,455,000 Bond Sale	2008 WATER SYS PROJ	10/1/2022			8/20/2018	9/7/2020	15,625	525,000		15,625	4/1/2028
				4/1/2023	4/1/2019	3/15/2021	750				
			4/1/2023	2/20/2019	3/15/2021	115,625		100,000	15,625		
5308-01 Project MFA	2009 ORE LAKE SRF	4/1/2023			2/20/2019	3/15/2021	6,928	489,202		6,928	10/1/2029
			10/1/2022	8/20/2018	9/7/2020	71,927		65,000	6,927		
\$445,000 SAD Bond Sale	2010 IND/DOWNING	10/1/2022			8/20/2018	9/7/2020	4,713	137,000		4,713	
		4/1/2023		2/20/2019	3/15/2021	29,713		25,000	4,713	4/1/2030	
5301-01 Project MFA	2010 WWTP IMP		10/1/2022		8/20/2018	9/7/2020	190,875	1,500,000	170,000	20,875	10/1/2030
		4/1/2023		2/20/2019	3/15/2021	18,750			18,750		
\$4,590,000 Bond Sale	2007 WWTP REFUNDING	7/1/2022			11/19/2019	12/21/2021	294,684	1,160,000	265,000	-	7/1/2026
				1/1/2023	5/1/2019	4/20/2021	750		-	-	
			1/1/2023	5/20/2019	6/21/2020	24,219		-	24,219		
\$3,315,000 Bond Sale	Special Assessments	10/1/2022					14,735	2,740,000		14,735	4/1/2030
			4/1/2023				354,735		340,000	14,735	
		7/1/2022					750				
						1,734,003	7,815,902	1,509,700	194,694	1,700,644 Including yearly fees	



10405 Merrill Road ♦ P.O. Box 157  
 Hamburg, MI 48139  
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 www.hamburg.mi.us

## TAB 3

### PROPERTY TAXES:

#### Fiscal Year 2022/23:

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

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

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

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

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

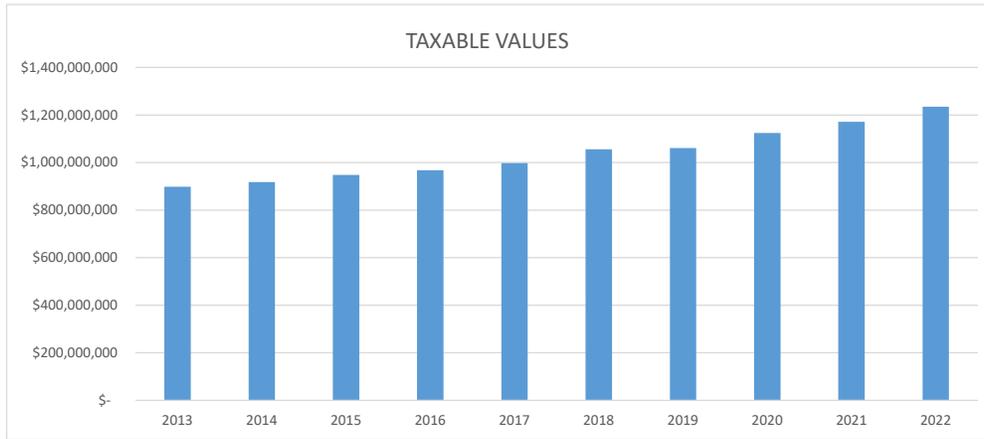
Item 22.

Property Taxes:

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

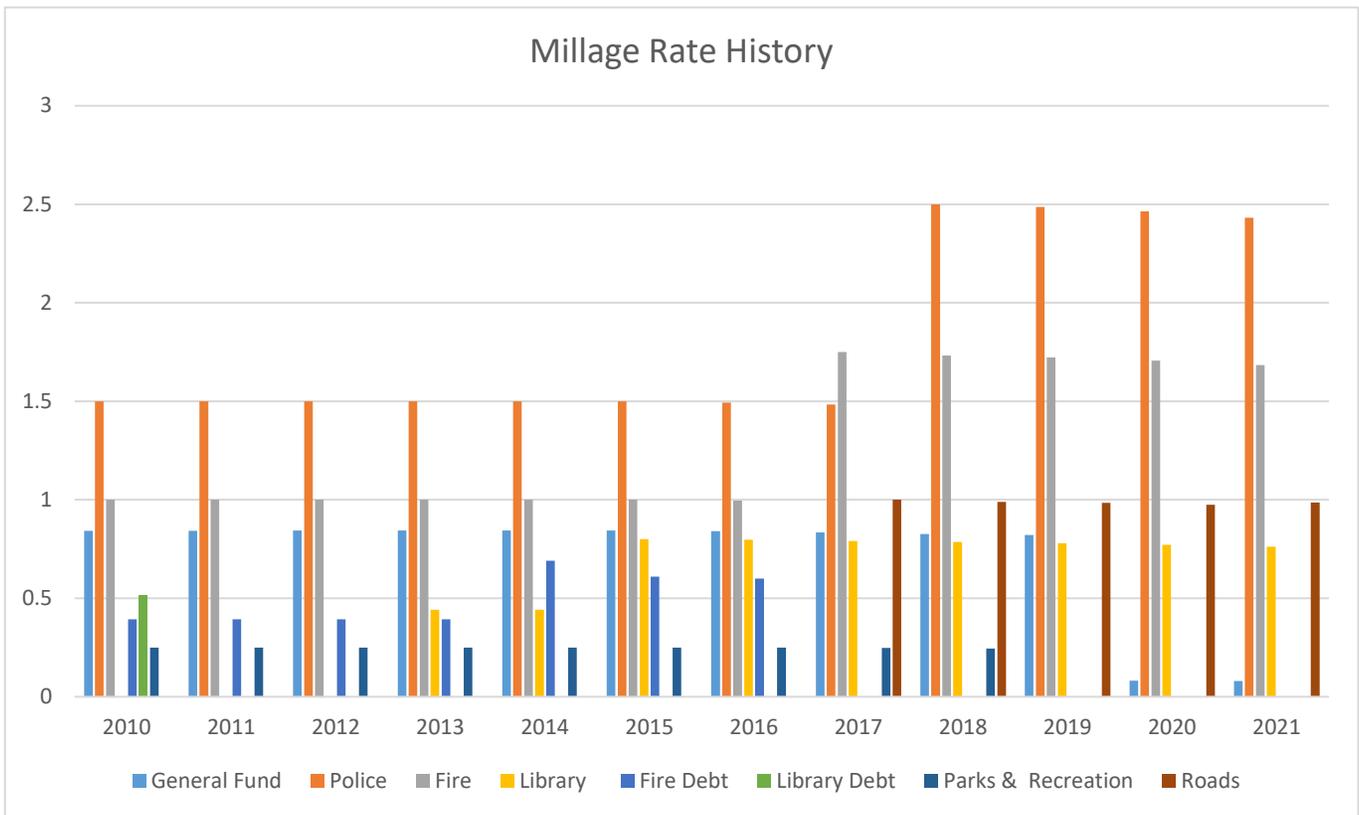
The following shows the history of taxable values of prior years.

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



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

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



\*\* Fire Millage voted in August of 2016

\*\* Road Millage voted in August of 2016

\*\* Police millage voted in August 2018

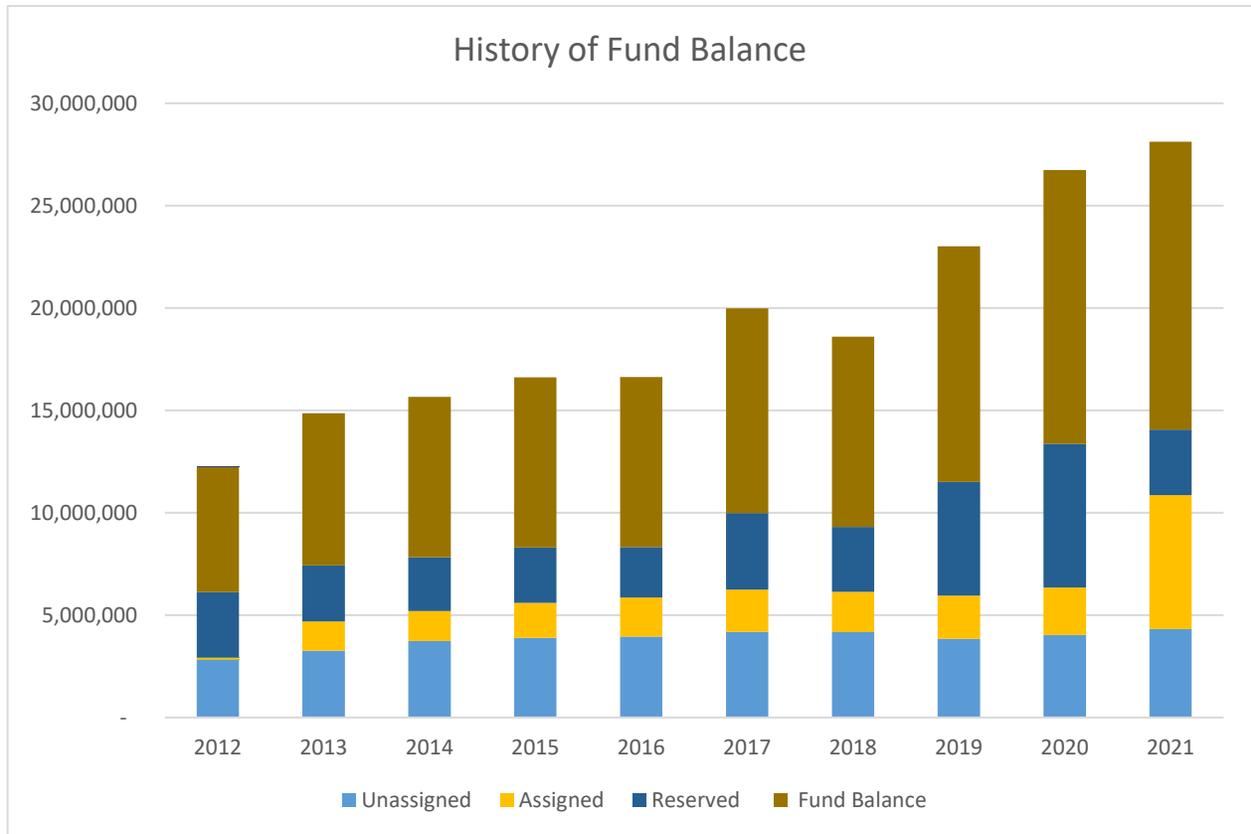
**Hamburg Township  
Fiscal Year 2022-23 Annual Budget  
History of Fund Balance**

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

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

Unreserved/Unassigned: General Fund

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





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## TAB 4

### MONTHLY BANK AND INVESTMENT REPORT:

Fiscal Year 2022/23:

The information in this tab includes:

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

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

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

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

**Monthly Report**  
**5/31/2023**

BANK	TOTAL BAL	BALANCE VERIFICATION DATE
MICHIGAN CLASS	\$ 4,511,130.29	5/31/2023
FLAGSTAR	\$4,185,035.59	5/31/2023
STATE BANK	\$3,081,935.83	5/31/2023
CIBC	\$1,779,422.22	5/31/2023
MICHIGAN STATE CREDIT UNION	\$711,302.28	5/31/2023
PFM	\$1,027,312.47	5/31/2023
HORIZON BANK	\$2,775,845.11	5/31/2023
ROBERT BAIRD & CO.	\$750,017.92	5/31/2023
CONSUMERS CREDIT UNION	\$250,000.00	5/31/2023
INDEPENDENT BANK	\$500,000.00	5/31/2023
Total	\$19,572,001.71	
final numbers		

**Michigan Class**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE		INT EARNED	CURRENT BAL
POOLED	CASH	MONEY MKT				\$ 19,657.63	\$ 4,511,130.29
BANK TOTAL							

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

**Flagstar CDARS CD's**  
**5/31/2023**

	INV NAME	INV/RENEW	MATURITY	INT RATE			CURRENT BAL
1998 SEWER SAD	INDEPENDENT BANK	4/27/2023	10/26/2023	4.42%			\$59,112.87
2004 SAD CONSTRUCTION	FIRST HORIZON BANK	5/11/2023	8/10/2023	4.48%		\$1,930.12	\$191,357.99
2004 SAD CONSTRUCTION	BANK OF AMERICA	4/27/2023	7/27/2023	4.39%			\$246,000.00
2004 SAD CONSTRUCTION	EAST WEST BANK	4/27/2023	7/27/2023	4.39%			\$78,409.54
HEY CREEK CONSTRUCTION	ST. LOUIS BANK	2/16/2023	8/17/2023	4.30%			\$40,839.48
HEY CREEK ENGINEERING	CD TERMS 152 DAYS	3/22/2023	8/21/2023	4.52%			\$28,077.65
2004 SAD CONSTRUCTION	CD TERMS 90 Days	5/24/2023	8/22/2023	4.74%		\$844.62	\$58,695.05
POOLED	CD TERMS 269 Days	5/9/2023	2/2/2024	4.74%		\$176.04	\$24,513.59

POOLED	CD TERMS 91 DAYS	4/24/2023	7/24/2023	4.54%			\$55,479.69
POOLED	CD TERMS 120 DAYS	4/24/2023	8/22/2023	4.58%			\$55,356.60
POOLED	CD TERMS 120 DAYS	3/16/2023	7/14/2023	4.46%			\$55,061.41
POOLED	checking account			1.00%		\$3,008.67	\$3,279,924.44
PAYROLL	checking account						
DISBURSEMENT	checking account						
HEALTH REIMBURSEMENT	reimbursement account			1.00%		\$5.90	\$8,428.83
FEDERAL DRUG	savings account			3.75%		\$11.57	\$3,765.86
						\$5,976.92	\$4,185,023.00

**CIBC**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	4/13/2023	7/12/2023	4.65%	\$275,359.72		\$275,359.72
POOLED	CD	9/26/2022	9/26/2023	3.45%	\$250,000.00		\$250,000.00
POOLED	CD	3/25/2023	8/22/2023	4.75%	\$254,062.50		\$254,062.50
POOLED	CD	5/24/2023	5/23/2024	4.90%	\$500,000.00	\$7,604.17	\$500,000.00
POOLED	CD	12/27/2022	6/30/2023	4.15%	\$500,000.00		\$500,000.00
<b>6999741/1</b>	<b>deposited into flagstar pooled</b>						
					<b>\$1,779,422.22</b>	<b>\$7,604.17</b>	<b>\$1,779,422.22</b>

**The State Bank**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
MONEY MARKET	MONEY MARKET	1/14/2019		3.07%	\$3,070,893.23	\$ 11,042.60	\$3,081,935.83
<b>BANK TOTAL</b>					<b>\$3,070,893.23</b>	<b>\$ 11,042.60</b>	<b>\$3,081,935.83</b>

**Michigan State Credit Union**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	1/21/2023	7/21/2023	4.21%	\$507,808.20		\$507,808.20
POOLED	CD	5/30/2023	6/30/2024	4.62%	\$201,196.74	\$2,291.65	\$203,488.39
General Account	Savings account				\$5.69		\$5.69
					<b>\$709,010.63</b>	<b>\$2,291.65</b>	<b>\$711,302.28</b>

**PFM/GovMIC**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
					\$27,194.66	\$117.81	\$27,312.47
POOLED	MILAF TERM	4/18/2023	8/16/2023	5.40%	\$1,000,000.00		\$1,000,000.00
					<b>\$1,027,194.66</b>		<b>\$1,027,312.47</b>
plus the 7,353.42 is in the 203340 t	rest of the funds reinvested	for 1 million					

add divide

**Horizon Bank**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	12/27/2022	6/27/2023	4.38%	\$504,630.09		\$504,630.09
POOLED	CD	9/26/2022	9/26/2023	3.97%	\$250,000.00		\$250,000.00
POOLED	CD	11/7/2022	5/8/2023	4.36%	\$250,000.00	\$5,484.53	
POOLED	CD	5/1/2023	8/29/2023	4.93%	\$1,000,000.00	\$11,120.54	\$1,011,120.54
POOLED	CD	3/28/2023	3/28/2024	5.00%			\$500,000.00
POOLED	CD	3/27/2023	6/25/2023	4.60%			\$254,609.95
POOLED	CD	5/8/2023	8/6/2023	4.95%			\$255,484.53
					<b>\$2,004,630.09</b>	<b>\$16,605.07</b>	<b>\$2,775,845.11</b>

**Robert Baird & Co.**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	government AGY BOND	4/19/2022	4/18/2024	2.58%	\$250,017.92		\$250,017.92
POOLED		7/28/2022	7/28/2023	2.50%	\$500,000.00		\$500,000.00
					<b>\$750,017.92</b>		<b>\$750,017.92</b>

**Consumers Credit Union**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	Savings Account				\$25.00		\$ 25.00
POOLED	CD	12/28/2022	6/28/2023	4.16%	\$249,975.00		\$ 249,975.00
<b>BANK TOTAL</b>					<b>\$250,000.00</b>		<b>\$ 250,000.00</b>

**Independent Bank**  
**5/31/2023**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	12/28/2022	12/23/2023	4.15%	\$500,000.00		\$ 500,000.00
<b>BANK TOTAL</b>					<b>\$500,000.00</b>		<b>\$ 500,000.00</b>

**Hamburg Township  
Approved Financial Institutions  
Revised 11/17/2022**

Item 22.

<b>Ann Arbor State Bank 125 W. William St. Ann Arbor, MI 48104</b>	<b>Robert W. Baird &amp; Co. 4017 Hillsboro Pike Suite 403 Nashville, TN 37215</b>
<b>Brighton Commerce Bank 8700 No. Second Street Brighton, MI 48116</b>	<b>The State Bank 175 N Leroy St. P.O. Box 725 Fenton, MI 48430-0725</b>
<b>CIBC 34901 Woodward Avenue Suite 200 Birmingham, MI 48009</b>	<b>PNC 5290 W. Pierson Rd Flushing, MI 48433</b>
<b>Comerica Bank Municipalities Group PO Box 75000 Detroit, MI 48226</b>	<b>Independent Bank 201 W. Big Beaver Rd. Suite 125 Troy, MI 48084</b>
<b>Fifth Third Bank Public Funds Banking 1000 Town Center, Suite 1400 Southfield, MI 48075</b>	<b>MSU Federal Credit Union 3777 West Rd East Lansing MI 48823</b>
<b>First National Bank 101 East Grand River Howell, MI 48843</b>	<b>PFM Asset Management 535 Griswold Street, Suite 550 I Detroit, MI. 48226</b>
<b>Flagstar Bank Public Funds Group 5151 Corporate Drive Troy, MI 48098</b>	<b>Consumers Credit Union 7200 Elm Valley Drive Kalamazoo, MI 49009</b>
<b>Huntington Bank 801 W. Big Beaver Rd. Troy, MI 48084</b>	
<b>JP Morgan Chase Municipal Banking Group 620 S. Capitol Ave Lansing, MI 48933</b>	
<b>Level One 32991 Hamilton Ct Farmington Hills, MI 48334</b>	
<b>Michigan Class 3135 S. State Street, Suite 108 Ann Arbor, MI 48108</b>	
<b>Old National Bank 205 W. Grand River Ave Suite 102 Brighton, MI 48116</b>	
<b>Horizon Bank 2555 Crooks Road Suite 100 Troy, MI 48084</b>	

## TAB 5

### FIVE-YEAR FORECAST

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

**HAMBURG TOWNSHIP  
GENERAL FUND FINANCIAL PROJECTION**

Item 22.

	Actual FY 2019/20	Actual FY 2020/21	PROJECTED YEAR-End 2021/22	<b>PROPOSED</b> FY <b>2022/23</b>	PROJECTED FY 2023/24	PROJECTED FY 2024/25	PROJECTED FY 2025/26	PROJECTED FY 2026/27
<b>REVENUES:</b>								
PROPERTY TAXES	885,813	921,075	943,666	<b>981,700</b>	1,001,334	1,021,361	1,041,788	1,062,624
PROP TAX ADMIN FEE	338,157	351,112	492,124	<b>495,000</b>	504,900	514,998	525,298	535,804
STATE SHARED REVENUE	1,889,284	2,227,926	3,131,853	<b>2,276,972</b>	2,322,511	2,368,962	2,416,341	2,464,668
CABLE FRANCHISE FEE	345,266	336,447	350,000	<b>350,000</b>	350,000	350,000	350,000	350,000
ADMIN FEE FROM SEWER FUND	115,000	115,000	115,000	<b>115,000</b>	115,000	115,000	115,000	115,000
INTEREST REVENUE	88,591	3,032	8,500	<b>5,000</b>	8,500	9,500	9,500	9,500
ALL OTHER	278,791	158,902	202,753	<b>1,281,981</b>	255,000	257,550	260,126	262,727
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>3,940,902</b>	<b>4,113,494</b>	<b>5,243,896</b>	<b>5,505,653</b>	<b>4,557,245</b>	<b>4,637,370</b>	<b>4,718,052</b>	<b>4,800,322</b>
<b>EXPENDITURES:</b>								
SALARIES AND WAGES	1,564,477	1,619,670	1,467,510	<b>1,500,871</b>	1,575,915	1,654,710	1,737,446	1,824,318
HEALTH INSURANCE	286,945	328,193	277,392	<b>297,790</b>	312,680	328,313	344,729	361,966
RETIREMENT	141,274	243,389	121,916	<b>117,780</b>	123,669	129,852	136,345	143,162
FICA	121,920	125,187	110,624	<b>115,213</b>	120,557	126,585	132,915	139,560
OTHER PERSONNEL COSTS	7,829	7,986	8,145	<b>8,308</b>	8,724	9,160	9,618	10,099
BLDG & MAUSOLEUM DEBT	22,000	22,000	22,000	-	-	-	-	-
OTHER OPERATING COSTS	852,536	777,014	1,453,307	<b>3,404,450</b>	1,200,000	1,224,000	1,248,480	1,273,450
TRANSFER TO POLICE OPERATING	250,000	250,000	250,000	-	-	-	-	-
TRANSFER TO PARKS - OPERATING	450,363	423,120	429,890	<b>400,000</b>	420,000	420,000	420,000	420,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,697,345</b>	<b>\$ 3,796,558</b>	<b>\$ 4,140,784</b>	<b>\$ 5,844,412</b>	<b>\$ 3,761,544</b>	<b>\$ 3,892,621</b>	<b>\$ 4,029,533</b>	<b>\$ 4,172,555</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>	\$ 243,557.85	\$ 316,936	\$ 1,103,112	\$ (338,759)	\$ 795,701	\$ 744,749	\$ 688,520	\$ 627,767
FUND BALANCE - BEGINNING OF YEAR	\$ 4,746,737	\$ 4,990,295	\$ 5,307,231	\$ 6,410,343	\$ 6,071,584	\$ 6,867,285	\$ 7,612,034	\$ 8,300,553
FUND BALANCE - END OF YEAR	\$ 4,990,295	\$ 5,307,231	\$ 6,410,343	\$ 6,071,584	\$ 6,867,285	\$ 7,612,034	\$ 8,300,553	\$ 8,928,321
FUND BALANCE RESERVED FOR WATER RECEIVABLE***	459,648	459,648	459,648	<b>459,648</b>	459,648	459,648	459,648	459,648
OTHER DESIGNATED FUND BALANCE **	502,661	502,701	502,741	<b>502,781</b>	502,821	502,861	502,901	502,941
<b>UNDESIGNATED FUND BALANCE</b>	<b>\$ 4,027,986</b>	<b>\$ 4,344,882</b>	<b>\$ 5,447,954</b>	<b>\$ 5,109,155</b>	<b>\$ 5,904,816</b>	<b>\$ 6,649,525</b>	<b>\$ 7,338,004</b>	<b>\$ 7,965,732</b>

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

\*\*\* Long-term receivable

Board Resolution FB 125% of operating expenses	4,621,681	4,745,698	5,175,980	<b>7,305,515</b>	4,701,930	4,865,777	5,036,916	5,215,693
difference	\$ 368,614	\$ 561,533	\$ 1,234,363	<b>\$ (1,233,931)</b>	\$ 2,165,355	\$ 2,746,257	\$ 3,263,638	\$ 3,712,627

**HAMBURG TOWNSHIP  
POLICE FUND FINANCIAL PROJECTION**

Item 22.

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

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

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

HAMBURG TOWNSHIP  
FIRE FUND FINANCIAL PROJECTION

Item 22.

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

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

\*\*\* Millage expires in 12/2025

**HAMBURG TOWNSHIP  
REC FUND FINANCIAL PROJECTION**

Item 22.

	Actual FY 2018/19	Actual FY 2019/20	Actual FY 2020/21	PROJECTED YEAR-End 2021/22	PROJECTED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25
<b>REVENUES:</b>							
PROPERTY TAXES	253,008	-	-	-	-	-	-
ALL OTHER	48,442	22,283	20,984	67,976	17,000	17,000	17,000
TRANSFER IN FROM GENERAL FUND	120,000	450,363	423,120	429,890	400,000	470,146	481,168
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>\$ 421,450</b>	<b>\$ 472,646</b>	<b>\$ 444,104</b>	<b>\$ 497,866</b>	<b>\$ 417,000</b>	<b>\$ 487,146</b>	<b>\$ 498,168</b>
<b>EXPENDITURES:</b>							
SALARIES AND WAGES	103,561	106,602	102,012	107,283	106,658	108,791	110,967
HEALTH INSURANCE	31,620	35,636	34,125	38,182	43,131	45,288	47,552
RETIREMENT	9,497	10,046	10,124	9,104	10,085	10,388	10,699
FICA	8,375	8,210	7,863	7,928	10,600	10,918	11,246
OTHER PERSONNEL COSTS	5,255	1,789	1,825	1,861	1,898	1,936	1,975
OTHER OPERATING COSTS	129,323	153,178	224,381	227,079	436,713	445,447	454,356
<b>TOTAL EXPENDITURES</b>	<b>\$ 287,631</b>	<b>\$ 315,460</b>	<b>\$ 380,330</b>	<b>\$ 391,437</b>	<b>\$ 609,085</b>	<b>\$ 622,767</b>	<b>\$ 636,795</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>	<b>\$ 133,819</b>	<b>\$ 157,186</b>	<b>\$ 63,774</b>	<b>\$ 106,429</b>	<b>\$ (192,085)</b>	<b>\$ (135,621)</b>	<b>\$ (138,627)</b>
FUND BALANCE - BEGINNING OF YEAR	\$ 471,599	\$ 605,418	\$ 762,604	\$ 826,378	\$ 932,807	\$ 740,722	\$ 605,101
<b>FUND BALANCE - END OF YEAR</b>	<b>\$ 605,418</b>	<b>\$ 762,604</b>	<b>\$ 826,378</b>	<b>\$ 932,807</b>	<b>\$ 740,722</b>	<b>\$ 605,101</b>	<b>\$ 466,474</b>
FB DESIGNATED FOR PARKS MAINTENANCE	61,775	54,283	54,283	54,283	54,283	54,283	54,283
FB DESIGNATED FOR LL TRAIL MAINT	187,250	187,250	217,250	237,250	237,250	237,250	237,250
FB DESIGNATED FOR SR CTR MAINT	70,000	70,000	70,000	50,000	50,000	50,000	50,000
FB DESIGNATED FOR EQUIPMENT	140,000	140,000	160,000	160,000	160,000	160,000	160,000
OTHER DESIGNATED FUND BALANCE **	-	-	-	-	-	-	-
<b>UNDESIGNATED FUND BALANCE</b>	<b>\$ 146,393</b>	<b>\$ 311,071</b>	<b>\$ 324,845</b>	<b>\$ 431,274</b>	<b>\$ 239,189</b>	<b>\$ 103,568</b>	<b>\$ (35,059)</b>

451,533

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

\*\*\*Voted Parks Millage 11/09 - .2457  
Expires 2018

**Hamburg Township Road Fund  
Financial Projections  
Fiscal Year 2022-23**

	Actual FY 2018/19	Actual FY 2019/20	Current FY 2019-2020	Actual FY 2020/21	Projected Year-End 2021/22	<b>Projected FY 2022/23</b>	Projected FY 2023/24	Projected FY 2024/25	Projected FY 2025/26
Property Tax Revenue	1,028,097	1,064,198	1,066,161	1,097,404	1,161,851	<b>1,204,850</b>	1,216,899	1,229,067	1,241,358
Other Revenue	-	-	-	-	-	-	-	-	-
Interest Income	9,299	31,357	20,000	5,977	1,000	<b>1,000</b>	4,000	4,000	3,000
<b>Total Revenue</b>	<b>1,037,396</b>	<b>1,095,555</b>	<b>1,086,161</b>	<b>1,103,381</b>	<b>1,162,851</b>	<b>1,205,850</b>	<b>1,220,899</b>	<b>1,233,067</b>	<b>1,244,358</b>
Expenditures	88,349	164,498	1,300,000	1,342,242	1,875,140	<b>1,357,000</b>	660,000	660,000	660,000
Excess of Revenue Over (Under) Expenditures	949,048	931,056	(213,839)	(238,861)	(712,289)	<b>(151,150)</b>	560,899	573,067	584,358
Beginning Fund Balance	123,872	1,072,920	1,072,920	2,003,986	1,765,125	<b>1,052,836</b>	901,686	1,462,585	2,035,652
Ending Fund Balance	<b>\$ 1,072,920</b>	<b>\$ 2,003,976</b>	<b>\$ 859,081</b>	<b>\$ 1,765,125</b>	<b>\$ 1,052,836</b>	<b>\$ 901,686</b>	<b>\$ 1,462,585</b>	<b>\$ 2,035,652</b>	<b>\$ 2,620,010</b>

Millage voted November 2016: 1  
Levied on December 1 collected through February 28

Millage expires in 2020

**Millage renewal December of 20 for levy on 12/1/21**

**TO:** Hamburg Township Board of Trustees

**FROM:** Jason Negri, Treasurer

**DATE:** July 10, 2023

**AGENDA ITEM TOPIC:** Increase for Treasurer's Assistant

Number of Supporting Documents: **1**

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**Requested Action**

For the past 3 years, Susan Deadman (Treasurer's Clerk, now at Grade 4, Step 7, hourly rate of \$25.71) has been steadily taking on more responsibilities in the Treasury. More specifically, since May 1, 2023, in anticipation of Tricia's Departure (both for redundancy and to train the new Deputy), Susan has been actively learning all the tasks ordinarily performed by the Deputy Treasurer, and has added the following tasks to her job:

- Finance Control Book Investment tab
- Setting up the tax roll
- Tax adjustments and refunds
- Millage rates (L-4029's)
- MERS payment
- Veterans exemptions
- Communications with the banks
- Audit letters
- Mortgage letters
- DNR / PILT reporting
- Local Stabilization Payments

Susan is an exemplary employee in every respect: diligent, pleasant, responsible, ethical and always willing to help with everything. Because of the essential role she is playing and the increased duties she has been (and will be) performing, I am requesting that the Board approve my increasing her salary to make it commensurate with the job she is actually doing.

My previous request in May was to propose that we reclassify her job to "Assistant Deputy Treasurer" and make her Grade 5, Step 5 at an hourly rate of \$26.91. Based on input from Rhomberg-Stover and other considerations, I am moderating my request and would like to ask that we classify her as Senior Treasurer's Assistant at a Grade 4, Step 8 (hourly rate of \$26.34).

Hamburg Township  
Assistant Deputy Treasurer  
Compensation Survey

Item 23.

Participant	Participant Comparable Position	Position Hourly Range		Incumbent Hourly Rate
		Minimum	Maximum	
City of Brighton	Part Time Finance Clerk	\$18.95	\$21.49	--
City of Brighton	Full Time Finance Clerk	\$21.12	\$23.84	--
City of Brighton	Senior Finance Clerk	\$22.81	\$25.75	--
Genoa Township	Deputy Treasurer	\$21.49	\$32.25	\$26.45
Highland Township	Treasurer's Office Assistant	\$19.00	--	\$22.51
Oxford Township	Administrative Assistant to the Treasurer	--	--	\$26.27 <sup>1</sup>
White Lake Township	Accounting Clerk	\$30.66	\$34.14	\$32.40 <sup>1</sup>
	<i>n</i>	<b>6</b>	<b>5</b>	<b>4</b>
	<i>Mean</i>	<b>\$22.34</b>	<b>\$27.49</b>	<b>\$26.91</b>
	<i>Median</i>	<b>\$21.31</b>	<b>\$25.75</b>	<b>\$26.36</b>

<sup>1</sup> Hourly rate calculated using 2080 hours.  
Revised: 7/11/2023

**TO:** Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** July 14, 2023

**AGENDA ITEM TOPIC:** Park Approval – PowerAde Tournament – August 19 & 20, 2023  
**West Park Blackout**

Number of Supporting Documents: **1 Application Packet**

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### **Requested Action**

Approve the Park Use Application as submitted, and allow the hazard and fee level to be determined by the Director of Public Safety after a required pre-event meeting with the applicant, along with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that the Park Coordinator arrange for all portable toilets and garbage dumpster then pass the cost along to the applicant, and that the use will be subject to blackout dates.

### **Background**

Based on the participant numbers reflected on the application, the fees for a Blackout Event in West Park (Medium Hazard as it has been in the past) for a non-partnering group is \$1,500 per day and the Public Safety fees are \$600 per day. There is no planned use for East Park, however, overflow parking should be anticipated as it has been the case in the past. The Township Board's motion will need to address a rubbish dumpster, additional portable toilets, and extra cleaning of the portable toilets supplied by the Township, as this procedure has been proposed but is not currently part of the policy.

This event anticipates 2,500 total participants/spectators/guests during the event, with 1,500 persons at any given time. Food vendors will be required to provide Certificate of Insurance as well as their food licenses, and the list of expected vendors will need to be provided to the Fire Department for inspection. There is a \$50 inspection fee for the Tent Permit Application which is taken out of the fees paid.

**The Parks & Recreation Committee passed the following motion at their June 27, 2023 regular meeting:**

**Motion by Michniewicz, supported by Auxier, to recommend approval to the Township Board after review and setting of hazard level by Public Safety, with a contingency that the Clerk Department be provided all requested documents to their satisfaction, and with the additional requirement that the applicant be charged for additional portable toilets, at a number suggested by the Township vendor based on the anticipated participants, along with a rubbish dumpster, all of which will be arranged by the Township Coordinator and included in their park fee invoice.**

Voice Vote: Ayes – 4 Absent: 1 (Muck)

**MOTION CARRIED**

**The Public Safety Committee passed the following motion at their July 7, 2023 regular meeting:**

**Motion by Hohl, second by Menzies, to approve contingent upon meeting with the Public Safety Director not less than 21 days before the event with specific attention being paid to handicapped parking and documented maps illustrating traffic flow and signage notated on the map. The hazard level to be established by the director at the end of this meeting based on his assessment of the event.**

Passed Unanimously

**TO:** Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** July 14, 2023

**AGENDA ITEM TOPIC:** Park Approval – Coaches Legions Cross Country Invitational – 2-day event  
September 29 & 30, 2023 – BLACKOUT FOR EAST PARK  
Number of Supporting Documents: **1 Application Packet**

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### **Requested Action**

Approve Park Use Application as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that fees for Parks & Public Safety be set based on a Medium Hazard level being assigned by Public Safety at their July 7, 2023 meeting.

### **Background**

Based on the participant numbers reflected on the application, the fees for a Blackout Event in East Park for a recognized group is \$500 per day with the Public Safety fees at \$600 per day. Parking is planned in the West Park parking lot. The Township Board's motion will need to address fees, either waiver or reduction, including the fees for Vendor Inspections through the Fire Department. It has been the Parks and Recreation Committee's suggestion that in the future, all extra portable toilets and dumpsters be arranged by the Park Coordinator, and that costs for those services be recouped from the applicant. Changes to the policy and procedures are forthcoming.

This event is similar in size to the 2022 Fall event that raised some concerns regarding the lack of adequate sanitary facilities, dumpsters, and crowd/traffic control. It is highly recommended that these concerns be addressed to the satisfaction of the Clerk and the Public Safety Committee. Also, the food vendors will be required to provide Certificate of Insurance as well as their food licenses, and the list of expected vendors will need to be provided to the Fire Department for inspection. There is a \$50 inspection fee for the Tent Permit Application, so it is up to the Board if this fee will be waived.

**The applicant has stated there will be a \$10 per vehicle fee charged to enter this event.**

This event will be considered a Blackout, during which no other users will be allowed to use the facilities.

**Parks Committee Approved Motion – April 25, 2023:**

Motion by Dolan, supported by Muck, to recommend approval of the event to the Township Board with a Blackout, contingent on the applicant providing adequate sanitary conditions, a rubbish dumpster, and traffic control solutions satisfactory to the Township, and that all food vendors provide a Certificate of Insurance and be properly licensed and that a Tent Permit application list all vendors who will be present and subject to inspection. A hazard level shall be set after review by Public Safety, and all other requirements must be met to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 4 Absent: 1 (Auxier)

MOTION CARRIED

**Public Safety Committee Unapproved Motion – July 7, 2023:**

Motion by Hohl, second by Hughes with discussion, to accept the Director's recommendation of a medium intensity level for the Cross-Country Event 29<sup>th</sup> and 30<sup>th</sup> Coaches Legion Cross-Country Invitational.

Further discussion was had.

Passed Unanimously