



## Board of Trustees

William J. Fountain, Supervisor  
Larry N. Ciofu, Clerk  
Kathleen A. Horning, Treasurer

Brett Lubeski, Trustee  
Summer L. McMullen, Trustee  
Denise M. O'Connell, Trustee  
Joseph M. Petrucci, Trustee

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### Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, March 10, 2026 7:00 PM

1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call
  4. Approval of the Agenda
  5. Call to the Public
  6. Approval of the Consent Agenda
    - [a.](#) Approve Payment of Bills
    - [b.](#) Approve Post Audit of Disbursements Between Board Meetings
    - [c.](#) 02-24-26 Hartland Township Board Regular Meeting Minutes
    - [d.](#) VC3 Contract for FY27 Services
    - [e.](#) VC3 Contract for .GOV Migration
    - [f.](#) 2026 Backwash Lift Station Repair
  7. Pending & New Business
    - [a.](#) Resolution of Determination of Wages and Benefits of the Township Supervisor
    - [b.](#) Resolution of Determination of Wages and Benefits of the Township Clerk
    - [c.](#) Resolution of Determination of Wages and Benefits of the Township Treasurer
    - [d.](#) Resolution of Determination of Wages and Benefits of the Township Trustees
    - [e.](#) Hartland Deerfield Fire Authority Fiscal Year 2026 - 2027 Budget Approval
    - [f.](#) Resolution for Water Rates Effective April 1, 2026
    - [g.](#) Public Hearing and Resolution of General Appropriations Act for FY2027 Budget
    - [h.](#) Resolution to Authorize Issuance of LTGO Bonds, Series 2026
  8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
    - a. Manager's Report
  10. Adjournment

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Case, Finance Clerk

**Subject:** Approve Payment of Bills

**Date:** March 3, 2026

## Recommended Action

Move to approve the bills as presented for payment.

## Discussion

Bills presented total \$151,651.06. The bills are available in the Finance office for review.

Notable invoices include:

\$10,698.62 – Hartland Township Water O&M – (February 2026 - Out of dept. costs for labor & equipment)

\$73,440.16 – Jennifer M. Nash – (Sewage Disposal Bonds, Series 2015)

\$15,372.00 – Osburn Services Inc. – (50% deposit on Kohler Home Standby Generator)

\$24,558.00 – Spalding Dedecker – (Various engineering invoices)

## Financial Impact

Is a Budget Amendment Required?     Yes     No

All expenses are covered under the adopted FY26 budget.

## Attachments

Bills for 03.10.2026

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ALLSTAR	ALLSTAR ALARM LLC	03/01/2026	446068	FOA	HERO TEEN CENTER 4/1 - 6/30/26	
54052	8345 MAIN STREET	03/10/2026		N		150.00
03/01/2026	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		03/10/2026		N		150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	150.00

VENDOR TOTAL: 150.00

APPLIEDCAP	APPLIED CAPITAL, LLC	03/02/2026	41355266	FOA	2/20/26 - 3/19/26 RICOH/HP COPIERS/P	
54046	P.O. BOX 660831	03/10/2026		N		407.00
03/02/2026	DALLAS TX, 75266-0831	/ /	0.0000	N		0.00
		03/10/2026		N		407.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-960.000	LEASES - COPIER	407.00

VENDOR TOTAL: 407.00

APPLIED	APPLIED INNOVATION	02/24/2026	3079172	FOA	1/23/26 - 2/22/26 RICOH MP6055SP	
54023	7718 SOLUTION CENTER	03/10/2026		N		1.81
02/24/2026	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		03/10/2026		N		1.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	1.81

VENDOR TOTAL: 1.81

CINTAS	CINTAS CORPORATION	01/19/2026	4256765252	FOA	MATS	
53946	P.O. BOX 630910	03/10/2026		N		48.11
01/19/2026	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		03/10/2026		N		48.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	48.11

CINTAS	CINTAS CORPORATION	02/23/2026	5319870010	FOA	FIRST AID SUPPLIES	
54022	P.O. BOX 630910	03/10/2026		N		47.16
02/23/2026	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		03/10/2026		N		47.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	47.16

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

CINTAS	CINTAS CORPORATION	02/28/2026	9361661808	FOA	EYEWASH AGREEMENT	
54043	P.O. BOX 630910	03/10/2026		N		99.18
02/28/2026	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		03/10/2026		N		99.18

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	99.18

VENDOR TOTAL: 194.45

COLDSRING	COLDSRING	02/19/2026	1135098	FOA	NICHE - ROWLAND	
54026	17482 GRANITE WEST ROAD	03/10/2026		N		381.00
02/19/2026	COLD SPRING MN, 56320-4578	/ /	0.0000	N		0.00
		03/10/2026		N		381.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567-727.000	SUPPLIES & POSTAGE	381.00

VENDOR TOTAL: 381.00

COSGROVE	COSGROVE, HEATHER	03/03/2026	030326	FOA	REIMBURSE FOR WINTERFEST SUPPLIES BO	
54051		03/10/2026		N		83.91
03/03/2026	,	/ /	0.0000	N		0.00
		03/10/2026		N		83.91

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-955.000	PARKS - SPECIAL EVENTS	83.91

VENDOR TOTAL: 83.91

CSM	CSM MECHANICAL LLC	02/24/2026	6696	FOA	LEAKING DISCHARGE PIPE ON SUMP PUMP	
54042	1235 HOLDEN AVE	03/10/2026		N		1,277.50
02/24/2026	MILFORD MI, 48381	/ /	0.0000	N		0.00
		03/10/2026		N		1,277.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	1,277.50

VENDOR TOTAL: 1,277.50

ELECTROCYC	ELECTROCYCLE, INC.	02/17/2026	74486	FOA	ONSITE DOCUMENT DESTRUCTION	
54007	23953 RESEARCH DR	03/10/2026		N		42.00
02/17/2026	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		03/10/2026		N		42.00

Open

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

GL NUMBER	DESCRIPTION	AMOUNT
101-172-801.000	CONTRACTED SERVICES	42.00

VENDOR TOTAL: 42.00

ETNA	ETNA SUPPLY COMPANY	02/19/2026	S106738106.001	FOA	METERS	
54020	P.O. BOX 772107	03/10/2026		N		1,320.00
02/19/2026	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		03/10/2026		N		1,320.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	1,320.00

VENDOR TOTAL: 1,320.00

FENTONMEMO	FENTON MEMORIALS & VAULTS, INC.	02/09/2026	14946	FOA	LASER BRICKS	
54017	3236 OWEN RD	03/10/2026		N		1,140.00
02/09/2026	FENTON MI, 48430	/ /	0.0000	N		0.00
		03/10/2026		N		1,140.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-886.000	VETERANS MEMORIAL CARE	1,140.00

VENDOR TOTAL: 1,140.00

5888	FOSTER, SWIFT, COLLINS & SMITH	02/19/2026	935168	FOA	JANUARY 2026	
54015	313 S. WASHINGTON SQUARE	03/10/2026		N		1,927.44
02/19/2026	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		03/10/2026		Y		1,927.44

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-826.000	LEGAL FEES	428.32
101-400-801.100-0071	CHICK-FIL-A DEV EXPENSE	160.62
101-209-826.000	LEGAL FEES	883.41
101-400-801.100-0026	REDWOOD USA LLC	455.09
		1,927.44

VENDOR TOTAL: 1,927.44

HAYAA-B	HARTLAND AREA YOUTH ATHLETIC ASSOC.	03/01/2026	MARCH 2026	FOA	PAYMENT PER AGREEMENT	
53894	HAYAA - BASEBALL	03/10/2026		N		1,285.72
03/01/2026	P.O. BOX 110	/ /	0.0000	N		0.00
	HARTLAND MI, 48353	03/10/2026		N		1,285.72

Open

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

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.100	HAYAA: SPRANGER FIELD CONTRACT	1,285.72

VENDOR TOTAL: 1,285.72

0001	HARTLAND TOWNSHIP GENERAL FUND	02/18/2026	021826	FOA	JANUARY 2026 DOG LICENSE PMTS	
54008		03/10/2026		N		9.00
02/18/2026		/ /	0.0000	N		0.00
		03/10/2026		N		9.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	9.00

VENDOR TOTAL: 9.00

WATERO&M	HARTLAND TOWNSHIP WATER O & M	02/28/2026	FEB 2026	FOA	OUT OF DEPT COSTS FOR EQUIPMENT	
54048	2655 CLARK RD	03/10/2026		N		948.96
02/28/2026	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		03/10/2026		N		948.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.010	CONTRACT EQUIPMENT - WATER SYS	379.00
101-265-801.010	CONTRACT EQUIPMENT - WATER SYS	389.10
101-567-801.010	CONTRACT EQUIPMENT - WATER SYS	51.38
101-751-955.000	PARKS - SPECIAL EVENTS	129.48
		948.96

WATERO&M	HARTLAND TOWNSHIP WATER O & M	02/28/2026	FEBRUARY 2026	FOA	OUT OF DEPT COSTS	
54049	2655 CLARK RD	03/10/2026		N		9,749.66
02/28/2026	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		03/10/2026		N		9,749.66

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	4,264.97
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	3,861.60
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM	727.64
101-751-955.000	PARKS - SPECIAL EVENTS	895.45
		9,749.66

VENDOR TOTAL: 10,698.62

LIVINGCO	JENNIFER M. NASH	02/03/2026	020326	FOA	SEWAGE DISPOSAL BONDS, SERIES 2015	
54053	C/O BRIAN JONCKHEERE, LCDC	03/10/2026		N		73,440.16
02/03/2026	2300 E. GRAND RIVER, STE 105	/ /	0.0000	N		0.00
	HOWELL MI, 48843-7581					

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

		03/10/2026		N		73,440.16
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Open

GL NUMBER	DESCRIPTION	AMOUNT
591-000-203.000	BONDS PAYABLE	64,460.00
591-000-997.000	BOND INTEREST PAYMENT	8,980.16
		<u>73,440.16</u>

VENDOR TOTAL: 73,440.16

KCI	KCI	02/20/2026	355912	FOA	ASSESSMENT NOTICES	
54034	3901 EAST PARIS SE	03/10/2026		N		1,200.31
02/20/2026	GRAND RAPIDS MI, 49512	/ /	0.0000	N		0.00
		03/10/2026		N		1,200.31

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-811.000	TAX PREPARATION	1,200.31

VENDOR TOTAL: 1,200.31

KENNEDY	KENNEDY INDUSTRIES, INC	02/19/2026	649888	FOA	WET WELL INVESTIGATION	
54041	P.O. BOX 930079	03/10/2026		N		900.00
02/19/2026	WIXOM MI, 48393	/ /	0.0000	N		0.00
		03/10/2026		N		900.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	900.00

VENDOR TOTAL: 900.00

0220	LIVINGSTON COUNTY TREASURER	02/18/2026	021826	FOA	JANUARY 2026 DOG LICENSE PMTS	
54009	200 E. GRAND RIVER	03/10/2026		N		81.00
02/18/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/10/2026		N		81.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	81.00

0220	LIVINGSTON COUNTY TREASURER	02/23/2026	022326	FOA	P.R.E. ADJUSTMENT PID 08-01-300-036	
54045	200 E. GRAND RIVER	03/10/2026		N		26.06
02/23/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/10/2026		N		26.06

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-850.000	TAX CHARGEBACKS	26.06

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
0220	LIVINGSTON COUNTY TREASURER	03/01/2026	030126	FOA	2025 DRAINS AT LARGE	
53881	200 E. GRAND RIVER	03/10/2026		N		7,681.07
03/01/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/10/2026		N		7,681.07

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-963.000	DRAINS AT LARGE	7,681.07

VENDOR TOTAL: 7,788.13

OSBURN	OSBURN SERVICES, INC.	02/18/2026	299377	FOA	50% DEPOSIT FOR KOHLER HOME STANDBY	
54016	2530 E BUNO RD	03/10/2026		N		15,372.00
02/18/2026	MILFORD MI, 48381	/ /	0.0000	N		0.00
		03/10/2026		N		15,372.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-142.000	EQUIPMENT	15,372.00

VENDOR TOTAL: 15,372.00

1180	PETER'S TRUE VALUE HARDWARE	02/23/2026	K81188	FOA	TRASH PUMP REPAIR	
54021	3455 W. HIGHLAND ROAD	03/10/2026		N		133.49
02/23/2026	MILFORD MI, 48380	/ /	0.0000	N		0.00
		03/10/2026		N		133.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.002	REPAIRS & MAINT VEHICLE/EQUIP	133.49

VENDOR TOTAL: 133.49

RESERVE	PITNEY BOWES BANK INC RESERVE ACCT	03/03/2026	030326	FOA	FEBRUARY 2026 POSTAGE	
54054	P.O. BOX 981023	03/10/2026		N		478.23
03/03/2026	BOSTON MA, 02298-1023	/ /	0.0000	N		0.00
		03/10/2026		N		478.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	42.92
101-209-727.000	SUPPLIES & POSTAGE	82.22
101-215-727.000	SUPPLIES & POSTAGE	215.10
101-441-727.000	SUPPLIES & POSTAGE	0.74
101-191-727.000	SUPPLIES & POSTAGE	73.19
101-400-727.000	SUPPLIES & POSTAGE	6.66
101-253-811.100	TAX COLLECTION	33.30
536-000-727.000	SUPPLIES/POSTAGE	7.40
590-000-727.000	SUPPLIES & POSTAGE	7.40
101-567-727.000	SUPPLIES & POSTAGE	1.03

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

101-722-727.000	SUPPLIES & POSTAGE					4.44
101-192-727.000	SUPPLIES & POSTAGE					3.83
						478.23

VENDOR TOTAL: 478.23

PIVOTPOINT	PIVOT POINT PARTNERS LLC	01/23/2026	2666	FOA	ASSESSING SOFTWARE	
54018	2497 SHEPHERD CT	03/10/2026		N		2,040.85
01/23/2026	POWELL OH, 43065	/ /	0.0000	N		0.00
		03/10/2026		Y		2,040.85

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-930.000	REPAIRS & MAINTENANCE	2,040.85

VENDOR TOTAL: 2,040.85

SECURITYLO	SECURITY LOCK SERVICE INC	01/20/2026	2086	FOA	TOUCHLESS OPERATION TO HANDICAP OPER	
54047	401 WASHINGTON ST	03/10/2026		N		1,560.00
01/20/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		03/10/2026		N		1,560.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-970.000	CAPITAL OUTLAY	1,560.00

VENDOR TOTAL: 1,560.00

SPALDING	SPALDING DEDECKER	01/29/2026	106791	FOA	HIGHLAND RESERVE THRU 12/28/25	
53889	905 SOUTH BLVD EAST	03/10/2026		N		19,184.00
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		03/10/2026		N		19,184.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0056	HIGHLAND RESERVES/GREEN VENTURES EXP	19,184.00

SPALDING	SPALDING DEDECKER	02/18/2026	107012	FOA	MS4 COMPLIANCE THRU 1/25/26	
54010	905 SOUTH BLVD EAST	03/10/2026		N		5,374.00
02/18/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		03/10/2026		N		5,374.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-956.000	MISCELLANEOUS	5,374.00

VENDOR TOTAL: 24,558.00

STAPLES	STAPLES	02/28/2026	6057101325	FOA	MISC SUPPLIES	
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
54044	PO BOX 660409	03/10/2026		N		158.48
02/28/2026	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		03/10/2026		N		158.48

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	117.97
101-209-727.000	SUPPLIES & POSTAGE	26.19
101-172-727.000	SUPPLIES & POSTAGE	14.32
		<u>158.48</u>

VENDOR TOTAL: 158.48

USA	USA BLUE BOOK	02/18/2026	966136	FOA	SNOW PUSHER	
54011	P.O. BOX 9004	03/10/2026		N		114.13
02/18/2026	GURNEE IL, 60031-9004	/ /	0.0000	N		0.00
		03/10/2026		N		114.13

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	114.13

VENDOR TOTAL: 114.13

VC3, INC.	VC3, INC.	02/19/2026	239138	FOA	FEBRUARY 2026 - CLOUD PROTECTION/DAT	
54014	C/O PNC BANK	03/10/2026		N		314.00
02/19/2026	P.O. BOX 746804	/ /	0.0000	N		0.00
	ATLANTA GA, 30374-6804	03/10/2026		N		314.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-258-801.000	CONTRACTED SERVICES	314.00

VC3, INC.	VC3, INC.	02/23/2026	239261	FOA	FEBRUARY 2026 SERVICE CONTRACT BUNDL	
54019	C/O PNC BANK	03/10/2026		N		2,995.20
02/23/2026	P.O. BOX 746804	/ /	0.0000	N		0.00
	ATLANTA GA, 30374-6804	03/10/2026		N		2,995.20

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-258-801.000	CONTRACTED SERVICES	2,995.20

VENDOR TOTAL: 3,309.20

WSP	WSP USA INC	02/20/2026	40319479	FOA	WWTP 2024 - 2026	
54050	P.O. BOX 74008618	03/10/2026		N		1,679.63
02/20/2026	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		03/10/2026		N		1,679.63

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.007	TREATMENT PLANT SAMPLING	1,679.63

VENDOR TOTAL: 1,679.63

TOTAL - ALL VENDORS: 151,651.06

FUND TOTALS:

Fund 101 - GENERAL FUND	58,842.64
Fund 536 - WATER SYSTEM FUND	3,898.86
Fund 539 - WATER REPLACEMENT FUND	15,372.00
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	7.40
Fund 591 - LAKE TYRONE 2015 SEWER SAD	73,440.16
Fund 701 - TRUST AND AGENCY	90.00

## Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Case, Finance Clerk

**Subject:** Approve Post Audit of Disbursements Between Board Meetings

**Date:** March 3, 2026

### Recommended Action

Move to approve the presented disbursements under the post-audit resolution.

### Discussion

The following disbursements have been made since the last board meeting:

Accounts Payable - \$32,251.83

February 26,2026 Payroll - \$95,050.07

### Financial Impact

Is a Budget Amendment Required?  Yes  No

All expenses are covered under the adopted FY26 budget.

### Attachments

Post Audit Bills List 02.19.2026

Post Audit Bills List 02.26.2026

Payroll for 02.26.2026

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/19/2026	FOA	46860	DELTA DENTAL	ACCRUED DENTAL BENEFITS	001-000-257.101	328.99
		46860		EMPLOYMENT EXPENSE	101-172-716.000	134.89
		46860		EMPLOYMENT EXPENSE	101-192-716.000	78.62
		46860		EMPLOYMENT EXPENSE	101-209-716.000	39.31
		46860		EMPLOYMENT EXPENSE	101-215-716.000	209.06
		46860		EMPLOYMENT EXPENSE	101-253-716.000	148.34
		46860		EMPLOYMENT EXPENSE	101-400-716.000	283.23
		46860		EMPLOYMENT EXPENSE	101-441-716.000	269.78
		46860		EMPLOYMENT EXPENSE	536-000-716.000	152.79
						1,645.01
02/19/2026	FOA	46861	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,612.18
		46861		STREET LIGHTS	101-448-921.000	54.33
		46861		UTILITIES	101-567-920.000	17.41
		46861		UTILITIES - ELECTRIC	101-751-920.002	488.51
		46861		UTILITIES - ELECTRIC	206-000-920.002	27.88
		46861		UTILITIES - ELECTRIC	536-000-920.002	4,129.80
						6,330.11
02/19/2026	FOA	46862	MUTUAL OF OMAHA	ACCRUED STD/LTD BENEFITS	001-000-257.103	221.14
		46862		EMPLOYMENT EXPENSE	101-172-716.000	47.42
		46862		EMPLOYMENT EXPENSE	101-192-716.000	116.49
		46862		EMPLOYMENT EXPENSE	101-209-716.000	165.62
		46862		EMPLOYMENT EXPENSE	101-215-716.000	79.33
		46862		EMPLOYMENT EXPENSE	101-253-716.000	81.89
		46862		EMPLOYMENT EXPENSE	101-400-716.000	123.75
		46862		EMPLOYMENT EXPENSE	101-441-716.000	112.02
		46862		EMPLOYMENT EXPENSE	536-000-716.000	158.10
						1,105.76
02/19/2026	FOA	46863	PRIORITY HEALTH	ACCRUED MEDICAL BENEFITS	001-000-257.100	4,273.25
		46863		EMPLOYMENT EXPENSE	101-172-716.000	2,098.50
		46863		EMPLOYMENT EXPENSE	101-192-716.000	1,526.14
		46863		EMPLOYMENT EXPENSE	101-209-716.000	763.07
		46863		EMPLOYMENT EXPENSE	101-215-716.000	3,777.27
		46863		EMPLOYMENT EXPENSE	101-253-716.000	763.07
		46863		EMPLOYMENT EXPENSE	101-400-716.000	763.07
		46863		EMPLOYMENT EXPENSE	101-441-716.000	4,197.00
		46863		EMPLOYMENT EXPENSE	536-000-716.000	3,204.91
						21,366.28
02/19/2026	FOA	46864	USA TODAY MEDIA CORP	PRINTING & PUBLICATIONS	101-215-900.000	229.70
		46864		PRINTING & PUBLICATIONS	101-400-900.000	120.84
						350.54
02/19/2026	FOA	46865	VSP INSURANCE CO. (CT)	ACCRUED VISION BENEFITS	001-000-257.102	51.39
		46865		EMPLOYMENT EXPENSE	101-172-716.000	19.67
		46865		EMPLOYMENT EXPENSE	101-192-716.000	14.20
		46865		EMPLOYMENT EXPENSE	101-209-716.000	7.10
		46865		EMPLOYMENT EXPENSE	101-215-716.000	31.62

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		46865		EMPLOYMENT EXPENSE	101-253-716.000	23.90
		46865		EMPLOYMENT EXPENSE	101-400-716.000	43.57
		46865		EMPLOYMENT EXPENSE	101-441-716.000	39.34
		46865		EMPLOYMENT EXPENSE	536-000-716.000	26.15
						256.94
TOTAL - ALL FUNDS				TOTAL OF 6 CHECKS		31,054.64

--- GL TOTALS ---

001-000-257.100	ACCRUED MEDICAL BENEFITS	4,273.25
001-000-257.101	ACCRUED DENTAL BENEFITS	328.99
001-000-257.102	ACCRUED VISION BENEFITS	51.39
001-000-257.103	ACCRUED STD/LTD BENEFITS	221.14
101-172-716.000	EMPLOYMENT EXPENSE	2,300.48
101-192-716.000	EMPLOYMENT EXPENSE	1,735.45
101-209-716.000	EMPLOYMENT EXPENSE	975.10
101-215-716.000	EMPLOYMENT EXPENSE	4,097.28
101-215-900.000	PRINTING & PUBLICATIONS	229.70
101-253-716.000	EMPLOYMENT EXPENSE	1,017.20
101-265-920.002	UTILITIES - ELECTRIC	1,612.18
101-400-716.000	EMPLOYMENT EXPENSE	1,213.62
101-400-900.000	PRINTING & PUBLICATIONS	120.84
101-441-716.000	EMPLOYMENT EXPENSE	4,618.14
101-448-921.000	STREET LIGHTS	54.33
101-567-920.000	UTILITIES	17.41
101-751-920.002	UTILITIES - ELECTRIC	488.51
206-000-920.002	UTILITIES - ELECTRIC	27.88
536-000-716.000	EMPLOYMENT EXPENSE	3,541.95
536-000-920.002	UTILITIES - ELECTRIC	4,129.80
	TOTAL	31,054.64

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/26/2026	FOA	46886	LOWES BUSINESS ACCT/SYNCB	OPERATING SUPPLIES	536-000-740.000	18.98
02/26/2026	FOA	46887	VERIZON WIRELESS	REPAIRS & MAINTENANCE	101-209-930.000	80.02
		46887		TELEPHONE	101-265-851.000	801.29
		46887		OPERATING SUPPLIES	101-751-740.000	45.02
		46887		TELEPHONE	536-000-851.000	211.87
		46887		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
						1,178.21
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		1,197.19

--- GL TOTALS ---

101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-265-851.000	TELEPHONE	801.29
101-751-740.000	OPERATING SUPPLIES	45.02
536-000-740.000	OPERATING SUPPLIES	18.98
536-000-851.000	TELEPHONE	211.87
577-000-801.000	CONTRACTED SERVICES & RENTALS	40.01
	TOTAL	1,197.19

Check Register Report For Hartland Township  
For Check Dates 02/26/2026 to 02/26/2026

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/26/2026	FOA	DD10503	CARRIGAN, AMANDA K	3,830.25	0.00	2,854.96	Cleared
02/26/2026	FOA	DD10505	CIOFU, LARRY N	3,604.17	0.00	2,451.81	Cleared
02/26/2026	FOA	DD10507	DRYDEN-HOGAN, SUSAN A	4,204.33	0.00	2,992.75	Cleared
02/26/2026	FOA	DD10508	ECKMAN, MATHEW A	90.00	0.00	79.29	Cleared
02/26/2026	FOA	DD10509	FOUNTAIN, WILLIAM J	3,354.17	0.00	2,829.59	Cleared
02/26/2026	FOA	DD10510	FOX, LAWRENCE E	360.00	0.00	317.16	Cleared
02/26/2026	FOA	DD10511	GRISSIM, SUSAN L	90.00	0.00	83.12	Cleared
02/26/2026	FOA	DD10513	HABLE, SCOTT R	3,777.88	0.00	2,605.61	Cleared
02/26/2026	FOA	DD10514	HORNING, KATHLEEN A	3,604.17	0.00	2,534.17	Cleared
02/26/2026	FOA	DD10518	LANGER, TROY D	4,393.29	0.00	3,119.40	Cleared
02/26/2026	FOA	DD10520	LUBESKI, BRETT J	683.33	0.00	606.06	Cleared
02/26/2026	FOA	DD10521	LUCE, MICHAEL T	5,745.83	0.00	4,209.08	Cleared
02/26/2026	FOA	DD10522	MAYER, JAMES L	90.00	0.00	79.29	Cleared
02/26/2026	FOA	DD10523	MCMULLEN, SUMMER L	773.33	0.00	657.37	Cleared
02/26/2026	FOA	DD10524	MITCHELL, MICHAEL E	90.00	0.00	83.12	Cleared
02/26/2026	FOA	DD10526	MURPHY, THOMAS A	100.00	0.00	88.10	Cleared
02/26/2026	FOA	DD10528	O'CONNELL, DENISE	683.33	0.00	485.92	Cleared
02/26/2026	FOA	DD10529	PETRUCCI, JOSEPH M	683.33	0.00	578.08	Cleared
02/26/2026	FOA	18554	KINNEY, FRANK D	70.00	61.66	0.00	Open
02/26/2026	FOA	DD10500	ALLEN, DANIEL K	1,226.96	0.00	1,080.95	Cleared
02/26/2026	FOA	DD10501	BERNARDI, MELYNDA A	2,035.96	0.00	1,607.25	Cleared
02/26/2026	FOA	DD10502	BROOKS, TYLER J	2,989.00	0.00	2,123.56	Cleared
02/26/2026	FOA	DD10504	CASE, SUSAN E	2,405.69	0.00	1,265.50	Cleared
02/26/2026	FOA	DD10506	COSGROVE, HEATHER H	2,026.40	0.00	1,442.96	Cleared
02/26/2026	FOA	DD10512	HAASETH, GWYN M	1,247.13	0.00	1,109.16	Cleared
02/26/2026	FOA	DD10515	HUBBARD, TONYA S	2,085.44	0.00	1,366.52	Cleared
02/26/2026	FOA	DD10516	JOHNSON, LISA	2,611.92	0.00	1,356.71	Cleared
02/26/2026	FOA	DD10517	KENDALL, ANTHONY S	107.34	0.00	99.12	Cleared
02/26/2026	FOA	DD10519	LOUIS, CASEY	1,149.18	0.00	900.37	Cleared
02/26/2026	FOA	DD10525	MORGANROTH, CAROL L	2,149.00	0.00	1,546.32	Cleared
02/26/2026	FOA	DD10527	NIXON, MITCHELL A	2,920.50	0.00	2,075.16	Cleared
02/26/2026	FOA	DD10530	RADLEY, JAMES W	2,146.50	0.00	1,594.54	Cleared
02/26/2026	FOA	DD10531	SHOLLACK, DONNA M	2,365.00	0.00	1,725.37	Cleared
02/26/2026	FOA	DD10532	SOSNOWSKI, SHERI R	2,434.84	0.00	1,858.41	Cleared

Check Register Report For Hartland Township  
 For Check Dates 02/26/2026 to 02/26/2026

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/26/2026	FOA	DD10533	VETTRAINO, ALEXANDER D	511.50	0.00	450.62	Cleared
02/26/2026	FOA	DD10534	WYATT, MARTHA K	3,416.16	0.00	2,282.24	Cleared
02/26/2026	FOA	18555	MISSION SQUARE	1,896.10	1,896.10	0.00	Open
02/26/2026	FOA	18556	MISSION SQUARE	3,358.35	3,358.35	0.00	Open
02/26/2026	FOA	18557	MISSION SQUARE	3,746.08	3,746.08	0.00	Open
02/26/2026	FOA	18558	MISSION SQUARE	300.00	300.00	0.00	Open
02/26/2026	FOA	EFT786	FEDERAL TAX DEPOSIT	15,693.61	15,693.61	0.00	Cleared
<b>Totals:</b>				<b>Number of Checks: 041</b>	<b>95,050.07</b>	<b>25,055.80</b>	<b>50,539.64</b>
Total Physical Checks:				5			
Total Check Stubs:				36			

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Larry Ciofu, Clerk

**Subject:** 2-24-26 Hartland Township Board Regular Meeting Minutes

**Date:** March 5, 2026

### **Recommended Action**

Move to approve the Hartland Township Board Regular Meeting Minutes for February 24, 2026.

### **Discussion**

Draft minutes are attached for review.

### **Financial Impact**

None

### **Attachments**

2-24-26 HTB Minutes - DRAFT

**DRAFT**

**1. Call to Order**

The meeting was called to order by Clerk Ciofu at 7:00 p.m.

**Move to have the Clerk chair the meeting.**

Motion made by Treasurer Horning, Seconded by Trustee McMullen.

Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Supervisor Fountain

**2. Pledge of Allegiance**

**3. Roll Call**

PRESENT: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: Supervisor Fountain

Also present were Township Manager Mike Luce, Finance Director Susan Dryden, and Public Works Director Scott Hable.

**4. Approval of the Agenda**

**Move to approve the agenda for the February 24, 2026 Hartland Township Board meeting as presented.**

Motion made by Trustee O'Connell, Seconded by Trustee Petrucci

Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Supervisor Fountain

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the February 24, 2026 Hartland Township Board meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Trustee O'Connell.

Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Supervisor Fountain

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 02-10-26 Hartland Township Board Regular Meeting Minutes

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES  
February 24, 2026 – 7:00 PM

d. 02-10-26 Hartland Township Board Closed Session Meeting Minutes

**7. Pending & New Business**

- a. Site Plan Application SP/PD #26-003 Chick-fil-A Planned Development (PD) Final Plan 10587 Highland Road

Clerk Ciofu invited the applicant forward and he introduced himself as Brendan Vargo of the PEA Group. Manager Luce gave a brief overview of the Final Planned Development (PD) for Chick-Fil-A stating we have reviewed this project in multiple phases, and this is just the approval of the final documents for the project. The Board had no questions related to the final documents.

**Move to approve Site Plan Application SP/PD #26-003, the Final Planned Development Site Plan for Chick-Fil-A PD, as outlined in the staff memorandum dated February 17, 2026, and the Resolution.**

Motion made by Treasurer Horning, Seconded by Trustee Petrucci. Roll call vote taken.  
Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci  
Voting Nay: None  
Absent: Supervisor Fountain Motion passes: 6 - 0 – 1

- b. PHP CPAs 3-Year Contract Extension FY27, FY28, & FY29

Finance Director Susan Dryden gave an overview of the Pfeffer, Hanniford & Palka, CPAs (PHP) Audit Contract stating Fiscal Year 2026 is the last year of their current contract. She stated the contract before the Board is a fee increase from our previous contracts, but it is the going rate for for other PHP clients and if we were to do a Request for Proposal, we would find the fees would be very similar to the proposed Audit Contract.

**Move to approve the audit contract for fiscal years 2027, 2028, and 2029 with Pfeffer, Hanniford & Palka, CPAs as presented.**

Motion made by Treasurer Horning, Seconded by Trustee O'Connell.  
Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci  
Voting Nay: None  
Absent: Supervisor Fountain

- c. 2026 Water System Rate Study and Budgets

Steven Burke of MFCI, the Township's Financial Advisor that assisted the Township with the Water Rate Study came forward along with Eric McGlothlin of Dickenson Wright, the Township bond counsel with the anticipated issue of bonds. Mr. Burke then gave a overview of the Water Supply System Rate Study. He stated they were engaged by the Township due to the significant capital improvements that have been proposed to the water system over the next five years necessary to be proactive in meeting EGLE regulatory requirements. To finance these capital improvements, he stated there would be two proposed bond issuances equaling \$10.5 million planned for this year and next year. This will require significant debt service by 2031, and the current system does not generate the cash flow required for the debt service, repairs and replacements and capital improvements. He then reviewed the commodity rates for water citing the history of the township's water rate setting, where we are today, and where we stand with other

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 24, 2026 – 7:00 PM

local communities in the area and on a national level. He stated we have the second lowest water commodity rate in the area, and he reviewed the current FY 2026 Financial Model stating funds are needed for debt service plus a margin of safety, or coverage ratio, on top of that. He stated that we cannot cut expenses enough to cover this, so it needs to come from the revenue side. He then reviewed the Proposed Rate Changes that landed at a commodity rate of \$4.50 per 1000 gallons, up from the current \$1.40 per 1000 gallons, and holding the ready-to-serve (RTS) fee at its current quarterly level right now. He stated that currently the commodity fee makes up around 17% of the system revenue and under the new model it will be closer to 40% from commodity fees and 60% from RTS on an annual basis. He stated there is a fairness piece to this in that the heaviest users will pay more. He stated the model uses a debt service coverage of 110 which means on an annual basis the rate setting will cover the debt service and have 10% left over to cover seasonal water consumption variability. Mr. Burke stated that because the township has flexibility to issue these capital improvement bonds, a general fund that is very strong, and is a growing area, the township has a tremendous ability to issue capital improvement bonds and allow them to run the system a little tighter from a financial standpoint while not sacrificing on the interest rate side. He stated the township will be able to issue bonds at the lowest rate while also trying to limit the impact on customers. Mr. Burke stated that the model has built in 10% increases to the commodity fee going forward and a 3% increase in the RTS fee. He stated the 3% increase in the RTS is just a model for inflation with expenses increasing by 3% along with the rate increase of 3%. He stated the 10% commodity rate increase assumes that the new REU's coming online, that are under construction right now or have been approved by the Board, that come online over the next five years, but the timing and scope of these are not known at this time. The more the REUs that come online the lower the increase may be, but because we do not know the timing of these, they built a conservative outlook up front. This would be reviewed on an annual basis based on the number of REU's coming on and behavioral changes in water usage. Mr. Burke then reviewed what the rate changes would mean for a typical customer stating a monthly increase of between \$20 and \$25 based on water usage of 18,000 gallons per quarter to 24,000 gallons per quarter. He stated even with the increase in rates the township remains competitive in the area and is on the lower side of the average water bill. Mr. Burke stated the most significant takeaway as you look forward, on an annual basis, is that the Board needs to measure what the annual inflation is and that it gets passed forward through the rates. He stated we just went through one of the highest rates of inflation since the 1970s and the township water rates stayed steady which has put the water system in a difficult cash flow situation. He stated reviewing water rates on an annual basis, with the potential increase in REUs coming on, may mitigate some of the rate increases. Clerk Ciofu inquired as to the chart in the study that identified water unaccounted for regarding water pumped versus water billed stating the percentages for 2023 to 2025 are 16%, 21% and 19%, and inquired as to what this is and whether this is a normal feature of the water system. Manager Luce stated this is unbilled water or what is commonly referred to as "water loss" which comes from a variety of things such as flushing of hydrants to backwashing out water tanks, basically it is water used for maintenance of the system rather than going to a residential home for usage that would be billed. He did state these percentages, in his opinion, were higher than the average, but may be due to special circumstances, such as frequent hydrant flushing is a particular area of the system that has encountered brown water issues. Jeremy Schrot of Spalding DeDecker came forward and stated some of the capital improvement projects are dealing with improving hydraulics of the system so that we will have to flush less often. He stated we are improving the filters, improving the plant, adding extra main extensions to keep the water circulating to avoid rust buildup and additional flushing. Trustee Petrucci stated we have to look at how we got to this point and gave a brief history of water rates starting at \$3.62 per 1000 gallons and since then it has been reduced to the current rate of \$1.40 per 1000 gallons. He stated if we would have moderately increased the rate of \$3.62 in 2015 over the years, we would not be in this situation now. He stated this seems like a large increase, but it isn't if you look at it over the past 10 to 15 years. Mr. Burke commended the diligent work of Mike

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 24, 2026 – 7:00 PM

Luce, Susan Dryden, Scott Hable and the Township staff stating they took up a huge amount of their time to pull this data together and they worked very hard to help him learn everything about the system and he wanted to thank them for all their work.

Eric McGlothlin of Dickenson Wright then reviewed the bond issue timeline stating that in December the Township approved a resolution approving the form and publication of a notice to issues bonds under Michigan's Act 34 which allows for limited tax general obligation bonds to be issued once you publish a notice of intent. He stated the referendum period that the notice started has expired, so the Township has now obtained the authority under state law to proceed with the bond issue, to authorize the bond issue, and to sell them to the lowest bidder. He stated we have entered the first of three stages of the bond issuance process which is the authorization phase. He stated there are two formal actions in this phase, which are to approve the notice of intent, which was completed, and to approve a bond authorizing resolution which authorizes the issuance of bonds and sets the parameters within which the bonds can be sold and ultimately issued and delivered to the purchaser. Mr. McGlothlin stated the second phase of the process is the sales and due diligence process where they begin to prepare the bonds for sale in the capital markets. He stated in conjunction with Mr. Burke's office, they will begin the preparation of a preliminary official statement which contains all the material information about the township and about the bonds that are being offered for sale and the security for repayment. He stated there will be a due diligence call and rating agency meetings that Mr. Burke will prepare the Township for. He stated once this concluded, they will publish a notice of sale in the bond buyer publication that goes out to all the potential purchasers. They will then set a date for the sale, hold the sale, award the bonds, and then move into the closing phase, which is the third and final phase. He stated they will prepare the closing documents, come here for signatures and on the day of closing we will receive the funds, and the bond will be exchanged through an electronic process, and you will be able to proceed with the improvement of the water system.

Manager Luce then led a discussion of the Water Fund budget stating the water meter usage, the RTS, and the meter sales are aligned with the current MFCI Water Rate Study presented tonight. He thanked Mr. Burke, Mr. McGlothlin, Director Dryden, and Director Hable for their work in incorporating the Water Rate Study into our previously completed FY2026-2027 budget. In the review of the Water Fund revenue budget, he highlighted the slight decrease in meter sales, and the reimbursement of contract services and equipment, which are reimbursements from the General Fund, for the use of water staff and equipment for work on parks, cemeteries, township hall and grounds and fire. He then reviewed the Water Fund expenses highlighting reduced water meter expenses as we utilize our existing stock of meters, the reduction in hours of the seasonal staff, Miss Dig increases due to increased development and ticket requests, decreased contingencies based on historical data, and gas and electricity increases based on expected rising rates. Manager Luce then reviewed the Water Replacement Fund highlighting the connection fees to align with the Water Rate Study and the transfer in from Water O&M to cover the debt service payments and the depreciation associated with any new asset that we add, such as a new water main and tower. He gave a brief overview of the All Funds Balance stating the fund balance is not all cash as it does include assets of the system. Manager Luce stated the Water Capital Improvement Fund has been discussed quite extensively in past meetings except for the addition of a replacement vehicle for the 2015 truck in FY2026-2027 and the mower attachment for one of the four mowers we own, He did give a brief overview of the Water Plant storage building upgrades, the Water Plant Improvements, the M-59 Water Main extension, the new Pressure Reducing Valve, and the SCADA upgrades. He highlighted the FY27-28 projects of the new water tower and the water main extension to the water tower and the Asset Management Inventory. Director Hable gave a brief overview of the Asset Management Inventory stating they are looking at a more comprehensive study to track all of the township water assets which would be beneficial for the Township.

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 24, 2026 – 7:00 PM

## 8. Board Reports

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Treasurer Horning - Stated all taxes need to be into the Township Hall by close of business on Monday March 2, 2026.

Clerk Ciofu - Stated the Winterfest event was a resounding success, the weather was perfect with a lot of snow and it being relatively warm. He thanked the Township staff members Heather Cosgrove, Casey Louis, Melynda Bernardi, and the Public Works staff for organizing the event and getting everything set up that made this event go very smoothly and was probably the best Winterfest event he has been associated with over the years. He also thanked all of our corporate sponsors that allow us to put on the Winterfest event every year and he cannot thank them enough for the contributions they all make for our community.

[BRIEF RECESS]

## 9. Information / Discussion

### a. Manager's Report

Manager Luce gave an overview of an issue with the lift station outside of the water treatment plant during backwashing of the water system. The backwash goes into the lift station holding tank and gets pumped out a two-inch line that goes down the access road to the sanitary sewer on M-59. He stated both pumps in the lift station are currently not pumping the backwash to the sewer. He stated they had pulled the pumps, tested them, and they appeared to be in working order. He stated based on this information they need to investigate why the station is not pumping and they need to do some work to get this repaired. Manager Luce stated Director Hable and staff have been working on this and we have received two quotes for repairs. He stated CSM Mechanical provided the most timely and economical quote. Director Hable gave a brief overview of issues with the pipeline being too small for a camera insert and the lack of manholes in the 1500-foot pipe in determining where the issue is in the pipeline. Manager Luce stated they are looking at an option of boring a line from the lift station to a different manhole north of the water treatment plant as an alternative. Manager Luce stated the quote is for \$26,023 for the mechanical repairs needed in the vault and a second portion for locating the blockage in the pipe in a worst-case scenario in the amount of \$23,475. This will be brought back to the Board at the next meeting. Manager Luce stated he had discussions with MDOT regarding their M-59 paving project and working with the Township, the Livingston County Road Commission, and developers, regarding design changes to the Old US-23 and M-59 intersection. He stated the difficulty will be getting each entity on board with MDOT's M-59 paving timeline. He did state that discussions are moving forward in a good way right now. Manager Luce stated he had a discussion with Sue Grissim on the M-59 and US-23 interchange landscaping relaying the issues to her regarding the developments coming in and MDOT M-59 paving project in 2027 and stated that we may not do any major improvements until 2027. A brief discussion was held on some general clean-up in this area. Trustee Petrucci inquired as to the Hartland gateway signs on M-59 and Manager Luce gave a brief overview of the sign options and quotes we have received.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES  
February 24, 2026 – 7:00 PM

**10. Adjournment**

**Move to adjourn the meeting at 8:15 p.m.**

Motion made by Trustee Lubeski, Seconded by Trustee Petrucci.

Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Supervisor Fountain

Submitted by:

Larry N. Ciofu, Clerk

## Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** VC3 IT Services FY27 One-year Contract

**Date:** March 2, 2026

### Recommended Action

Move to approve the one-year contract presented by VC3 for the Fiscal Year 2026-2027 for an annual total of \$55,910.

### Discussion

Attached is a one-year contract with VC3, which includes an expected increase and assumes that the Township proceeds with the .gov conversion. This contract increase was anticipated and budgeted for in the new FY2027 budget.

### Financial Impact

Is a Budget Amendment Required?  Yes  No

Contract amount is included in the FY27 budget.

### Attachments

VC3 One Year Contract for FY2027



# VC3 Manage Order

**Township of Hartland, MI**

2655 Clark Road  
Hartland, Michigan 48353  
United States

**Michael Luce**

mluca@hartlandtwp.com  
8106327498

**VC3**

1301 Gervais St.  
Suite 1800  
Columbia, SC 29201  
United States

**Prepared by: Mitch Smith**

IT Advisor  
mitch.smith@vc3.com  
+12187287135

## Products & Services

PRODUCTS & SERVICES	QUANTITY	UNIT PRICE	PRICE
Muni-Essentials-Proactive-Server 24x7x365 Remote & Onsite Server Support Monitoring & Maintenance Foundational Protection Components: EDR Including 24x7x365 SOC, VC3 Security Team Annual Strategic Planning Session Local & Offsite Data Backup Of Server Data	1	\$225.00 / month	\$225.00 / month for 1 year

PRODUCTS & SERVICES	QUANTITY	UNIT PRICE	PRICE
<p>Muni-Essentials-Proactive-PC  24x7x365 PC Remote &amp; Onsite Support,  Monitoring &amp; Maintenance  Foundational Protection Components: EDR  Including 24x7x365 SOC, Cloud Protect, Cloud  Data Recovery, Cyber Aware Complete, Dark  Web Credential Monitoring, Web Protection &amp;  Content Filtering, Email Protection &amp; Spam  Filtering, VC3 Security Team  Annual Strategic Planning Session</p>	49	\$75.00 / month	\$3,675.00 / month for 1 year
<p>Exchange Online (Plan 1) (Governmental  Community Cloud Pricing) NCE Annual  Commitment, Paid Monthly  Messaging, calendaring, and email archiving plan  accessible from Outlook on PCs, the Web and  mobile devices.</p>	34	\$4.20 / month	\$142.80 / month for 1 year
<p>Microsoft 365 Apps (Governmental Community  Cloud Pricing) NCE Annual Commitment, Paid  Monthly  The premium Office suite for organizations - in-  cluding Word, Excel, PowerPoint, Outlook,  OneNote, Access, and Skype for Business - plus  online file storage and sharing. Connected to the  cloud, enabling you to roam between your de-  vices of choice as part of the Office 365  experience.</p>	20	\$12.60 / month	\$252.00 / month for 1 year
<p>Microsoft Entra ID P1 NCE Annual Commitment,  Paid Monthly  Microsoft Entra ID P1 provides single sign-on to  thousands of cloud (SaaS) apps and access to  web apps you run on-premises. Built for ease of  use, Microsoft Entra ID P1 features multi-factor  authentication (MFA); access control based on  device health, user location, and identity; and  holistic security reports, audits, and alerts.</p>	34	\$6.30 / month	\$214.20 / month for 1 year
<p>Configuration and Installation of New Solutions  Dark Web Credential Monitoring, Web Protection  &amp; Content Filtering, Advanced Email Protect</p>	1	\$1,802.00	\$1,802.00

**SUMMARY**

Monthly subtotal	\$4,509.00
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One-time subtotal	\$1,802.00
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**Comments**

Prices shown above are valid for 30 days from date of Order.

This Order is entered into as of January 29, 2026 between VC3 Inc., a Delaware corporation ("Company") and Township of Hartland, MI ("Client")

## Order Governed by the Master Agreement

This Order is subject to and governed by Company's Master Agreement in effect on the date this Order is entered into between Company and Client. The Master Agreement is available [here](#) and is incorporated in full into and made a part of this Order by this reference. The Client may also request a copy of the Master Agreement by submitting an email request to [betterit@vc3.com](mailto:betterit@vc3.com) identifying the Client and the applicable Orders. Company's entering into this Order is conditioned on Client's agreement to the Master Agreement, and by entering into this Order with Company, Client accepts and agrees to the Master Agreement.

## Deliverables & Services

### Discovery & Deployment

Setup the Client System for management and provide training to help the Client get the most out of the services. This includes:

1. Deployment of all services listed above.
2. Full documentation and inventory of your network
3. Best-practice configuration of the network for monitoring and management
4. Orientation and training for your staff
5. MacOS Note: If Client is utilizing Mac OS, Company will provide documentation to end users on how to install Company's monitoring and management platform. MacOS does not allow a remote deployment of standard Company tools. Should Mac OS users require onsite assistance to install VC3's monitoring and management platform, support will be provided on a Time and Materials basis at the rates detailed within Client Master Agreement.
6. Implement performance monitoring of client's network prior to and during implementation.
7. Deployment of Self-Service Password Reset service.
8. Provision Client Portal.

### 24x7 Monitoring and Incident Response Services

1. Provide 24X7 Incident response services for all included user, server, and network devices.
2. Provide phone, remote and onsite support to authorized users for all included devices.
3. Track all incidents through an ITIL (Information Technology Infrastructure Library) based Service Desk system. All requests will be prioritized and processed per the 'Priority' guidelines listed in Addendum A.
4. Provide 24x7 collection of performance data for the client's included server and network devices per Company's best practices.
5. Utilize industry best practices for remote access, control, and management of all devices.
6. Patching: Deploy, manage, and monitor the installation of approved service packs, security updates and firmware updates as deemed necessary on all applicable devices. Some devices such as tablets and cell phones may not be compatible with included patching methodologies.
7. Resolution of monitoring alerts.
8. Resolution of performance issues.
9. Resolution of availability issues.
10. Resolution of end-user reported problems.
11. Routine additions, deletions, and changes to included devices and users.

### Foundational Protection

#### 1. Deployment & Implementation Services:

1. Provision **Dark Web Protect** -Dark web monitoring platform, including provisioning Client's domain(s), reviewing existing data with Client point of contact, and configuring real time alerting:
  1. Configure monitoring service to monitor corporate domains in scope.
2. Provision **Cyber Aware** - Cyber Security Training platform. Includes synchronizing employees between Client's domain and training platform. Company will configure initial and ongoing testing and training at a frequency determined by Client.
  1. Whitelisting emails from the Cyber Aware server to maximize delivery rates.
  2. Maintaining active user list within the platform.
  3. Creating phishing campaigns targeting users on Client domain.
  4. Management of phishing campaigns monthly.
  5. Creating training campaigns, educating users on Client domain.
  6. Management of training campaigns monthly.
  7. Providing phishing / training reports to Client.
3. Configure **Endpoint Protect** - Endpoint Detection & Response (EDR).
  1. Deploy Endpoint Protect agent to all devices with Company RMM deployed.
  2. Configure initial policy settings for application whitelisting.
4. Provision **Email Protect** - Advanced Email Threat Protection platform.
  1. Deploy Email protect to Client Microsoft 365 environment.

2. Updating MX Records.
3. Customizing Spam settings.
4. Creating filter policies and approve/block sensor list items.
5. Provision **Web Protect** - Advanced DNS/Web protection platform. Filters content accessible by employees when connected to the corporate network or using corporate devices:
  1. Deployment of agent to all devices with Company RMM deployed.
  2. Initial configuration of web and content filtering policy within the solution.
6. Provision **Cloud Protect** – Cloud Platform Security Event and Incident Reporting platform.
  1. Authentication with Client Microsoft 365 and/or G Suite tenant.
  2. Alerting threshold tuned to meet industry best practices.
7. Provision **Cloud Data Recovery** – Microsoft 365 and/or G Suite Backup Service:
  1. Configure backups for all accounts licensed with appropriate Microsoft 365 and/or G Suite license.
  2. Backup the following items within Clients Microsoft 365 environment:
    1. SharePoint
    2. Teams
    3. OneDrive
    4. Exchange Online
  3. Backup the following items within Clients G Suite environment:
    1. Google Drive
    2. Google Calendar
    3. Gmail
    4. Google Shared Drives
  4. Configure infinite backup data retention.
  5. Configure backups to occur 3 times a day.

## 8. M365 MFA

### 1. Deployment & Implementation Services:

1. MFA Configuration: Configure all 365 users to have MFA enforced. Using authenticator app only.
  1. Kickoff Meeting with Client
  2. Create Conditional Access Policy to Enforce MFA on All Users
  3. Create Conditional Access Policy to Block Legacy Authentication
  4. Create Azure Conditional Access Policy to Enforce MFA on Administrators
  5. Create Azure Conditional Access Policy to Enforce MFA on Azure Management
  6. Enable but do not enforce MFA
  7. Create/Send Guide for MFA Enrolment
  8. Run Script/Report to confirm all users have enrolled
  9. Enforce MFA
  10. Provide End-User MFA support
2. Provision/Setup M365 Entra ID Standards:
  1. Setting up base policy for all users accessing remote materials.
  2. Create Breakglass Account
  3. Setup/Confirm Auditing is enabled
  4. Limit GA roles and cloud only
  5. Consent for Apps
  6. Limit Guest invites to Guest users.

## 2. General Managed Security Services

### 1. 24x7 Monitoring and Incident Response Services:

1. Provide 24X7 Incident response services for all included deployed services.
2. Track all incidents through an ITIL (Information Technology Infrastructure Library) based Service Desk system. All requests will be prioritized and processed per the 'Priority' guidelines listed in Addendum A.
3. Provide 24x7 Partner Security Operations Centre (SOC) monitoring for all endpoints with Endpoint Protect deployed.
4. 24X7 response to critical event driven Incidents.
5. Utilize industry best practices for remote access, control and management of all devices.
6. Monitor and maintain backups for the applicable M365 and/or G Suite tenant and accounts protected.
7. Perform periodic updates to the backup software such as patches, and updates.
8. Perform data recovery actions at the request of Client in line with priorities outlined in Addendum A

## Application Support

1. Provide support for client licensed 3rd party applications. If it is determined from the initial discovery and/or from third-party application vendors that an application requires additional servers, licensing or support resources, additional monthly costs may be required before the application can be supported.

## 2. Microsoft Applications:

1. Includes Microsoft Office and Office 365 core applications. This is limited to Microsoft Access, Excel, OneDrive for Business, OneNote, Outlook, PowerPoint, SharePoint, Teams and Word.
2. Application installs, synchronization issues, permission management and general troubleshooting are all within scope for these applications.

### Strategic IT Planning

Provide the client with a named Strategic resource to assist Client with the following:

1. **Budgeting:** Work with the client to develop an annual technology budget for recurring expense items and new capital requirements in alignment with organizational goals.
2. **Strategic Planning:** Recommend technology solutions as well as provide roadmaps that support key business processes in order to help the client leverage technology appropriately. The Company will work with the client as part of the annual planning process to understand the current business drivers and goals and make recommendations targeted toward maximizing the effectiveness of the client's technology investment.
3. **Analyze IT Health data:** Perform a periodic analysis of the data collected by Company's monitoring systems to proactively resolve issues and assess potential risks within the environment. The Company will make this analysis available to key stakeholders and provide direction on business decisions regarding the level of investment.

### IT Asset Administration

1. Hardware and software asset and warranty expiration tracking
2. Domain name expiration tracking
3. Hardware and software purchase specification
4. Web portal access for ticket creation and management
5. Maintaining network documentation and secure password storage
6. Interfacing with vendors such as internet service providers (ISPs)

### Procurement

1. Server, Networking, and Power equipment.
2. Desktops, laptops, tablets.
3. Peripherals, including Printers.
4. Software, including subscription-based services.
5. Domain names and security certificates.

### Exclusions

Items other than those included above are expressly excluded from the Services provided within this Order. The following exclusions and clarifications are intended to clarify the scope of services for this order:

1. Excluded services are those related to functionality upgrades, such as those required to evaluate, specify, purchase, and implement client system or server upgrades such as operating systems, Microsoft Office suite software unless included with a specific Company product, third party software deployments or upgrades, or equipment related to these services whose scope exceeds that defined above. Company will provide these services to the client on a Time & Materials Order basis at the rates outlined in the Master Agreement. If modification or replacement of a hardware device or component is required, client is responsible for all hardware and hardware vendor services costs, excluding Company owned hardware explicitly provided through this Order.
2. Software development, training and project work, including client-owned PC upgrades and non-patch upgrades of software, are not included.
3. When client requests services by Company not explicitly included in this agreement, they are agreeing to invoicing of said services per the terms outlined in the Master Agreement. For all services which incur additional hourly fees, Company will notify the client that these services are outside the scope of this work order and will receive approval from client prior to rendering these additional services.
4. Software and licensing purchased by the client directly from a third-party vendor are not included as a part of services to be supported.
5. Architectural changes, mass deployment, database management, data visualization and business process automation / troubleshooting are considered excluded from this Order.
6. Cybersecurity event or incident response activities or remediation efforts exceeding eight (8) hours of technician, engineer or project management time.
7. Should deficiencies, malware infections, or critical vulnerabilities be discovered during the deployment of services, Company will bring to Client attention and discuss the impact of the deficiencies on Company's ability to provision the Services and provide client with options to correct the deficiencies. Initial remediation hours will be billed outside of this Order unless otherwise explicitly stated in this Order.

### Assumptions

1. The Order will not become effective unless and until it is agreed upon and signed by the Client and Company.

2. Client agrees to the Microsoft terms and conditions as stated in the Microsoft Customer Agreement found here: <https://www.microsoft.com/licensing/docs/customeragreement>
3. Microsoft NCE licenses and subscriptions run on an annual basis and cannot be terminated nor altered mid-term.
4. Company will audit client Microsoft License usage during onboarding. Any licenses in use by Client but not shown in the products and services section above will be added to Client invoice at the MSRP set by Microsoft.
5. Company reserves the right, at its discretion, to pass onto the client any changes to obligations, such as terms or pricing imposed on Company by a given vendor, for an offering that is currently resold to the client at any time during the current agreement term.
6. Company will make reasonable efforts to resolve all issues remotely prior to dispatching an engineer onsite. Travel hours incurred will be invoiced according to the Master Agreement.
7. The items defined in this Order are designed to enhance the security of the customer environment. There is no guarantee that any security measure will prevent a data breach, infection, or other cyber security incident.
8. Company is authorized to obtain any documentation or information regarding any and all accounts at all locations the Client may have with any telecommunications vendor. Company also has the authority to be added as an account contact and speak on behalf of the Client in negotiating services, billing, credits and/or connectivity of this Client's services with the Telecommunications company and/or vendor with the proviso that only the Client has authority to enter into contracts with any vendor or supplier.
9. Throughout the relationship between Company and Client, the Company will also make extensive use of Remote Management software. This software is used across all clients to monitor workstations and servers in real time. Company will also use this software to remotely connect and assist the Client's users when they have a technological problem if the user has an internet connection. In addition, endpoint protection software, ticketing, and asset management are managed through this software.

## Client Responsibilities

1. Client will provide a primary point of contact for Company to work with on all services provided in this Order.
2. Client is responsible for authorizing access for Company to sites that are owned / controlled by third parties.
3. Client is responsible for proper disposal of client-owned devices.
4. Client will make a best effort to maintain the minimum infrastructure requirements as defined by Company.
5. Client will maintain both hardware and software maintenance agreements with the source Vendor whenever possible to allow for ongoing access to security updates and to provide quick replacement of non-functioning components.
6. Client must assign Company as their Microsoft Partner of record.
7. Client is responsible for procurement and ownership of all licenses, maintenance, and vendor support agreements required for support of their third-party applications, excluding the Microsoft licensing explicitly included in the per seat packages identified in Products & Services section.
8. Third party tool licensing may be required for additional cost.
9. Client will be financially responsible for any remaining or ongoing charges from Microsoft. Microsoft subscriptions can each have their own terms and renewal dates. It is the client's responsibility to engage Company to adjust Microsoft subscription counts and terminations prior to 12 months from the original work order or subsequent change order purchase date.

## Invoicing

1. Recurring services, if included, shall be provided for term indicated in Products & Services, starting from the date of the first recurring invoice (Effective Services Start Date), unless terminated in accordance with the terms of this Order or the Master Agreement.
2. Upon execution of an Order, Company shall invoice Client for all non-recurring charges due for Company to commence Services, including any onboarding fees. Upon activation of the Services, billing shall commence, and Company shall invoice Client for monthly recurring charges in advance of providing managed services. If the Order start date does not fall on the first calendar day of a month, Company shall calculate the first month's Services on a prorated basis.
3. Any taxes related to services purchased or licensed pursuant to this Order shall be paid by Client or Client shall present an exemption certificate acceptable to the taxing authorities. Applicable taxes and freight charges shall be billed as a separate item on the invoice.
4. Unit rates will automatically increase annually on the anniversary of the Effective Services Start Date equivalent to the CPI change for All Urban Consumers or by 4.00%, whichever is higher.
5. The terms of this Order will automatically renew for an additional term of equivalent length to the current active term unless notice of termination is provided by either party no fewer than 90 calendar days prior to expiration of the current active term.
6. Company will audit the Client's usage of the quantity of Services on a monthly basis; for each quantity of Services found in excess of the amount stated in this Order above, Company will increase the monthly service fee amount by the corresponding unit price stated above.
7. At no time during the term of this Order will the fees payable under this Order (i.e. the monthly subtotal amount) drop below seventy-five percent (75%) of the initially agreed upon monthly subtotal stated above.
8. In the event of the early termination of the Agreement in accordance with Section 3.3 of the Master Agreement, Client agrees that the initially agreed upon monthly subtotal stated above shall be used for calculating fees due for the

remaining term of the Agreement.

9. Additional services may be added at any time during the life of this Order at the unit price listed above.

## Addendum A – Service Desk Priorities

Incidents and Service Requests are triaged and prioritized to effectively resolve the most important issues in a timely manner. Company utilizes the following priorities, criteria and response metrics:

- **Priority 1:**
  - System/device/application down causing work to cease and critical impact to the entire organization, a whole department, or a C-level executive or VIP user; no interim solution available; Client is in danger of or is experiencing a financial loss or the ability to make strategic business decisions is impaired.
  - **24x7 Support:** Priority 1 incidents will be addressed on a 24 hours a day, 7 days a week basis including holidays.
- **Priority 2:**
  - System/device/application down causing work to cease and potential business impact for up to 5 users, a C-level executive, or a VIP user; no interim solution available.
  - **24x7 Support:** Priority 2 incidents will be addressed on a 24 hours a day, 7 days a week basis including holidays.
- **Priority 3:**
  - Level of service degraded causing impact to an individual user; no interim solution available. Operational impact to the organization or a whole department though work continues as a result of implementing an interim solution or use of other system/device/service.
  - **Business Hours Support:** Priority 3 incidents will be addressed during normal business hours Monday-Friday, 8:00am to 5:00pm excluding holidays.
- **Priority 4:**
  - Minor inconvenience to a department or user exists though work continues as a result of implementing an interim solution or use of another system/device/service.
  - **Business Hours Support:** Priority 4 incidents will be addressed during normal business hours Monday-Friday, 8:00am to 5:00pm excluding holidays.
- **Priority 5:**
  - Maintenance tasks, audits, or alignment work that is not requested by the client.
  - **Business Hours Support:** Priority 5 incidents will be addressed during normal business hours Monday-Friday, 8:00am to 5:00pm excluding holidays.

Call Priority	Initial Client Contact Guidelines	Initial Client Contact Percentages
1	1 Hour	90%
2	2 Hours	90%
3	4 Business Hours	90%
4	8 Business Hours	90%
5	N/A	N/A

## Addendum B - Maintenance Windows

All work performed within Company's Hosting or Client Infrastructure is a form of maintenance. Such work may or may not result in a disruption of service depending on the scope of the activity.

1. **Scheduled Maintenance:** All planned work performed on Company's Hosting or Client Infrastructure by Company engineers, or staff is defined as "Scheduled Maintenance". During Scheduled Maintenance, some or all of Company's Hosting or Client Infrastructure may be out of service and therefore may not be accessible to users. Regularly Scheduled Maintenance will occur between 2 AM and 6 AM in the local time zone for which the Client Infrastructure being maintained resides. Downtime to perform changes is expected during this window. If Client has a business need to avoid said downtime, they must provide their request via the Company Service Desk ten business days in advance.
  1. **Notification:** Client will be notified via email should Scheduled Maintenance be required to take place outside of the windows specified above.
2. **Emergency Maintenance:** All work performed in response to a disruption or a threat to the availability of a component of Company's Hosting or Client Infrastructure within the control of Company is defined as "Emergency Maintenance". Emergency Maintenance will be conducted based upon the timeframe that the emergency exists. Normal business hours will see an immediate response. For issues that occur during non-business hours, the impact of the event will be evaluated as soon as possible, and appropriate measures taken to return the system to normal availability.
  1. **Notification:** Client will be notified via email should Emergency Maintenance be necessary. Commercially reasonable efforts will be made to notify Client prior to emergency maintenance. Company reserves the right to complete Emergency Maintenance without prior notification to Client if necessary to mitigate risks posed by the need for Emergency Maintenance in a timely manner.

## Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

**Michael Luce**

mluca@hartlandtwp.com

[ sig|req|signer1 ]

**Corey Kaufman**

corey.kaufman@vc3.com

[ sig|req|signer2 ]

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Michael Luce, Township Manager

**Subject:** VC3 Contract for .GOV Migration

**Date:** March 5, 2026

## Recommended Action

Move to approve the contract with VC3 for the .gov migration of Township files and domain in an amount not to exceed \$25,187.25.

## Discussion

In working with VC3 the Township applied for a grant from the Michigan State Police Emergency Management and Homeland Security Division. If received this grant would cover the cost to migrate the Townships email, server and domain to .gov not .com. Thus, adding security to our network and cloud hosting of our emails and files. Transitioning a website from a generic, commercially available address to a restricted, verified, and secure top-level domain reserved exclusively for official U.S.-based government organizations. Managed by the Cybersecurity and Infrastructure Security Agency (CISA), a .gov domain acts as a "seal of authenticity" that increases public trust, enhances security, and ensures that users are accessing official information. In addition, as a .com information and emails can bounce off servers globally, as where a .gov is housed in the U.S. only. The Township did receive the SLGCP grant that will fund this migration. The funds will be spent out of our upcoming budget and reimbursed after completion.

There is an additional cost for the .gov security moving forward noticed by an increased cost monthly with VC3, this has been factored into and budgeted for in the FY26/27 budget.

## Financial Impact

Is a Budget Amendment Required?  Yes  No

Currently budgeted for in the FY26/27 budget.

## Attachments

VC3 SLCGP Project Migration to .GOV



# Statement of Work

**Service Ticket #4603828 - 2025-10 - PFF - SLCGP project for migrating to .gov**

Prepared for Township of Hartland, MI

## **VC3**

Strategic Advisor: Mitch Smith

Design Architect: Nathan Puthoff

SOW Generated on November 17, 2025, Version 1

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# Project Summary

## CLIENT CONTACT INFORMATION

Client Name	Township of Hartland, MI
Project Name	Service Ticket #4603828 - 2025-10 - PFF - SLCGP project for migrating to .gov
Client Contact	
Client Contact Email	

## LOCATIONS IN SCOPE

**Primary:** 2655 Clark Road, Hartland MI 48353

## EXECUTIVE SUMMARY

Client has received a grant to migrate to a .gov domain and GCC Microsoft Tenant.

## SOLUTION DESCRIPTION

VC3 will migrate email and toolsets to the new GCC domain and add new .gov domain to the tenant and aliases for user accounts.

---

## VC3 RESPONSIBILITIES

- Plan and coordinate VC3 resources for the execution of project activities.
- Purchase and configure all required hardware/licensing.
- Provide post-deployment support to the client users as required.
- Work with the primary contact to identify test users and, if applicable, test cases prior/post deployment.
- Develop communication and/or guide and documentation material for end users as required.

## CLIENT RESPONSIBILITIES

- Designate a business leader who will act as the primary contact for this project.
- Assist with scheduling and communicating project activities to staff.
- Coordinate with third party vendors.

## OUT OF SCOPE

The Company is responsible for performing only the Services described in this Statement of Work Agreement. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW as detailed above will require a "Change Order" before any services are performed. "Change Order" must be agreed upon by all parties and signed.

## CHANGE REQUESTS

When a potential change of scope is identified, the VC3 project manager will review the potential scope change and determine if the request represents a change to the agreed-upon project scope. The Project Manager will review with the project team to estimate the cost of the change and its impact on the project schedule. If the request is identified as a change, VC3 will need to submit an official Change Request document.

## CHANGE APPROVALS

The project manager will present an official Change Request document to the client for project stakeholders. This official Change Request will outline the expanded scope, budget, and any anticipated impacts on scheduling. Once the official Change Request has been reviewed and approved by the client's project stakeholders, the project manager will revise the Project Plan and work on the expanded project scope.

## COMMUNICATION MANAGEMENT

Information concerning the project will be communicated to the various stakeholders and project participants in a variety of ways. To ensure the project proceeds on schedule, frequent communication will be necessary to understand the status of the tasks to be completed. The project manager will coordinate weekly status meetings with the client team if required for reviewing the project progress and keeping all activities on track.

---

# Scope of Work

## IN-SCOPE SERVICES

### Project Management

VC3 will assign a project manager for the duration of the project to work closely with an assigned Client representative to ensure proper project coordination and planning.

These activities will include:

- Project kickoff meeting to define project resources and timeline
- Documentation of scheduled project activities
- Weekly Project Status meetings and documented updates as needed
- Coordination of VC3 and Township of Hartland, MI schedules to ensure successful implementation
- Project closure documentation to formalize end of project

### Initiation & Planning Phase

#### **Implementation: Planning, Communication & Coordination**

- Planning, Communication & Coordination
- Planning, Communication & Coordination (after hours)

### Execution, Monitoring & Controlling Phase

#### **Sharepoint/Teams/Onedrive data only migration**

- Migrate Sharepoint Data
- Migrate Teams Data
- Migrate Onedrive Data

#### **Add .gov domain and set as Primary Address**

- Configure .gov domain UPN in Active Directory
- Configure .gov domain in Entra ID/Microsoft 365
- Update Public DNS records and Proofpoint
- Apply new domain to all users (SMTP - .gov as primary, .org as alias) (update based on number of users)
- Manually sync with Entra ID and confirm updated settings
- Create and share End User documentation

#### **New M365 Tenant**

- Provision Office 365 Tenant (Commercial Or GCC)
- Import/Setup All Users In O365

- 
- Procure O365 Licenses
  - DOMAIN - Change MX record to point to M365 (After Hours)
  - Create Client in Microsoft Partner Center
  - Create Subscription
  - Disable Non-Admin Access
  - Disable User App Registration
  - Register Tenant
  - Create Admin Account
  - Enable MFA on Admin Account
  - Disable Group Creation by Users
  - Create Break Glass Admin Account

#### **Provision/Setup M365 Security Standards**

- Create Break glass Admin Account
- Setup/Confirm AAD Auditing is enabled
- Setup Self password Reset
- Limit GA roles and cloud only
- Consent for Apps
- Limit Guest invites to Guest users
- Configure standard security restrictions for external domains
- Add External sender warning
- Enable Exchange Auditing

#### **Provision/Setup M365 OneDrive Standards**

- Configure file link settings
- Disable legacy Authentication

#### **Entra Connect Sync**

- Verify Infrastructure Meets AAD Connect Standards
- Download, Install and Configure AAD Sync
- Perform Initial Sync (After Hours)
- Verify Successful Sync

#### **Microsoft 365: Email Migration**

- O365 Tenancy - Hosted Exchange Server Setup
- Import/Setup Mailboxes & Licensing for Users

- 
- DOMAIN - Change MX record to point to O365
  - Review E-mail Migration List From PM/Client
  - Deploy Migration Client Software to Endpoints
  - Monitor the Migration Status of Mailbox Data to Hosted Exchange (After Hours)
  - Setup Single Sign-on (After Hours)
  - Send communication email with migration plan
  - Sync and migrate mailboxes (per mailbox)
  - Install and setup O365 profiles on client machines (per workstation)
  - Configure SPAM protection services

#### **Microsoft 365: Configure MFA**

- Kickoff Meeting with Client
- Create Conditional Access Policy to Enforce MFA on All Users
- Create Conditional Access Policy to Block Legacy Authentication
- Create Azure Conditional Access Policy to Enforce MFA on Administrators
- Create Azure Conditional Access Policy to Enforce MFA on Azure Management
- Enable but do not enforce MFA
- Create/Send Guide for MFA Enrolment
- Run Script/Report to confirm all users have enrolled
- Enforce MFA
- MFA support

#### **Know B 4 Reconfigure.**

- Reconfigure KB4 SAAS to new tenant.

#### **VC3 Protect - Cloud Data Recovery (Datto SaaS Backup)**

- Configure and Deploy DATTO SaaS

#### **VC3 Cloud Protect - M365 SIEM (SaaS Alerts)**

- Log into SaaS Alerts
- Setup client account and link to client's M365 environment
- Configure alert thresholds
- Verify successful integration

---

## Out of Scope

Specific examples from this project may be listed below.

- Time and license counts are based on licensed users at time of the discovery. A change order will be required for additional accounts.
- SharePoint data is currently due to teams messages, and minimal usage. if additional data is created, this will also require a change order or be considered out of scope.

## Key Assumptions

The key assumptions for this project are:

- Client has already acquited the .gov address to be used and will provide access to VC3 for DNS management purposes.
- Additional MFA support hours will require a change order

## Key Risks

Key risks for this project are:

- Domain Controller must be running on Server 2016 or newer

## Deliverables

The Company will have completed its responsibilities to this Statement of Work when the following deliverables are complete:

- There are no specific Deliverables for this project.

## TASK DURATION ESTIMATES

Task Descriptions	Duration
Project Charter Approved (example)	1 Week
Hardware Procurement (example)	3 Weeks
Planning and Data Review (example)	1 Week
Server Build and Data Migration (example)	3 Weeks
User Testing (example)	1 Week
Cutover and Post Support (example)	1 Week
<b>Total Estimated Duration</b>	<b>4-6 Weeks</b>

Target Cutover Timeline: March 2024 (example)

\*Actual project execution dates will be confirmed during the project kick off and subsequent meetings

\*There could be multiple outages. Outage schedule and impact will be determined during project planning.

## - Executive Summary

### Description

#### **EXECUTIVE SUMMARY**

Client has received a grant to migrate to a .gov domain and GCC Microsoft Tenant.

## - Scope of Work

### Description

# Scope of Work

#### **IN-SCOPE SERVICES**

##### Project Management

VC3 will assign a project manager for the duration of the project to work closely with an assigned **Client** representative to ensure proper project coordination and planning.

##### These activities will include:

- Project kickoff meeting to define project resources and timeline
- Documentation of scheduled project activities
- Weekly Project Status meetings and documented updates as needed
- Coordination of VC3 and Township of Hartland, MI schedules to ensure successful implementation
- Project closure documentation to formalize end of project

##### Initiation & Planning Phase

#### **Implementation: Planning, Communication & Coordination**

- Planning, Communication & Coordination
- Planning, Communication & Coordination (after hours)

##### Execution, Monitoring & Controlling Phase

#### **Sharepoint/Teams/Onedrive data only migration**

- Migrate Sharepoint Data
- Migrate Teams Data
- Migrate Onedrive Data

#### **Add .gov domain and set as Primary Address**

- Configure .gov domain UPN in Active Directory
- Configure .gov domain in Entra ID/Microsoft 365
- Update Public DNS records and Proofpoint

- Scope of Work

Description

Apply new domain to all users (SMTP - .gov as primary, .org as alias) (update based on number of users)  
Manually sync with Entra ID and confirm updated settings  
Create and share End User documentation

**New M365 Tenant**

Provision Office 365 Tenant (Commercial Or GCC)?  
Import/Setup All Users In O365?  
Procure O365 Licenses  
DOMAIN - Change MX record to point to M365 (After Hours)  
Create Client in Microsoft Partner Center  
Create Subscription  
Disable Non-Admin Access  
Disable User App Registration  
Register Tenant  
Create Admin Account  
Enable MFA on Admin Account  
Disable Group Creation by Users  
Create Break Glass Admin Account

**Provision/Setup M365 Security Standards**

Create Break glass Admin Account  
Setup/Confirm AAD Auditing is enabled  
Setup Self password Reset  
Limit GA roles and cloud only  
Consent for Apps  
Limit Guest invites to Guest users  
Configure standard security restrictions for external domains  
Add External sender warning  
Enable Exchange Auditing

**Provision/Setup M365 OneDrive Standards**

Configure file link settings  
Disable legacy Authentication

**Entra Connect Sync**

Verify Infrastructure Meets AAD Connect Standards  
Download, Install and Configure AAD Sync  
Perform Initial Sync (After Hours)  
Verify Successful Sync

**Microsoft 365: Email Migration**

O365 Tenancy - Hosted Exchange Server Setup  
Import/Setup Mailboxes & Licensing for Users  
DOMAIN - Change MX record to point to O365  
Review E-mail Migration List From PM/Client  
Deploy Migration Client Software to Endpoints  
Monitor the Migration Status of Mailbox Data to Hosted Exchange (After Hours)  
Setup Single Sign-on (After Hours)  
Send communication email with migration plan

- Scope of Work

Description
Sync and migrate mailboxes (per mailbox) Install and setup O365 profiles on client machines (per workstation) Configure SPAM protection services  <b>Microsoft 365: Configure MFA</b> Kickoff Meeting with Client Create Conditional Access Policy to Enforce MFA on All Users Create Conditional Access Policy to Block Legacy Authentication Create Azure Conditional Access Policy to Enforce MFA on Administrators Create Azure Conditional Access Policy to Enforce MFA on Azure Management Enable but do not enforce MFA Create/Send Guide for MFA Enrolment Run Script/Report to confirm all users have enrolled Enforce MFA MFA support  <b>Know B 4 Reconfigure.</b> Reconfigure KB4 SAAS to new tenant.  <b>VC3 Protect - Cloud Data Recovery (Datto SaaS Backup)</b> Configure and Deploy DATTO SaaS  <b>VC3 Cloud Protect - M365 SIEM (SaaS Alerts)</b> Log into SaaS Alerts Setup client account and link to client's M365 environment Configure alert thresholds Verify successful integration

- Recurring Services

Thumbnail	Product Description	Comment	Recurring Option	Recurring	Qty	Ext. Recurring
	AvePointFLY Software as a Service Tenant to Tenant, MSP, Monthly		Monthly	\$5.00	34	\$170.00
	Microsoft 365 Apps for GCC		Monthly	\$12.00	20	\$240.00
	Office 365 Exchange Online (Plan 1)		Monthly	\$4.00	34	\$136.00

- Recurring Services

Thumbnail	Product Description	Comment	Recurring Option	Recurring	Qty	Ext. Recurring
	Microsoft Entra ID P1		Monthly	\$6.00	34	\$204.00

Subtotal: **\$750.00**

Subtotal: **\$0.00**

- Labor

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Labor - Fixed Fee - Setup, Configuration & Project Management		\$25,187.25	1	\$25,187.25

Subtotal: **\$25,187.25**

**Service Ticket #4603828 - 2025-10 - PFF - SLCGP project for migrating to .gov**

	<p><b>Prepared by:</b>  <b>VC3</b>                  Krissy Goins                  218-336-2327                  quotes.Kristine.Goins@vc3.com</p>	<p><b>Prepared for:</b>  <b>Township of Hartland, MI</b>                  2655 Clark Road                  Hartland, MI 48353                  Michael Luce                  +18106327498                  mluce@hartlandtwp.com</p>	<p><b>Quote Information:</b>  <b>Quote #: KG013953</b>                  Version: 1                  Delivery Date: 02/24/2026                  Expiration Date: 03/09/2026</p>
--	---	--	--

**Quote Summary**

Description	Amount
- Recurring Services	\$0.00
- Labor	\$25,187.25
<b>Total: \$25,187.25</b>	

**Recurring Summary**

Description	Amount
- Recurring Services	\$750.00
<b>Total: \$750.00</b>	

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- In the case hardware/software total exceed \$100k, VC3 will require a 50% deposit of the hardware/software total to secure the order. Deposit is payable immediately to VC3.
- Returns:
  - No returns will be accepted unless first approved by VC3 Inc.
  - Approved returns are subject to a 20% restocking fee.
  - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise is unopened and packaging is undamaged.
  - Open box items are not returnable
  - Approved defective returns must be shipped to VC3 within 10 business days of said approval

VC3

Township of Hartland, MI

Kristine Goins

Name: Krissy Goins

Title: Senior Client Solutions Specialist

Date: 02/24/2026

Name: Michael Luce

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

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Michael Luce, Township Manager

**Subject:** 2026 Backwash Lift Station Repair

**Date:** February 10, 2026

## Recommended Action

Move to approve quotes from CSM Mechanical for emergency repair and installation of the backwash lift station as well as investigative excavating to locate the line blockage, and allow the Public Works Director to act on the Township's behalf concerning completion of the project for an amount not to exceed \$56,000.00

## Discussion

Three weeks ago, the lift station that discharges our backwash water into the sanitary system, failed. Troubleshooting has taken place inside the lift station itself, with all signs pointing to a plug or blockage in the 1500' or so of discharge pipe. CSM Mechanical has provided us a quote for this emergency work which will involve excavation, as well as examining the discharge line to find out where the problem lies.

This quote also involves repairing various items inside of the lift station including two updraft discharge pipes, new check valves, as well as removing sand from the bottom of the vault which has accumulated from the backwash process over the last 25 years. Because there are so many unknowns involved in this project, we are applying an approximate 10 percent contingency in the case new problems arise during the work.

## Financial Impact

Is a Budget Amendment Required?     Yes     No

The Finance Director will determine the necessary budget amendment.

## Attachments

CSM Quotes



"Relentlessly Helping Our Customers Achieve Success by Being an Integral, Caring and Innovative Mechanical Solutions Provider."

Feb 17, 2026

Hartland Township  
2655 Clark Rd  
Hartland, MI 48353

ATTENTION: Tyler Brooks

Quotation No.: CSM 3909

SUBJECT: Hartland Water Tower Pumping Wet Well Piping Remove and Install

CSM Mechanical, LLC is pleased to provide a proposal for Hartland Township in Howell, MI.

OUR PROPOSAL INCLUDES:

**\$19,078.25**

- Removal of old deteriorating 2" Galvanized Piping and associated Ductile Iron Fittings
- Install New 2" Stainless Steel SCH 40 Discharge Piping and Fittings from the Existing Pump Bases to the New 4" Ductile Iron Fittings
- Install New 4" Ductile Iron Tee
- Install Two (2) New 4" Ductile Iron 90's
- Install Two (2) New 4" Plug Valves in the Vertical Position
- Install Two (2) New 4" Check Valves in the Horizontal Position
- Install New Bolting Hardware and Gaskets for Flanged Connections

**\$6,945.00**

Vac Truck to Remove Built up Media from Back Washing in the 24' x 24' Basin and Disposal

OUR PROPOSAL TO PROVIDE THE ABOVE SERVICES IS:

**\$26,023.25**

QUALIFICATIONS:

- State and/or Federal taxes have been included in this proposal
- Electrical power and/or interlock wiring has been excluded from this proposal
- Mechanical insulation of any sort has been excluded from this proposal
- Mechanical permits, licensing fees and/or inspections have been excluded from this proposal

This proposal is based on LUMP SUM billing practices with payment terms of Net (30) days per occurrence and straight time working hours, Monday through Friday, 7:00 am until 3:30 pm.

This quotation is valid for Fifteen (15) days. The proposed work will begin upon receipt of signed proposal. The prices listed in this quote are based on current tariff rates, duties, government charges, and trade regulations as of the date of issuance. If any new tariffs, taxes, duties, or similar charges are introduced, or if existing ones are increased or modified by any government or regulatory authority (collectively referred to as "Tariff Changes"), resulting in higher costs for the quoted goods or services, CSM Mechanical reserves the right to adjust pricing accordingly. CSM Mechanical will not be obligated to proceed with the delivery of goods and/or services until both parties agree to the revised pricing reflecting these increased costs.

If you have any further questions regarding the above proposal, please do not hesitate to contact our office at your earliest convenience.

Respectfully,

Ryan Gati

**CSM Mechanical, LLC**

1235 Holden Ave, Milford , MI 48381

O: (248) 302-2078 F: (248) 529-6765



"Relentlessly Helping Our Customers Achieve Success by Being an Integral, Caring and Innovative Mechanical Solutions Provider."

Feb 24, 2026

Hartland Township  
2655 Clark Rd  
Hartland, MI 48353

**ATTENTION:** Tyler Brooks

**Quotation No.:** CSM 3933 Version 2

**SUBJECT:** Digging up 4" PVC Wet Well Line at 90 deg Elbow For Jetting Puropses

CSM Mechanical, LLC is pleased to provide a proposal for Hartland Township in Howell, MI.

**OUR PROPOSAL INCLUDES:**

**\$15,857.50**

Use of Mini Excavator to Expose Existing 4" PVC Discharge Line at 90 deg Elbow with an Approximate Depth of 6'  
Perform Line Jetting Services For the 4" Discharge Line  
Repair 4" PVC Line and Replace 90 deg Elbow with two (2) 45's for a Longer Sweep in the Discharge Line  
Backfill Excavated Area with Existing Spoils That Were Removed

**\$7,617.50**

Excavation and Repair of 4" PVC Discharge Line if Blockage is Found

**OUR PROPOSAL TO PROVIDE THE ABOVE SERVICES IS: \$23,475.00**

**QUALIFICATIONS:**

- State and/or Federal taxes have been included in this proposal
- Electrical power and/or interlock wiring has been excluded from this proposal
- Mechanical insulation of any sort has been excluded from this proposal
- Mechanical permits, licensing fees and/or inspections have been excluded from this proposal

This proposal is based on LUMP SUM billing practices with payment terms of Net (30) days per occurrence and straight time working hours, Monday through Friday, 7:00 am until 3:30 pm.

This quotation is valid for Fifteen (15) days. The proposed work will begin upon receipt of signed proposal. The prices listed in this quote are based on current tariff rates, duties, government charges, and trade regulations as of the date of issuance. If any new tariffs, taxes, duties, or similar charges are introduced, or if existing ones are increased or modified by any government or regulatory authority (collectively referred to as "Tariff Changes"), resulting in higher costs for the quoted goods or services, CSM Mechanical reserves the right to adjust pricing accordingly. CSM Mechanical will not be obligated to proceed with the delivery of goods and/or services until both parties agree to the revised pricing reflecting these increased costs.

If you have any further questions regarding the above proposal, please do not hesitate to contact our office at your earliest convenience.

Respectfully,

Ryan Gati

**CSM Mechanical, LLC**

1235 Holden Ave, Milford , MI 48381

O: (248) 302-2078 F: (248) 529-6765



"Relentlessly Helping Our Customers Achieve Success by Being an Integral, Caring and Innovative Mechanical Solutions Provider."

Feb 27, 2026

Hartland Township  
2655 Clark Rd  
Hartland, MI 48353

**ATTENTION:** Tyler Brooks  
**Quotation No.:** CSM 3950  
**SUBJECT:** 4" HDPE SDR 11 Pipe fittings

CSM Mechanical, LLC is pleased to provide a proposal for Hartland Township in Howell, MI.

**OUR PROPOSAL INCLUDES:**

**\$1,619.10**

4" HDPE SDR 11 Extra Pipe Fittings for Repair

**OUR PROPOSAL TO PROVIDE THE ABOVE SERVICES IS: \$1,619.10**

**QUALIFICATIONS:**

- State and/or Federal taxes have been included in this proposal
- Electrical power and/or interlock wiring has been excluded from this proposal
- Mechanical insulation of any sort has been excluded from this proposal
- Mechanical permits, licensing fees and/or inspections have been excluded from this proposal

This proposal is based on LUMP SUM billing practices with payment terms of Net (30) days per occurrence and straight time working hours, Monday through Friday, 7:00 am until 3:30 pm.

This quotation is valid for Fifteen (15) days. The proposed work will begin upon receipt of signed proposal. The prices listed in this quote are based on current tariff rates, duties, government charges, and trade regulations as of the date of issuance. If any new tariffs, taxes, duties, or similar charges are introduced, or if existing ones are increased or modified by any government or regulatory authority (collectively referred to as "Tariff Changes"), resulting in higher costs for the quoted goods or services, CSM Mechanical reserves the right to adjust pricing accordingly. CSM Mechanical will not be obligated to proceed with the delivery of goods and/or services until both parties agree to the revised pricing reflecting these increased costs.

If you have any further questions regarding the above proposal, please do not hesitate to contact our office at your earliest convenience.

Respectfully,  
Ryan Gati  
**CSM Mechanical, LLC**  
1235 Holden Ave, Milford , MI 48381  
O: (248) 302-2078 F: (248) 529-6765

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Michael Luce, Township Manager

**Subject:** Resolution of Determination of Wages and Benefits of the Township Supervisor

**Date:** March 5, 2026

### **Recommended Action**

Move to Adopt the Resolution of Determination of Wages and Benefits of the Township Supervisor for the 2026-2027 Fiscal Year

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2026-2027 Township Budget.

### **Attachments**

Draft Resolution No. 26-R003

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Brett J. Lubeski  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. 26-R003**

**RESOLUTION OF DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP SUPERVISOR**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on March 10, 2026, at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the compensation of the Supervisor is \$ 41,350.00 annually, as directed by the Township Board of Trustees on this date March 10, 2026 and,

**WHEREAS**, the Supervisor is eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials and,

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Supervisor in compliance with the requirements of the Benefit Plan and,

**WHEREAS**, the Supervisor will receive employment benefits in accordance with the plan approved by the Board of Trustees and,

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 26-R003, setting the wages and benefits for the Township Supervisor for Fiscal Year 2026-2027.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 10<sup>th</sup> day of March 2026.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

# **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Michael Luce, Township Manager

**Subject:** Resolution of Determination of Wages and Benefits of the Township Clerk

**Date:** March 5, 2026

## **Recommended Action**

Move to Adopt the Resolution of Determination of Wages and Benefits of the Township Clerk for the 2026-2027 Fiscal Year

## **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

## **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2026-2027 Township Budget.

## **Attachments**

Draft Resolution No. 26-R004

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Brett J. Lubeski  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. 26-R004**

**RESOLUTION OF DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP CLERK**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on March 10, 2026, at 7:00 p.m.

PRESENT

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the compensation of the Clerk is \$ 88,850.00 annually, as directed by the Township Board of Trustees on this date March 10, 2026 and,

**WHEREAS**, the Clerk is eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials and,

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Clerk in compliance with the requirements of the Benefit Plan and,

**WHEREAS**, the Clerk will receive employment benefits in accordance with the plan approved by the Board of Trustees and,

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 26-R004, setting the wages and benefits for the Township Clerk for Fiscal Year 2026-2027.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Michael Luce, Township Manager

**Subject:** Resolution of Determination of Wages and Benefits of the Township Treasurer

**Date:** March 5, 2026

### **Recommended Action**

Move to Adopt the Resolution of Determination of Wages and Benefits of the Township Treasurer for the 2026-2027 Fiscal Year

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2026-2027 Township Budget.

### **Attachments**

Draft Resolution No. 26-R005

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Brett J. Lubeski  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. 26-R005**

**RESOLUTION TO DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP TREASURER**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on March 10, 2026, at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the compensation of the Treasurer is \$ 82,700.00 annually, as directed by the Township Board of Trustees on this date March 10, 2026 and,

**WHEREAS**, the Treasurer is eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials and,

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Treasurer in compliance with the requirements of the Benefit Plan and,

**WHEREAS**, the Treasurer will receive employment benefits in accordance with the plan approved by the Board of Trustees and,

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 26-R005, setting the wages and benefits for the Township Treasurer for Fiscal Year 2026-2027.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 10th day of March, 2026.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Michael Luce, Township Manager

**Subject:** Resolution of Determination of Wages and Benefits of the Township Trustees

**Date:** March 5, 2026

### **Recommended Action**

Move to Adopt the Resolution of Determination of Wages and Benefits of the Township Trustees for the 2026-2027 Fiscal Year

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2026-2027 Township Budget.

### **Attachments**

Draft Resolution No. 26-R006

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Brett J. Lubeski  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. 26-R006**

**RESOLUTION OF DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP TRUSTEES**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on March 10, 2026, at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the compensation of the Trustees is \$ 8,450.00 annually, as directed by the Township Board of Trustees on this date March 10, 2026 and,

**WHEREAS**, the Trustees are eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials and,

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Trustees in compliance with the requirements of the Benefit Plan and,

**WHEREAS**, the Trustees will receive employment benefits in accordance with the plan approved by the Board of Trustees and,

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 26-R006, setting the wages and benefits for the Township Trustees for Fiscal Year 2026-2027.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

## Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** Hartland Deerfield Fire Authority Fiscal Year 2026 - 2027 Budget Approval

**Date:** February 25, 2026

### Recommended Action

Move to approve the attached Hartland Deerfield Fire Authority FY27 Budget.

### Discussion

Chief Carroll attended the January 13, 2026, HTB meeting and presented the attached budget. Prior to the beginning of the new fiscal year, April 1, 2026, the board needs to approve HDFA's budget request.

### Financial Impact

Is a Budget Amendment Required?     Yes     No

### Attachments

2026-27 HDFA Oper Budget Twp Submittal



HARTLAND DEERFIELD FIRE AUTHORITY  
**HARTLAND AREA FIRE DEPT.**

3205 Hartland Road  
Hartland, MI. 48353-1825

Voice: (810) 632-7676  
E-Mail: mail@hartlandareafire.com

TO: Hartland & Deerfield Township Boards

December 17, 2025

RE: Draft 2026-27 HDFA Budget

In accordance with the Articles of Incorporation, please find the Draft 2026-27 HDFA Budget attached to this letter, as approved by the Hartland Deerfield Fire Authority Board. We continue to provide a level of service to our community that we believe meets our community's expectations, striving to achieve the best outcomes possible at the various incidents we respond to. The returning steady increase in new construction and occupancies is encouraging and is a major factor in our substantial increase in call volumes of all types, which is what comes with this growth. None of this would be possible without the support of the residents and the Boards, for which we are very thankful for the opportunity to serve.

Our primary model continues to be the use of on-call Firefighters, supplemented by scheduled staffing, 24/7, that is also primarily filled by on-call staff. While this certainly has its challenges, we have been very successful with it and believe it to be the best model moving forward. The improvement in reduced response times and "right-sizing" our response has been a key factor in obtaining the best possible outcomes for many of the emergencies in our district. Our staff and equipment coupled with the key of quick response times is what makes the difference.

Four key factors in this year's budget are as follows:

- Personnel: The addition of two full time employees helps ensure on-duty coverage 24/7. This budget reflects the addition of those two FTE's.
- Insurance: In addition to the 2 new FTE's, health care is up another 12.58% for the coming year.
- Utilities: Gas and Electric are projected for 8% and 12% increases, respectively.
- Equipment & Supplies: Mostly accounted for in Repair & Maintenance and Operating Supplies, all focused on taking care of existing equipment to extend the life of what would otherwise be very expensive equipment to replace. Those replacement costs have exploded over the past few years.

In summary, we continuously strive to provide and improve on our quality and efficiency of service. Those improvements help to offset increased costs from additional call volume. Coupled with short, mid, and long-term planning, we are well positioned to sustain this great service well into the future.

Please feel free to contact me at any time with questions or comments.

Thank you,

*Adam L. Carroll*

Adam L. Carroll  
Fire Chief

HARTLAND DEERFIELD FIRE AUTHORITY							November 20, 2025	
2026-27 OPERATING FUND BUDGET							Pg. 1 of 3	
ACCT#	DESCRIPTION	2026-27 BUDGET	2025-26 AMENDED	2024-25 AUDITED	2023-24 AUDITED	2022-23 AUDITED	2021-22 AUDITED	
REVENUE		7.7%	6.0%	11.2%	5.8%	4.9%	2.6%	
601	HARTLAND TOWNSHIP 81.0%	9.4%	1,848,299	1,689,375	1,540,496	1,386,234	1,296,190	1,237,344
602	DEERFIELD TOWNSHIP 19.0%	0.8%	433,552	430,293	458,550	411,735	402,617	382,244
610	FIRE PROTECTION CONTRACTS		190,000	180,000	176,901	166,383	210,384	212,709
626	COST RECOVERY		2,000	2,248	5,292	3,354	7,911	5,931
630	DIVE REIMBURSEMENTS - OTHER		0	5,120	2909	0	0	
631	DIVE REIMBURSEMENTS - INSTRUCTOR		0	560	1100	0	0	
665	INTEREST INCOME		50	12	26	33	103	134
681	REVENUE FROM CPR CLASSES		0	650	855	0	0	
687	REBATES & REFUNDS		0	0	0	82,633	16,493	0
694	OTHER REVENUE		0	3,375	4,795	6,680	103,166	45445
695	REIMBURSEMENT REVENUE		10,000	3,195	3,212	0	0	28,180
696	LIV CO FIRE TRAINING REVENUE		0	3,950	9,350	0	0	
697	LC ACADEMY REVENUE		1	43,880	37,575	0	0	0
698	HOWELL HS ACADEMY REVENUE		32,000	1,389	0	0	0	0
699	TRANSFER IN - CAP. REP. & IMP. (+ Prior Yr Tx)		0	0	0	50,188	10,967	26,979
	TOTAL REVENUE	6.4%	2,515,901	2,364,047	2,241,061	2,107,240	2,036,864	1,938,966
EXPENDITURES								
	PERSONNEL							
702	WAGES - FIRE CHIEF		110,494	105,232	105,227	104,896	100,623	93,280
703	WAGES - CHIEF OFFICERS		128,820	122,686	118,613	118,829	102,854	99,522
703.01	OT WAGES - CHIEF OFFICERS		3,000	3,000	1,375	4,800	15,101	3,630
704.1	WAGES - FIRE MARSHAL		78,389	74,656	0	0	0	0
704.11	OT WAGES - FIRE MARSHAL		500	500	0	0	0	0
704.3	WAGES - SHIFT SUPERVISORS		309,360	213,867	198,912	201,795	206,903	179,792
704.31	OT WAGES - SHIFT SUPERVISORS		8,000	8,000	3,500	22,000	32,747	10,508
704.4	WAGES - ADMIN. ASST.		61,408	58,484	54,981	55,234	49,535	47,975
704.41	OT WAGES - ADMIN. ASST.		800	800	600	1,900	3,098	1,394
704.5	WAGES - FIRE INSPECTOR		0	0	71,426	68,010	36,067	60,750
704.51	OT WAGES - FIRE INSPECTOR		0	0	0	1,100	1,270	3,421
705.1	WAGES - CHAPLAIN		6,000	12,486	12,829	8,853	13,120	7,957
705.2	WAGES - sUAS UNIT		9,870	9,400	6,703	12,022	7,914	6,458
708.3	WAGES - CAPTAIN		60,682	57,792	55,456	26,591	8,270	6,333
708.4	WAGES - LIEUTENANTS		58,979	56,170	55,396	82,502	80,894	64,852
708.41	OT WAGES - LIEUTENANTS		0	0	0	0	4,557	3,992
708.5	WAGES - SERGEANTS		175,389	167,037	161,418	177,341	109,352	90,314
708.51	OT WAGES - SERGEANTS		1,500	1,500	600	3,900	0	0
708.6	WAGES - FIREFIGHTERS		313,668	298,731	255,027	262,818	276,497	230,722
708.7	WAGES - CADET FIREFIGHTERS		7,050	6,714	3,908	3,114	3,103	4,404
708.8	WAGES - ACCOUNTANT/HR		32,282	30,745	32,402	30,794	25,689	24,296
709	WAGES - CELL PHONE STIPEND		9,800	7,600	7,870	7,590	7,360	7,170
709.5	WAGES - SPECIAL TEAMS STIPEND		6,000	0	0	0	0	0
710	WAGES - BOARD MEMBERS		9,300	9,300	9,775	6,400	5,100	5,750
711	WAGES - INSTRUCTORS ACADEMY		1,750	3,500	7,935	6,638	3,796	9,253
712	WAGES - ACCRUED PTO		11,680	9,315	7,100	6,003	7,339	4,571
714	WAGES - INSTRUCTORS DIVE		1,750	0	0	0	0	0
715	PAYROLL TAXES		107,595	96,200	88,684	94,539	83,423	72,812
	TOTAL PERSONNEL	11.8%	1,514,065	1,353,715	1,259,737	1,307,669	1,184,612	1,039,156
	PROFESSIONAL FEES							
801	ACCOUNTING/AUDITING & PAYROLL SERVICE		18,200	18,000	10,365	14,227	13,362	12,920
801.1	I.T./COMPUTER SERVICES		21,000	21,000	28,532	34,750	36,960	13,272
810	EMP. ASST. PGM.		1,900	1,900	2,021	1,305	1,635	1,665
826	LEGAL FEES		1,600	1,600	1,650	1,450	1,450	2,120
827	HIRING/RETENTION/PROMOTION		5,500	5,500	3,436	4,386	6,130	2,034
	TOTAL PROFESSIONAL FEES		48,200	48,000	46,004	56,118	59,537	32,011

HARTLAND DEERFIELD FIRE AUTHORITY								November 20, 2025
2026-27 OPERATING FUND BUDGET								Pg. 2 of 3
ACCT#	DESCRIPTION		2026-27 BUDGET	2025-26 AMENDED	2024-25 AUDITED	2023-24 AUDITED	2022-23 AUDITED	2021-22 AUDITED
	<b>INSURANCE &amp; BENEFITS</b>							
716	HEALTH CARE (Med Ins., LT/ST Disab., AD&D)	38.4%	238,038	172,000	160,550	137,147	123,655	126,280
716.3	INSURANCE (W/C, Liability Portfolio)	11.2%	147,375	132,500	116,707	167,799	131,420	163,937
718	MERS DB	21.0%	63,060	52,100	46,069	40,467	40,536	38,158
718.1	MERS DC	50.8%	46,130	30,600	29,700	29,460	29,138	28,941
718.2	457 MATCH	5.0%	25,200	24,000	18,070	19,900	18,051	10,050
	TOTAL INSURANCE	26.4%	519,803	411,200	371,096	394,773	342,800	367,366
	<b>EQUIPMENT &amp; SUPPLIES</b>							
719.1	UNIFORMS		16,500	10,500	16,578	18,896	12,721	8,290
719.2	TURN OUT GEAR		7,500	7,500	4,787	8,826	12,458	6,551
727	OFFICE SUPPLIES		7,500	7,500	5,597	8,380	8,733	6,689
729	COMPUTERS & RECORDS MGMT.		10,500	10,500	9,559	12,593	11,510	11,089
740	OPERATING SUPPLIES		16,000	22,000	8,494	27,634	17,622	22,162
744	MEDICAL SUPPLIES		10,000	10,000	3,390	10,524	4,948	7,737
860	FUEL		28,000	30,000	21,981	24,957	37,875	27,801
928	sUAS		1,500	1,500	528	0	15,021	155
930	R & M - ANNUAL APPARATUS & EQUIP		24,500	24,500	28,403	26,285	20,098	20,108
930.1	R & M - SMALL EQUIP		2,500	3,500	1,351	2,947	3,701	2,387
930.2	R & M - VEHICLES		45,000	54,487	60,720	32,250	52,332	70,873
930.8	R & M - RADIOS/BATTERIES		4,000	4,500	3,346	4,092	1,256	1,489
957.8	TRAINING - DIVE/ICE/WATER RESCUE		5,500	8,200	4,222	5,652	9,792	13,648
	TOTAL EQUIPMENT & SUPPLIES	-8.1%	179,000	194,687	168,956	183,036	208,067	198,979
	<b>UTILITIES</b>							
802	GARBAGE & SNOW		500	4,000	2,247	16,790	20,786	18,744
920	GAS (Consumers 8.1%)		12,500	14,000	5,944	11,954	16,212	18,579
920.1	ELECTRIC (DTE 11%, Consumers 13%)		27,780	22,000	20,084	16,715	18,644	19,273
920.2	WATER & SEWER		2,500	3,000	1,961	2,316	2,499	3,071
	TOTAL UTILITIES	0.7%	43,280	43,000	30,236	47,775	58,141	59,667
	<b>DUES &amp; SUBSCRIPTIONS</b>							
804	MEMBERSHIPS & PUBLICATIONS		4,500	5,250	4,281	4,546	5,973	4,974
805	Liv.Co. Specialized Response Teams		5,000	5,000	4,000	4,000	4,000	4,000
	TOTAL DUES & SUBSCRIPTIONS		9,500	10,250	8,281	8,546	9,973	8,974
	<b>PHYSICALS &amp; VACCINES</b>							
720	PHYSICALS & VACCINES		8,600	8,600	7,606	5,072	11,627	7,616
	TOTAL PHYSICALS & VACCINES		8,600	8,600	7,606	5,072	11,627	7,616
	<b>TRAINING</b>							
739	PUBLIC EDUCATION		10,000	10,000	7,619	7,207	9,954	9,834
957	TRAINING		7,500	7,500	12,347	11,009	5,060	12,346
957.1	TRAINING - SUPPLIES/OTHER		3,000	3,000	1,285	4,629	4,357	1,612
957.15	TRAINING & RECERT - BLUE CARD		3,000	3,000	2,456	5,225	4,214	1,993
957.2	TRAINING & RECERT - FIRE INSPECTORS		300	300	0	399	6,731	1,037
957.3	SEMINARS & CERTIFICATIONS		9,500	9,500	6,037	9,492	9,901	6,876
957.4	TRAINING & RECERT - EMS		2,000	2,000	521	684	0	0
957.6	HIGH SCHOOL FIRE ACADEMY		0	0	0	0	0	0
957.7	LIV CO FIRE ACADEMY (Academy Host Agency)		32,000	38,442	27,270	28,000	5,028	722
975	LIV CO FIRE TRAINING		1	3,200	4,222		0	0
	TOTAL TRAINING		67,301	76,942	61,757	66,645	45,245	34,420

HARTLAND DEERFIELD FIRE AUTHORITY 2026-27 OPERATING FUND BUDGET							November 20, 2025 Pg. 3 of 3	
ACCT#	DESCRIPTION	2026-27 BUDGET	2025-26 AMENDED	2024-25 AUDITED	2023-24 AUDITED	2022-23 AUDITED	2021-22 AUDITED	
	COMMUNICATIONS							
851	TELEPHONE	5,900	5,900	5,691	5,669	5,608	5,221	
	TOTAL COMMUNICATIONS	5,900	5,900	5,691	5,669	5,608	5,221	
	BUILDINGS							
746	CLEANING SUPPLIES	5,250	5,250	5,167	4,765	3,676	3,747	
930.4	R&M/IMPROVEMENTS	2,000	10,000	4,346	20,264	33,127	13,573	
941	RENT - all 3 Fire Stations (\$1 each)	3	3	3	4	2	3	
	TOTAL BUILDINGS	15,253	15,253	9,516	25,033	36,805	17,323	
	CONTINGENCY							
890.4	OPERATING FUND	50,000	90,000	0	0	0	0	
	TOTAL CONTINGENCY	50,000	90,000	0	0	0	0	
	TRANSFERS							
999	TRANSFER TO CAPITAL REPLACEMENT	45,000	100,000	258,798	45,200	0	135,000	
999.1	TRANSFER TO CAPITAL REPLACEMENT - Prior Year Audit	0	0	-20,000 *	74,449	10,967	166,460	
999.4	TRANSFER TO UNINSURED LOSS	10,000	6,500	0	0	0	0	
	TOTAL TRANSFERS	55,000	106,500	238,798	119,649	10,967	301,460	
	TOTAL EXPENDITURES	2,515,901	2,364,047	2,206,439	2,219,985	1,973,382	2,072,193	
	NET REVENUES OVER (UNDER) EXPEDITURES	0	0	34,622	-112,745	63,482	-133,227	
	BEGINNING FUND BALANCE	96,326	96,326	61,704	174,449	110,967	398,981	
	ENDING FUND BALANCE	96,326	96,326	96,326	61,704	174,449	265,754	

\* PHP Prior Period Adjustment

<i>Formula Data</i>	2025	
	Hartland	Deerfield
Usage for Oct.1 thru Sep.30	4,483.0	1,008.4
Usage Percentage	81.6%	18.4%

26-27 Budget 3yr Avg.	
Hartland	81.0%
Deerfield	19.0%

2024	
Hartland	Deerfield
3,695.2	690.9
84.2%	15.8%

2025-26  
79.7%  
20.3%

2023	
Hartland	Deerfield
3,926.6	1,161.1
77.2%	22.8%

2024-25  
76.9%  
23.1%

2022	
Hartland	Deerfield
3,352.3	955.3
77.8%	22.2%

2023-24  
77.1%  
22.9%

2022-23  
76.3%  
23.7%

		<b>Authority</b>	<b>Hartland</b>	<b>Deerfield</b>			
		08-09	4.3	3.2	7.2		<u>2021-22</u>
		09-10	6.5	7.3	5.7		76.4%
		10-11	7	-3.1	2.5		23.6%
		11-12	-4.2	-4.8	-3		
		12-13	-1.4	-2.4	10.9		
		13-14	4.5	7.2	6.1		<u>2020-21</u>
		14-15	5	5.4	5.9		76.0%
		15-16	3.9	2.7	7.6		24.0%
		16-17	4.7	2.7	10		
		17-18	7.1	7.6	3.5		<u>2019-20</u>
		18-19	3.2	3.3	2.7		76.7%
		19-20	1.9	1.9	1.9		23.3%
		20-21	0.9	0	3.7		
		21-22	2.6	3.1	1.1		<u>2018-19</u>
		22-23	4.9	4.8	5.3		76.7%
		23-24	5.9	6.9	2.3		23.3%
		24-25	5	4.8	6		
		25-26	6	9.7	-6.2		<u>2017-18</u>
		26-27	7.7%	9.4%	0.8%		76.6%
		<b>AVG</b>	<b>3.6</b>	<b>3.2</b>	<b>3.9</b>		23.4%

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** Resolution – Water Rates for FY2026 - 2027

**Date:** March 2, 2026

## Recommended Action

Move to approve the resolution setting rates for the Water Systems effective April 1, 2026

## Discussion

Per the final Water Rate Study, presented at the prior board meeting, the attached resolution includes new water commodity rates and readiness-to-serve rates, effective April 1, 2026, for the Fiscal Year 2026 – 2027. The first billing cycle charging these rates will be prepared and mailed July 8, 2026, for the period April 1 – June 30, 2026.

The Water System Budget to be approved at this same meeting, includes these rates.

## Financial Impact

Is a Budget Amendment Required?     Yes     No

## Attachments

Water Rates for FY2026-2027

**RESOLUTION SETTING FORTH  
SEWER AND WATER FEES, RATES AND CHARGES**

**WHEREAS**, the Township has lawfully adopted a Water and Sewer Ordinance (Ordinance No. 81); and

**WHEREAS**, Section 11 of the Township’s Water and Sewer Ordinance (Ordinance No. 81) authorizes the Township to establish by resolution, rates and fees necessary to recover the costs of administration, construction, reconstruction, maintenance of said system(s) as necessary to preserve the same in good working order, operation and replacement of the System, and to provide for the payment of any debt service obligations of the Township as the same becomes due; and

**WHEREAS**, the Township Board intends to adjust certain Sewer and Water Fees, Rates and Charges to accomplish the above goals.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**Section 2. Water System:**

**Connection Charges - Effective January 1, 2026**

Water Benefit Connection Fee (District 1) .....	\$5,816.01	per REU
Water Benefit Connection Fee (District 2) .....	\$6,829.67	per REU

**Usage Charges - Effective April 1, 2026**

Commodity Charge .....	\$4.50	per 1,000 gallons
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**Water Service Charge - Effective April 1, 2026**

Water Service Charge .....	\$86.08	per REU
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**Meter Replacement Charge - Effective April 1, 2026**

<sup>5</sup> / <sub>8</sub> " meter .....	\$7.75	per quarter
<sup>3</sup> / <sub>4</sub> " meter .....	\$7.75	per quarter
1" meter .....	\$10.08	per quarter
1 ½" meter .....	\$21.17	per quarter
2" meter .....	\$23.92	per quarter
3" meter .....	\$28.33	per quarter
4" meter .....	\$49.25	per quarter
6" meter .....	\$83.75	per quarter

**Cost Recovery - Effective January 1, 2026**

Non-Automated Meter Read (AMR) customers .....	\$50.00	per quarter
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**Section 3. Other Sewer and Water Services:**

All services provided outside of the above mentioned fee schedule and permitted by the Sewer and/or Water Ordinance(s) will be charged on a time and materials basis, plus a 10% administrative fee.

A vote on the foregoing resolution was taken and was as follows:

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** Public Hearing and Resolution – FY2027 General Appropriations Act

**Date:** March 4, 2026

## Recommended Action

Move to approve the Resolution to Establish a General Appropriations Act for the 2026 – 2027 Fiscal Year.

## Discussion

The Fiscal Year 2026 – 2027 General Appropriations Act is consistent with our previous GAA. Incorporated into the General Fund departments are the proposed employee wages and salaries effective April 1, 2026, based upon the prior Township Board merit pool work session and Township Manager recommendations.

## Financial Impact

Is a Budget Amendment Required?     Yes     No

## Attachments

Budget Hearing 2026 – 2027 Presentation  
Resolution: General Appropriations Act Fiscal Year 2026 – 2027  
Fiscal Year 2026 – 2027 Budget Package

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR HARTLAND TOWNSHIP FOR THE 2026 – 2027 FISCAL YEAR; TO DEFINE THE POWERS AND DUTIES OF TOWNSHIP OFFICERS IN RELATION TO BUDGET ADMINISTRATION; AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on \_\_\_\_\_ at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**Section 1: Title**

This resolution shall be known as the Hartland Township General Appropriations Act. This amended schedule shall repeal and replace Section 3.03 of the Board Policy Manual.

**Section 2: Public Hearings on the Budget**

Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in the Livingston County Press & Argus on March 2, 2026, and a public hearing on the proposed budget was held on March 10, 2026.

**Section 3: Millage Levy**

The Hartland Township Board anticipates a levy of 0.7480 mills to be levied and collected as the general property tax on all real and personal property within the Township upon the current tax

roll, said 0.7480 mills being within the limit as statutorily allocated millage and the amount is less than 1.0 mill and is exempt from Truth-in-Taxation requirements. Additionally, separately voted millage dedicated exclusively for fire operations and road improvements will be levied in an anticipated amount of 2.0017 mills and 1.3923mills, respectively.

**Section 4: Estimated Revenues**

Estimated Township revenues for fiscal year 2026 - 2027, including various miscellaneous revenues, as listed in the proposed budget attached hereto:

General Fund (101)	\$ 3,986,432
Municipal Street Fund (204)	\$ 1,477,741
Fire Operating Fund (206)	\$ 2,112,134
Liquor Law Enforcement Fund (212)	\$ 12,552
M59 Road Improvement Debt Fund (354)	\$ 287,299
Millpointe Road SAD (358)	\$ 76,601
Bullard Lake Road SAD (359)	\$ 16,202
Capital Projects Fund (401)	\$ 420,600
Water System Fund (536)	\$ 1,366,456
Water Replacement Fund (539)	\$ 200,827
Cable PEG Fee Fund (577)	\$ 76,700
Sewer Fund (590)	\$ 3,229,887
Sewer Lake Tyrone 2015 SAD (591)	\$ 24,129
Sewer 2005 Debt Fund (595)	\$ 785,834
Sewer Forestbrook Hills SAD#1 (596)	\$ 1,987
Sewer 2015 SAD 200 (597)	\$ 2,488
Road Special Assessment Districts (852)	\$ 56,672

**Section 5: Estimated Expenditures**

Estimated Township expenditures for fiscal year 2026 – 2027 for the various Township activities listed in the proposed budget attached hereto:

General Fund (101)	\$ 3,983,571
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Municipal Street Fund (204)	\$ 3,006,056
Fire Operating Fund (206)	\$ 1,934,089
Liquor Law Enforcement Fund (212)	\$ 12,552
M59 Road Improvement Debt Fund (354)	\$ 244,875
Millpointe Road Debt Service Fund (358)	\$ 110,513
Bullard Lake Road SAD (359)	\$ 0
Capital Projects Fund (401)	\$ 614,187
Water System Fund (536)	\$ 1,028,796
Water Replacement Fund (539)	\$ 746,787
Cable PEG Fee Fund (577)	\$ 70,353
Sewer Fund (590)	\$ 4,002,914
Sewer Lake Tyrone 2015 SAD (591)	\$ 16,409
Sewer 2005 Debt Service Fund (595)	\$ 169,234
Sewer Forestbrook Hills SAD#1 (596)	\$ 0
Sewer 2015 SAD 200 (597)	\$ 0
Road Special Assessment Districts (852)	\$ 0

### **Section 6: Adoption of Budget by Reference**

The general fund budget and all other fund budgets of Hartland Township are hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 4 and 5 of this act and attached hereto.

### **Section 7: Adoption of Budget by Cost Center**

The Board of Trustees of Hartland Township adopts the 2027 fiscal year general fund budget and all other fund budgets by cost center. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation. The Township Manager is required to obtain Administrative Committee approval for non-emergency budgeted purchases over \$6,000 but less than \$15,000 without the need for Township Board approval. The Township Manager has the authority to authorize appropriations less than \$6,000 without Township Board or Administrative Committee approval. No transfers of appropriations for pay rate increases or capital outlay items equal to or greater than \$15,000 may be made without prior Board approval by budget amendment.

## **Section 8: Appropriation Not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The Finance Director shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

## **Section 9: Transfer Authority**

The Township Manager shall have the authority to make transfers among the various cost centers (or line items) without prior Board approval, if the amount to be transferred does not exceed \$6,000 of the appropriation item from which the transfer is to be made. Under no circumstances may the total general fund budget be changed without prior Board approval.

## **Section 10: Periodic Fiscal Reports**

Following the first quarter of the fiscal year, the Finance Director shall transmit to the Board at the end of each quarter a report of financial operations, including, but not limited to:

- a. a summary statement report for all funds showing actual revenues and expenditures compared to the adopted and amended budgets, in comparison to the prior year, same quarter.
- b. a summary statement of the financial condition of the general fund and all other funds, as requested.

Following the first quarter of the fiscal year, and every month thereafter, the Finance Director shall transmit to Directors and Budget Administrators, a detailed budget report showing actual revenues and expenditures for the current fiscal year compared to the current year budget and the prior year, same period.

## **Section 11: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

## **Section 12: New Pay Rates & Pay Grades for Certain Township Employees**

Effective April 1, 2026, the new pay rates for township employees have been approved by the Township Manager and incorporated into department budgets.

**Section 13: Budget Monitoring**

Whenever it appears to the Township Manager or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Township Manager shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978) and the Hartland Township employee handbook.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

User: SUSAN

Fund: 101 GENERAL FUND

DB: Hartland

GL NUMBER AND DEPARTMENT	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
101-000-402.000	CURRENT REAL PROP TAX	717,386	764,305	778,030
101-000-413.000	CHARGEBACK TAXES	404		
101-000-421.000	MOBILE HOME FEES	3,180	3,561	3,561
101-000-445.001	PRE INTEREST	771	250	500
101-000-446.000	INTEREST & PENALTY DEL TAX	785	726	600
101-000-477.000	DOG LICENSES	266	200	300
101-000-567.000	STATE GRANTS - MEDC		10,000	
101-000-569.000	STATE GRANTS - SBTE		760	
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	2,040	1,800	1,800
101-000-574.000	STATE SHARED REVENUE	1,709,853	1,726,473	1,709,210
101-000-608.000	BOARD OF APPEALS		700	1,400
101-000-609.000	PROPERTY TAX ADMINISTRATION	309,004	333,859	336,280
101-000-611.000	SCHOOL COLLECTION FEES	17,781	17,778	23,700
101-000-612.000	CABLE FRANCHISE FEES	203,540	197,000	193,691
101-000-622.000	ZONING FEES	31,250	53,516	39,723
101-000-628.100	PROFESSIONAL REVIEW FEES	236,434	275,000	225,000
101-000-642.000	COLUMBARIUM SALES	1,280	1,650	1,650
101-000-643.000	LOT SALES	7,910	10,000	4,020
101-000-643.100	LOT REFUNDS		(550)	
101-000-645.000	PRINTED MATERIALS	2,170	3,000	2,800
101-000-646.000	PASSPORT FEES	12,740	10,500	10,500
101-000-651.000	PARKS & REC USE FEES	12,570	7,000	5,000
101-000-652.000	FARMERS MARKET REVENUE	2,945		
101-000-655.000	FINES		100	
101-000-656.000	TRAFFIC FINES	2,173	5,935	5,500
101-000-665.000	INTEREST EARNINGS	70,279	70,000	70,000
101-000-667.001	CELL TOWER LEASE ATT	55,073	53,680	54,000
101-000-667.002	CABLE STUDIO RENT	12,984	12,984	
101-000-669.285	TRANSFER IN CLFRF (ARPA)	257		
101-000-674.100	SPECIAL EVENTS DONATIONS	18,750	20,000	20,000
101-000-674.400	VETERANS MEMORIAL - BRICKS	3,350	19,000	5,000
101-000-674.500	VETERANS MEMORIAL - DONATIONS	1,550	26,000	
101-000-676.000	REIMBURSEMENTS	15,554	200	
101-000-676.302	REIMBURSEMENTS SHERIFF CONTRACT	86,410	83,774	60,962
101-000-676.536	REIMB ADMIN FEE WATER	186,350	215,615	222,085
101-000-676.590	REIMB ADMIN FEE SEWER	186,473	194,575	200,420
101-000-687.000	REBATES&REFUNDS	5,772	6,280	3,600
101-000-694.000	OTHER REVENUE	6,732	3,810	7,100
Totals for dept 000 -		3,924,016	4,129,481	3,986,432
<b>TOTAL ESTIMATED REVENUES</b>		<b>3,924,016</b>	<b>4,129,481</b>	<b>3,986,432</b>
<b>APPROPRIATIONS</b>				
101	TOWNSHIP BOARD	61,415	85,707	75,230
171	SUPERVISOR	37,795	44,330	45,514
172	ADMINISTRATION	212,567	267,165	357,268
191	ELECTIONS	78,230	7,605	88,377
192	FINANCE DEPARTMENT	211,069	227,407	236,077
209	ASSESSOR	272,073	313,482	334,928
215	CLERK	226,121	272,864	387,644
239	VEHICLE USE	2,569	4,470	4,587
247	BOARD OF REVIEW	2,693	3,160	4,140
253	TREASURER	219,026	233,867	254,405
258	DATA PROCESSING	43,453	16,000	63,410
265	TOWNSHIP HALL & GROUNDS	112,188	190,783	135,423
302	POLICE PROTECTION	257,245	270,213	293,066
400	PLANNING & ZONING	548,532	585,668	555,416
410	BOARD OF APPEALS		2,022	2,022
441	DEPARTMENT OF PUBLIC WORKS	272,115	296,300	314,387
444	SIDEWALKS	4,407	7,000	7,000
448	STREET LIGHTS	21,743	20,300	20,696
463	ROADS & M59 MEDIAN	82,888	86,039	111,979
465	DRAINS, PUBLIC BENEFIT	9,331	16,004	8,400
567	CEMETERIES	20,015	30,694	26,305
577	COMMUNICATIONS	59,858	73,446	78,835
703	COMMUNITY INVESTMENTS	64,978	81,100	78,258
722	ZONING CODE ENFORCEMENT	26,838	40,543	42,093
751	PARKS & RECREATION	91,563	107,144	108,111
901	APPROPRIATIONS-TRANSFER OUT	500,000	500,000	350,000
<b>TOTAL APPROPRIATIONS</b>		<b>3,438,712</b>	<b>3,783,313</b>	<b>3,983,571</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		<b>485,304</b>	<b>346,168</b>	<b>2,861</b>
BEGINNING FUND BALANCE		4,058,160	4,543,462	4,889,630
ENDING FUND BALANCE		4,543,464	4,889,630	4,892,491

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
204-000-402.000	CURRENT REAL PROP TAX	1,354,423	1,422,675	1,466,741
204-000-413.000	CHARGEBACK TAXES	757		
204-000-446.000	INT.&PEN DEL TAX	34	37	
204-000-569.000	STATE GRANTS - SBTE		1,424	
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	4,790	4,700	4,700
204-000-665.000	INTEREST EARNINGS	6,913	6,372	6,300
Totals for dept 000 -		<u>1,366,917</u>	<u>1,435,208</u>	<u>1,477,741</u>
<b>TOTAL ESTIMATED REVENUES</b>		<u>1,366,917</u>	<u>1,435,208</u>	<u>1,477,741</u>
<b>APPROPRIATIONS</b>				
Dept 000				
204-000-826.000	LEGAL FEES		41	
204-000-850.000	TAX CHARGEBACKS	13	1,000	1,000
204-000-969.002	ROAD CHLORIDE	17,682	16,000	20,000
204-000-969.100	GRAVEL ROAD IMPROVEMENTS	466,286	79,000	122,500
204-000-969.200	PAVED ROAD IMPROVEMENTS	973,081	1,262,500	2,862,556
204-000-969.300	OTHER ROAD IMPROVEMENTS	7,000		
Totals for dept 000 -		<u>1,464,062</u>	<u>1,358,541</u>	<u>3,006,056</u>
<b>TOTAL APPROPRIATIONS</b>		<u>1,464,062</u>	<u>1,358,541</u>	<u>3,006,056</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 204</b>		<u>(97,145)</u>	<u>76,667</u>	<u>(1,528,315)</u>
BEGINNING FUND BALANCE		2,451,220	2,354,076	2,430,743
ENDING FUND BALANCE		2,354,075	2,430,743	902,428

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
206-000-402.000	CURRENT REAL PROP TAX	1,919,842	2,045,383	2,108,722
206-000-413.000	CHARGEBACK TAXES	1,081		
206-000-446.000	INT.&PEN DEL TAX	48	52	50
206-000-569.000	STATE GRANTS - SBTE		2,033	
206-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	3,101	4,000	3,100
206-000-665.000	INTEREST EARNINGS	418	215	260
206-000-694.000	OTHER REVENUE	591	2	2
Totals for dept 000 -		1,925,081	2,051,685	2,112,134
<b>TOTAL ESTIMATED REVENUES</b>		1,925,081	2,051,685	2,112,134
<b>APPROPRIATIONS</b>				
Dept 000				
206-000-801.000	CONTRACTED SERVICES	1,022	1,063	1,100
206-000-801.009	CONTRACT SERVICES - WATER SYSTEM	2,342	1,600	1,700
206-000-801.010	CONTRACT EQUIPMENT - WATER SYS	40	300	400
206-000-802.000	LAWN/SNOW MAINTENANCE	10,557	11,601	12,000
206-000-807.000	AUDIT FEES	850	850	850
206-000-850.000	TAX CHARGEBACKS	18	1,000	1,000
206-000-920.002	UTILITIES - ELECTRIC	897	987	1,100
206-000-930.000	SOFTWARE MAINTENANCE	122	160	140
206-000-930.001	REPAIRS & MAINT. EQUIPMENT	2,975	2,975	3,000
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	66,367	88,988	64,500
206-000-970.003	CAPITAL OUTLAY - BLDG GRDS	19,792	3,195	
206-000-999.336	CONTRIBUTION TO FIRE AUTHORITY	1,869,233	1,689,375	1,848,299
Totals for dept 000 -		1,974,215	1,802,094	1,934,089
<b>TOTAL APPROPRIATIONS</b>		1,974,215	1,802,094	1,934,089
<b>NET OF REVENUES/APPROPRIATIONS - FUND 206</b>		(49,134)	249,591	178,045
BEGINNING FUND BALANCE		2,220,615	2,171,480	2,421,071
ENDING FUND BALANCE		2,171,481	2,421,071	2,599,116

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
212-000-575.000	LIQUOR LICENSE FEES	12,134	12,517	12,527
212-000-665.000	INTEREST EARNINGS	31	24	25
Totals for dept 000 -		<u>12,165</u>	<u>12,541</u>	<u>12,552</u>
TOTAL ESTIMATED REVENUES		12,165	12,541	12,552
APPROPRIATIONS				
Dept 000				
212-000-801.000	CONTRACTED SERVICES	5,500	5,500	12,302
212-000-826.000	LEGAL FEES			250
Totals for dept 000 -		<u>5,500</u>	<u>5,500</u>	<u>12,552</u>
TOTAL APPROPRIATIONS		5,500	5,500	12,552
NET OF REVENUES/APPROPRIATIONS - FUND 212		<u>6,665</u>	<u>7,041</u>	
BEGINNING FUND BALANCE		106,854	113,518	120,559
ENDING FUND BALANCE		113,519	120,559	120,559

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
354-000-404.000	2009 M-59 ROAD SAD REVENUE	172,679	172,679	172,680
354-000-404.001	HROAD SPEC ASSESS REVENUE	58,179	58,179	58,179
354-000-447.001	2009 M-59 ROAD SAD INTEREST	54,086	48,076	42,067
354-000-447.002	HROAD SPEC ASSESS INTEREST	18,222	16,198	14,173
354-000-665.000	INTEREST EARNINGS	253	214	200
Totals for dept 000 -		<u>303,419</u>	<u>295,346</u>	<u>287,299</u>
<b>TOTAL ESTIMATED REVENUES</b>		<u>303,419</u>	<u>295,346</u>	<u>287,299</u>
<b>APPROPRIATIONS</b>				
Dept 000				
354-000-826.000	LEGAL FEES		147	
354-000-991.001	2019 M59/HTLND BOND PRINCIPAL	220,000	210,000	205,000
354-000-996.000	BOND FEES	500	500	500
354-000-997.010	2019 REFUNDING BOND INTEREST	51,500	45,600	39,375
Totals for dept 000 -		<u>272,000</u>	<u>256,247</u>	<u>244,875</u>
<b>TOTAL APPROPRIATIONS</b>		<u>272,000</u>	<u>256,247</u>	<u>244,875</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 354</b>		<u>31,419</u>	<u>39,099</u>	<u>42,424</u>
BEGINNING FUND BALANCE		514,818	546,237	585,336
ENDING FUND BALANCE		546,237	585,336	627,760

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
358-000-451.000	SPECIAL ASSESSMENT PRINCIPAL	78,347	75,116	73,500
358-000-451.001	SPECIAL ASSESSMENT INTEREST	9,369	6,049	3,101
358-000-665.000	INTEREST EARNINGS	45	25	
Totals for dept 000 -		<u>87,761</u>	<u>81,190</u>	<u>76,601</u>
TOTAL ESTIMATED REVENUES		<u>87,761</u>	<u>81,190</u>	<u>76,601</u>
APPROPRIATIONS				
Dept 000				
358-000-826.000	LEGAL FEES		36	
358-000-991.000	BOND - PRINCIPAL	100,000	100,000	105,000
358-000-996.000	BOND FEES	500	500	500
358-000-997.000	BOND INTEREST PAYMENT	11,088	8,088	5,013
Totals for dept 000 -		<u>111,588</u>	<u>108,624</u>	<u>110,513</u>
TOTAL APPROPRIATIONS		<u>111,588</u>	<u>108,624</u>	<u>110,513</u>
NET OF REVENUES/APPROPRIATIONS - FUND 358		<u>(23,827)</u>	<u>(27,434)</u>	<u>(33,912)</u>
BEGINNING FUND BALANCE		238,680	214,853	187,419
ENDING FUND BALANCE		214,853	187,419	153,507

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
359-000-451.000	SPECIAL ASSESSMENT REVENUE	14,741	14,742	14,742
359-000-451.001	SPECIAL ASSESSMENT INTEREST	2,432	1,946	1,460
359-000-665.000	INTEREST EARNINGS	20	10	
Totals for dept 000 -		<u>17,193</u>	<u>16,698</u>	<u>16,202</u>
TOTAL ESTIMATED REVENUES		17,193	16,698	16,202
APPROPRIATIONS				
Dept 000				
359-000-995.401	TRANSFER TO CAPITAL PROJECTS	102,459		
Totals for dept 000 -		<u>102,459</u>		
TOTAL APPROPRIATIONS		102,459		
NET OF REVENUES/APPROPRIATIONS - FUND 359		<u>(85,266)</u>	<u>16,698</u>	<u>16,202</u>
BEGINNING FUND BALANCE		112,443	27,178	43,876
ENDING FUND BALANCE		27,177	43,876	60,078

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
401-000-539.010	STATE GRANT - MSP			25,000
401-000-627.000	RIGHT OF WAY FEES	18,265	23,977	20,600
401-000-665.000	INTEREST EARNINGS	23,270		25,000
401-000-669.359	TRANSFER FROM BULLARD LAKE SAD	102,459		
401-000-699.101	TRANSFER IN GF	500,000	500,000	350,000
Totals for dept 000 -		643,994	523,977	420,600
<b>TOTAL ESTIMATED REVENUES</b>		643,994	523,977	420,600
<b>APPROPRIATIONS</b>				
Dept 000				
401-000-890.000	CONTINGENCIES			20,000
401-000-970.000	CAPITAL OUTLAY - GENERAL	28,114		12,000
Totals for dept 000 -		28,114		32,000
Dept 239 - VEHICLE USE				
401-239-970.000	CAPITAL OUTLAY - VEHICLES		25,000	
Totals for dept 239 - VEHICLE USE			25,000	
Dept 258 - DATA PROCESSING				
401-258-970.000	CAPITAL OUTLAY EQUIPMENT		90,000	25,187
Totals for dept 258 - DATA PROCESSING			90,000	25,187
Dept 265 - TOWNSHIP HALL & GROUNDS				
401-265-930.001	HERO REPAIRS & MAINT. EQUIPMENT			7,500
401-265-970.000	CAPITAL OUTLAY	350,861		169,500
Totals for dept 265 - TOWNSHIP HALL & GROUNDS		350,861		177,000
Dept 444 - SIDEWALKS				
401-444-969.005	SIDEWALKS	14,367	103,000	250,000
Totals for dept 444 - SIDEWALKS		14,367	103,000	250,000
Dept 463 - ROADS & M59 MEDIAN				
401-463-969.012	M59 IMPROVEMENTS	15,543	4,264	50,000
Totals for dept 463 - ROADS & M59 MEDIAN		15,543	4,264	50,000
Dept 751 - PARKS & RECREATION				
401-751-801.000	CONTRACTED SERVICES		20,000	20,000
401-751-970.000	CAPITAL OUTLAY		114,883	10,000
401-751-970.008	HERITAGE PARK	124,900		20,000
401-751-970.009	SETTLERS PARK	248,504		30,000
Totals for dept 751 - PARKS & RECREATION		373,404	134,883	80,000
<b>TOTAL APPROPRIATIONS</b>		782,289	357,147	614,187
<b>NET OF REVENUES/APPROPRIATIONS - FUND 401</b>		(138,295)	166,830	(193,587)
BEGINNING FUND BALANCE		1,999,738	1,861,444	2,028,274
ENDING FUND BALANCE		1,861,443	2,028,274	1,834,687

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
536-000-600.400	WATER USAGE METERED	161,604	160,357	520,835
536-000-600.500	WATER READINESS TO SERVE	734,476	735,133	729,821
536-000-601.000	USER FEES	400	400	400
536-000-601.001	PENALTIES ON USER FEES	8,699	7,782	8,000
536-000-605.000	METER SALES	8,030	13,280	15,000
536-000-665.000	INTEREST EARNINGS	41,601	15,000	10,000
536-000-676.101	REIMB. CONTRACT SERVICES	73,774	125,000	72,100
536-000-676.102	REIMB - CONTRACT EQUIPMENT	3,131	25,000	10,300
Totals for dept 000 -		1,031,715	1,081,952	1,366,456
<b>TOTAL ESTIMATED REVENUES</b>		1,031,715	1,081,952	1,366,456
<b>APPROPRIATIONS</b>				
Dept 000				
536-000-702.100	SALARY IN LIEU OF BENEFITS	750		
536-000-703.000	VAC/PTO OWED AT YE	43	2,000	2,000
536-000-704.000	OPERATOR II WAGES	60,433	63,440	65,354
536-000-706.000	OPERATOR I WAGES	107,165	120,640	122,076
536-000-707.000	SEASONAL WAGES	16,090	30,000	28,000
536-000-709.000	OVERTIME WAGES	28,338	32,130	32,003
536-000-715.000	EMPLOYERS SOC SEC	15,751	18,845	18,770
536-000-716.000	EMPLOYMENT EXPENSE	35,843	46,882	54,066
536-000-718.000	RETIREMENT	19,158	21,000	21,736
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	2,660	2,700	2,700
536-000-720.000	ADMINISTRATIVE FEES	186,350	215,615	222,085
536-000-727.000	SUPPLIES/POSTAGE	1,339	2,500	2,500
536-000-740.000	OPERATING SUPPLIES	13,998	25,000	24,600
536-000-740.001	WATER TREAT. CHEMICALS	20,580	21,000	21,360
536-000-741.000	METER COSTS	24,938	15,507	15,000
536-000-801.000	CONTRACTED SERVICES	65,263	12,266	7,740
536-000-802.000	LAWN/SNOW MAINTENANCE		1,000	1,500
536-000-804.000	MEMBERSHIP & DUES	825	950	979
536-000-805.000	INTERNET	4,999	5,100	5,200
536-000-807.000	AUDIT FEES	4,000	4,000	4,000
536-000-816.000	ENGINEERING FEES		6,000	6,000
536-000-826.000	LEGAL FEES	28,438		5,000
536-000-851.000	TELEPHONE	4,244	4,062	4,143
536-000-860.000	GASOLINE	5,915	7,500	7,500
536-000-890.000	CONTINGENCIES			17,000
536-000-900.000	PRINTING & PUBLICATIONS	422	500	620
536-000-910.000	INSURANCE	14,134	16,400	16,300
536-000-920.001	UTILITIES - GAS	1,724	2,800	2,900
536-000-920.002	UTILITIES - ELECTRIC	50,196	55,000	58,000
536-000-920.004	UTILITIES - SEWER	4,729	5,000	5,000
536-000-922.000	MISS DIG	1,271	3,433	4,500
536-000-930.000	SOFTWARE MAINTENANCE	21,598	19,768	22,197
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	80,108	83,500	81,000
536-000-930.002	REPAIRS & MAINT VEHICLE/EQUIP	3,275	9,600	9,600
536-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	13,762	23,000	15,000
536-000-956.000	MISCELLANEOUS	1,293	2,000	2,000
536-000-957.000	EDUCATION/TRAINING/CONVENTION	2,439	3,700	3,700
536-000-964.002	UNCOLLECTIBLE UB FEES	8,756		
536-000-999.539	TRANSFER TO WATER REPLACEMENT FUNI	300,000	100,000	116,667
Totals for dept 000 -		1,150,827	982,838	1,028,796
<b>TOTAL APPROPRIATIONS</b>		1,150,827	982,838	1,028,796
<b>NET OF REVENUES/APPROPRIATIONS - FUND 536</b>		(119,112)	99,114	337,660
BEGINNING FUND BALANCE		2,375,941	2,256,832	2,355,946
ENDING FUND BALANCE		2,256,829	2,355,946	2,693,606

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
539-000-601.001	PENALTIES ON SURCHARGES	50	181	
539-000-602.000	CONNECTION FEES			58,160
539-000-602.100	SURCHARGE FEES	24,259	21,400	21,000
539-000-665.000	INTEREST EARNINGS	26,098	10,000	5,000
539-000-669.536	TRANSFER FROM WATER O&M FUND	300,000	100,000	116,667
539-000-676.000	REIMBURSEMENTS	55,583		
Totals for dept 000 -		405,990	131,581	200,827
<b>TOTAL ESTIMATED REVENUES</b>		<b>405,990</b>	<b>131,581</b>	<b>200,827</b>
<b>APPROPRIATIONS</b>				
Dept 000				
539-000-900.000	PRINTING & PUBLICATIONS		383	
539-000-930.000	REPAIRS & MAINTENANCE	6,624	86,153	10,000
539-000-968.000	DEPRECIATION	357,361	401,470	620,120
539-000-997.013	2026 WATER BOND INTEREST			116,667
Totals for dept 000 -		363,985	488,006	746,787
<b>TOTAL APPROPRIATIONS</b>		<b>363,985</b>	<b>488,006</b>	<b>746,787</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 539</b>		<b>42,005</b>	<b>(356,425)</b>	<b>(545,960)</b>
BEGINNING FUND BALANCE		9,410,332	9,452,336	9,095,911
ENDING FUND BALANCE		9,452,337	9,095,911	8,549,951

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
577-000-607.000	PEG FEES	81,308	79,050	76,700
577-000-665.000	INTEREST EARNINGS	49	30	
Totals for dept 000 -		81,357	79,080	76,700
TOTAL ESTIMATED REVENUES		81,357	79,080	76,700
APPROPRIATIONS				
Dept 000				
577-000-740.000	OPERATING SUPPLIES		500	2,100
577-000-801.000	CONTRACTED SERVICES & RENTALS	27,775	20,000	10,800
577-000-805.000	INTERNET	12,731	11,400	17,832
577-000-806.000	CABLE TV FEES	2,140	2,236	2,471
577-000-930.000	REPAIRS & MAINTENANCE	2,496	2,630	2,650
577-000-941.000	RENT	12,984	12,984	
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	22,871	24,400	9,500
577-000-970.000	CAPITAL OUTLAY			25,000
Totals for dept 000 -		80,997	74,150	70,353
TOTAL APPROPRIATIONS		80,997	74,150	70,353
NET OF REVENUES/APPROPRIATIONS - FUND 577		360	4,930	6,347
BEGINNING FUND BALANCE		202,964	203,324	208,254
ENDING FUND BALANCE		203,324	208,254	214,601

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
590-000-600.100	SEWER USAGE FLAT RATE	584,426	585,000	601,072
590-000-600.200	SEWER USAGE METERED	472,363	521,000	536,630
590-000-600.300	SEWER CAPITAL CHARGES	245,311	280,000	275,320
590-000-600.600	SEWER RTS CHARGE	1,270,142	1,350,000	1,447,680
590-000-601.000	USER FEES		20	
590-000-601.001	PENALTIES ON USER FEES	34,818	34,671	33,600
590-000-602.000	CONNECTION FEES	3,666,223	18,878	141,585
590-000-602.100	SURCHARGE FEES	72,395	80,000	71,500
590-000-605.000	METER SALES			2,500
590-000-665.000	INTEREST EARNINGS	246,657	240,000	120,000
590-000-665.001	UNREALIZED GAIN OR LOSS	133,105		
590-000-668.000	SEPTAGE STATION REVENUES	237,436		
Totals for dept 000 -		6,962,876	3,109,569	3,229,887
<b>TOTAL ESTIMATED REVENUES</b>		<b>6,962,876</b>	<b>3,109,569</b>	<b>3,229,887</b>
<b>APPROPRIATIONS</b>				
Dept 000				
590-000-720.000	ADMINISTRATIVE FEES	186,473	194,575	200,420
590-000-727.000	SUPPLIES & POSTAGE	2,775	3,500	3,500
590-000-741.000	METER COSTS			2,500
590-000-801.008	LCDC CONTRACT SERVICES	2,248,643	2,450,000	2,548,000
590-000-807.000	AUDIT FEES	4,990	4,990	4,990
590-000-826.000	LEGAL FEES	7,874	5,000	5,000
590-000-910.000	INSURANCE	13,303	14,230	15,700
590-000-930.000	SOFTWARE MAINTENANCE	1,254	1,293	1,500
590-000-964.002	UNCOLLECTIBLE UB FEES	9,054		
590-000-968.000	DEPRECIATION	436,670	436,670	436,670
590-000-999.595	TRANSFER TO SEWER EXP BOND FUND	1,386,900	3,427,000	784,634
Totals for dept 000 -		4,297,936	6,537,258	4,002,914
<b>TOTAL APPROPRIATIONS</b>		<b>4,297,936</b>	<b>6,537,258</b>	<b>4,002,914</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 590</b>		<b>2,664,940</b>	<b>(3,427,689)</b>	<b>(773,027)</b>
BEGINNING FUND BALANCE		24,157,644	26,822,584	23,394,895
ENDING FUND BALANCE		26,822,584	23,394,895	22,621,868

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
591-000-404.000	LK TYRONE SP ASSESS INTEREST INC	30,102	27,131	24,079
591-000-665.000	INTEREST EARNINGS	174	30	50
Totals for dept 000 -		<u>30,276</u>	<u>27,161</u>	<u>24,129</u>
TOTAL ESTIMATED REVENUES		30,276	27,161	24,129
APPROPRIATIONS				
Dept 000				
591-000-826.000	LEGAL FEES		60	60
591-000-997.000	BOND INTEREST PAYMENT	19,499	17,681	16,349
Totals for dept 000 -		<u>19,499</u>	<u>17,741</u>	<u>16,409</u>
TOTAL APPROPRIATIONS		19,499	17,741	16,409
NET OF REVENUES/APPROPRIATIONS - FUND 591		<u>10,777</u>	<u>9,420</u>	<u>7,720</u>
BEGINNING FUND BALANCE		275,390	286,169	295,589
ENDING FUND BALANCE		286,167	295,589	303,309

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
595-000-404.000	SPECIAL ASSESSMENTS INTEREST	3,959		
595-000-404.004	SAD DISTRICT 4 INTEREST	3,774		
595-000-404.005	SAD DISTRICT 5 INTEREST	896		
595-000-404.006	SAD DISTRICT 6 INTEREST	1,641		
595-000-404.007	SAD DISTRICT #7 INTEREST	717		
595-000-404.008	SAD #4 SUP INTEREST INCOME	648	448	
595-000-665.000	INTEREST EARNINGS	853	1,300	1,200
595-000-699.590	TRANSFER IN SEWER	1,386,900	3,427,000	784,634
Totals for dept 000 -		1,399,388	3,428,748	785,834
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,399,388</b>	<b>3,428,748</b>	<b>785,834</b>
<b>APPROPRIATIONS</b>				
Dept 000				
595-000-995.100	AMORTIZATION - BOND FEES		4,100	4,100
595-000-996.000	BOND FEES	500	1,000	500
595-000-997.007	SERIES 2016 REFUNDING BOND INTEREST	103,175	77,090	
595-000-997.008	INTEREST CREDIT - PREMIUM AMORTIZATION	(27,784)		
595-000-997.011	2021 SEWER REFUNDING INTEREST	179,600	179,600	164,634
595-000-997.012	2021 BOND INTEREST CREDIT	(72,624)		
Totals for dept 000 -		182,867	261,790	169,234
<b>TOTAL APPROPRIATIONS</b>		<b>182,867</b>	<b>261,790</b>	<b>169,234</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 595</b>		<b>1,216,521</b>	<b>3,166,958</b>	<b>616,600</b>
BEGINNING FUND BALANCE		(9,387,301)	(8,170,781)	(5,003,823)
ENDING FUND BALANCE		(8,170,780)	(5,003,823)	(4,387,223)

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
596-000-404.000	FORESTBROOK SAD INTEREST INCOME	2,541	2,259	1,977
596-000-665.000	INTEREST EARNINGS	33	10	10
Totals for dept 000 -		2,574	2,269	1,987
TOTAL ESTIMATED REVENUES		2,574	2,269	1,987
NET OF REVENUES/APPROPRIATIONS - FUND 596		2,574	2,269	1,987
BEGINNING FUND BALANCE		45,284	47,859	50,128
ENDING FUND BALANCE		47,858	50,128	52,115

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
597-000-404.000	SAD 200 INTEREST INCOME	3,009	2,736	2,463
597-000-665.000	INTEREST EARNINGS	39		25
Totals for dept 000 -		3,048	2,736	2,488
TOTAL ESTIMATED REVENUES		3,048	2,736	2,488
NET OF REVENUES/APPROPRIATIONS - FUND 597		3,048	2,736	2,488
BEGINNING FUND BALANCE		37,732	40,781	43,517
ENDING FUND BALANCE		40,780	43,517	46,005

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 PROJECTED ACTIVITY	2026-27 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 453 - HARTLAND WOODS ROAD SAD				
852-453-451.000	SPECIAL ASSESSMENT REVENUE	53,249	68,462	50,713
852-453-451.001	SPECIAL ASSESSMENT INTEREST	8,307	7,269	5,934
852-453-665.000	INTEREST EARNINGS	44	45	25
Totals for dept 453 - HARTLAND WOODS ROAD SAD		61,600	75,776	56,672
TOTAL ESTIMATED REVENUES				
		61,600	75,776	56,672
NET OF REVENUES/APPROPRIATIONS - FUND 852				
		61,600	75,776	56,672
BEGINNING FUND BALANCE		153,488	215,088	290,864
ENDING FUND BALANCE		215,088	290,864	347,536
ESTIMATED REVENUES - ALL FUNDS				
		14,335,354	12,355,517	10,148,109
APPROPRIATIONS - ALL FUNDS				
		10,808,224	12,249,936	11,956,765
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS				
		3,527,130	105,581	(1,808,656)
BEGINNING FUND BALANCE - ALL FUNDS				
		34,915,843	38,442,979	38,548,560
ENDING FUND BALANCE - ALL FUNDS				
		38,442,973	38,548,560	36,739,904



# Hartland Township

Budget Hearing

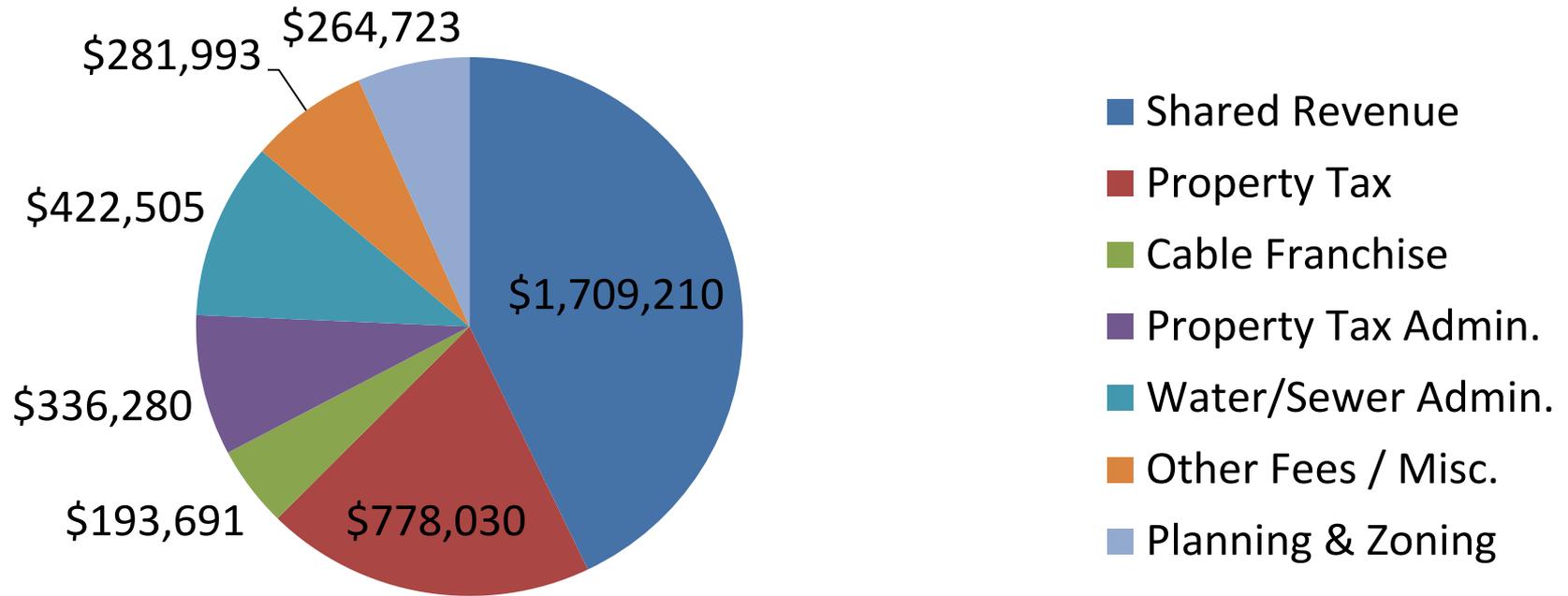
Fiscal Year 2026 - 2027

# Truth In Taxation

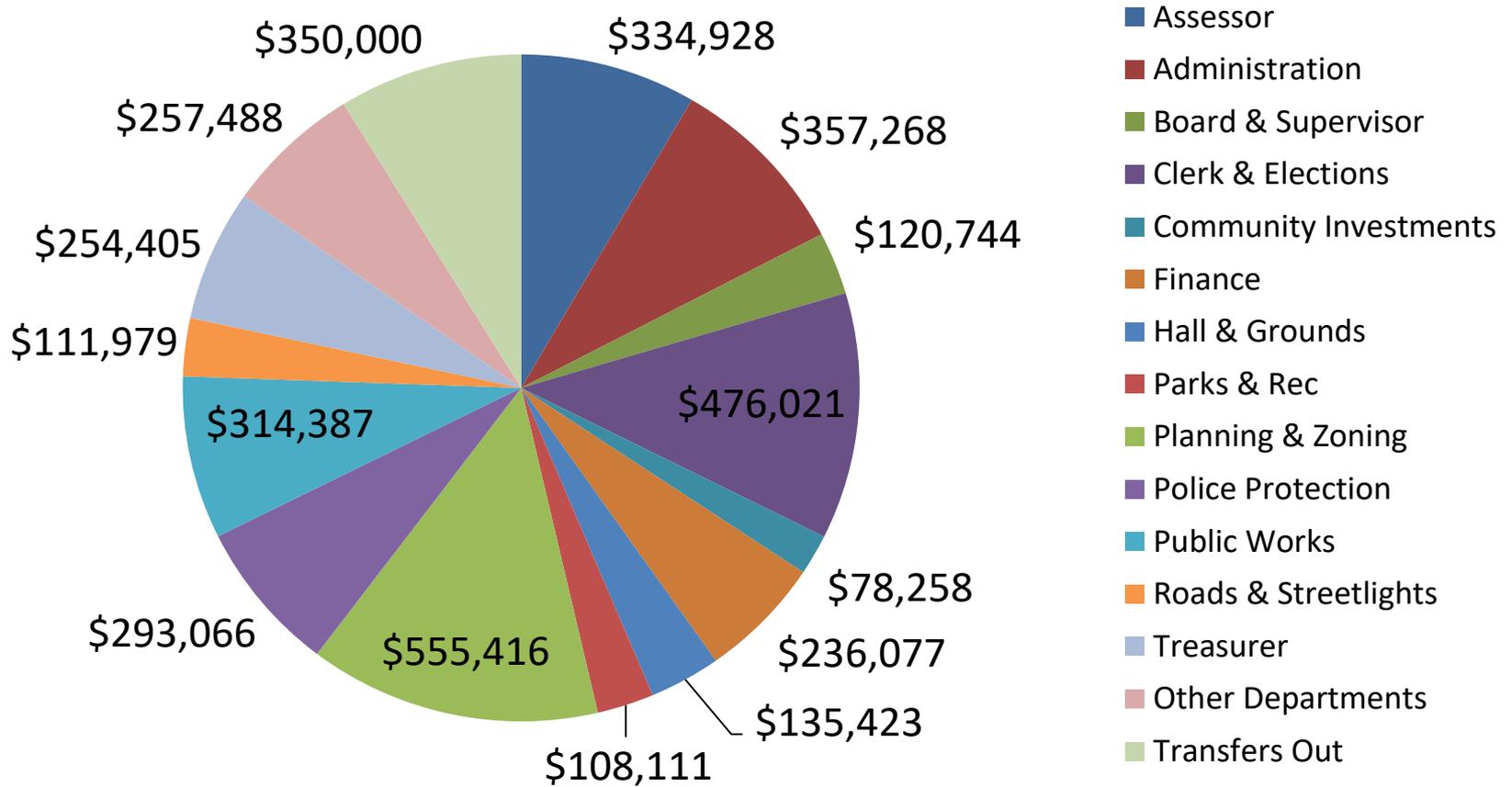
- Hartland Township                      0.7480 mills
- Fire Millage                              2.0017 mills
- Road Millage                              1.3923 mills

This is the best estimate as to the property tax millage rate that will be levied.

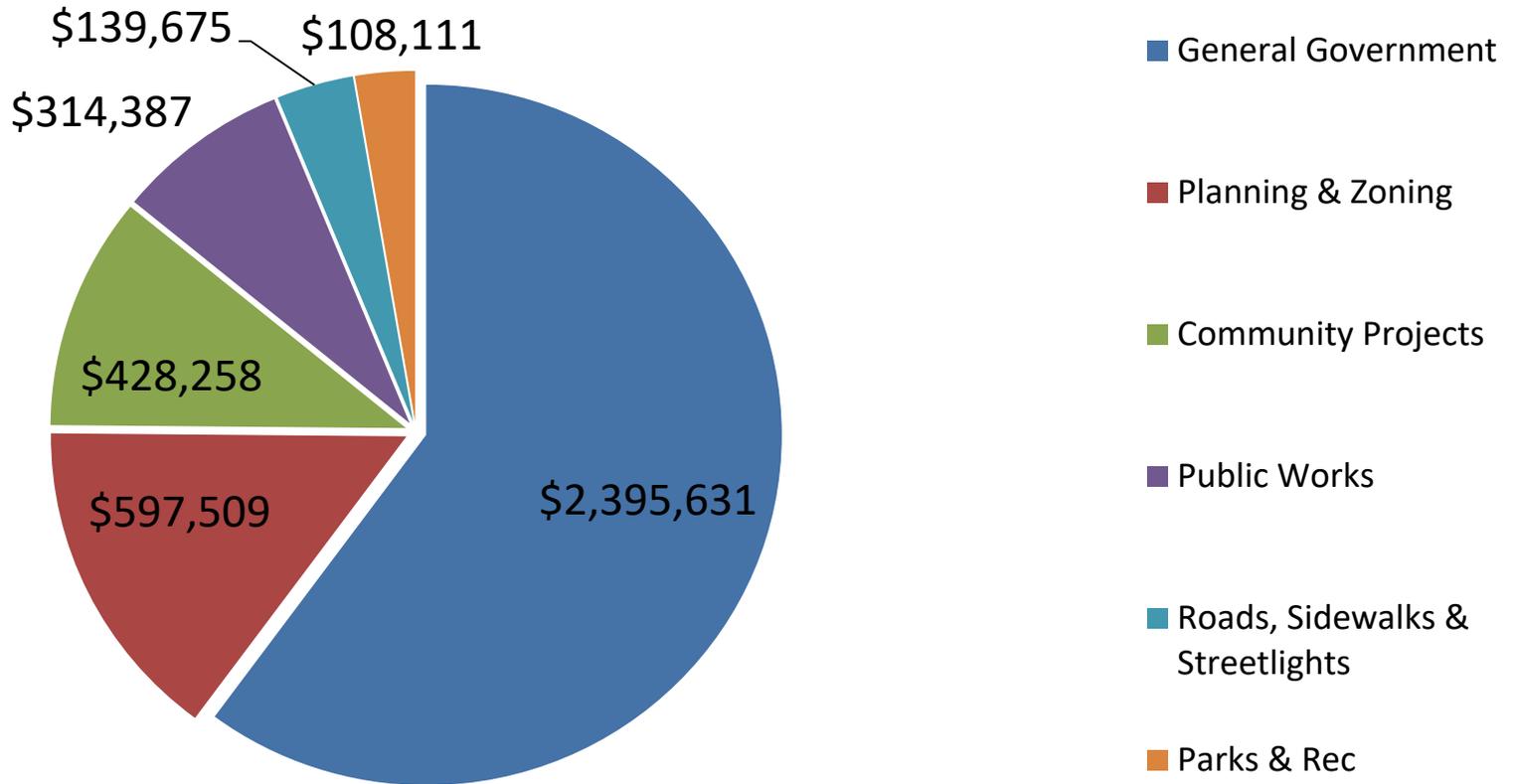
# General Fund Estimated Revenues Fiscal Year 2026 – 2027



# General Fund Estimated Expenditures Fiscal Year 2026 - 2027



# General Fund Estimated Expenditures Fiscal Year 2026 - 2027 Condensed



# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** Resolution to Authorize Issuance of LTGO Bonds, Series 2026

**Date:** March 4, 2026

## Recommended Action

Move to approve the attached resolution through roll-call vote to authorize the issuance of Limited Tax General Obligation Bonds, Series 2026 on behalf of the Hartland Township's Water System

## Discussion

This Bond Authorizing Resolution is the next step in the water system bond financing timetable as the Township moves forward with the sale of \$5,000,000 in LTGO bonds in early May. Bond closing is scheduled for late May.

## Financial Impact

Is a Budget Amendment Required?     Yes     No

## Attachments

Resolution to Authorize LTGO, Series 2026

**TOWNSHIP OF HARTLAND  
(Livingston County, Michigan)**

**Resolution No. \_\_\_\_\_**

**RESOLUTION TO AUTHORIZE ISSUANCE OF  
LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2026**

Minutes of a meeting of the Board of Trustees of the Township of Hartland, Livingston County, Michigan, held in the Township Hall on March 10, 2026, at 7:00 p.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), the Township of Hartland (the “Township”) has the authority to issue bonds to pay the costs of any capital improvements; and

WHEREAS, the Township desires to design, acquire, and construct certain capital improvements, including, without limitation, improvements to the Township’s water supply system, including, without limitation, acquisition, construction, and installation of new water mains, new pressure-relief valves, a new water tower, replacement of existing water mains, and acquisition, construction, and installation of related appurtenant fixtures and facilities, restoration and reconstruction of property, curbs, gutters, sidewalks, rights-of-way, driveways, and easements affected by the water supply system improvements as well as all work and equipment necessary or incidental to these improvements and such other water supply system improvements the Township may determine to make (the “Improvements”); and

WHEREAS, the Improvements will enable the Township to provide more efficient and better quality public services to Township residents; and

WHEREAS, to finance a portion of the cost of making the Improvements, the Township Board deems it necessary to borrow the principal sum of not to exceed \$5,000,000 and to issue its Limited Tax General Obligation Bonds, Series 2026 therefor pursuant to the provisions of Act 34.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety, and welfare of the Township to make the Improvements and issue bonds of the Township, pursuant to Act 34, to finance the Improvements.

2. ESTIMATED COST - PERIOD OF USEFULNESS. The cost of the portion of the Improvements to be financed pursuant to this Resolution, including the payment of engineer's fees, legal, and financial expenses and other expenses incident to the financing of the Improvements, which is currently estimated not to exceed \$13,246,408 is hereby approved and confirmed, and the estimated period of usefulness of the Improvements is determined to be in excess of thirty (30) years.

3. ISSUANCE OF BONDS. To defray a portion of the cost of the Improvements, including legal, engineering, financial, and other expenses, the Township shall issue its bonds known as "Limited Tax General Obligation Bonds, Series 2026" (the "Bonds") in the aggregate principal sum of not to exceed \$5,000,000 as finally determined by the Authorized Officer (defined below) at the time of sale. The balance of the cost of the Improvements, if any, shall be paid by proceeds of any additional series of bonds that the Township may authorize and any other lawfully available funds appropriated by the Township.

4. BOND TERMS. The Bonds shall be issued in fully registered form as to both principal and interest, in the denomination of \$5,000 each, or any whole multiple thereof or such other denominations determined by the Authorized Officer. The Bonds shall be numbered consecutively in the order of their registration, shall be dated the date of delivery or such other date approved by the Authorized Officer, and shall be payable serially or as term bonds on such dates, in such years, and in such amounts as determined by the Authorized Officer at the time of sale. The Bonds shall bear interest as determined by the Authorized Officer, payable as determined by the Authorized Officer. The Authorized Officer may alter or determine the bond terms within the parameters of this resolution as hereafter provided.

5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal on the Bonds shall be made at the principal office of the Paying Agent (defined below), upon surrender of the Bonds. Payment of interest on the Bonds shall be paid to the registered owner

at the address as it appears on the registration books as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15<sup>th</sup>) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the Township to conform to market practice.

6. PLEDGE OF FULL FAITH AND CREDIT, GENERAL OBLIGATION. The Township hereby pledges its limited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Bonds as and when due. Each year, the Township shall be obligated, as a first budget obligation, to advance money from its general funds to pay the principal of and interest on the Bonds as they become due. In the event there are insufficient moneys for the payment of principal of and interest on the Bonds, the Township shall levy a tax on all taxable property in the Township for the prompt payment of principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional and statutory limitations on the taxing power of the Township.

7. PRIOR REDEMPTION.

(a) Mandatory Redemption. Principal designated as a term bond maturity shall be subject to mandatory redemption, in whole or in part, by lot, at par plus accrued interest, on the redemption dates and in the amounts determined by the Authorized Officer. When term bonds are purchased by the Township and delivered to the Paying Agent for cancellation or are redeemed in a manner other than by mandatory redemption, the principal amount of the term bonds affected shall be reduced by the principal amount of the Bonds so redeemed in the order determined by the Township.

(b) Optional Redemption. The Bonds shall be subject to optional redemption prior to maturity as determined by the Authorized Officer at the time of sale.

(c) Notice of Redemption. Notice of redemption of Bonds shall be given by mail to the Registered Owners of the Bonds to be redeemed not less than thirty (30) days prior to the date fixed for redemption, addressed to the Registered Owner at the registered address shown on the registration books of the Township maintained by the Paying Agent. Bonds so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem the same. So long as the book-entry-only system remains in

effect, the Paying Agent will give notice to Cede & Co., as nominee of the Depository Trust Company, New York, New York (“DTC”), and only Cede & Co. will be deemed to be a holder of the Bonds.

8. PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the Authorized Officer shall designate and appoint a paying agent, transfer agent and bond registrar (the “Paying Agent”) and is authorized to remove the Paying Agent and appoint a successor Paying Agent. The initial Paying Agent shall be appointed by the Authorized Officer. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Bonds.

(b) Book-Entry-Only. At the option of the original purchaser, the Bonds may be issued initially in book-entry-only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for DTC. If this option is selected, DTC will act as securities depository for the Bonds, purchase of the Bonds will be made in book-entry-only form, in the denomination of \$5,000 or any integral multiple thereof, and purchasers will not receive certificates representing their interest in Bonds purchased. Payment of principal and interest will be made by the Paying Agent to DTC. While the Bonds are held in book-entry-only form, then the Bonds shall be transferred in accordance with the procedures established by DTC. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent or bond registrar shall have no responsibility with respect to such transfers. The Authorized Officer shall have the authority from time to time to appoint a successor depository trustee to serve in the place of DTC. While the Bonds are issued in book-entry-only form the Paying Agent shall serve as paying agent only. The Authorized Officer is authorized to sign a Blanket Issuer Letter of Representations or any other related document on behalf of the Township in such form approved by the Authorized Officer.

(c) Discontinuance of Book-Entry-Only. In the event the book-entry-only system is not chosen or is discontinued, the following provisions would apply to the Bonds. Registration of the Bonds shall be recorded in the registration books of the Township kept by the Paying Agent. Bonds may be transferred only by submitting the same to the Paying Agent,

together with a satisfactory instrument of transfer signed by the Registered Owner or the Registered Owner's legal representative duly authorized in writing, after which a new Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in denominations of \$5,000 or any integral multiple thereof, in the same outstanding aggregate principal amount as the Bond submitted for transfer. No transfer of Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the Township and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Bond to the Registered Owner thereof shall constitute a valid discharge of the Township's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent, acting as bond registrar, shall have no responsibility with respect to such transfers.

9. BOND FORM. The Bonds shall be substantially in the form attached hereto as Exhibit A, and incorporated herein, with such completions and changes as are recommended by the Township's Bond Counsel and approved by the officers of the Township signing the Bonds, whose signature thereon shall be conclusive evidence of such approval.

10. EXECUTION OF BONDS. The Supervisor and the Clerk or the Deputy Clerk of the Township are hereby authorized and directed to sign the Bonds, either manually or by facsimile signature, on behalf of the Township. Upon execution, the Bonds shall be delivered to the purchaser thereof upon receipt of the purchase price in accordance with the accepted bid therefor, plus the accrued interest, if any, to the date of delivery.

11. BONDS MUTILATED, LOST OR DESTROYED. If any Bond shall become mutilated, the Township, at the expense of the holder of the Bond, shall execute, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the Township and the Paying Agent and indemnity satisfactory to the Paying Agent shall be given,

the Township, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor, which shall bear the statement required by Act 354, Public Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

12. BOND PAYMENT FUND. For payment of principal of and interest on the Bonds, there shall be established and maintained a debt service fund for the Bonds (the “Bond Payment Fund”). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bonds and such amount of any premium determined by the Authorized Officer shall be placed into the Bond Payment Fund. The Township shall budget annually a sufficient amount to pay the annual principal of and interest on the Bonds and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due. Moneys in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. Any monies remaining in the Bond Payment Fund after the annual payments of principal of and interest on the Bonds shall be transferred to the General Fund or other appropriate fund and shall no longer be pledged hereunder.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Bonds, there shall be established a construction fund (the “Construction Fund”). After deducting the sums that are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bonds shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Bonds were issued. Any unexpended balance shall be used for such purposes as allowed by law. Any monies remaining in the Construction Fund after payment of all such costs shall be transferred to the Bond Payment Fund. After completion of the Improvements and disposition of any remaining Bond proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.

14. INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the Township as allowed by law subject to the limitations imposed

by arbitrage regulations and Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”).

15. DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the Township, and if kept in one account, the monies shall be allocated on the books and records of the Township in the manner and at the times provided in this Resolution.

16. ADDITIONAL BONDS. In accordance with the provisions of Act 34, the Township reserves the right to issue additional bonds, which shall be of equal standing and priority with the Bonds.

17. SALE OF BONDS. The Bonds shall be sold at a competitive sale. The Authorized Officer shall set the date and time for sale of the Bonds, which date shall be at least seven (7) days after the publication of the official notice of sale. The Authorized Officer of the Township shall cause notice of the sale of the Bonds to be published in *The Bond Buyer*, which notice shall be in substantially the form attached hereto as Exhibit B, with such changes as are approved by the Authorized Officer. Following the receipt of such bids, the Authorized Officer is authorized to award the Bonds to the successful bidder therefor or reject all bids and negotiate the sale of the Bonds with a selected Purchaser, which the Board determines to be in the best interests of the Township under such circumstances.

18. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Township Supervisor, Clerk, Treasurer, Manager, Finance Director, or any one of them acting alone or any number of them acting together (the “Authorized Officer”) are authorized within the limitations set forth below to determine the title of the Bonds, the interest rate or rates, maximum interest rate, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

- (a) The par amount of the Bonds shall not exceed \$5,000,000.

(b) The Bonds shall not be sold at a price that would make the true interest cost of the Bonds exceed 6.00%.

(c) The final maturity date of the Bonds shall not be later than twenty-one (21) years after the date of issuance of the Bonds.

(d) The Bonds shall not be sold at a price that is less than 98% of the par value of the Bonds.

The Authorized Officer is hereby authorized for and on behalf of the Township, without further Township Board approval, to: (a) approve the circulation of a preliminary and a final Official Statement describing the Bonds; (b) award the bid for the sale of the Bonds or otherwise negotiate the sale of the Bonds and enter into a bond purchase agreement; (c) purchase municipal bond insurance, if considered necessary, as additional security for the bondholders; (d) apply to rating agencies for a rating on the Bonds; (e) make any elections or designations relating to the Bonds pursuant to the Code; and (f) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the Township of the matters delegated in this section or any other sections may be evidenced by execution or approval of an order or of such documents by the Authorized Officer. The Authorized Officer or any one or more of them are authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury (including an Application for State Treasurer's Approval to Issue Long-Term Securities, applications for waivers, and the submission of any supporting or related documents), any certificates, receipts, orders, agreements, instruments, security reports, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan. The Authorized Officer shall have the power to approve such policies as deemed necessary to comply with federal securities and tax laws, which shall be binding on the Township.

19. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or

mandatory redemption, the principal of, premium, if any, and interest on the bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

20. TAX COVENANT. The Township covenants to comply with all requirements of the Code necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the Township are authorized to do all things necessary (including the making of such covenants of the Township as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

21. QUALIFIED TAX EXEMPT OBLIGATIONS. The Bonds are hereby designated as “Qualified Tax Exempt Obligations” as described in Section 265(b)(3)(B) of the Code.

22. MUNICIPAL BOND INSURANCE. The Authorized Officer is hereby authorized to acquire municipal bond insurance to enhance the marketability of the Bonds. If the Township or the purchaser of the Bonds acquires municipal bond insurance from a municipal bond insurer (the “Insurer”), the Authorized Officer or any one or more of them, are hereby authorized to take all actions, including the payment of membership fees of a mutual insurance company, and to execute any documents, certificates, orders, applications, agreements, conditions, covenants, or other instruments necessary to effectuate the issuance of the policy of bond insurance, including, but not limited to the execution of an order or agreement containing such provisions as the Insurer may require with respect to the insurance and the Insurer, which shall be binding on the Township in the same manner as if contained herein.

23. CONTINUING DISCLOSURE. The Township agrees to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 (the “Rule”) promulgated by the Securities and Exchange Commission (a) on or prior to the date determined by the Authorized Officer, commencing with the first fiscal year ending after the issuance of the Bonds, certain

annual financial information and operating data, including audited financial statements for the preceding fiscal year (or if audited financial statements are not available, unaudited financial statements), generally consistent with certain information that was contained or cross-referenced in the Official Statement relating to the Bonds, (b) timely notice of the occurrence of certain material events with respect to the Bonds, and (c) timely notice of a failure by the Township to provide the required annual financial information on or before the date specified in (a) above.

24. OFFICIAL STATEMENT. The Preliminary Official Statement relating to the Bonds is hereby authorized and approved with such changes, completions, and revisions as the Authorized Officer shall approve. The Authorized Officer or any of them, are hereby authorized and directed to approve, execute, and deliver the Official Statement on behalf of the Township with such changes or modifications as they deem necessary in order to assure that the statements therein are true, and that it does not contain any untrue statement or material fact and does not omit a material fact necessary in order to make the statements, in light of the circumstances under which they were made, not misleading.

25. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

26. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

27. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other provisions of this Resolution.

28. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds.

29. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the Township Board to be immediately necessary for the preservation of the peace, health, and safety of the Township and shall be in full force and effect from and after its passage.

YEAS: \_\_\_\_\_  
\_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Larry Ciofu, Clerk  
Township of Hartland

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township of Hartland, Livingston County, Michigan, at a meeting held on March 10, 2026, the original of which is on file in my office. The public notice of the meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Dated: March \_\_\_\_, 2026

\_\_\_\_\_  
Larry Ciofu, Clerk

**EXHIBIT A**

No. \_\_\_\_

**UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF LIVINGSTON**

**TOWNSHIP OF HARTLAND  
LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2026**

<b><u>Interest Rate</u></b>	<b><u>Date of Maturity</u></b>	<b><u>Date of Original Issue</u></b>	<b><u>CUSIP No.</u></b>
[Insert Rate]	[Insert Date]	[Insert Issue Date]	[Insert CUSIP]

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Registered Owner: Cede & Co.

Principal Amount: [Insert Amount]

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The Township of Hartland, Livingston County, Michigan (the “Township”), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Date of Maturity specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, payable on the first day of June and December of each year beginning December 1, 2026, except as the provisions hereinafter set forth with respect to redemption of this Bond prior to maturity may become applicable hereto.

This Bond is one of a total authorized issue of bonds of even date and like tenor except as to date of maturity, amount and rate of interest, numbered in order of registration, aggregating the principal sum of [Insert Amount] issued in accordance with the provisions of Act 34 of the Public Acts of Michigan of 2001, as amended (“Act 34”) and a resolution adopted by the Township Board on March 10, 2026, for the purpose of paying the cost of designing, purchasing, acquiring, and constructing certain capital improvements to the Township’s Water Supply System.

The Township has pledged the limited tax, full faith, credit and resources of the Township for the prompt payment of the principal of and interest on the Bonds as a first budget obligation, in which event the Township may levy a tax on all taxable property in the Township for the payment of principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional and statutory limitations on the taxing power of the Township. The Township reserves the right to issue additional bonds in accordance with the provisions of Act 34 that shall be of equal standing and priority with the Bonds.

Principal of this Bond is payable at the principal office of [PAYING AGENT], or such other Paying Agent as the Township may hereafter designate (the “Paying Agent”) by notice mailed to the Registered Owner not less than sixty (60) days prior to the next interest payment date. Interest on this Bond is payable to the Registered Owner of record as of the fifteenth (15<sup>th</sup>) day of the month preceding the payment date as shown on the registration books of the Township maintained by the Paying Agent, by check or draft mailed to the Registered Owner at the registered address.

Bonds or portions of Bonds maturing on [TERM BOND MATURITIES] (the “Term Bonds”) are subject to mandatory redemption prior to maturity in part, by lot, at the par value thereof plus accrued interest to the redemption date on [INSERT MONTH] 1 of each of the following years in the amounts as follows:

<u>Redemption Date</u>	<u>Principal Amount</u>
------------------------	-------------------------

[Insert Table for Each Term Bond]

Term Bonds purchased by the Township and delivered to the Paying Agent for cancellation or that are redeemed in a manner other than by mandatory redemption, shall reduce the principal amount of the Term Bonds subject to mandatory redemption by the amount of the Bonds so redeemed, in the order determined by the Township.

Bonds maturing on or before June 1, 2036, shall not be subject to redemption prior to maturity. Bonds maturing on or after June 1, 2037, are subject to redemption prior to maturity as a whole or in part, at the option of the Township, in such order as the Township shall determine, on any dates, on or after June 1, 2036. Bonds called for redemption shall be redeemed at the par value thereof and accrued interest to the date of redemption, without a premium.

Notice of the call of any Bonds for redemption shall be given by first class mail not less than thirty (30) days prior to the date fixed for redemption, to the Registered Owner at the registered address. Bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem such Bonds. Bonds shall be called for redemption in multiples of \$5,000, and Bonds of denominations of more than \$5,000 shall be treated as representing the number of bonds obtained by dividing the denomination of the Bond by \$5,000, and such Bonds may be redeemed in part. The notice of redemption of Bonds redeemed in part shall state that upon surrender of the Bond to be redeemed, a new Bond or Bonds in aggregate principal amount equal to the unredeemed portion of the Bond surrendered shall be issued to the Registered Owner thereof. So long as the book-entry-only system remains in effect, the Paying Agent will give notice to Cede & Co., as nominee of The Depository Trust Company, a New York corporation, only, and only Cede & Co. will be deemed to be a holder of the Bonds.

This Bond shall be registered in the name of the Registered Owner on the registration books kept by the Paying Agent and such registration noted hereon, and thereafter no transfer shall be valid unless made upon the registration books and likewise noted hereon. This Bond is

exchangeable at the request of the Registered Owner hereof, in person or by his attorney duly authorized in writing, at the office of the Paying Agent, but only in the manner, subject to the limitations and at his sole expense, for other bonds of an equal aggregate amount, upon surrender of this Bond to the Paying Agent. Upon such transfer, a new registered bond or bonds of the same series and the same maturity of authorized denomination will be issued to the transferee in exchange therefor.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Township including this Bond, does not exceed any applicable constitutional and statutory limitation.

IN WITNESS WHEREOF, the Township of Hartland, Livingston County, Michigan, by its Township Board, has caused this Bond to be signed, by the manual or facsimile signatures of its Supervisor and its Clerk, all as of the Date of Original Issue set forth above.

\_\_\_\_\_  
William Fountain, Supervisor

\_\_\_\_\_  
Larry Ciofu, Clerk

**CERTIFICATE OF REGISTRATION AND AUTHENTICATION**

This Bond is one of the Township of Hartland \$[PRINCIPAL AMOUNT] Limited Tax General Obligation Bonds, Series 2026 and has been registered in the name of the Registered Owner designated on the face thereof in the bond register maintained for the Township.

[PAYING AGENT]

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

\_\_\_\_\_  
As Paying Agent/Bond Registrar/Transfer Agent

**WRONGFUL USE OF CERTIFICATE**

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation (“DTC”), to the Township or its agent for registration of transfer, exchange, or payment, and any certificate issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

**ASSIGNMENT**

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_

(please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_, 20\_\_

**Notice:** The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.

In the presence of: \_\_\_\_\_

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

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

**EXHIBIT B**

**OFFICIAL NOTICE OF SALE**

**\$5,000,000\***

\*(subject to adjustment as described below)

**TOWNSHIP OF HARTLAND  
COUNTY OF LIVINGSTON  
STATE OF MICHIGAN**

**LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2026**

BIDS for the purchase of the above bonds (the “Bonds”) will be received by an agent of the undersigned at the Municipal Advisory Council of Michigan (the “MAC”) on the \_\_\_th day of \_\_\_\_\_, 2026, until \_\_\_\_\_ p.m./a.m., prevailing Eastern Time, at which time they will be read. Bids may be submitted to the MAC by email only at munibids@macmi.com. No bid will be received after the time for receiving bids specified above and the bidder bears all risks of transmission failure.

IN THE ALTERNATIVE: Bids may be submitted electronically via PARITY pursuant to this Notice on the same date and until the same time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY conflict with this Notice, the terms of this Notice shall control. For further information about PARITY, potential bidders may contact the Municipal Advisor (identified below) or PARITY at (212) 849-5021.

BOND DETAILS: The bonds will be fully registered bonds of the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof, dated the date of their delivery, and will bear interest from their date payable on December 1, 2026, and semiannually thereafter.

The bonds will mature on the first day of June as follows (provided, however, that the amounts set forth below may be adjusted as described under “ADJUSTMENT IN PRINCIPAL AMOUNT” herein):

<b>YEAR</b>	<b>AMOUNT</b>	<b>YEAR</b>	<b>AMOUNT</b>
2027		2037	
2028		2038	
2029		2039	
2030		2040	
2031		2041	
2032		2042	
2033		2043	
2034		2044	
2035		2045	
2036		2046	

**TERM BOND OPTION:** Bidders shall have the option of designating bonds as serial bonds or term bonds, or both. The bid must designate whether each of the principal amounts shown above represents a serial maturity or a mandatory redemption requirement for a term bond maturity. There may be more than one term bond designated. In any event, the principal amount scheduled for maturity in the years shown above shall be represented by either serial bond maturities or mandatory redemption requirements, or a combination of both. Any such designation must be made at the time bids are submitted.

**PRIOR REDEMPTION:**

A. **MANDATORY REDEMPTION.** Bonds designated as term bonds shall be subject to mandatory redemption at par and accrued interest on the dates and in the amounts corresponding to the annual principal maturities hereinbefore set forth. The bonds or portions of bonds to be redeemed shall be selected by lot.

B. **OPTIONAL REDEMPTION.** Bonds maturing on or prior to June 1, 2036, are not subject to redemption prior to maturity. Bonds maturing on and after June 1, 2037, are subject to redemption prior to maturity, at the option of Township of Hartland (the "Township"), in such order as determined by the Township, in whole or in part at any time on and after June 1, 2036, in integral multiples of \$5,000 and by lot within a maturity, at par value of the bond or portion of the bond called to be redeemed, plus accrued interest to the redemption date without a premium.

C. **NOTICE OF REDEMPTION.** Not less than thirty (30) days' notice of redemption shall be given by first class mail to the registered owner at the registered address. Failure to receive notice of redemption shall not affect the validity of the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the redemption date; provided, funds are on hand with the bond registrar and paying agent to redeem the bonds called for redemption.

**INTEREST RATE AND BIDDING DETAILS:** The bonds shall bear interest at a rate or rates not exceeding 6.00% per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/100 of 1%, or both. Bonds maturing on or after 2036 shall bear interest at a minimum coupon rate of 4.00%. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. No proposal for the purchase of less than all of the bonds or at a price less than 100% of their par value will be considered.

**BOOK-ENTRY-ONLY:** At the option of the purchaser, the bonds will be issued in book-entry-only form as one fully-registered bond per maturity and will be registered in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository for the bonds. Purchase of the bonds will be made in book-entry-only form, in the denomination of \$5,000 or any multiple thereof. Purchasers will not receive certificates representing their interest in bonds purchased. The bonds will not be issued in book-entry form if the purchaser is willing to accept physical delivery of the bonds in denominations equal to the aggregate principal amount for each maturity and, if necessary, transfer the bonds only in such denominations. If requested by the purchaser of the bonds and determined by an authorized officer of the Township, the bonds may be issued in the form of a single bond with an exhibit containing the principal maturity amounts and applicable interest rates and due dates.

The book-entry-only system is described further in the preliminary official statement for the bonds.

**BOND REGISTRAR AND PAYING AGENT:** The bonds shall be payable as to principal in lawful money of the United States upon surrender thereof at the corporate trust office of [PAYING AGENT], the bond registrar and paying agent. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15<sup>th</sup> day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address. As long as DTC, or its nominee Cede & Co., is the registered owner of the bonds, payments will be made directly to such registered owner. Disbursement of such payments to DTC participants is the responsibility of DTC and disbursement of such payments to the beneficial owners of the bonds is the responsibility of DTC participants and indirect participants as described in the preliminary official statement for the bonds. The Township from time to time as required may designate a successor bond registrar and paying agent. Alternatively, a Township official may serve as bond registrar and paying agent for the bonds.

**PURPOSE AND SECURITY:** The bonds are to be issued pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended, to defray all or part of the cost of various capital improvements to the Township's Water Supply System. The full faith and credit of the Township have been pledged to the prompt payment of the principal of and interest on the bonds. The principal of and interest on the bonds are payable as a first budget obligation of the Township from its general funds. The ability of the Township to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the Township.

**ADJUSTMENT IN PRINCIPAL AMOUNT:** Following receipt of bids and prior to final award, the Township reserves the right to [increase or] decrease the principal amount of the bonds. Such adjustment, if necessary, will be made in increments of \$5,000, and may be made in one or more maturities. The purchase price will be adjusted proportionately to the adjustment in the principal amount of the bonds, but the interest rates specified by the successful bidder will not change. The successful bidder may not withdraw its bid as a result of any changes made as provided in this paragraph.

**GOOD FAITH:** A good faith deposit in the form of a certified or cashier's check drawn upon an incorporated bank or trust company, or wire transfer, in the amount of \$50,000 and payable to the order of the Township will be required of the successful bidder. If a check is used, it must accompany the bid. If a wire transfer is used, the successful bidder is required to wire its good faith deposit to the Township not later than Noon, prevailing Eastern Time, on the next business day following the sale using the wire instructions provided by the Municipal Advisor. The good faith deposit will be applied to the purchase price of the Bonds. In the event the purchaser fails to honor its accepted bid, the good faith deposit will be retained by the Township. No interest shall be allowed on the good faith deposit, and checks of the unsuccessful bidders will be promptly returned to such bidder's representative or by registered mail. The good faith check of the successful bidder will be cashed and payment for the balance of the purchase price of the Bonds shall be made at the closing.

AWARD OF BONDS: The bonds will be awarded to the bidder whose bid produces the lowest true interest cost to the Township. True interest cost shall be computed by determining the annual interest rate (compounded semiannually) necessary to discount the debt service payments on the bonds from the payment dates thereof to \_\_\_\_\_, 2026, and to the price bid.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Dickinson Wright PLLC, attorneys of Troy, Michigan, the original of which will be furnished without expense to the purchaser at the delivery of the bonds. The fees of Dickinson Wright PLLC for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to the validity of the above bonds, Dickinson Wright PLLC has made no inquiry as to any financial information, statements or material contained in any financial documents, statements, or materials that have been or may be furnished in connection with the authorization, issuance, or marketing of the bonds and, accordingly, will not express any opinion with respect to the accuracy or completeness of any such financial information, statements or materials. By submitting a bid, the bidder consents to the engagement of Dickinson Wright PLLC as bond counsel to the Township notwithstanding any representation of the bidder by such firm in matters unrelated to the issuance of the Bonds.

TAX MATTERS: The approving opinion will include an opinion to the effect that under existing law, as enacted and construed on the date of the initial delivery of the bonds, the interest on the bonds is excludable from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"). Interest on the Bonds is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals; however, interest on the Bonds is included in the "adjusted financial statement income" of certain corporations that are subject to the federal corporate alternative minimum tax under Section 55 of the Code. The opinion set forth above will be subject to the condition that the Township comply with all requirements of the Code, that must be satisfied subsequent to the issuance of the bonds in order that interest thereon be (or continue to be) excludable from gross income for federal income tax purposes. Failure to comply with certain of such requirements could cause the interest on the bonds to be included in gross income retroactive to the date of issuance of the bonds. The Township has covenanted to comply with all such requirements. The opinion will express no opinion regarding other federal tax consequences arising with respect to the bonds.

The Township has designated the bonds as "qualified tax exempt obligations" for purposes of Section 265(b)(3) of the Code.

If the successful bidder will obtain a municipal bond insurance policy or other credit enhancement for the bonds in connection with their original issuance at its expense, the successful bidder will be required, as a condition of delivery of the bonds, to certify that the premium therefor will be less than the present value of the interest expected to be saved as a result of such insurance or other credit enhancement. The form of an acceptable certificate will be provided by bond counsel.

In addition, the approving opinion of bond counsel will include an opinion to the effect that under existing law, as enacted and construed on the date of the initial delivery of the bonds, the bonds and the interest thereon are exempt from all taxation by the State of Michigan or a political subdivision thereof, except estate taxes and taxes on gains realized from the sale, payment, or other disposition thereof.

**ISSUE PRICE:** The winning bidder shall assist the Township in establishing the issue price of the bonds and shall execute and deliver to the Township at Closing an “issue price” or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form provided by Bond Counsel, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the Township, and Bond Counsel. All actions to be taken by the Township under this Notice of Sale to establish the issue price of the bonds may be taken on behalf of the Township by the Township’s Municipal Advisor and any notice or report to be provided to the Township may be provided to the Township’s Municipal Advisor.

The Township intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining “competitive sale” for purposes of establishing the issue price of the bonds) will apply to the initial sale of the bonds (the “competitive sale requirements”) because:

- (1) the Township is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- (2) all bidders shall have an equal opportunity to bid;
- (3) the Township anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- (4) the Township anticipates awarding the sale of the bonds to the bidder who submits a firm offer to purchase the bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the bonds, as specified in the bid.

In the event that competitive sale requirements are satisfied, the winning bidder shall be expected to certify as to the reasonably expected initial offering price of the bonds to the public.

In the event that the competitive sale requirements are not satisfied, the Township shall so advise the winning bidder. The Township shall treat (i) the first price at which 10% of a maturity of the bonds (the “10% test”) is sold to the public as of the sale date as the issue price of that maturity and (ii) the initial offering price to the public as of the sale date of any maturity of the bonds not satisfying the 10% test as of the sale date as the issue price of that maturity (the “hold-the-offering-price rule”), in each case applied on a maturity-by-maturity basis (and if different interest rates apply within a maturity, to each separate CUSIP number within that

maturity). The winning bidder shall advise the Township if any maturity of the bonds satisfies the 10% test as of the date and time of the award of the bonds. Any maturity of the bonds (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) that does not satisfy the 10% test as of the date and time of the award of the bonds shall be subject to the hold-the-offering-price rule. Bids will not be subject to cancellation in the event that any maturity of the bonds is subject to the hold-the-offering-price rule. Bidders should prepare their bids on the assumption that some or all of the maturities of the bonds will be subject to the hold-the-offering-price rule in order to establish the issue price of the bonds.

By submitting a bid, each bidder confirms that, except as otherwise provided in its bid, it has an established industry reputation for underwriting new issuances of municipal bonds, and, further, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder and (ii) agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:

- (1) the close of the fifth (5<sup>th</sup>) business day after the sale date; or
- (2) the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public.

The winning bidder shall promptly advise the Township when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5<sup>th</sup>) business day after the sale date.

The Township acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the hold-the-offering-price rule, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the hold-the-offering-price rule, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter is a party to a retail distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the hold-the-offering-price rule, as set forth in the retail distribution agreement and the related pricing wires. The Township further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the hold-the-offering-price rule and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a retail distribution agreement to comply with its corresponding agreement regarding the hold-the-offering-price rule as applicable to the bonds.

By submitting a bid, each bidder confirms that: (i) any agreement among underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to comply with the hold-the-offering-price rule if and for so long as directed by the winning bidder and as set forth in the related pricing wires, and (ii) any agreement among underwriters relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such retail distribution agreement to comply with the hold-the-offering-price rule if and for so long as directed by the winning bidder or such underwriter and as set forth in the related pricing wires.

Sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale. Further, for purposes of this Notice of Sale:

(i) “public” means any person other than an underwriter or a related party,

(ii) “underwriter” means (A) any person that agrees pursuant to a written contract with the Township (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the bonds to the public),

(iii) a purchaser of any of the bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (A) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (B) more than 50% common ownership of their capital interests or profit interests, if both entities are partnerships (including direct ownership by one partnership of another), or (C) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and

(iv) “sale date” means the date that the bonds are awarded by the Township to the winning bidder.

**OFFICIAL STATEMENT:** An electronic copy of the Township’s preliminary official statement relating to the bonds may be obtained by contacting the Municipal Advisor at the address referred to below. The preliminary official statement is in a form deemed final by the Township for purposes of paragraph (b)(1) of SEC Rule 15c2-12 (the “Rule”), but is subject to revision, amendment, and completion in a final official statement.

After the award of the bonds, the Municipal Advisor will provide the winning bidder with an electronic version of the final official statement, as that term is defined in paragraph (f)(3) of the Rule, within 7 business days from the date of the sale to enable the successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board. Requests for such additional copies of the final official statement shall be made to the Municipal Advisor at the address set forth below within 24 hours of the award of the bonds. Copies of the final official statement will be supplied by the Municipal Advisor, upon request and agreement by the purchaser to pay the cost of the copies. Requests for copies should be made to the Municipal Advisor at the address set forth below within 24 hours of the award of the bonds.

**CONTINUING DISCLOSURE:** In order to assist bidders in complying with paragraph (b)(5) of the Rule, the Township will undertake, pursuant to a resolution adopted by its governing body and a continuing disclosure certificate, to provide annual reports and notices of certain events. A description of these undertakings is set forth in the preliminary official statement and will also be set forth in the final official statement.

**CUSIP:** It is anticipated that CUSIP numbers will be printed on the bonds, at the option of the purchaser, but neither the failure to print CUSIP numbers nor any improperly printed CUSIP numbers shall be cause for the purchaser to refuse to take delivery of and pay the purchase price for the bonds. The CUSIP Service Bureau’s charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

**BIDDER CERTIFICATION: NOT “IRAN-LINKED BUSINESS”:** By submitting a bid, the bidder shall be deemed to have certified that it is not an “Iran-Linked Business” as defined in Act 517, Public Acts of Michigan, 2012; MCL 129.311 et seq.

**DELIVERY OF BONDS:** The Township will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place or by such other means as may be agreeable to the purchaser and the Township. The usual closing documents, including a continuing disclosure certificate (to the extent that the purchaser is subject to the Rule) and a certificate that no litigation is pending affecting the issuance of the bonds, will be delivered at the time of the delivery of the bonds. If the bonds are not tendered for delivery by twelve o’clock noon, prevailing Eastern Time, on the 45<sup>th</sup> day following the date of sale, or the first business day thereafter if said 45<sup>th</sup> day is not a business day, the successful bidder on that day, or any time thereafter until delivery of the bonds, may withdraw its proposal by serving notice of cancellation, in writing, on the undersigned, in which event the Township shall return the good faith deposit. Payment for the bonds shall be made in Federal Reserve Funds.

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.**

MUNICIPAL ADVISOR: MFCI, LLC (the “Municipal Advisor”) is a Registered Municipal Advisor in accordance with the rules of the Municipal Securities Rulemaking Board. The Municipal Advisor has been retained by the Township to provide certain financial advisory services relating to the planning, structuring and issuance of the bonds. The Municipal Advisor is not engaged in the business of underwriting, trading, marketing or the distribution of securities or any other negotiable instruments. The Municipal Advisor’s duties, responsibilities, and fees arise solely as a Registered Municipal Advisor to the Township and it has no secondary obligation or other responsibility. Further information regarding the bonds may be obtained from the Municipal Advisor, 435 Union Street, Milford, Michigan 48381. Telephone: (313) 782-3011.

Larry Ciofu, Clerk  
Township of Hartland