



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

**Board of Trustees Regular Meeting Agenda
Hartland Township Hall
Tuesday, February 24, 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.](#) 02-10-26 Hartland Township Board Regular Meeting Minutes
 - [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
 - [b.](#) PHP CPAs 3-Year Contract Extension FY27, FY28, & FY29
 - [c.](#) 2026 Water System Rate Study and Budgets
 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: February 17, 2026

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$57,640.98. The bills are available in the Finance office for review.

Notable invoices include:

\$15,075.04 – Hartland Township Water O&M – (Out of department costs for labor & equipment)

\$17,058.00 – M/I Homes of Michigan LLC – (Release of developer funds)

\$13,639.75 – 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 02.24.2026

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
CINTAS	CINTAS CORPORATION	02/16/2026	4259703358	FOA	MATS	
53982	P.O. BOX 630910	02/24/2026		N		48.11
02/16/2026	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		02/24/2026		N		48.11

Open

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

VENDOR TOTAL: 48.11

CITY	CITY ELECTRIC SUPPLY - MA	02/11/2026	136905	FOA	LIGHT BULBS FOR HERO TEEN CENTER	
53951	PO BOX 1006	02/24/2026		N		112.82
02/11/2026	WILBRAHAM MA, 01095	/ /	0.0000	N		0.00
		02/24/2026		N		112.82

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	112.82

VENDOR TOTAL: 112.82

COLDSRING	COLDSRING	02/17/2026	1134257	FOA	NICHE - BRADLEY PIROS	
53997	17482 GRANITE WEST ROAD	02/24/2026		N		381.00
02/17/2026	COLD SPRING MN, 56320-4578	/ /	0.0000	N		0.00
		02/24/2026		N		381.00

Open

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

VENDOR TOTAL: 381.00

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	02/05/2026	214100	FOA	FEBRUARY 2026 PARKS TRASH	
53926	PO BOX 241	02/24/2026		N		350.00
02/05/2026	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/24/2026		Y		350.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	350.00

VENDOR TOTAL: 350.00

0070	DTE ENERGY	01/31/2026	200396106474	FOA	JAN 2026 - MILLPOINTE, FIDDLERS GROV	
53929	P.O BOX 740786	02/24/2026		N		1,903.34
01/31/2026	CINCINNATI	/ /	0.0000	N		0.00
	OH, 45274-0786	02/24/2026		N		1,903.34

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
101-000-282.001	MILLPOINTE STREETLIGHTS DEPOSIT	236.68
101-000-282.002	FIDDLAR GROVE STREETLIGHT DEPOSIT	47.36
101-000-282.003	WALNUT RIDGE STREETLIGHTS DEPOSIT	25.40
101-448-921.000	STREET LIGHTS	1,593.90
		<u>1,903.34</u>

VENDOR TOTAL: 1,903.34

0001	HARTLAND TOWNSHIP GENERAL FUND	02/11/2026	021126	FOA	JANUARY 2026 MOBILE HOME TAX DISBURS	
53948		02/24/2026		N		298.00
02/11/2026		/ /	0.0000	N		0.00
		02/24/2026		N		298.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	298.00

VENDOR TOTAL: 298.00

WATERO&M	HARTLAND TOWNSHIP WATER O & M	01/31/2026	JAN 2026	FOA	OUT OF DEPT COSTS - EQUIPMENT	
53928	2655 CLARK RD	02/24/2026		N		996.83
01/31/2026	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/24/2026		N		996.83

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.010	CONTRACT EQUIPMENT - WATER SYS	281.87
101-265-801.010	CONTRACT EQUIPMENT - WATER SYS	680.54
101-567-801.010	CONTRACT EQUIPMENT - WATER SYS	24.46
101-751-955.000	PARKS - SPECIAL EVENTS	9.96
		<u>996.83</u>

WATERO&M	HARTLAND TOWNSHIP WATER O & M	01/31/2026	JANUARY 2026	FOA	OUT OF DEPT COSTS	
53927	2655 CLARK RD	02/24/2026		N		14,078.21
01/31/2026	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/24/2026		N		14,078.21

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	3,613.89
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	10,037.24
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM	190.98
101-751-955.000	PARKS - SPECIAL EVENTS	236.10
		<u>14,078.21</u>

VENDOR TOTAL: 15,075.04

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
		Due Date		1099		
0220	LIVINGSTON COUNTY TREASURER	02/11/2026	021126	FOA	JANUARY 2026 MOBILE HOME TAX DISBURS	
53949	200 E. GRAND RIVER	02/24/2026		N		1,490.00
02/11/2026	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/24/2026		N		1,490.00

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	1,490.00

VENDOR TOTAL: 1,490.00

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
		Due Date		1099		
M/I HOMES	M/I HOMES OF MICHIGAN LLC	02/17/2026	021726	FOA	RELEASE OF DEVELOPER FUNDS	
53996	40950 WOODWARD AVE, STE 203	02/24/2026		N		17,058.00
02/17/2026	BLOOMFIELD HILLS MI, 48304	/ /	0.0000	N		0.00
		02/24/2026		N		17,058.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-628.100-0065	SAWYER RIDGE/YALDO	17,058.00

VENDOR TOTAL: 17,058.00

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
		Due Date		1099		
MMTA	MICHIGAN MUNICIPAL TREASURERS ASSOC	02/04/2026	14092	FOA	TREASURER TO TREASURER 2026 BUNDLE	
53925		02/24/2026		N		99.00
	PO BOX 324	/ /	0.0000	N		0.00
02/04/2026	TAWAS CITY MI, 48764	02/24/2026		N		99.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-957.000	EDUCATION/TRAINING/CONVENTION	99.00

VENDOR TOTAL: 99.00

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
		Due Date		1099		
LCDPA	MICHIGAN.COM	02/11/2026	MARCH 2026	FOA	ACCT #PA741424	
53945	PO BOX 742520	02/24/2026		N		79.64
02/04/2026	CINCINNATI OH, 45274-2520	/ /	0.0000	N		0.00
		02/24/2026		N		79.64

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-804.000	MEMBERSHIP & DUES	79.64

VENDOR TOTAL: 79.64

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
		Due Date		1099		
1180	PETER'S TRUE VALUE HARDWARE	02/12/2026	K81054	FOA	PUMP RENTAL FOR LIFT STATION AT WTR	
53995	3455 W. HIGHLAND ROAD	02/24/2026		N		170.00
02/12/2026	MILFORD MI, 48380	/ /	0.0000	N		0.00
		02/24/2026		N		170.00

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

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	170.00
1180	PETER'S TRUE VALUE HARDWARE	02/16/2026
53983	3455 W. HIGHLAND ROAD	02/24/2026
02/16/2026	MILFORD MI, 48380	/ / 0.0000
		02/24/2026
		FOA GAS PUMP
		N 55.00
		N 0.00
		N 55.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	55.00
VENDOR TOTAL:		225.00

PBGFS	PITNEY BOWES GLOBAL FINANCIAL SERV.	02/10/2026	3322076672	FOA	1/1/26 - 3/31/26 - POSTAGE MACHINE	
53947	P.O. BOX 981022	02/24/2026		N		440.73
02/10/2026	BOSTON MA, 02298-1022	/ /	0.0000	N		0.00
		02/24/2026		N		440.73

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	440.73
VENDOR TOTAL:		440.73

JOHNSON	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER	02/11/2026	1085077	FOA	JANUARY 2026 ENFORCEMENT MATTERS	
53978	27555 EXECUTIVE DRIVE, SUITE 250	02/24/2026		N		1,184.00
02/11/2026	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		02/24/2026		Y		1,184.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-722-826.000	LEGAL FEES	1,184.00
VENDOR TOTAL:		1,184.00

SECURITYLO	SECURITY LOCK SERVICE INC	01/23/2026	2045-B	FOA	BALANCE DUE FOR TOUCHLESS DOOR OPERA	
53938	401 WASHINGTON ST	02/24/2026		N		3,319.20
01/23/2026	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		02/24/2026		N		3,319.20

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-970.000	CAPITAL OUTLAY	3,319.20
VENDOR TOTAL:		3,319.20

SERVICEPRO	SERVICEPRO	01/31/2026	JANUARY 2026	FOA	CLEANING SERVICE FOR MONTH OF JANUAR	
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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
53935	7510 PARKWOOD DRIVE	02/24/2026		N		880.00
02/08/2026	FENTON MI, 48430	/ /	0.0000	N		0.00
		02/24/2026		Y		880.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	880.00
VENDOR TOTAL:		880.00

SPALDING	SPALDING DEDECKER	01/29/2026	106787	FOA	REDWOOD THRU 12/28/25	
53887	905 SOUTH BLVD EAST	02/24/2026		N		920.00
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		02/24/2026		N		920.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0026	REDWOOD USA LLC	920.00

SPALDING	SPALDING DEDECKER	01/29/2026	106789	FOA	COURTYARDS OF HARTLAND THRU 12/28/25	
53888	905 SOUTH BLVD EAST	02/24/2026		N		1,812.25
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		02/24/2026		N		1,812.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0055	COURTYARDS OF HARTLAND	1,812.25

SPALDING	SPALDING DEDECKER	01/29/2026	106792	FOA	JR FOLDENAUER FARMS THRU 12/28/25	
53890	905 SOUTH BLVD EAST	02/24/2026		N		2,793.00
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		02/24/2026		N		2,793.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0068	J.R. FOLDENAUER FARMS DEV EXP	2,793.00

SPALDING	SPALDING DEDECKER	01/29/2026	106793	FOA	SHEETZ THRU 12/28/25	
53891	905 SOUTH BLVD EAST	02/24/2026		N		3,598.00
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		02/24/2026		N		3,598.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0069	SHEETZ GAS STATION EXPENSES	3,598.00

SPALDING	SPALDING DEDECKER	01/29/2026	106794	FOA	URBAN AIR THRU 12/28/25	
53892	905 SOUTH BLVD EAST	02/24/2026		N		416.00
01/29/2026	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		02/24/2026		N		416.00

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

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0067	URBAN AIR EXPENSES	416.00
SPALDING	SPALDING DEDECKER	01/29/2026 106795
53893	905 SOUTH BLVD EAST	02/24/2026
01/29/2026	ROCHESTER HILLS MI, 48307	/ / 0.0000
		02/24/2026

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0057	BEAUCHAMP SELF STORAGE EXPENSES	4,100.50
VENDOR TOTAL:		13,639.75

STAPLES	STAPLES	02/14/2026 6055821878	FOA	COPY PAPER & CALCULATOR RIBBON	
53981	PO BOX 660409	02/24/2026	N		436.89
02/14/2026	DALLAS TX, 75266-0409	/ / 0.0000	N		0.00
		02/24/2026	N		436.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	424.90
101-253-727.000	SUPPLIES & POSTAGE	11.99
VENDOR TOTAL:		436.89

VC3, INC.	VC3, INC.	02/10/2026 238303	FOA	FEBRUARY 2026 - MS OFFICE 365	
53977	C/O PNC BANK	02/24/2026	N		551.46
02/10/2026	P.O. BOX 746804	/ / 0.0000	N		0.00
	ATLANTA GA, 30374-6804	02/24/2026	N		551.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	551.46
VENDOR TOTAL:		551.46

WATERTECH	WATER TECH	01/31/2026 67397	FOA	JANUARY 2026 SAMPLES	
53979	718 S MICHIGAN	02/24/2026	N		69.00
01/31/2026	HOWELL MI, 48843	/ / 0.0000	N		0.00
		02/24/2026	N		69.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	69.00

02/18/2026 05:58 PM
 User: SUSANC
 DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
 EXP CHECK RUN DATES 02/24/2026 - 02/24/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

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
		Due Date		1099		

VENDOR TOTAL: 69.00

TOTAL - ALL VENDORS: 57,640.98

FUND TOTALS:

Fund 101 - GENERAL FUND	55,007.52
Fund 536 - WATER SYSTEM FUND	294.00
Fund 577 - CABLE TV FUND	551.46
Fund 701 - TRUST AND AGENCY	1,788.00

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: February 17, 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 - \$70,226.15

February 12, 2026 Payroll - \$86,064.55

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the adopted FY26 budget.

Attachments

Post Audit Bills List 02.05.2026

Post Audit Bills List 02.11.2026

Post Audit Bills List 02.12.2026

Payroll for 02.12.2026

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/05/2026	FOA	46827	CHASE BANK	REPAIRS & MAINTENANCE	101-209-930.000	80.02
		46827		EDUCATION/TRAINING/CONVENTION	101-209-957.000	10.29
		46827		SUPPLIES & POSTAGE	101-215-727.000	121.78
		46827		OPERATING SUPPLIES	101-265-740.000	195.56
		46827		CONTRACTED SERVICES	101-265-801.000	198.00
		46827		TELEPHONE	101-265-851.000	821.46
		46827		EDUCATION/TRAINING/CONVENTION	101-400-957.000	35.00
		46827		OPERATING SUPPLIES	101-577-740.000	16.99
		46827		OPERATING SUPPLIES	101-751-740.000	45.02
		46827		UNIFORMS/CLOTHING ALLOWANCE	536-000-719.100	254.04
		46827		OPERATING SUPPLIES	536-000-740.000	91.92
		46827		WATER TREAT. CHEMICALS	536-000-740.001	3,059.99
		46827		CONTRACTED SERVICES	536-000-801.000	99.00
		46827		INTERNET	536-000-805.000	481.20
		46827		TELEPHONE	536-000-851.000	263.12
		46827		PRINTING & PUBLICATIONS	536-000-900.000	39.99
		46827		REPAIRS & MAINTENANCE SYSTEM	536-000-930.001	392.56
		46827		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
		46827		INTERNET	577-000-805.000	1,107.63
		46827		CABLE TV FEES	577-000-806.000	179.45
						7,533.03
02/05/2026	FOA	46828	HARTLAND SENIOR ACTIVITY CENTER	HARTLAND SENIOR CENTER CONTRIBUTION	101-703-881.000	11,500.00
02/05/2026	FOA	46829	STAPLES	OPERATING SUPPLIES	101-265-740.000	71.94
		46829		SUPPLIES & POSTAGE	101-400-727.000	25.92
						97.86
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		19,130.89

--- GL TOTALS ---

101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-209-957.000	EDUCATION/TRAINING/CONVENTION	10.29
101-215-727.000	SUPPLIES & POSTAGE	121.78
101-265-740.000	OPERATING SUPPLIES	267.50
101-265-801.000	CONTRACTED SERVICES	198.00
101-265-851.000	TELEPHONE	821.46
101-400-727.000	SUPPLIES & POSTAGE	25.92
101-400-957.000	EDUCATION/TRAINING/CONVENTION	35.00
101-577-740.000	OPERATING SUPPLIES	16.99
101-703-881.000	HARTLAND SENIOR CENTER CONTRIBUTION	11,500.00
101-751-740.000	OPERATING SUPPLIES	45.02
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	254.04
536-000-740.000	OPERATING SUPPLIES	91.92
536-000-740.001	WATER TREAT. CHEMICALS	3,059.99
536-000-801.000	CONTRACTED SERVICES	99.00
536-000-805.000	INTERNET	481.20
536-000-851.000	TELEPHONE	263.12
536-000-900.000	PRINTING & PUBLICATIONS	39.99
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	392.56

Check Date	Bank	Check #	Payee	Description	GL #	Amount
577-000-801.000				CONTRACTED SERVICES & RENTALS		40.01
577-000-805.000				INTERNET		1,107.63
577-000-806.000				CABLE TV FEES		179.45
				TOTAL		19,130.89

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/11/2026	FOA	46854	BROWN DRILLING	WATER CONSTRUCT IN PROGRESS	539-000-150.000	32,122.00
02/11/2026	FOA	46855	CLASSIC TENT AND EVENT	PARKS - SPECIAL EVENTS	101-751-955.000	11,894.00
02/11/2026	FOA	46856	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	1,498.52
		46856		STREET LIGHTS	101-448-921.000	224.03
		46856		UTILITIES - GAS	536-000-920.001	719.24
						<u>2,441.79</u>
02/11/2026	FOA	46857	DTE ENERGY	UTILITIES - ELECTRIC	101-751-920.002	113.79
		46857		UTILITIES - ELECTRIC	536-000-920.002	20.99
						<u>134.78</u>
02/11/2026	FOA	46858	KNOCKER BUBBLE SOCCER	PARKS - SPECIAL EVENTS	101-751-955.000	988.57
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		47,581.14

--- GL TOTALS ---

101-265-920.001	UTILITIES - GAS	1,498.52
101-448-921.000	STREET LIGHTS	224.03
101-751-920.002	UTILITIES - ELECTRIC	113.79
101-751-955.000	PARKS - SPECIAL EVENTS	12,882.57
536-000-920.001	UTILITIES - GAS	719.24
536-000-920.002	UTILITIES - ELECTRIC	20.99
539-000-150.000	WATER CONSTRUCT IN PROGRESS	32,122.00
	TOTAL	47,581.14

02/12/2026 02:31 PM
User: SUSANC
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
CHECK DATE FROM 02/12/2026 - 02/12/2026

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/12/2026	FOA	46859	KCI	TAX PREPARATION	101-209-811.000	3,514.12
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		3,514.12
--- GL TOTALS ---						
101-209-811.000			TAX PREPARATION			3,514.12
			TOTAL			3,514.12

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 02-10-26 Hartland Township Board Regular Meeting Minutes

Date: February 20, 2026

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for February 10, 2026.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

2-10-26 HTB Minutes - DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
February 10, 2026 – 7:00 PM

DRAFT

1. Call to Order

The meeting was called to order by Supervisor Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: None

Also present were Township Manager Mike Luce and Finance Director Susan Dryden.

4. Approval of the Agenda

Trustee O'Connell requested to add two items to the agenda, the 2026 Well #6 Replacement/Repair as 7.c. and the Engagement Letter - Funding Fire Authority and Fire Protection Services as 7.d.

Move to approve the agenda for the February 10, 2026 Hartland Township Board meeting as amended.

Motion made by Trustee O'Connell, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the February 10, 2026 Hartland Township Board meeting as presented.

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

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

Voting Nay: None

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 01-27-26 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Treasury Assistant Update

Treasurer Horning requested to change the title for the Cashier position to Treasury Administrative Assistant which more accurately describes the job responsibilities. Clerk Ciofu inquired as to the

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 10, 2026 – 7:00 PM

whether there would be a change in the Pay Grade and Treasurer Horning stated it would not be changed.

Move to approve changing the job title in Treasury from Cashier to Treasury Administrative Assistant.

Motion made by Clerk Ciofu, Seconded by Trustee O'Connell.

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

Voting Nay: None

Absent: None

b. Fiscal Year 2026-2027 Budget Recommendations - All Funds except Water

Finance Director Susan Dryden gave a brief overview of the new presentation format in keeping with the formal Audit presentation format. She stated the General Fund and Capital Improvement (CIP) Funds go together, and then they would present Major/Minor Funds, the Road Funds, Cable Funds, and finally all the Sewer Funds. Manager Luce then gave a brief overview of the Revenues, highlighting major items of Current Real Property Taxes and State Shared Revenue, which is declining due to sales tax and State Budget changes. He stated Cable Franchise Fees are also declining as more people switch from cable to streaming services. Manager Luce gave a brief explanation of the Professional Review Fees, which are funds collected from developers that are put into escrows to be used for engineering plan review expenses as they are incurred.

Manager Luce then provided an overall review of each department's proposed budget for FY26-27 and highlighted significant issues for each department for discussion. In the Administrative department the Contingency item for unexpected issues that may arise during FY26-27, and the Merit Pool line item, that if approved, will be distributed to wages in each individual departments were discussed. He stated the Elections department will have two elections in FY26-27 and the Clerk's department has requested an addition to staff, a potential records management system, and additional election training for staff for FY26-27. He stated there are no significant increases in the Treasurer department for FY26/27. Clerk Ciofu stated it appears that the Deputy Treasurer and Cashier did not meet their budgeted hours and he has a concern with the number of hours budgeted for these positions in FY26-27. Treasurer Horning stated she did reduce the hours for the Deputy Treasurer in FY26-27 and the reason the Cashier has not met the budgeted hours is that they are very sparing in the initial portion of the year to ensure they will have enough hours during the busy tax period. In the Data processing department, our contract with our IT provider has expired and we are on a month-to-month basis at this time. The FY26-27 budget includes a new one-year contract with our IT provider, the expense of transitioning to hartlandtwpmi.gov., and our Windows 365 migration. He did state that we did receive a \$25,000 grant from the Michigan State Police to help with the .gov transition. Manager Luce stated there was not much change in Township Hall & Grounds FY26-27 budget but the projected expense for FY25-26 for Contracted Services Water System is significantly higher. He stated that this line item is for the reimbursement to the Water Fund for the amount of time the DPW staff spends working on Township issues, such building repair and snow plowing and salting the Township Hall lots. The winter we incurred has contributed to this increase projection for FY25-26. He stated the Police Protection Contracted Services is the total cost of the Police contract with the Livingston County Sheriff, with the contributions from Hartland Consolidated Schools and Charyl Stockwell Academy being reflected in Revenues. In the Planning department the Professional Review Costs are the expenses for engineering plan reviews of developments, that are offset by the Professional Review Fees recorded as Revenue. Clerk Ciofu inquired whether the projection for FY25-26 for Contracted Services, which he believed to be the Zoning Map update, has been completed and Manager Luce stated it has. Manager Luce stated that

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

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the Roads & Maintenance department includes an increase in Road Chloride and in the Communication department there is a budgeted Special Event expense for the formal Veterans Memorial dedication event. Manager Luce then gave a brief overview of the Transfer Out to our Capital Improvement Fund.

Director Dryden reviewed the Capital Improvement Fund stating we received a quote for the Spranger Field storage building that significantly exceeded our original estimate, so this was removed from the CIP at this time. She stated the \$25,000 grant for the transition to .gov will be included in the CIP Revenues. Manager Luce stated the amount for the Sidewalks is a placeholder for our expense when we received the SEMCOG Sidewalk Grant funds which may not take place in FY26-27. Clerk Ciofu inquired as to the M-59 Median Improvements of \$230,000 amount that was to be moved from FY25-26 to FY26-27 in our last CIP discussion and Treasurer Horning stated we decided to only move \$50,000 of this to FY26-27 due to the MDOT resurfacing of this portion of M-59 in 2027. Trustee Lubeski inquired as to the new welcome signs on M-59 and Manager Luce stated we have quotes for the signs, but we want to make sure it includes installation to MDOT requirements and that this will be done in FY26-27. Finance Director then gave a brief overview of the combined General Fund and CIP Fund.

Director Dryden provided a brief overview of the Municipal Street Fund, the Fire Operating Fund, the Liquor Law fund, and the Cable Fund that was discussed at the last meeting. She highlighted the FY26-27 projects in the Municipal Street Fund of Old US-23 from M-59 to Crouse Rd. and Pleasant Valley Rd. and the FY27-28 projects of Bergin Rd., the completion of the Blaine Rd. project, and the bonding for Bergin Rd. in FY27-28. Director Dryden gave a brief overview of the Fire Operating Fund stating we are assuming the Fire millage will be renewed at 2.0 mils and highlighted the capital outlay projected for the Station 62 roof repair. Manager Luce stated capital outlays for the Fire Fund may change but we cannot project new items until the final millage renewal rate is determined. Director Dryden then reviewed the Liquor Law Enforcement Fund stating we receive funds from the State based on the number of liquor licenses and we use these funds for the Hartland Deerfield Fire Marshall liquor law inspections. Supervisor Fountain stated each business in the Township that has a liquor license pays a fee to the State, of which a portion is returned to the local municipality for liquor law compliance. Director Dryden gave a brief overview of the Cable Fund where revenues are declining and the actions we have taken to address this issue. She stated the Cable Fund will no longer pay the General Fund for studio rental, the fees paid for Microsoft 365 licenses were moved to the Data Processing department, and we redistributed the NearMap expense to several departments in the General Fund, thereby reducing Cable Fund expenses by about \$25,000. Director Dryden then reviewed the M-59 & Hartland Road Debt Fund, and Supervisor Fountain stated this SAD is being paid for by the Ramco and Grand Sakwa developers for the widening of M-59, the construction of the boulevard, and the moving Hartland Road. Director Dryden then reviewed the remaining Road SAD's.

Director Dryden gave a brief overview of the Sewer Operating Fund starting with the revenue projections based on where we are at now, county sewer rates, growth projections, number of REU's, and connection fees. Treasurer Horning inquired as to what we owe on the remaining bond and Director Dryden stated it was about \$5 million in principle plus interest. She then reviewed the expenses for the Sewer Operating Fund, highlighting the Administrative Fees, the Livingston County Drain Commission Contract Services, Depreciation, and the Transfer to the Sewer Expense Bond Fund. Director Dryden then reviewed the remaining sewer funds. Clerk Ciofu inquired as to the surplus funds on the Millpointe Road Fund and Director Dryden stated there are options if it is less than 5% of the original assessment that we would need to discuss. She then reviewed All Funds Balance projections.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
February 10, 2026 – 7:00 PM

c. 2026 Well 6 Replacement/Repair

Manager Luce stated there was a failure at Well #6 and they pulled the pump and had the well scoped. He stated this is a full replacement of the well and in the investigation the actual pipe that is the casing in the ground was corroded and pitted. He stated the downpipe is not completely falling apart but since we are putting in a new well pump and wiring, he is recommending replacing the pipe at this time as it is a minimal increased cost. The total cost, including the new pipe, is \$64,244 with a 50% deposit to start the project. Trustee McMullen inquired as to whether the new pipe could be sealed to avoid this situation in the future and Manager Luce stated this is ductile iron pipe that the pump drops down into and over the course of time sedimentation builds up on the pipe and affects the structural integrity of the pipe.

Move to approve a 50% deposit in the amount of \$32,122.00 as well as repair and installation of new well components to Well #6 via Brown Drilling and allow the Public Works Director to act on the Township's behalf concerning completion of the project for an amount not to exceed \$64,244.00.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None

d. Engagement Letter - Funding Fire Authority and Fire Protection Services

Manager Luce stated this is an Engagement Letter from Joseph Colaianne of Clark Hill to serve as legal counsel for the renewal of the fire millage. He stated we are engaging with our Financial Advisor Steven Burke to look at the Hartland Deerfield Fire Authority's last few fiscal years financials and their Capital Improvement Plan to determine a plan and amount for a renewal of the fire millage. This Engagement Letter is for legal counsel for review and preparation of ballot language and necessary legal correspondence that will be required. Manager Luce stated the not-to-exceed amount is based on what services will be needed depending on the approach we take to the millage.

Move to approve the signing of the Letter of Engagement with Clark Hill for the fire services in an amount not to exceed \$15,000.00.

Motion made by Treasurer Horning, Seconded by Trustee O'Connell.

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

Voting Nay: None

Absent: None

8. Board Reports

Trustee Lubeski - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - Stated Winterfest is this Saturday, February 14th from 1:00 p.m. to dusk with fireworks to end the days activities.

Treasurer Horning - Stated by state law all taxes are due on the last day in February and because this falls on a Saturday this year, we will be collecting tax payments on Monday, March 2, 2026 which is the deadline. She stated residents will have to pay their taxes at the County starting on March 3, 2026

Trustee O'Connell - No report.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

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Supervisor Fountain - Stated we received a Certificate of Achievement from the State of Michigan State Tax Commission that acknowledges that Hartland Township has been recognized for the outstanding achievement of receiving a perfect score on the 2025 PA660 Assessment Audit Review. He commended Assessor Amanda Carrigan and the Assessing department staff for their excellent work. He stated this audit is done every five years and that this is our third perfect score in a row.

[BRIEF RECESS]

9. Information / Discussion

a. 2026 Clerk Department Reorganization with Addition to Staff

Clerk Ciofu stated he is looking to reorganize the Clerk's Department with the addition of a new Clerk Assistant - Elections position that would take over most of the day-to-day Qualified Voter File (QVF) responsibilities from the Deputy Clerk and Receptionist. The new position would be responsible for more of the Deputy Clerk's election responsibilities allowing the Deputy Clerk serve in more of a supervisory role for elections and then be able to take on certain functions of the Clerks current responsibilities. This would allow for the Clerk to address certain projects that we have not been able to get to such as the Ordinance codification and Records Management. He stated our records are organized well and we can generally find the document staff is requesting, but it is a very time-consuming process as it all paper based and located in different areas. He stated we have started with the reorganization of the Contract files, and the Clerk staff has done a file review of all of the contract files, and many have been forwarded to the Clerk for further review as to determining a record destruction date with Departmental Directors. The new Clerk Assistant - Election will take over some of the Receptionist's election work and we will transition the Receptionist position to a Clerk Assistant - Administration position, that will still handle the Receptionist duties, but it will take on a more analytical role within the Clerks department and within other Township departments. An example of this would be summarizing the monthly Police statistics report into a concise one-page report. Clerk Ciofu worked with the Finance Director on the overall cost of the new Clerk Assistant - Elections position that is presented in the package. He stated that in the last August/November election cycle we used 465 hours of temporary help to assist in processing Absentee Ballots. We have reduced this to 100 hours specifically for the November General election due to the higher volume of Absentee Ballots processed for a November Election. Clerk Ciofu stated this is basically an issue of things we are not getting done. He stated Ordinance Codification long been an issue for the Clerk's department and though we have made some progress on this we have not had the necessary time to complete this project. He stated we have budgeted a small amount for Contracted Services to help us with this project once we get to a certain point in the project. Supervisor Fountain stated that he is aware that Ordinance Codification and Cemeteries records have been an issue for many years. Clerk Ciofu stated the Clerk staff has reorganized the Cemetery records over the past year, and we contracted with a Cemetery software firm to assist us in developing a plan to make the Cemetery records accessible for residents on our website for lot sales and historical information. He did state that this system has not been what we had hoped for and we may go in a different direction with a Cemetery system. Clerk Ciofu gave a brief overview of the Ordinance Codification process and the effort in organizing them into a searchable ordinance book. He stated our ordinances are currently held in paper format in manila file folders. We have budgeted for two desktop scanners to assist in our overall records management upgrade plan. Manager Luce stated this is in the Information Discussion section of the Board package because this new position and reorganization is included in the FY 26-27 budget, but we wanted to discuss this with the Board prior to approval of the budget. Clerk Ciofu stated if the budget is approved, he will bring back the new job descriptions to the Board at a later meeting.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 10, 2026 – 7:00 PM

b. Manager's Report

Manager Luce gave a brief update on the Code Enforcement Court Case regarding a local resident. This has been in litigation for over a year and last week we were informed that we prevailed for a third time and the resident must pay \$2400 in fines by this Friday and he has a specific amount of time to clean up the property. We were awarded everything we sought, except for attorney fees. Trustee Petrucci inquired as to other code enforcement issues and Manager Luce gave a brief overview of the Code Enforcement process regarding ordinance violations. Manager Luce stated that the Chick-Fil-A Final PD will be at the next Planning Commission meeting and will be on the next Board meeting and that a draft Accessory Dwelling Unit Ordinance will be coming to the Board once it is approved by the Livingston County Planning Commission. Manager Luce thanked the Township staff for their work on a challenging FY26-27 budget process. Manager Luce stated the Veterans Memorial Committee met last week to discuss the Dedication Event and he stated that invitation letters have been composed for dignitaries to attend the Veterans Memorial Dedication Day on May 2, 2026 at 10:00 a.m. and they will be sent out soon. Treasurer Horning offered the Boards condolences to Lisa Johnson on her recent loss of a family member.

c. Closed Session: to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a)

Move to go into closed session to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a)

Motion made by Clerk Ciofu, Seconded by Treasurer Horning.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci Roll call vote taken

Voting Nay: None

Absent: None

Motion passes: 7 - 0 - 0.

The Board is in closed session at 9:05 p.m.

The Board came out of closed session at 9:36

Move to have the Supervisor discuss the results of the closed session meeting with the Township Manager including compensation.

Motion made by Clerk Ciofu, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: None

10. Adjournment

Move to adjourn the meeting at 9:37 p.m.

Motion made by Trustee McMullen, Seconded by Trustee Lubeski.

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

Voting Nay: None

Absent: None

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
February 10, 2026 – 7:00 PM

Submitted by:

Larry N. Ciofu, Clerk

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 02-10-26 Hartland Township Board Closed Session Meeting Minutes

Date: February 20, 2026

Recommended Action

Move to approve the Hartland Township Board Closed Session Meeting Minutes for February 10, 2026.

Discussion

Draft minutes are available in the Clerk's office for review.

Financial Impact

None

Attachments

None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Troy Langer, Planning Director

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

Date: February 17, 2026

Recommended Action

Move to approve of 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 resolution.

Approval is subject to the following conditions:

1. The Final Planned Development Site Plan for Chick-fil-A Planned Development, SP/PD Application #26-003 is subject to the approval of the Township Board.
2. Final approval of Chick-fil-A Planned Development (SP/PD Application #26-003) shall require an amendment to the Zoning Ordinance to revise the zoning map and designate the subject property as PD (Planned Development). The planned development project area consists of one (1) parcel, approximately 1.65 acres in area and which is to be rezoned to PD (Planned Development), as follows:
 - a. Tax Parcel ID #4708-21-400-062 (approximately 1.65 acres in area); currently zoned GC (General Commercial)
3. The applicant shall address the outstanding items noted in the Planning Department's memorandum dated February 5, 2026, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.
4. Upon the issuance of a Certificate of Occupancy, the Hartland Road access drive shall be temporarily closed for thirty (30) days.
5. Any revisions to the connections to Hartland Road or Highland Road will be considered an amendment to the site plan, to be reviewed by the Planning Commission.
6. All planned development and easement documents shall be in a recordable format and shall comply with the requirements of the Township Attorney.
7. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, the Fire Code requirements, Michigan Department of Transportation (MDOT), Livingston County Road Commission (LCRC), Livingston County Drain Commission (LCDC), and all other government agencies, as applicable.

Discussion

Applicant: Jordan Chapman

Site Description

The subject property, addressed as 10587 Highland Road, is located north of Highland Road and east of Hartland Road in Section 21 of the Township. The site is currently zoned GC (General Commercial) and is approximately 1.65 acres in area (Tax Parcel ID #4708-21-400-062).

The site was formerly occupied by Big Boy restaurant from 1979 to around 2023, when the restaurant closed. The existing restaurant building will be removed, and the site will undergo some interior layout changes as part of the proposed construction of a Chick-fil-A restaurant with drive-through service.

This property is considered a corner lot with approximately 200 lineal feet along Highland Road and approximately 327 lineal feet along Hartland Road. The three (3) existing driveway connections to the subject site will remain as currently designed. The connections originate from Highland Road, Hartland Road, and Rovey Drive on the north, which is a private road.

The Future Land Use Map (FLUM) designates the subject site and adjacent properties to the north, south (south side Highland Road), east, and west as Commercial.

Overview and Background Information

Site Plan Applications #10 (1979)

The Big Boy restaurant was approved on June 19, 1979, under SP Application #10.

Site Plan Application #10A (1979)

On October 16, 1979, SP Application #10A was approved for minor revisions to SP Application #10, including revisions to the parking area, storm drain, and well location.

Site Plan Application #30 (1984)

SP Application #30 was approved on March 15, 1984, for an addition to the front (south) of the building, as a Minor/Major modification of SP Application #10.

Site Plan Application #455 (2008)

This application was related to the improvements on Highland Road (widening of Highland Road) which included the elimination of the west driveway; reworking of the east driveway (on Highland Road); and modifications to the parking lot. SP Application #455 was approved on July 1, 2008.

Site Plan Application #466 (2008)

Modifications to the exterior of the building were approved on October 7, 2008.

ZBA #516 (2008)

Hartland Road and the associated road right-of-way were relocated as part of the overall plan for Hartland Towne Square Planned Development. Changes to the right-of-way for Highland Road also occurred. These changes prompted several variances associated with required setbacks for the existing Big Boy building that included a variance for parking to be located in the front yard along the Hartland Road frontage and a variance for the existing monument sign to be located within the 10-foot setback of the right-of-way of Highland Road. The variances were approved on June 18, 2008.

Site Plan with Special Land Use Application #24-008 (Clean Express Car Wash)

SP/SUP #24-008 was a request to redevelop the site at 10587 Highland Road (Big Boy) to construct an approximate 3,677 square foot building for a fully automated car wash. The public hearing was scheduled for the Planning Commission meeting on November 21, 2024; however, the applicant withdrew the application before the date of the public hearing and the project did not proceed.

Site Plan/PD Application #25-015 – Concept PD Chick-fil-A

The Concept PD plan for Chick-fil-A, SP/PD Application #25-015, was reviewed by the Planning Commission on August 28, 2025, and followed up by a review by the Township Board on September 2, 2025, for general comments about the proposed concept plan.

Site Plan/PD Application #26-001 – Preliminary Planned Development Site Plan

On December 18, 2025, the Planning Commission held a public hearing for SP/PD #26-001 and recommended approval. The Planning Commission amended the site plan regarding the parking space dimensions for parking on the north side of the site, stating the dimensions of each parking space shall be ten (10) feet in width by twenty (20) feet in length.

The Township Board approved SP/PD #26-001 at their regular meeting on January 13, 2026. Approval of the Preliminary Planned Development included the following conditions:

1. The Preliminary PD Site Plan for Chick-fil-A, SP/PD Application #26-001, is subject to the approval of the Township Board.
2. The applicant shall address the outstanding items noted in the Planning Department’s memorandum dated January 6, 2026, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.
3. Upon the issuance of a Certificate of Occupancy, the Hartland Road access drive shall be temporarily closed for thirty (30) days.
4. Any revisions to the connections to Hartland Road or Highland Road will be considered an amendment to the site plan, to be reviewed by the Planning Commission.
5. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, the Fire Code requirements, Michigan Department of Transportation (MDOT), Livingston County Road Commission (LCRC), Livingston County Drain Commission (LCDC), and all other government agencies, as applicable.

Livingston County Planning Commission

On January 21, 2026, the Livingston Planning Commission recommended approval of the Chick-fil-A Planned Development.

Site Plan/PD Application #26-003 Chick-fil-A Final Planned Development (PD)

On February 12, 2026, the Planning Commission recommended approval of the Final PD for the proposed Chick-fil-A. There were two (2) changes to the PD agreement. The first was changing the language that read “City of Hartland” to “Hartland Township.” The other item was in the permitted uses, the language mentioned pylon signs and this was removed.

Planned Development Procedure

Section 3.1.18 of the Township's Zoning Ordinance provides standards and approval procedures for a PD (Planned Development). Approval of a Planned Development is a three-step process. A Concept Plan, Preliminary Plan, and Final Plan are all reviewed by the Planning Commission and the Township Board, with the Planning Commission making a recommendation and the Board having final approval at each step. The process usually requires a rezoning from the existing zoning district to the Planned Development (PD) zoning district. As part of the rezoning, a public hearing is held before the Planning Commission consistent with the Michigan Zoning Enabling Act; this public hearing is held at the same meeting during which the Planning Commission reviews and makes a recommendation on the Preliminary Plan. The public hearing for the Preliminary Plan for SP/PD #26-001 was held at the Planning Commission meeting on December 18, 2025.

The Final Planned Development Site Plan review stage is an opportunity for the Planning Commission and Township Board to affirm that any conditions imposed at the Preliminary review stage have been addressed on the Final Plan, and also to review the Planned Development Agreement along with any other legal documentation (condominium master deeds, bylaws, easements, etc.). The site's layout is not intended to change significantly between the Preliminary and Final submittals, save for any revisions imposed as a condition of Preliminary approval. Section 3.1.18.E.iii. has specific requirements for the information to be included within a Final Planned Development Site Plan submittal, most notably the Development Agreement and other legal documentation.

Per Section 3.1.18.D. (Procedures and Requirements), approval of the Final Plan by the Township Board usually constitutes an amendment to the Zoning Ordinance and effectively is a rezoning of the subject property to PD (Planned Development). In this case, the subject parcel that comprises the PD project area is currently zoned GC (General Commercial).

The subject property will be rezoned to PD (Planned Development) upon approval of the Final Plan by the Township Board. Section 7.4 of the Hartland Zoning Ordinance outlines the process for a Zoning Map Amendment, or more commonly a "rezoning" of a property. The Zoning Map Amendment Criteria (Section 7.4.3) are discussed at the end of this memorandum.

Overview of the Project and Proposed Use

The proposal is to remove the existing restaurant building and applicable existing site elements and construct an approximate 5,027 square foot fast-food restaurant with drive-through service (Chick-fil-A). The majority of the existing parking lot will remain and be restriped for the new layout. The property is currently zoned GC (General Commercial), which permits a restaurant with drive-in or drive-through service as a Special Land Use. Section 4.28 outlines regulations that apply to fast-food and drive-through restaurants.

The subject parcel is approximately 1.65 acres. Per Section 3.1.18.B.ii, the minimum size for a Planned Development is twenty (20) acres of contiguous land. The Township Board, upon recommendation from the Planning Commission, may permit a smaller Planned Development subject to meeting the requirements in Section 3.1.18.B.ii, such as the project offers unique characteristics and benefits or the parcel in question has unique characteristics that significantly impact development.

Under SP/PD #26-001 (Preliminary PD), the applicant submitted a waiver request to allow the parcel size for the Planned Development to be less than twenty (20) acres in area. The Planning Commission recommended approval of the waiver at the public hearing held by the Planning Commission on December 18, 2025. The Township Board approved the waiver request at their meeting on January 13, 2026, as part of their review of SP/PD #26-001 (Preliminary PD).

Site Layout and Circulation

Regarding the site layout for the proposed restaurant, the proposed building is positioned in the southern portion of the site, approximately in the same location as the former Big Boy building. The customer entrance to the building/restaurant is on the north side of the building. A fenced outdoor patio is also shown, at the northeast corner of the building.

Two (2) canopy structures are shown, which are related to the drive-through service use. One canopy is on the west (ordering canopy) and the other is on the east side of the site and building (pick up canopy). Patrons will pull up under the west canopy structure where digital menu boards are available for ordering food. During busy times, employees are available to take the customer's order directly. The customer then drives around the building to the next canopy (on east side of the building) to the pick-up window where the payment transaction occurs, and the food order is picked up, or may be delivered by restaurant staff to the vehicle. The customer can then proceed into the parking area and exit the site to Highland Road (right -out only), Rovey Drive, or Hartland Road (right-out only).

Site circulation for drive-through service begins along the west side of the site. Existing parking spaces and parking islands on the west will be removed to accommodate two (2), one-way drive-through lanes that travel north to south. The lanes then wrap around the building on the south and east. These lanes are utilized for the drive-through ordering stations and pick-up service options. The width of the drive lanes varies from 10.5 feet to 12.5 feet.

On the east side of the site, there is a two-way drive aisle within the parking area, east of the pick-up drive-through canopy, which runs north-south between the Highland Road entrance and Rovey Drive access drive. The lane width varies between twenty-five (25) feet to twenty-eight (28) feet.

The site is accessed via existing driveways on Highland Road and Hartland Road. A portion of the existing driveway is located on an adjacent parcel. Staff is unaware of any existing easements for that portion of the driveway. The site can also be accessed from Rovey Drive on the north via an existing drive from Rovey Drive into the subject site. Rovey Drive is a private road. Similar to the Hartland Road access, a portion of the driveway from Rovey Drive is outside of the subject site property. Staff is unaware of any existing access easements in this case as well.

The Highland Road access associated with the site consists of a split driveway with a concrete median to direct traffic in and out of the site. This driveway accommodates one-way traffic into the site from west bound traffic on Highland Road, and one-way, outbound traffic onto Highland Road (west bound). Highland Road is under the jurisdiction of the Michigan Department of Transportation (MDOT). Hartland Road is a public road, under the jurisdiction of the Livingston County Road Commission (LCRC). Changes are not proposed to any existing driveway or access point.

Parking is found in the center of the site, north of the building. Several of the existing parking islands are to be retained. The existing curbing that borders the parking area and by the retaining wall on the east are to be retained, where proposed grading activities allow for the preservation of the existing curbing. As noted, the existing parking spaces and parking islands along the west will be removed in order to accommodate the proposed drive-through lanes. The existing retaining walls on the east and west sides of the site will remain as currently configured.

Sixty-eight (68) parking spaces are proposed. A total of forty-two (42) stacking spaces are proposed for the two (2) drive-through lanes for ordering and pick-up.

Architectural Details

The building elevations note that the primary façade materials consist of two (2) brick veneer products, in light brown and dark brown colors. Bronze-tone elements are used as accent features on the building (coping, metal canopies, and window frames). The building is approximately 22'-0" tall.

The drive-through canopy structures are comprised of prefinished metal in a bronze color. The metal decking (underside of canopy) is white. The canopy structure is approximately 9'-6" tall, to the underside of the canopy.

A double dumpster enclosure with an attached, roofed storage room is shown on the east side of the site, north of the building. The overall dimensions of the dumpster enclosure with storage room is approximately twenty-five (25) feet by twenty-eight (28) feet. Brick veneer is used for the façade material, to match the same product used on the building. Metal panels, painted dark bronze, are used for the dumpster enclosure gates. The door to the storage room appears to be dark bronze.

Other Details

The hours of operation are Monday through Saturday, from 5:30 a.m. to 11:00 p.m. and are determined by the owner/operator based on demand and volume. The restaurant is proposed to be closed on Sunday.

Municipal water and sanitary sewer will be required for this development. The applicant will need to work with the Township and Livingston County regarding municipal water and sanitary sewer. The applicant will also need to work with the Hartland Township Department of Public Works (DPW) to acquire the necessary Residential Equivalency Units (REUs) for this development.

Stormwater management plans are not included in the civil plan set; however, these plans are typically reviewed during the construction phase of the project.

Legal Documents and Submittals

The primary focus of the Final Site Plan stage of the planned development review process is the legal documentation. The documentation memorializes the developer's obligations and sets forth the terms and conditions negotiated and to be agreed to by the applicant and the Township. Approval of the planned development proposal is based on the Final Plan and the legal documentation.

A draft version of the Planned Development Agreement was submitted by the applicant.

Once the documents are executed, the documents are recorded with the Register of Deeds. The Construction Plan set serves as the approved Final Plan and is not recorded with the Register of Deeds.

Approval of the Final PD Plan by the Township Board constitutes a rezoning of the subject property from GC (General Commercial) to PD (Planned Development), and an amendment to the Township zoning map. The following is a brief discussion of the submitted document.

Easement Documents

Several easements were discussed during SP/PD #26-001 pertaining to ingress/egress access easements, allowing for access to the Chick-fil-A site via Rovey Drive and Hartland Road, where each existing access drive is located within an off-site parcel that connects to the Chick-fil-A site. Draft easements have not been submitted by the applicant at this time. The easements will be subject to the review of the Township Attorney. The final documents shall be in a recordable format and shall comply with the requirements of the Township Attorney.

Planned Unit Development Agreement

A draft version of the Planned Development (PD) Agreement was reviewed by the Township Attorney and minor revisions were suggested. The applicant was made aware of the changes and has modified the document. The final document shall be in a recordable format and shall comply with the requirements of the Township Attorney.

Rezoning of the subject properties

Per Section 3.1.18.D.vii.b., Effect of Approval. Approval by the Township Board of a planned development proposal shall constitute an amendment to the Zoning Ordinance. All improvements and use of the site shall be in conformity with the planned development amendment and any conditions imposed. Notice of the adoption of the amendment shall be published in accordance with the requirements set forth in this Ordinance. The applicant shall record an affidavit with the register of deeds containing the legal description of the entire project, specifying the date of approval, and declaring that all future improvements will be carried out in accordance with the approved planned development unless an amendment thereto is adopted by the Township upon request of the applicant or his successors.

In this case the subject parcel that constitutes the planned development is zoned GC (General Commercial). Once approved, the parcel will be zoned PD (Planned Development) and will remain with the property as the zoning designation. Following is a discussion of the Zoning Map Amendment Criteria as outlined in Section 7.4.3.

Zoning Map Amendment Criteria (Section 7.4.3.)

The Hartland Township Zoning Ordinance, under Section 7.4.3. provides the Planning Commission and Township Board with the following criteria to consider in making their findings, recommendation, and decision:

Section 7.4.3.A. Consistency with the adopted Comprehensive Plan.

This criterion requires examination of not only the Future Land Use Map, but the language in the Comprehensive Development Plan.

The Future Land Use Map (FLUM) designates the subject property as Commercial. Per the Comprehensive Plan, the majority of commercial uses within the Township should be concentrated around the M-59 and US-23 interchange. Land uses in this category are intended to provide for both the sale of convenience goods and personal/business services for the day-to-day needs of the immediate neighborhood and provide for auto-oriented services, customer and entertainment services, and the sale of soft lines (apparel for men, women, and children) and hard lines (hardware, entertainment and appliances).

The proposed rezoning request of the subject property appears to be consistent with the intent of the commercial designation in the FLUM and Comprehensive Plan.

Section 7.4.3.B. Compatibility with the site's physical, geological, hydrological and other environmental features.

Currently the property is occupied by the former Big Boy restaurant. The subject site was developed for the Big Boy restaurant in approximately 1979 and continued to operate as Big Boy until 2023. The site is proposed to be redeveloped with a similar layout to the Big Boy restaurant and have a similar use (fast food restaurant with drive-through service).

Section 7.4.3.C. Reasonable return on investment with current classification of GC (General Commercial)

The property is located within the commercial core of the Township along Highland Road and Hartland Road. It would seem that the property location and the current GC zoning classification can provide a reasonable return on the investment for a number of uses permitted in GC zoning district.

Section 7.4.3.D. Compatibility of all potential uses allowed in the proposed PD District with surrounding uses and zoning.

In this case the proposed use is a fast-food restaurant with drive-through service, to be developed as a Planned Development. Under SP/PD #26-001, the subject project was reviewed per the standards outlined in Section 3.1.18 (PD – Planned Development) and applicable standards in the Zoning Ordinance.

The surrounding properties are zoned GC (east and south) or PD (north and west). The proposed zoning designation of PD appears to be compatible with the surrounding uses and zoning.

Section 7.4.3.E. Capacity of infrastructure and other public services and street system.

Municipal water and sanitary sewer are available and will be required for this development.

The street system consists of two (2) public roads which include Highland Road (under the jurisdiction of MDOT) and Hartland Road (under the jurisdiction of LCRC). Access is obtained from a private road (Rovey Drive) on the north. Modifications to the three (3) existing driveway access points are not proposed at this time.

Section 7.4.3.F. Capability of the street system to accommodate the expected traffic generated by uses allowed in the requested zoning district.

Road access to the subject site is currently provided by Highland Road, Hartland Road, and Rovey Drive. A Traffic Impact Study (TIS) was submitted under SP/PD #26-001 (Preliminary PD for Chick-fil-A) which was reviewed by the Planning Commission and Township Board. The summary in the TIS notes that the proposed development will not result in any significant operational impacts to the adjacent road system.

Section 7.4.3.G. Apparent demand for uses permitted in the requested zoning district.

The subject property is located in the commercial corridor of the Township, along Highland Road and Hartland Road, where there is a high demand for commercial development. The proposed use is a fast-food restaurant with drive-through service, which is compatible with this commercial area.

Section 7.4.3.H. Ability to comply with zoning regulations.

The approved Preliminary Planned Development Site Plan for SP/PD #26-001 establishes the zoning regulations for the proposed project.

Section 7.4.3.I. Appropriateness of the requested zoning district.

The requested zoning designation of PD is necessary as the project is being reviewed as a Planned Development. This process requires a rezoning from the existing zoning district (from GC to PD) as part of the Final PD Site Plan (SP/PD #26-003). The proposed PD zoning classification aligns with the intent of the Commercial designation as shown on the FLUM. Additionally, the subject property is adjacent to other PD and GC zoned properties where similar commercial uses currently exist.

This standard requires the Planning Commission, and ultimately, the Township Board, to determine that the proposed zoning classification is considered to be more appropriate than any other zoning classification.

Section 7.4.3.J. Amendment of permitted or special uses versus rezoning.

The proposed use is a fast-food restaurant with drive-through service, which is allowed as a Special Land Use in the GC zoning district. As result, an amendment to the permitted or special land uses in the GC zoning district was not necessary for the proposed use.

The applicant decided to pursue the project as a Planned Development which allows for flexibility in the site design and deviations from the typical required zoning standards. Essentially the PD process allows a project to be customized regarding the specific use and site elements. The approved Preliminary PD Site Plan and associated PD documents establish the standards for a specific project. In this case the project is a fast-food restaurant with drive-through service to be developed on the subject property.

The PD process requires a rezoning from the existing zoning district (GC in this case) to the PD (Planned Development) zoning district.

Generally, it is not advisable for the Township to only consider one of the permitted uses that are being proposed in a rezoning request; however, in this case, only one use is proposed, which is a fast-food restaurant with drive-through service.

Section 7.4.3.K. Exclusionary and Spot Zoning Issues.

The term exclusionary zoning is generally referred to as a zoning ordinance or a zoning decision that would exclude an otherwise lawful use of land. Michigan Compiled Laws (MCL) Section 125.297a of Township Zoning Act (Sec. 27a) states “[a] zoning ordinance or zoning decision shall not have the effect of totally prohibiting the establishment of a land use within a township in the presence of a demonstrated need for that land use within either the township or surrounding area within the state, unless there is no location within the township where the use may be appropriately located, or the use is unlawful.”

The Michigan State University Extension on Land Use Planning (posed on June 17, 2016, by Brad Neumann, MSU Extension) has defined “spot zoning” as: “one illegal form of rezoning is spot zoning. This practice gets its name from the appearance of small spots of different zoning districts on a zoning map that otherwise has large contiguous areas in the same zoning district around the spots.

To be considered a spot zone, the property, in most cases, must meet the following four criteria:

- The area is small compared to districts surrounding the parcel in question.
- The new district allows land uses inconsistent with those allowed in the vicinity.
- The spot zone would confer a special benefit on the individual property owner not commonly enjoyed by the owners of similar property.
- The existence of the spot zone conflicts with the policies in the text of the master plan and the future land use map.

The subject property is approximately 1.65 acres in area. The requested zoning, PD (Planned Development), is consistent with the Comprehensive Plan and FLUM designation. The PD zoning designation is generally consistent with zoning designations and uses in the vicinity, in particular, for adjacent properties to the north, south, east, and west which are zoned GC or PD.

Section 7.4.3.L. Submittal of similar request within one year.

A similar rezoning request has not been submitted within one year.

Section 7.4.3.M. Other Factors.

The Planning Commission and/or the Township Board may consider other factors that it deems appropriate.

Other Requirements-Zoning Ordinance Standards

Nothing at this time.

Township Engineer's Review

No comments at this time

Hartland Deerfield Fire Authority Review

No comments at this time.

Hartland Township DPW Review

No comments at this time.

Attachments

1. Draft Chick-fil-A PD Agreement – PDF version
2. SP/PD #26-001 Preliminary PD Approval letter dated 01.20.2026 – PDF version
3. Resolution to Approve – PDF version

CC:

SDA, Twp Engineer (via email)

Scott Hable, Twp DPW Director (via email)

A. Carroll, Hartland FD Fire Chief (via email)

T:\PLANNING DEPARTMENT\PLANNING COMMISSION\2026 Planning Commission Activity\Site Plan Applications\SD PD #26-003 CFA Final PD\Staff reports\TB\SP PD #26-003 CFA Final PD staff report TB 02.17.2026.docx

HARTLAND PLANNED DEVELOPMENT AGREEMENT

This Planned Development Agreement (the “**Agreement**”) is made this _____ day of _____, 2026 (the “**Effective Date**”), by and between the **TOWNSHIP OF HARTLAND**, a Michigan municipal corporation (the “**Township**”), whose address is 2655 Clark Road, Hartland, Michigan 48353, and **CHICK-FIL-A, INC.**, a Georgia corporation (the “**Applicant**”), whose address is 5200 Buffington Road Atlanta, Georgia 30349.

RECITALS

A. The property (the “**Property**”) is located at 10587 Highland Road, in the Hartland Township, State of Michigan 48353 as more fully described on **Exhibit “A”**.

B. Applicant shall obtain approval for a Planned Development (the “**PD**”) pursuant to Article 3.1.18 of the Township’s Zoning Ordinance (the “**Ordinance**”), subject to the execution and recording of this Agreement setting forth the conditions upon which the approval is based.

C. The Property is comprised of one (1) parcel, with an approximate total of 1.69 acres.

D. The Township desires to ensure that the Property is redeveloped and used during the term of this Agreement in accordance with the approved final site plan attached hereto as **Exhibit “B”** (the “**Final Plan**”) and applicable laws and regulations. The Final Plan is the plan that was previously reviewed and approved by the Township.

E. It is represented to the Township by Applicant that Applicant owns or, by way of a valid purchase agreement, has the right to acquire ownership interest in the Property described in the attached **Exhibit “A”**, which is made a part of this Agreement.

F. The PD provides Applicant with certain development uses for the Property not applicable or clearly defined under the existing zoning classification and that would be a distinct and material benefit and advantage to the Applicant and the Township.

G. As used in this Agreement, the “**Owner of the Property**” means Applicant and all current and future owners of legal and/or equitable title to all or any part of the Property.

NOW, THEREFORE, it is hereby agreed as follows:

1. **Running with the Property.** This Agreement covers the Property described herein. During the term of this Agreement, the terms and conditions of this Agreement shall be binding upon and inure to the benefit of the Applicant and the Township, and their respective heirs, successors, assigns, and transferees, and shall run with the Property.
2. **Intent.**

The Property shall be developed in accordance with this Agreement and the Final Plan, a copy of which is attached hereto as **Exhibit “B”** and incorporated herein by reference,

approved, with conditions, by the Hartland Township on _____, 202_ by Resolution No. _____ the Township Board adopted Ordinance No. _____ approving the rezoning of the Property to the PD District pursuant to Article 3.1.18 of the Ordinance and approval of the Final Plan. The Final Plan includes approximately 1.69 acres of permitted use (“**Permitted Use**”), including the required parking spaces (outlined below), and other related features and improvements as depicted and described in this Agreement and in the Final Plan.

The Owner of the Property shall adhere to the Final Plan. However, it is recognized that there may be modifications to the Final Plan including but not limited to engineering requirements, unforeseen conditions, and other governmental requirements. Therefore, any modifications to the Final Plan that are consistent with the spirit of the PD may be permitted in accordance with Article 3.1.18, Section H, of the Ordinance.

- a. Site Improvements. Site improvements such as driveways and utilities necessary to service the Property shall be constructed.
 - b. Driveway Access. The location of the access drive(s) connecting the Property to public roadways shall be built in accordance with the Final Plan.
 - c. Lot Size. The site area totals 1.69 acres. This lot size is approved to be rezoned as a PD. The Owner of the Property is permitted to deviate from the minimum lot size requirement in the Ordinance, Article 3.1.18, if necessary.
3. **Permitted Uses.** All of the uses set forth herein for the Development on the Property are permitted and are lawful.
- a. Principal Proposed Use. The proposed building use is hereby defined as a restaurant with a "drive-thru" window with multiple lanes, multi-lane order points and canopies, a monument sign, a children's play facility and an outdoor seating area (“**Restaurant**”).
 - b. Additional, Alternative or Accessory Uses. The Property may be used for any lawful retail purpose.
4. **Approved Plans.** The parties acknowledge and agree that the development of the Property shall be in substantial conformity with the following plans and materials, which have been reviewed and approved by the parties and are incorporated into this Agreement by reference: (a) the Final Plan attached hereto as **Exhibit “B”**; (b) the building elevations attached hereto as **Exhibit “C”**; (c) the signage plan attached hereto as **Exhibit “D”**; and (d) the landscaping plan attached hereto as **Exhibit “E”** (collectively, the “**Approved Plans**”). Except as otherwise expressly permitted under this Agreement or approved in writing by the Township, no material deviation(s) from the Approved Plans shall be permitted.
5. **Rezoning.** By granting its final approval and upon execution and recording of this Agreement, the Township Board has and shall be deemed to have granted the petition to

rezone the Property to PD District, as that district is described in the Ordinance, in accordance with the procedures set forth in the Ordinance. Future amendments or modifications to the PD District requirements and conditions shall not be binding on the Applicant or on the Property until this Agreement is modified and/or terminated.

6. **Amendment.** The terms of this Agreement may be amended, changed, or modified only in writing in the same manner as required to obtain the review and approval of a new rezoning.
7. **Recognizable Benefits.** This Agreement shall result in a recognizable and substantial benefit to the ultimate uses of the project and to the community and shall result in a higher quality of development than could be achieved under conventional zoning.
8. **Burdens and Benefits Appurtenant.** This Agreement shall run with the Property and bind the parties, their heirs, successors, and assigns. The Applicant shall record this Agreement in the office of the Livingston County Register of Deeds, at its sole cost and expense, and shall deliver a recorded copy to the Township forthwith. It is understood that the Property is subject to changes in ownership and/or control at any time, but that successors shall take their interest subject to the terms of this Agreement. In the event that the Owner of the Property shall sell, lease, ground lease, transfer, assign, mortgage, divide and/or subdivide all or any portion of the PD, the terms and conditions of this Agreement shall benefit, be enforceable by, and shall be binding on the successors in title, vendees, lessee, transferees, assignees, mortgages, and beneficiaries of divisions or subdivisions. In such event, the Agreement may continue to be binding upon the Owner of the Property, as may be applicable as a matter of law.
9. **Zoning Regulations and Obligation to Receive Other Approvals.** Except as otherwise provided herein, the Property shall remain subject to and shall be developed in compliance with all applicable regulations of the Ordinance and all other applicable state and local requirement for land development. Applicant agrees to comply with any requirements of the Township Engineering Consultant, Department of Public Works Director, Hartland Deerfield Fire Authority, and all other government agencies, as applicable.
10. **Entire Agreement.** This Agreement together with any Exhibits referenced herein, constitutes the entire agreement between the parties with respect to the subject of this Agreement.
11. **Conflicts.** In the event of conflict between the provisions of this Agreement and the provisions of another applicable ordinance, code, regulations, requirement, standard, or policy, the provisions of this Agreement shall prevail.
12. **Governing Law.** This Agreement shall be governed by, construed, and enforced in accordance with Michigan law.
13. **Joint Drafting.** No provision of this Agreement shall be construed against or interpreted to the disadvantage of one party against another party by any court or other governmental authority by reason of any determination or assertion that one party was chiefly or primarily responsible for having drafted this Agreement.

14. **Severability.** The invalidity of any provision of this Agreement shall not affect the validity of the remaining provisions, which shall remain valid and enforceable to the fullest extent permitted by law.
15. **Recording.** This Agreement shall be binding on the parties and the Property and shall be recorded with the Livingston County Register of Deeds.
16. **Counterparts.** This Agreement and any amendments to it may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one Agreement. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.
17. **Authority to Execute.** The parties each represent and state that the individuals signing this Agreement are fully authorized to execute this document and bind their respective parties to the terms and conditions contained herein.
18. **Duration.** This Agreement shall be effective as of the Effective Date and shall continue in full force and effect for the maximum duration permitted by applicable law.

PAGE INTENTIONALLY ENDS HERE

[SIGNATURES COMMENCE ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year recited above.

SIGNATURE PAGE OF TOWNSHIP

TOWNSHIP OF HARTLAND,
a Michigan municipal corporation

By: _____
Its: _____

By: _____
Its: _____

ACKNOWLEDGEMENT

STATE OF MICHIGAN)
) ss
COUNTY OF LIVINGSTON)

The foregoing Planned Development Agreement was acknowledged before me by _____, and _____, on behalf of the Township of Hartland on the _____ day of _____, 2026.

Notary Public
State of Michigan, County of _____
My Commission Expires: _____
Acting in the County of _____

Prepared by:
This instrument prepared by:
Nelson Mullins Riley & Scarborough LLP
201 17th Street NW, Suite 1700
Atlanta, Georgia 30363
PHONE: (404) 322-6126
EMAIL: andy.litvak@nelsonmullins.com
ATTN: Andrew Litvak

When recorded, return to:
Chick-fil-A, Inc.
5200 Buffington Road
Atlanta, Georgia 30349
PHONE: (404) 765-8000
EMAIL: cfalegalnotice@chick-fil-a.com
ATTN: Legal Department – Real Estate (Site #06249)

SIGNATURE PAGE OF APPLICANT

CHICK-FIL-A, INC.,
a Georgia corporation

By: _____
Name: _____
Title: _____

STATE OF GEORGIA)
) ss
COUNTY OF FULTON)

ACKNOWLEDGEMENT

The foregoing Planned Development Agreement was acknowledged before me by _____, and _____, by _____, the _____ of CHICK-FIL-A, INC., a Georgia corporation on the _____ day of _____, 2026.

Notary Public Acting in Fulton County, Georgia

My Commission Expires:

Notary Public
Acting in Fulton County, Georgia
My Commission Expires: _____

EXHIBIT "A"

PROPERTY DESCRIPTION

The Land referred to herein below is situated in the County of Livingston, State of Michigan and is described as follows:

Land situated in the Township of Hartland, County of Livingston, State of Michigan, described as follows:

Section 21 Town 3 North, Range 6 East, commencing South 1/4 corner Section 21, thence North 02° 55' 00" West 214.93 feet along North-South 1/4 line Section 21; thence North 80° 05' 11" East 1266.62 feet along N'ly Line Highland Road, thence North 02° 44' 28" West 48.38 feet to point of beginning; thence North 02° 44' 28" West, 327.04 feet; thence North 42° 15' 32" East, 76.95 feet; thence North 88° 56' 11" East, 145.63 feet to East Line of West 5 acres of Southeast 1/4 of Southeast 1/4 Section 21; thence along East line, South 02° 44' 28" East, 352.02 feet; thence South 80° 05' 11" West 201.55 feet to point of beginning,

Less and Except:

A parcel of land being a part of the Southeast 1/4 of Section 21, Town 3 North, Range 6 East, Hartland Township, Livingston County, Michigan, being more particularly described as follows: Commencing at the South 1/4 corner of Section 21, Town 3 North, Range 6 East, Hartland Township, Livingston County, Michigan; thence North 02 degrees 55 minutes 00 seconds West, 214.93 feet along the North-South 1/4 line of said Section 21; thence North 80 degrees 05 minutes 11 seconds East, 1266.61 feet along the Northerly line of Highland Road (M-59) to the point of beginning; thence North 02 degrees 44 minutes 28 seconds West, 48.38 feet; thence North 80 degrees 05 minutes 11 seconds East, 201.55 feet to the East line of the West 5 acres of the Southeast 1/4 of the Southeast 1/4 of Section 21; thence along said East line, South 02 degrees 44 minutes 28 seconds East, 48.38 feet; thence South 80 degrees 05 minutes 11 seconds West, 201.55 feet to the point of beginning.

EXHIBIT “B”
THE FINAL PLAN
[ATTACHED]

EXHIBIT "C"
THE ELEVATIONS
[ATTACHED]

EXHIBIT “D”
THE SIGNAGE PLAN
[ATTACHED]

EXHIBIT “E”
THE LANDSCAPING PLAN
[ATTACHED]



Board of Trustees

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

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

January 20, 2026

Jordan Chapman
30200 Telegraph Rd. Suite 205
Bingham Farms, MI 48025

**RE: Site Plan/Planned Development Application #26-001
Preliminary PD Site Plan for Proposed restaurant with drive-through service
(Chick-fil-A) at 10587 Highland Road**

Dear Jordan Chapman:

On December 18, 2025 the Planning Commission recommended approval of Site Plan/PD Application #26-001, the Preliminary Planned Development Site Plan for Chick-fil-A, at 10587 Highland Road. The Township Board approved Site Plan/PD Application #26-001 at their regular meeting on Tuesday, January 13, 2026.

Approval is subject to the following conditions:

1. The Preliminary PD Site Plan for Chick-fil-A, SP/PD Application #26-001, is subject to the approval of the Township Board.
2. The applicant shall address the outstanding items noted in the Planning Department's memorandum dated January 6, 2026, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.
3. Upon the issuance of a Certificate of Occupancy, the Hartland Road access drive shall be temporarily closed for thirty (30) days.
4. Any revisions to the connections to Hartland Road or Highland Road will be considered an amendment to the site plan, to be reviewed by the Planning Commission.
5. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, the Fire Code requirements, Michigan Department of Transportation (MDOT), Livingston County Road Commission (LCRC), Livingston County Drain Commission (LCDC), and all other government agencies, as applicable.

SP/PD #26-001
January 20, 2026
Page 2

If you have any questions, please contact me at (810) 632-7498.

Sincerely,



Troy Langer
Planning Director

CC: Leslie Accardo, PEA Group



Board of Trustees

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

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

RESOLUTION NO. 26-__

**RESOLUTION TO ADOPT ORDINANCE NO. _____,
ORDINANCE TO AMEND THE HARTLAND TOWNSHIP ZONING MAP**

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 pm.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by _____ and seconded by _____.

WHEREAS, the Michigan Zoning Enabling Act, as amended, authorizes a Township Board to adopt, amend, and repeal a Zoning Ordinance and/or sections within the Zoning Ordinance, and/or amend the Zoning Map, which regulate the public health, safety, and general welfare of persons and property; and

WHEREAS, the subject property currently developed as the former Big Boy Restaurant consists of one (1) tax parcel, being tax parcel 4708-21-400-062 (1.65 acres); and

WHEREAS, the current zoning of the property indicates the parcel is currently zoned in the GC (General Commercial) category; and

WHEREAS, the Hartland Township Future Land Use Map depicts the property in the Commercial category; and

WHEREAS, amending the Zoning Map, for the subject property, to the PD (Planned Development) category, based on the proposed development, as approved in Planned Development Site Plan #26-003, would be consistent with the Future Land Use Map designation; and

WHEREAS, the Township has determined that it is in the best interests of the public health, safety, and welfare to change the zoning of the subject property; and

WHEREAS, the Township Planning Commission reviewed the conceptual plan, under Site Plan Application #25-015 on August 25, 2025; and

WHEREAS, the Township Board reviewed the conceptual plan, under Site Plan Application #25-015, on September 2, 2025; and

WHEREAS, the Township Planning Commission held a public hearing for comments on the proposed Preliminary Planned Development (PD) Site Plan #26-001 on December 18, 2025, and recommended approval to the Township Board on December 18, 2025; and

WHEREAS, the Township Board approved the Preliminary PD on January 13, 2026; and

WHEREAS, the Livingston County Planning Commission recommended approval of the proposed Preliminary Planned Development (PD) Site Plan #26-001 at its January 21, 2026, regular meeting on; and

WHEREAS, the Planning Commission recommended approval of the Final PD, which will amend the Zoning Map from GC to PD at its February 12, 2026, regular meeting; and

WHEREAS, the Township approves Site Plan #26-003 Planned Development, subject to the following conditions:

1. The Final Planned Development Site Plan for Chick-fil-A Planned Development, SP/PD Application #26-003 is subject to the approval of the Township Board.
2. Final approval of Chick-fil-A Planned Development (SP/PD Application #26-003) shall require an amendment to the Zoning Ordinance to revise the zoning map and designate the subject property as PD (Planned Development). The planned development project area consists of one (1) parcel, approximately 1.65 acres in area and which is to be rezoned to PD (Planned Development), as follows:
 - a. Tax Parcel ID #4708-21-400-062 (approximately 1.65 acres in area); currently zoned GC (General Commercial)
3. The applicant shall address the outstanding items noted in the Planning Department's memorandum dated February 18, 2026, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.
4. Upon the issuance of a Certificate of Occupancy, the Hartland Road access drive shall be temporarily closed for thirty (30) days.
5. Any revisions to the connections to Hartland Road or Highland Road will be considered an amendment to the site plan, to be reviewed by the Planning Commission.

6. All planned development and easement documents shall be in a recordable format and shall comply with the requirements of the Township Attorney.
7. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, the Fire Code requirements, Michigan Department of Transportation (MDOT), Livingston County Road Commission (LCRC), Livingston County Drain Commission (LCDC), and all other government agencies, as applicable.

WHEREAS, the Township Board has determined that amending the Zoning Map, as presented, is in the best interest of the public health, safety, and welfare of the Township residents.

NOW THEREFORE, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows:

1. The Ordinance attached at Exhibit A, (“Ordinance”), Ordinance No. _____, Ordinance to Amend the Township Zoning Map, as outlined in Ordinance ____.
2. The Ordinance shall be filed with the Township Clerk.
3. The Township Clerk shall publish the Ordinance, or a summary of the Ordinance, in a newspaper of general circulation in the Township as required by law.
4. Any resolution inconsistent with this Resolution is repealed, but only to the extent necessary to give this Resolution full force and effect.

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

YEAS: _____

NAYS: _____

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 Board of said Township at a regular meeting held on the ___ day of _____, 2026.

Larry N. Ciofu, Hartland Township Clerk

EXHIBIT A

**HARTLAND TOWNSHIP BOARD OF TRUSTEES
LIVINGSTON COUNTY, MICHIGAN
ZONING MAP AMENDMENT NO. 26-003**

THE TOWNSHIP OF HARTLAND ORDAINS:

Section 1. Amendment of Township Zoning Map. Amend the Zoning Map from GC (General Commercial) to PD (Planned Development) for Tax Parcel Number 4708-21-400-062, which consists of approximately 1.65 acres, located north of Highland Road and east of Hartland Road in Section 21 of Hartland Township.

Section 2. Validity and Severability. Should any portion of this Ordinance be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Section 3. Repealer Clause. Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4: Effective Date. This Ordinance shall become effective immediately following publication.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Dryden-Hogan, Finance Director

Subject: Pfeffer, Hanniford & Palka, CPAs Audit Contract 3-Year Renewal

Date: February 18, 2026

Recommended Action

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

Discussion

Pfeffer, Hanniford & Palka, CPAs most current contract runs through the upcoming audit of Fiscal Year 2026. Their annual audit rate has been unchanged at \$19,000 since FY2017, 10 years ago. They have recently updated their audit fees to reflect their increased costs across all clients, including Hartland Township. Their new rates are:

- FY2027 – \$30,000
- FY2028 – \$32,500
- FY2029 – \$35,000

These rates are competitive with other CPA firms performing local government audits. Staff recommends continuing the audit relationship with PHP with the stated increases.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

PHP 3-year audit contract FY27, FY28, FY29

HARTLAND TOWNSHIP

FISCAL YEARS 2027, 2028, AND 2029

PFEFFER, HANNIFORD & PALKA, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and **HARTLAND TOWNSHIP**, a municipal corporation, of the State of Michigan (hereinafter referred to as **(TOWNSHIP)**) contract on this _____ day of _____ 2025, as follows:

1. For the fiscal years ending March 31, 2027, 2028 and 2029, the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts and spends \$750,000 or more in federal funds in one fiscal year, the Township may be required to have a Uniform Guidance Single Audit conducted in accordance with Government Auditing Standards and (or) in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Pfeffer, Hanniford & Palka will request the assistance of another CPA firm to conduct the Uniform Guidance Single Audit which will be billed separately by the second CPA firm. Pfeffer, Hanniford & Palka will work with the second CPA firm in conducting the Uniform Guidance Single Audit as well as assist the Township with the additional procedures which will be required under the Uniform Guidance Single Audit. Pfeffer, Hanniford & Palka will still conduct a General Purpose Financial Statement Audit in accordance with generally accepted auditing standards.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the Certified Public Accountant's reports issued not later than six (6) months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The audit fee for the years ended March 31, 2027, 2028 and 2029 will be \$30,000, \$32,500 and \$35,000 respectively. Additional services outside the scope of the audit will be billed at \$140 per hour.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

HARTLAND TOWNSHIP

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: 2026 Water Rate Study, FY27 and FY28 Water Budgets and Bonding Schedule

Date: February 19, 2026

Recommended Action

No action is required at this time. For discussion purposes.

Discussion

As discussed in previous board meetings the Township has contracted with MFCI to perform a water rate study for the current water system, knowing the improvements that need to be made now and in the future. Steven Burke from MFCI will be presenting the 2026 Water Rate Study forecasting the new commodity rates as well as what funds will be needed to cover the debt service for the system over the next 5 years.

In conjunction with this study, staff have also engaged with Dickinson Wright and Eric McGlothlin as bond counsel for the proposed bonds to fund the upcoming improvements. Eric will be joining us to explain the LTGO Water Bonding Schedule.

Finally, Manager Luce will be presenting the FY26/27 Water Fund Budget.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

MFCI 2026 Water Rate Study
LTGO Water Bonding Schedule
FY27 and FY28 Water Budgets



Water Supply System

Administration, Operations, Maintenance, and Repair (OM&R), Debt Service, and Capital Expenditures Rate Study

February 19, 2026

February 19, 2026

Susan Dryden-Hogan
Finance Director
Township of Hartland
Hartland Township Hall
2655 Clark Road
Hartland, Michigan 48353

Re: Township of Hartland
Water Supply System Rate Study

Dear Ms. Dryden-Hogan:

Thank you for providing MFCI with the opportunity to work with the Township of Hartland (the “Township”) to perform a rate study analysis of the Township’s Water Supply System (the “System”), specifically to the costs related to administration, operations, maintenance, and repair (OM&R) of the System, plus debt service, and capital expenditure costs. The goal of the rate study is to assist the Township’s decision-makers in ensuring the System is self-supporting and that System rates and charges meet the Township’s current and future operations, maintenance, and capital needs. The Township can use this tool to help set rates and charges in the Water Fund (the “Fund”) for the Township’s fiscal year 2027 and estimate rates and charges for future fiscal years.

The rate study provides a snapshot in time based on current assumptions. Rate studies are inherently subject to estimates, assumptions, and forecasts that may change or be incorrect. While MFCI relied on data and documents provided by the Township to perform its analysis, the Township’s assumptions and expectations of the System and Fund may change or evolve as new data becomes available. The Township should continue to monitor System and Fund performance and adjust its projections as necessary. MFCI does not provide any assurance regarding the actual results of the Fund. The Township should seek legal counsel as to the implementation of any advice provided in this rate study.

MFCI is available to discuss the results of this study at any time in the future with the Township.

Sincerely,

MFCI, LLC



Steven Burke, CFA
President

CC:

Warren M. Creamer, MFCI, LLC
Stacey Mills, MFCI, LLC
Karen J. Attardo, MFCI, LLC

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Executive Summary

Hartland Township (the “Township” or “Hartland”) engaged MFCI, LLC (“MFCI”) to evaluate the rate increases required to support the Township’s upcoming Water Supply System (the “System”) capital improvement program. This summary presents the key findings and analysis from the full rate study in a concise format.

Bottom Line – Key Findings

The Township’s current water rates have not changed since FY 2023 and are not sufficient to fund the System’s future operations, planned capital improvements, and anticipated new debt service. Rate increases beginning in FY 2027 are required to maintain the financial stability of the System.

System at a Glance

Customers Served	2,120 Residential Equivalent Units (REUs) (FY 2026) / 859 meters
System Built	Approximately 2001
Infrastructure	3 wells, treatment plant, 25 miles of mains, 1 storage tank
FY 2026 Operating Budget	\$929,240
FY 2026 Total Budgeted Revenue	\$1,013,890
REU Growth (FY 2025–2026)	9.8% increase in REUs

Why Rates Need to Change

Three factors are driving the need for rate adjustments:

1. Major Capital Investments Are Required

The Township’s water system was built around 2001 and needs reinvestment to remain compliant with Michigan drinking water regulations. Over the next several years, the Township plans to invest approximately \$14.1 million in capital improvements, including plant filter construction and improvements, a new water tower, water main extensions along M-59, a pressure relief valve, and future projects, including a third filter system and a new supply well.

2. Proposed Bond Issuance

To fund these projects, the Township anticipates issuing approximately \$10.5 million in bonds in two bond issuances over the next two years. These bonds will carry estimated annual debt service payments of over \$700,000 by FY 2031.

3. Current Revenue is not Enough to Afford the Required Projects

At current rates, the water system generates approximately \$1,014,000 in total revenue, with about \$929,000 in operating expenses, leaving about \$85,000 in operating income. This is far short of what is needed to service the new debt, fund reserves, and cover future capital costs. Without rate adjustments, the System cannot afford the proposed capital improvement projects.

Rate Context: Hartland’s Rates Are Currently Among the Lowest in the Region

At \$39.89 per month for the average customer (based on 8,000 gallons of usage per month), Hartland’s total water bill is the second lowest among 13 comparable Michigan communities surveyed. Additionally, Hartland’s bill falls below the 25th percentile nationally. The proposed rate adjustments will bring Hartland more in line with regional peers while funding critical infrastructure.

Proposed Rate Changes

The Township’s water bill has two components: a Ready-to-Serve (RTS) charge, a fixed quarterly fee per Residential Equivalent Unit (REU), and a Commodity charge based on actual water usage, measured in 1,000 gallons.

Proposed Five-Year Rate Track

	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Quarterly RTS Fee	\$86.08	\$88.66	\$91.32	\$94.06	\$96.88
RTS Year-over-Year Change	0%	3%	3%	3%	3%
Commodity Fee (per 1,000 gal.)	\$4.50	\$4.95	\$5.45	\$5.99	\$6.59
Commodity Year-over-Year Change	221%	10%	10%	10%	10%

Why Does the Commodity Fee Increase So Much in Year One?

Hartland’s commodity rate of \$1.40 per 1,000 gallons is at the 3rd percentile nationally, meaning about 97% of water systems charge more per 1,000 gallons. The Township needs about \$700,000 in additional revenue per year over the next five years to service the proposed bonds. The proposed increase to \$4.50 per 1,000 gallons brings the commodity charge closer to national and regional averages while generating the revenue needed for debt service and capital improvements. After FY 2027, increases are a more modest 10% annually.

What This Means for a Typical Customer

The table below shows the impact on quarterly bills across usage levels, comparing current FY 2026 rates with proposed FY 2027 rates.

Quarterly Usage	Current Bill	Proposed Bill	Change
18,000 gallons	\$111.28	\$167.08	+\$55.80 (+50%)
20,000 gallons	\$114.08	\$176.08	+\$62.00 (+54%)
22,000 gallons	\$116.88	\$185.08	+\$68.20 (+58%)
24,000 gallons	\$119.68	\$194.08	+\$74.40 (+62%)

Even after these adjustments, Hartland’s quarterly water bill would remain competitive with most surveyed Michigan communities. For example, at 24,000 gallons per quarter, the proposed \$194.08 bill compares favorably with other local communities, such as Fenton (\$266), Lapeer (\$249), Holly (\$244), and Howell (\$215).

Five-Year Financial Outlook

The table below summarizes the projected financial performance of the water system under the proposed rate structure.

	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Total Revenue	\$1,369,055	\$1,505,175	\$1,634,828	\$1,759,947	\$1,880,322
Operating Expenses	917,918	945,456	973,819	1,003,034	1,033,125
Debt Service	116,667	459,744	593,175	640,047	733,628
Debt Coverage Ratio	3.87x	1.22x	1.11x	1.18x	1.15x
Estimated Cash Balance	\$3,194,363	\$3,591,179	\$1,844,669	\$647,195	\$818,924

Key Observations

- Revenue is projected to grow from \$1.37 million in FY 2027 to \$1.88 million by FY 2031, driven by rate increases and conservative customer growth estimates.
- The Township’s cash balances are projected to decline significantly in FY 2030 as the Township completes capital projects and spends bond proceeds in line with current REU growth projections. The FY 2030 projected balance of \$647,000 falls below the study’s minimum reserve of approximately \$1.2 million. However, the Township retains the flexibility to delay some future capital projects based on system needs and the actual number of new REUs sold. The Board should monitor this closely and adjust based on the System’s actual results.
- Debt service coverage ratios remain above 1.10x over the study period, which is the minimum target to accommodate annual consumption variations.
- Customer growth has been included based on conservative Township projections and helps offset rate increases. If growth exceeds current projections, future rate increases could be moderated. However, if growth is lower than current projections, the Board may consider delaying the timing of future capital improvement projects.

Next Steps for Hartland Township

1. Consider the Proposed Rate Change for FY 2027

A significant rate increase for FY2027 is the most substantial adjustment and is required to generate enough revenue to service the upcoming debt and capital improvements.

2. Commit to Annual Rate Reviews

The Township should establish a practice of reviewing and adjusting water rates annually based on actual results. The Township’s user base is growing, and additional growth may allow for smaller increases going forward. The annual reviews allow the Board to respond to changes in growth, inflation, costs, and project timing.

3. Monitor Cash Reserves and Debt Coverage

The Township should track the System’s cash balance against the \$1.2–\$2.0 million target range. The projected decline in the cash balance in FY 2030 is a known concern. The Township should also monitor the debt service coverage ratio annually to ensure coverage of 1.10x to 1.25x, providing a financial cushion for the System. If actual System water sales results track below projections, the Board should be prepared to accelerate rate adjustments or adjust capital project timing.

4. Communicate with Customers

The Township should proactively inform customers about the rate change and look for any users with outlying usage patterns that may indicate a meter problem or water leak. Hartland’s rates have been among the lowest in the region, and now infrastructure investments are necessary for continued reliable service.

Hartland Township Water System Rate Study

Important Disclaimer

This rate study provides a snapshot in time based on current assumptions. Projections are subject to estimates, assumptions, and forecasts that may change. The Township should seek legal counsel on implementing rate changes and continue working with financial advisors to finalize specific rate schedules before bond issuance. MFCI does not provide any assurance regarding the Water Fund's actual results.

1. Introduction

MFCI has prepared this Water Rate Study for the Hartland Township Water System to evaluate the financial requirements necessary to support the System’s operations, maintenance, capital improvements, and debt service obligations over a five-year planning period from fiscal year 2027 through 2031.

The Township has provided several documents to MFCI to assist with the rate study, including the Township’s audited financial statements, budgets, Fiscal Year (“FY”) 2025-2028+ Capital Improvements Plan, and operational data of the System. MFCI relied on the data contained in these documents to perform its analysis.

2. Purpose and Objectives

The purpose of this rate study is to determine whether the Township’s current water rates are sufficient to support the ongoing operation, maintenance, and capital improvements of the Township’s Water Supply System.

This analysis provides a financial framework to guide the Township’s rate decision for FY 2027 and projects rates over the next five years.

3. Key Findings

After reviewing the Township’s operating model, capital plans, debt obligations, and projected growth, several key conclusions emerged.

3.1 Current Rates Are Not Enough to Support Future Needs

The Township’s existing water rates do not generate enough revenue to cover operating costs, upcoming major capital improvements, and future debt service payments. Without adjustments, cash reserves would decline, and the System would not remain financially stable.

Over the next several years, the Township plans to invest about \$14.1 million in System improvements. These projects are necessary to meet the regulatory flow requirements of the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) and to support the continued operation of the System. A portion of this capital will be funded through bonds, which will require the Township to make significant debt service payments compared to existing System revenues.

3.2 Rate Adjustments Are Necessary Beginning in FY 2027

To meet operating costs, support capital projects, and afford the projected debt service, water rates will need to increase beginning in FY 2027. While the initial adjustment is significant, delaying changes would result in even larger increases later and greater financial risk to the Township.

3.3 Reserves Must Be Maintained for Stability

Cash reserve balances are required to manage emergencies, unexpected repairs, and revenue fluctuations. The proposed rate changes help to maintain reserve levels to protect the System and the Township’s financials.

The Township’s water system is in good condition and well-managed. However, upcoming capital improvements and increased debt service require updates to the current rate structure to ensure the System remains reliable, financially stable, and self-supporting.

4. Study Methodology

4.1 Principle and Guidelines

This rate study follows the principles and guidelines established in the American Water Works Association (AWWA) M1 Manual, *Principles of Water Rates, Fees, and Charges*. The methodology employed includes:

- Analysis of historical and projected water consumption patterns
- Review of current and projected operating expenses
- Assessment of capital improvement needs and financing strategies
- Evaluation of debt service requirements and coverage ratios
- Determination of appropriate cash reserve levels
- Development of rate structures that ensure financial sustainability

4.2 Planning Period

This study analyzes the financial requirements of the water system for a five-year period from fiscal year 2027 through fiscal year 2031. This planning horizon enables adequate assessment of long-term capital needs, debt service obligations, and rate trajectories, while providing flexibility to respond to changing conditions.

4.3 Data Sources

All data included in this study is sourced from the Township unless otherwise noted.

5. System Overview

5.1 Description

Hartland Township operates a municipal water system that provides safe, reliable drinking water to residential and commercial customers within the service area. The System consists of groundwater wells, treatment facilities, storage infrastructure, and an extensive distribution network. To ensure the continued delivery of high-quality water service, the Township must maintain adequate financial resources to support operations, ongoing maintenance, system improvements, and debt obligations.

5.2 Customer Base

The Hartland Township water system serves a diverse customer base measured in Residential Equivalent Units (“REU”). One REU represents the typical water consumption of a single-family residential customer. Larger meters serving multi-family residential, commercial, and industrial customers are assigned multiple REUs based on an established REU conversion table that reflects the users’ relative demand on the System.

Table 1: Historical Customer Base (REUs)

REU Type	Fiscal Year Ending March 31,							
	2023		2024		2025		2026	
Residential	868.90	45.19%	885.80	45.91%	885.80	45.91%	988.00	46.61%
Commercial	1,053.89	54.81%	1,043.46	54.09%	1,043.46	54.09%	1,131.63	53.39%
Total	1,922.79	100.00%	1,929.26	100.00%	1,929.26	100.00%	2,119.63	100.00%

The System experienced approximately 9.8% growth in total REUs from FY 2025 to FY 2026. This growth reflects ongoing economic development within the Township, primarily driven by residential and multi-family construction.

5.3 REU Growth Projections

The Township provided the REU growth projections below based on an analysis of ongoing and proposed development projects approved by the Township Board. This analysis does not include projects in various planning stages that the Township Board has not yet approved. These proposed projects could total more than 300 additional REUs over the next 5 years, but the timing and scope of these projects have not yet been finalized.

Table 2: REU Projections

	Fiscal Year Ending March 31,				
	2027	2028	2029	2030	2031
REUs - Beginning of FY	2,120	2,223	2,295	2,343	2,368
Net New REU Connections	103	72	48	25	25
REUs - End of FY	2,223	2,295	2,343	2,368	2,393
REU Growth	4.87%	3.26%	2.07%	1.07%	1.06%

Key Observation: Customer growth has been included based on Township projections and helps offset rate increases. If growth exceeds current projections, future rate increases could be moderated. However, if growth is lower than current projections, the Board may consider delaying the timing of future capital improvement projects.

6. Current Rate Structure

6.1 Rate Components

The Hartland Township water system employs a two-part rate structure consisting of:

Ready-to-Serve Charge: A quarterly fixed charge of \$86.08 per REU that recovers costs associated with maintaining the System’s capacity to serve customers, including debt service, fixed operating expenses, and capital reserves. This charge is billed regardless of consumption and ensures that customers contribute to the fixed costs of system operations proportional to their demand on system capacity.

Commodity Charge: A volumetric charge of \$1.40 per 1,000 gallons of water consumed. This charge recovers the variable costs of water production and delivery, including energy for pumping, chemicals for treatment, and other consumption-related expenses.

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6.2 Historical Rates

The Township transitioned to the current REU-based rate structure in fiscal year 2023. Prior to that change, the System charged a quarterly ready-to-serve fee based on meter size rather than REUs. The rate history is summarized below:

Table 3: Historical Water Rates

Charge Type	Fiscal Year Ending March 31,				
	2022	2023	2024	2025	2026
Quarterly Water Usage Charge ⁽¹⁾	N/A ⁽³⁾	\$86.08	\$86.08	\$86.08	\$86.08
Commodity Charge ⁽²⁾	\$2.37	\$1.40	\$1.40	\$1.40	\$1.40

⁽¹⁾ Ready to Serve charge per REU

⁽²⁾ Per 1,000 Gallons

⁽³⁾ Prior to the fiscal year ended March 31, 2023, the Township charged a quarterly ready-to-serve charge by meter size rather than a quarterly water service charge by REU.

6.3 Water Rate Comparison- National and Local

To provide context for Hartland Township’s rates, a comparison with national survey data is shown below. Based on a 2025 national survey of water rates, median monthly fees for service based on 8,000 gallons of consumption are as follows:

Table 4: Rate Comparison to National Survey Data

	25%	Median	75%	Max	Average	Hartland
Total Monthly Fees (based on 8,000 gallons)	\$41.36	\$54.32	\$71.84	\$210.58	\$60.77	\$39.89
Monthly RTS Fee	\$11.65	\$16.50	\$26.48	\$107.08	\$20.50	\$28.69
Commodity Fee - per 1,000 gallons	\$2.93	\$4.40	\$6.44	\$18.17	\$5.03	\$1.40

The Township’s quarterly RTS fee, expressed as a monthly figure of \$28.69, is slightly above the 75th percentile versus the national levels. However, the Township’s Commodity fee of \$1.40 is near the bottom of all communities surveyed. Based on 8,000 gallons of monthly usage, the Township’s total monthly water fees of \$39.89, place the Township below the 25th percentile versus the national levels.

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Other selected local unit data as of December 2025 are shown in the table below.

Table 5: Local Michigan Residential Bill Survey Water Rate Comparison as of December 1, 2025

Local Unit	Commodity - Water	RTS - Water	Avg Monthly Water Bill (8,000 Gal.)	Avg Quarterly Water Bill (24,000 Gal.)
Fenton	\$8.20	\$23.20	\$88.80	\$266.40
Lapeer	\$9.35	\$8.08	\$82.88	\$248.64
Holly	\$8.50	\$13.25	\$81.25	\$243.75
Howell	\$6.80	\$17.38	\$71.78	\$215.34
Frankenmuth	\$5.62	\$26.79	\$71.75	\$215.25
Linden	\$7.25	\$9.42	\$67.42	\$202.26
Brighton	\$7.20	\$0.00	\$57.60	\$172.80
Chelsea	\$6.44	\$5.76	\$57.28	\$171.84
Dexter	\$4.89	\$10.86	\$49.98	\$149.94
Milan	\$5.22	\$4.83	\$46.59	\$139.78
Milford	\$4.05	\$13.17	\$45.57	\$136.71
Hartland	\$1.40	\$28.69	\$39.89	\$119.67
South Lyon	\$3.79	\$3.15	\$33.47	\$100.42

7. Operating Budget and Expenses

7.1 Operating Expense Categories

The annual operating budget for the water system covers the full range of costs required to operate and maintain it safely and reliably. Key expense categories include:

- **Personnel Costs:** Salaries, wages, and employee benefits for operations, maintenance, and administrative staff
- **Utilities:** Electricity for pumping and treatment, natural gas for facilities
- **Treatment Chemicals:** Chlorine, fluoride, and other chemicals required for water treatment
- **Maintenance and Repairs:** Routine and preventive maintenance, equipment repairs, vehicle maintenance
- **Professional Services:** Engineering, legal, accounting, consulting services
- **Testing and Monitoring:** Water quality testing, regulatory compliance monitoring
- **Administrative Costs:** Billing, customer service, insurance, office supplies

7.2 Budget and Expense Projections

For FY 2026, the Township has budgeted approximately \$929,240 in operating expenses for the water system. This represents the baseline for operating cost projections over the planning period. Operating expenses are projected to increase at a modest annual rate to account for:

- General inflation affecting labor, materials, and services
- Incremental costs associated with system growth and expanded service area
- Evolving regulatory requirements and compliance costs
- Aging infrastructure requiring increased maintenance attention

Prudent financial management requires that operating revenues consistently exceed operating expenses to maintain financial stability and build reserves for future needs. The rate structure must generate sufficient

revenue to cover these ongoing costs while also supporting capital investment and debt service.

Best Practice: The Township should consider applying a minimum annual rate increase equal to at least the inflationary costs realized by the System.

8. Capital Improvement Program

8.1 Planning Process

The Township’s FY 2026-2028 Capital Improvement Plan (“CIP”) was created by the Township with the help of the Township’s Civil Engineer. The CIP provides estimated capital expenditures and funding sources for the next three fiscal years, along with a projection for the future. The CIP contains a summary of the Township’s currently known capital projects, including capital projects within the Township’s Water Distribution System. However, the CIP does not forecast unexpected or additional capital projects. While the System is generally understood to be in good condition with good annual maintenance practices, unexpected circumstances may arise that require additional capital expenditures not anticipated by the CIP.

8.2 Major Projects

The following table summarizes the CIP as it relates to the System.

Table 6: Capital Improvement Program (FY 2026-2028 and Future)

Project	Funding Source	Fiscal Year Ending March 31,			
		2026	2027	2028	Future
Plant Filter Design	Water Fund	\$155,782			
Filter Construction	Water Fund	\$682,988			
Plant Improvements	2026 Bond		\$2,019,092		
M-59 Water Main Extension	2026 Bond		\$2,013,328		
Pressure Relief Valve	2026 Bond		\$539,000		
Water Tower	2027 Bond			\$3,806,000	
Water Main Ext. to Tower	2027 Bond			\$1,521,622	
Plant Third Filter	TBD				\$1,974,866
New Well	TBD				\$1,372,500
Total Capital Projects		\$838,770	\$4,571,420	\$5,327,622	\$3,347,366
Funding Source - Cash		\$838,770			
Funding Source - Bonds			\$4,571,420	\$5,327,622	
Funding Source - TBD					\$3,347,366

8.3 Financing Strategy

The Township expects to finance the capital improvement program through a balanced approach utilizing both cash reserves and bond financing. Current projects in FY 2026 (\$838,770) will be cash-funded from water system reserves, demonstrating the Township’s commitment to pay-as-you-go financing where feasible.

Larger projects in FY 2027 and FY 2028 will be financed through two bond issuances:

- 2026 Bond Issue: Approximately \$5.0 million to fund FY 2027 and 2028 projects
- 2027 Bond Issue: Approximately \$5.5 million to fund FY 2028 and future projects

This financing strategy spreads the cost of major infrastructure improvements over the useful life of the assets, ensuring customer equity by having future beneficiaries contribute to the cost of long-lived infrastructure they will utilize.

9. Debt Service Analysis

9.1 Proposed Bond Issues

The System is estimated to require approximately \$10,500,000 in bonds to complete the proposed capital projects while maintaining the System’s cash balance above minimum levels (see below). If the budgeted and estimated connection fees differ materially, the Township may need to adjust the debt issuance plans up or down accordingly. The following table is the estimated debt service based on current rates.

Table 7: Estimated debt service on Proposed Bonds

Fiscal Year Ending March 31,	Est. \$5,000,000 2026 Capital Improvement Bonds (Water) †	Est. \$5,500,000 2027 Capital Improvement Bonds (Water) †	Total Debt Service
2026	\$ -	\$ -	\$ -
2027	116,667	-	116,667
2028	327,400	132,344	459,744
2029	366,300	226,875	593,175
2030	369,100	270,947	640,047
2031	366,600	367,028	733,628
2032	368,800	370,841	739,641
2033	365,700	369,344	735,044
2034	367,300	367,641	734,941
2035	368,500	365,731	734,231
2036	364,400	368,513	732,913
2037	365,000	365,984	730,984
2038	365,200	368,147	733,347
2039	365,000	365,000	730,000
2040	364,400	366,544	730,944
2041	363,400	367,675	731,075
2042	366,900	368,394	735,294
2043	364,900	368,700	733,600
2044	362,500	368,594	731,094
2045	364,600	368,075	732,675
2046	366,100	367,144	733,244
2047	362,100	365,800	727,900
2048	-	364,044	364,044
2049	-	366,772	366,772
2050	-	363,984	363,984
2051	-	365,681	365,681
2052	-	366,759	366,759
2053	-	362,322	362,322
Total	\$ 7,390,867	\$ 9,068,883	\$ 16,459,750

† Preliminary, subject to change.

9.2 Debt Service Coverage

Sound financial management practices require that water system revenues provide adequate coverage of debt service obligations. A debt service coverage ratio of 1.10 to 1.25 is commonly targeted, meaning that net revenues (revenues less operating expenses) should equal at least 110% to 125% of annual debt service payments. This coverage provides the System with a financial cushion due to the inherent variation in water usage. See Appendix A for the System’s estimated cash flow analysis.

Key Observation: Debt service coverage ratios remain above 1.10x over the study period, which is the minimum target to accommodate consumption variability.

Best Practice: The Township should consider targeting a debt service coverage ratio of 1.10 to 1.25 or at least 110% to 125% of annual debt service payments to provide a financial cushion for the System.

The rate study has been structured to target estimated revenues that will meet or exceed the required debt service coverage ratio throughout the planning period, even as debt service obligations increase with the issuance of the second bond. Meeting coverage requirements while maintaining appropriate cash reserves is a primary driver of the rate analysis presented in this study.

10. Cash Reserve Requirements

10.1 Purpose of Reserves

Maintaining adequate cash reserves is essential for the financial health and operational reliability of the water system. Reserves serve multiple critical functions:

- **Operating Continuity:** Provide working capital to manage cash flow timing differences between revenue collection and expense payments
- **Emergency Response:** Enable rapid response to infrastructure failures, natural disasters, or other unforeseen events without interrupting service
- **Debt Service Security:** Ensure timely payment of debt obligations even during periods of revenue shortfall
- **Rate Stabilization:** Smooth rate increases by buffering against unexpected cost increases or revenue fluctuations
- **Capital Investment:** Fund smaller capital projects on a pay-as-you-go basis, reducing borrowing costs

10.2 Targeted Cash Balance Range

Based on these amounts, the Township’s cash balance target would be a low to high-end range based on the buildup for the following components:

Days of Operating Capital: Based on FY 2026 budgeted operating expenses of \$929,240, this component provides 90 to 150 days of cash to cover routine operating needs. This range (\$232,310 to \$387,183) ensures adequate working capital for day-to-day operations.

Annual Debt Service: Based on the average annual debt service from FY 2027 through FY 2034 (\$594,111), this component maintains reserves equal to one to one and one-quarter times annual debt service (\$594,111 to \$742,639). This ensures the ability to meet bond obligations even during revenue disruptions.

Emergency Reserve: Based on the FY 2025 net investment in capital assets (\$7,641,296), this component maintains 2% to 5% of estimated asset value (\$152,826 to \$382,065) for unexpected infrastructure repairs,

equipment failures, or disaster response.

Cash Funded Future Capital Projects: Based on the FY 2026 as a proxy for future capital expenditures, cash-funded capital projects (\$495,470), this component maintains 50% to 100% of near-term capital needs (\$247,735 to \$495,470) to fund smaller projects without borrowing.

Table 8: Targeted Cash Balance

Criteria	Base	Low End		High End	
Days of Operating Capital ⁽¹⁾	\$929,240	90 Days	\$232,310	150 Days	\$387,183
Annual Debt Service ⁽²⁾	\$594,111	100%	\$594,111	125%	\$742,639
Emergency Reserve ⁽³⁾	\$7,641,296	2.00%	\$152,826	5.00%	\$382,065
Cash Funded Future Capital ⁽⁴⁾	\$495,470	50.00%	\$247,735	100.00%	\$495,470
Total Cash on Hand Required:			\$1,226,982		\$2,007,357

- (1) FY 2026 budgeted operating expenses.
- (2) FY 2027-2034 average debt service.
- (3) FY 2025 net investment in capital assets.
- (4) FY 2026 capital projects.

10.3 Cash Reserve Targets

The study establishes a target cash reserve range of about \$1.20 million to \$2.00 million, based on operating capital needs, debt service, emergency reserves, and near-term pay-go capital. Maintaining reserves within this range protects the System against unexpected costs and ensures the Township can meet its bond obligations under all conditions.

Key Finding: Cash reserve balances are required to manage emergencies, unexpected repairs, and revenue fluctuations. The proposed rate changes help to maintain reserve levels to protect the System and the Township’s financials.

The Township’s water system is in good condition and well-managed. However, upcoming capital improvements and increased debt service require updates to the current rate structure to ensure the System remains reliable, financially stable, and self-supporting.

11. Revenue Requirements and Rate Recommendations

11.1 Revenue Requirement Methodology

The revenue requirement represents the total annual revenue needed from water rates and charges to meet all financial obligations of the System.

This approach ensures that rates generate sufficient revenue to:

- Cover all operation, maintenance, and repair costs
- Meet debt service obligations with debt service coverage
- Maintain sufficient cash reserves
- Fund capital improvements on a pay-as-you-go basis where feasible

11.2 Financial Projections

The five-year financial projections below incorporate the following assumptions:

- Operating expenses increase 3% annually to account for inflation
- New REU connections (new and existing REUs first connection to water service from the System) are estimated based on Township projections.
- Future REU estimates reflect only projects that are under construction or have been approved by the Township. *Note: The Township has other projects in preliminary planning stages that may result in significant REU purchases and future System users. These have not been factored into the analysis as the timing and number of REUs are unknown.*
- Water consumption remains relatively stable on a per-REU basis
- Debt service follows the schedule presented in Table 6
- Cash reserves are built toward the target range over the initial years of the planning period

Key Observation: Revenue is projected to grow from \$1.37 million in FY 2027 to \$1.88 million by FY 2031, driven by rate increases and conservative customer growth estimates.

Key Finding: The Township’s existing water rates do not generate enough revenue to cover operating costs, upcoming major capital improvements, and future debt service payments. Without adjustments, cash reserves would decline, and the System would not remain financially stable.

Over the next several years, the Township plans to invest about \$14.1 million in System improvements. These projects are necessary to meet Michigan EGLE regulatory flow requirements and to support the continued operation of the System. A portion of this capital will be funded through bonds, requiring the Township to make significant debt service payments relative to the System’s existing revenue.

11.3 Proposed Rate Adjustments

The updated System rates will need to fund the proposed debt service, provide at least 1.10x debt service coverage, and continue to fund operations and maintenance on the System.

Key Finding: To cover operating costs, fund capital projects, and afford projected debt service, water rates will need to increase beginning in FY 2027. While the initial adjustment is significant, delaying changes would result in even larger increases later and greater financial risk to the Township.

The following table outlines a proposed RTS and Commodity Fee track to fund the System.

Table 9: Proposed RTS and Commodity Fee Track

	Fiscal Year Ending March 31,				
	2027	2028	2029	2030	2031
Ready to Serve Fee	\$86.08	\$88.66	\$91.32	\$94.06	\$96.88
Commodity Fee (Per 1,000 Gal.)	\$4.50	\$4.95	\$5.45	\$5.99	\$6.59
<i>Fee Increase - Year over Year:</i>					
Ready to Serve Fee	0%	3%	3%	3%	3%
Commodity Fee (Per 1,000 Gal.)	221%	10%	10%	10%	10%

11.4 Customer Impact Analysis

To illustrate the impact of potential rate adjustments, the following analysis examines bills for typical residential customers at various consumption levels. The examples shown use current FY 2026 rates as the baseline:

Table 10: Proposed RTS and Commodity Fee Impact

Quarterly Usage	Current Bill	Proposed Bill	Change
18,000 gallons	\$111.28	\$167.08	+\$55.80 (+50%)
20,000 gallons	\$114.08	\$176.08	+\$62.00 (+54%)
22,000 gallons	\$116.88	\$185.08	+\$68.20 (+58%)
24,000 gallons	\$119.68	\$194.08	+\$74.40 (+62%)

(1) Per 1,000 gallons of water usage.

11.5 Summary Financial Model

The table below summarizes the information contained in Appendix A – Operating Cash Flow and Debt Service Coverage.

Table 11: Estimated Operating Cash Flow and Debt Service Coverage

FY Ending March 31,	Total Revenues	Total Expenses	Operating Income	Debt Service	Debt Coverage Ratio	Capital Projects	Conn. Fees	Bond Issues	Change in Cash	Est. Cash Balance
2026 ⁽¹⁾	\$1,013,890	\$ 929,240	\$ 84,650	\$ -	N/A	\$ 838,770	\$ 34,149	\$ -	\$ (719,971)	\$2,373,153
2027 ⁽²⁾	1,369,055	917,918	451,137	116,667	3.87x	4,571,420	58,160	5,000,000	821,210	3,194,363
2028 ⁽³⁾	1,505,175	945,456	559,720	459,744	1.22x	5,327,622	124,462	5,500,000	396,816	3,591,179
2029 ⁽³⁾	1,634,828	973,819	661,009	593,175	1.11x	1,974,866	160,522	-	(1,746,510)	1,844,669
2030 ⁽³⁾	1,759,947	1,003,034	756,913	640,047	1.18x	1,372,500	58,160	-	(1,197,474)	647,195
2031 ⁽³⁾	1,880,322	1,033,125	847,197	733,628	1.15x	-	58,160	-	171,729	818,924

(1) 2026 Township budget.

(2) Township projected total expenses, model projected total revenue, debt service, and connection fees.

(3) Model projected data for total expenses, projected total revenue, debt service, and connection fees.

11.6 Annual Adjustments Required

The Township will be required to adjust the Water System Fees annually based on changes in assumptions, expenses, REUs, consumption, and other factors. For example, if new development in the Township continues, and the number of REUs increases beyond the model, the Township may be able to lower the annual increase in fees. However, if REU growth is lower than anticipated or expenses trend higher than estimated, the Township may be required to increase fees above those modeled. The Township may see a change in customer behavior due to rising commodity rates. Customers may use less water as a result of the higher cost. This could require the Township to adjust the RTS and/or the Commodity fee to offset the quarterly loss of water sales.

Best Practice: Establish a practice of regular, smaller annual rate adjustments rather than infrequent large increases. This approach improves predictability for customers and maintains better alignment between revenues and costs.

Appendix A - Operating Cash Flow and Debt Service Coverage

The following is the historical and projected operating cash flow and debt service coverage of the System for the fiscal years ended or ending March 31, 2023, through 2031. In calculating the projected debt service coverage, the Township utilized its budget for the fiscal year ending March 31, 2026, and, other than assumed increases in operating expenditures and interest income to gauge anticipated rate increases, made no attempt to project any change in financial operations from those results.

The following projections and assumptions are subject in all respects to unforeseen forces and events beyond the control of the Township.

Hartland Township, Michigan

Historical and Projected Water Supply System Operating Cash Flow
Fiscal Years Ended or Ending March 31, 2023 Through 2031



	<u>2023</u>	(1)	<u>2024</u>	(1)	<u>2025</u>	(1)	<u>Budgeted</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>
							<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>
							(2)	(3)	(3)	(3)	(3)	(3)
Operating Revenues												
User Charges (Audited)	\$	933,402	\$	915,094	\$	937,518	\$	-	\$	-	\$	-
Water Usage Metered							160,357	520,835	598,460	678,017	760,074	844,316
Water Ready to Serve							735,133	729,821	788,315	838,412	881,473	917,606
Fees, Penalties, Meter Sales							28,400	28,400	28,400	28,400	28,400	28,400
Total Operating Revenues	<u>\$</u>	<u>933,402</u>	<u>\$</u>	<u>915,094</u>	<u>\$</u>	<u>937,518</u>	<u>\$</u>	<u>923,890</u>	<u>\$</u>	<u>1,415,175</u>	<u>\$</u>	<u>1,544,828</u>
Operating Expenses (4)												
Expenses		605,057		736,871		857,450	929,240	-	-	-	-	-
Depreciation		247,134		275,196		357,362	-	-	-	-	-	-
Total Operating Expenses	<u>\$</u>	<u>852,191</u>	<u>\$</u>	<u>1,012,067</u>	<u>\$</u>	<u>1,214,812</u>	<u>\$</u>	<u>929,240</u>	<u>\$</u>	<u>945,456</u>	<u>\$</u>	<u>973,819</u>
Operating Income (Loss)	\$	81,211	\$	(96,973)	\$	(277,294)	\$	(5,350)	\$	469,720	\$	571,009
Non-Operating Revenues (Expenses) and Transfers (5)												
Interest Income - Cash and Equivalents		12,176		70,944		67,699	10,000	10,000	10,000	10,000	10,000	10,000
Connection Fees, Net of Refund		-		42,571		-	-	-	-	-	-	-
Other Income (Expense)		201,555		80,021		132,491	80,000	80,000	80,000	80,000	80,000	80,000
Other Federal Grants		1,000,000		-		-	-	-	-	-	-	-
Transfers Out		-		(1,750)		-	-	-	-	-	-	-
Depreciation		247,134		275,196		357,362	-	-	-	-	-	-
Total Non-Operating Revenues (Expenses)	<u>\$</u>	<u>1,460,865</u>	<u>\$</u>	<u>466,982</u>	<u>\$</u>	<u>557,552</u>	<u>\$</u>	<u>90,000</u>	<u>\$</u>	<u>90,000</u>	<u>\$</u>	<u>90,000</u>
AVAILABLE FOR DEBT SERVICE/ REPAIR AND REPLACEMENT/ PAYGO CAPITAL	<u>\$</u>	<u>1,542,076</u>	<u>\$</u>	<u>370,009</u>	<u>\$</u>	<u>280,258</u>	<u>\$</u>	<u>84,650</u>	<u>\$</u>	<u>559,720</u>	<u>\$</u>	<u>661,009</u>
Funding Requirements												
2026 CIB (6)		-		-		-	-	116,667	327,400	366,300	369,100	366,600
2028 CIB (7)		-		-		-	-	-	132,344	226,875	270,947	367,028
Total	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>459,744</u>	<u>\$</u>	<u>593,175</u>
Excess (Shortfall)	<u>\$</u>	<u>1,542,076</u>	<u>\$</u>	<u>370,009</u>	<u>\$</u>	<u>280,258</u>	<u>\$</u>	<u>84,650</u>	<u>\$</u>	<u>99,976</u>	<u>\$</u>	<u>67,834</u>
Coverage Ratio		NA		NA		NA	NA	3.87x	1.22x	1.11x	1.18x	1.15x
Annual Increase in Revenue Necessary for 1.1x Coverage.							\$0	\$0	\$0	\$0	\$0	\$0
Annual Increase Necessary to Produce 1.1x Coverage.							0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Annual Excess with 1.1x Coverage.							\$ 84,650	\$ 334,470	\$ 99,976	\$ 67,834	\$ 116,866	\$ 113,569
Less Budgeted Use of Funds on Hand												
Cumulative Excess with 1.1x Coverage.	<u>\$</u>	<u>84,650</u>	<u>\$</u>	<u>419,120</u>	<u>\$</u>	<u>519,096</u>	<u>\$</u>	<u>586,930</u>	<u>\$</u>	<u>703,796</u>	<u>\$</u>	<u>817,365</u>

- (1) Actual.
- (2) Approved FY 2026 operating budget.
- (3) Revenue assumes the proposed rate track on page 17 is implemented.
- (4) Assumes 3% growth per annum for fiscal years 2027 and thereafter.
- (5) Non-Operating Revenues are not assumed to change.
- (6) Assumes a \$5 million bond issue at current market rates amortized over 20 years.
- (7) Assumes a \$5.5 million bond issue at current market rates amortized over 25 years.

Appendix B – Township of Hartland Water Supply System Profile

Township of Hartland

The Township of Hartland is located in Livingston County, Michigan. The Township had an estimated population of 15,256 as of the 2020 census. The Township operates a water supply system and a sewage disposal system.

The Township’s fiscal year begins on April 1 and ends on March 31.

Water Supply System History and Description

Hartland Township Community Water Supply is a groundwater-based limited treatment system built around 2001. The source water comes from three submersible motor wells tapping into local aquifers. The System includes treatment for iron and manganese removal, as well as chlorine injection, before potable water enters the distribution system. The System included one elevated storage tank, two pressure-reducing valves, and one water pressure booster station.

The water distribution/transmission network comprises roughly 25 miles of water mains, ranging in diameter from 4 inches to 18 inches. Earlier planning reports refer to approximately 4,300 linear feet of 16-inch transmission mains, including raw water transmission lines, plus about 26,000 linear feet of 12-inch transmission mains forming the “backbone” of the System, which includes the dual main along M-59. The water system serves over 800 homes and businesses with an estimated population served of around 3,100 people.

Customer Base

The Township’s customer base consists of residential and commercial accounts. The Township assigns each account a number of Residential Equivalent Units (“REU”) for billing usage. The following table shows the Township’s approximate current and historical REU by type.

**Township of Hartland
Water Supply System
Approximate Number of REU by Type
Fiscal Years Ended or Ending March 31, 2023 – 2026 ⁽¹⁾**

REU Type	Fiscal Year Ending March 31,							
	2023		2024		2025		2026	
Residential	868.90	45.19%	885.80	45.91%	885.80	45.91%	988.00	46.61%
Commercial	1,053.89	54.81%	1,043.46	54.09%	1,043.46	54.09%	1,131.63	53.39%
Total	1,922.79	100.00%	1,929.26	100.00%	1,929.26	100.00%	2,119.63	100.00%

⁽¹⁾ Prior to fiscal year ended March 31, 2023, the Township charged a quarterly ready-to-serve charge by meter size rather than a quarterly water service charge by REU.

Source: Township of Hartland

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The Township also bills quarterly meter replacement charges by meter size. The following tables show the Township’s approximate current and historical number of meters by size and customer type.

**Township of Hartland
Water Supply System
Approximate Number of Water Meters by Size
Fiscal Year Ending March 31, 2026.**

Meter Size	Total	Percentage
3/4"	116	13.50%
1"	588	68.45%
1 1/2"	91	10.59%
2"	55	6.40%
3"	5	0.58%
4"	3	0.35%
6"	1	0.12%
Total	859	100.00%

Source: Township of Hartland

**Township of Hartland
Water Supply System
Approximate Number of Water Meters by Size
Fiscal Years Ended March 31, 2021 – 2025**

Meter Size	Fiscal Year Ended March 31,				
	2021	2022	2023	2024	2025
3/4"	117	117	116	116	116
1"	575	586	589	587	587
1 1/2"	59	58	58	65	91
2"	32	37	44	47	52
3"	5	5	5	5	5
4"	2	2	2	2	3
6"	1	1	1	1	1
Total	791	806	815	823	855

Source: Township of Hartland

Rates and Charges

System revenues consist of quarterly service charges by REU, commodity charges based on metered water usage, and quarterly meter replacement charges by meter size. Usage is measured in 1,000 gallons or fractions thereof. The Township bills quarterly in arrears.

**Township of Hartland
Water Supply System
Quarterly Water Service and Commodity Charges**

Charge Type	Fiscal Year Ending March 31,				
	2022	2023	2024	2025	2026
Quarterly Water Usage Charge ⁽¹⁾	N/A ⁽³⁾	\$86.08	\$86.08	\$86.08	\$86.08
Commodity Charge ⁽²⁾	\$2.37	\$1.40	\$1.40	\$1.40	\$1.40

⁽²⁾ Per REU.

⁽³⁾ Per 1,000 gallons of metered usage.

⁽⁴⁾ Prior to fiscal year ended March 31, 2023, the Township charged a quarterly ready-to-serve charge by meter size rather than a quarterly water service charge by REU.

Source: Township of Hartland

**Township of Hartland
Water Supply System
Quarterly Water Meter Replacement Charge by Meter Size**

Meter Size	Fiscal Year Ended March 31,				
	2022	2023	2024	2025	2026
3/4"	\$ 5.58	\$ 7.75	\$ 7.75	\$ 7.75	\$ 7.75
1"	6.23	10.08	10.08	10.08	10.08
1 1/2"	11.74	21.17	21.17	21.17	21.17
2"	14.64	23.92	23.92	23.92	23.92
3"	22.61	28.33	28.33	28.33	28.33
4"	40.79	49.25	49.25	49.25	49.25
6"	86.73	83.75	83.75	83.75	83.75

Source: Township of Hartland

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Water Volume

The following table sets forth the metered water volume as billed for the fiscal years ended March 31, 2022 through 2025.

**Township of Hartland
Water Supply System
Metered Water Volume as Billed
Fiscal Years Ended March 31, 2022 – 2025**

Water Supply Volume ⁽¹⁾	Fiscal Year Ended March 31,			
	2022	2023	2024	2025
Billed	111.58	112.60	109.37	115.74

⁽¹⁾ Measured in million gallons.

Source: Township of Hartland

Ten Largest Water System Customers

The following tables set forth the principal product or service, the metered water volume, and the billed revenue of the ten largest customers of the System for the fiscal year ended March 31, 2025.

**Township of Hartland
Water Supply System
Ten Largest Water Customers by Metered Volume
Fiscal Year Ended March 31, 2025**

Customer	Principal Product or Service	Metered Volume	% of Total ⁽¹⁾	Billed Revenue	% of Total ⁽²⁾
Woodcliff North/Woodcliff Village	Condominiums	12,778	11.04%	\$ 121,995	13.01%
Village Manor Retirement Center	Retirement Center	10,183	8.80%	77,515	8.27%
Oakbrooke Apartments	Apartments	9,339	8.07%	89,062	9.50%
Mattioli	Apartments	4,144	3.58%	23,978	2.56%
Redwood	Apartment homes	4,118	3.56%	22,498	2.40%
Hartland Plaza	Shopping Plaza	3,743	3.23%	29,042	3.10%
Fountain Square	Shopping Plaza	3,740	3.23%	34,267	3.66%
Foxridge	Condominiums	3,671	3.17%	22,263	2.37%
Hunter's Ridge	Condominiums	3,105	2.68%	30,069	3.21%
Meijer	Grocery/Retail store	2,133	1.84%	23,850	2.54%
Total		56,954	49.21%	\$ 474,539	50.62%

⁽¹⁾ Based on billable Water volume of 115,741 thousand gallons for the fiscal year ended March 31, 2025.

⁽²⁾ Based on billed revenues of \$937,518 for the fiscal year ended March 31, 2025.

Source: Township of Hartland

Debt Service Supported by the System

The following table shows the proposed annual debt service requirements supported by the System.

**Township of Hartland
Water Supply System
Debt Service Supported by the System
Fiscal Years Ending March 31, 2026 through 2050**

Fiscal Year Ending March 31,	Est. \$5,000,000 2026 Capital Improvement Bonds (Water) †	Est. \$5,500,000 2027 Capital Improvement Bonds (Water) †	Total Debt Service
2026	\$ -	\$ -	\$ -
2027	116,667	-	116,667
2028	327,400	132,344	459,744
2029	366,300	226,875	593,175
2030	369,100	270,947	640,047
2031	366,600	367,028	733,628
2032	368,800	370,841	739,641
2033	365,700	369,344	735,044
2034	367,300	367,641	734,941
2035	368,500	365,731	734,231
2036	364,400	368,513	732,913
2037	365,000	365,984	730,984
2038	365,200	368,147	733,347
2039	365,000	365,000	730,000
2040	364,400	366,544	730,944
2041	363,400	367,675	731,075
2042	366,900	368,394	735,294
2043	364,900	368,700	733,600
2044	362,500	368,594	731,094
2045	364,600	368,075	732,675
2046	366,100	367,144	733,244
2047	362,100	365,800	727,900
2048	-	364,044	364,044
2049	-	366,772	366,772
2050	-	363,984	363,984
2051	-	365,681	365,681
2052	-	366,759	366,759
2053	-	362,322	362,322
Total	\$ 7,390,867	\$ 9,068,883	\$ 16,459,750

† Preliminary, subject to change.

**Township of Hartland
County of Livingston, State of Michigan
Limited Tax General Obligation Bonds, Series 2026**

BOND FINANCING TIMETABLE

as of February 18, 2026

March '26							April '26							May '26						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
																				31

<u>Date</u>	<u>Action</u>	<u>Member</u>
03/03/26	MFCI requests information from Township for Preliminary Official Statement (POS)	I, MA
03/05/26	Bond Authorizing Resolution due to Township for inclusion in meeting packet	BC
03/10/26	Township adopts Bond Authorizing Resolution	I
03/13/26	Township returns information to MFCI	I
03/17/26	MFCI distributes draft POS to working group for comments	MA
03/17/26	MFCI requests Moody's rating	MA
03/27/26	Working group provides MFCI comments on draft POS	All
03/30/26	¹ Rating preparation call with Township and MFCI	I, MA
03/30/26	¹ Rating conference call with Moody's, Township, and MFCI	I, MA
04/13/26	¹ Due diligence conference call with Township, Bond Counsel, and MFCI	I, BC, MA
04/23/26	MFCI receives Moody's rating	MA
04/28/26	MFCI distributes POS	MA
04/28/26	Bond Counsel publishes Notice of Sale	BC
05/05/26	Competitive Sale at 11:30 a.m. (ET)	I, BC, MA
05/06/26	MFCI distributes draft Final Official Statement (FOS) and closing letter	MA
05/11/26	Comments due from working group to MFCI on FOS and closing letter	All
05/12/26	MFCI distributes FOS	MA
05/25/26	Memorial Day Holiday	
05/26/26	Bond closing and delivery	All

¹Week of

I- Issuer Township of Hartland
 BC- Bond Counsel Dickinson Wright
 MA- Municipal Advisor MFCI, LLC

HARTLAND TOWNSHIP FISCAL YEAR 2026-2027 BUDGET
WATER FUND

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ORIGINAL BUDGET	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 MANAGER RECOMMENDED BUDGET	2027-28 MANAGER RECOMMENDED BUDGET
536 FUND - WATER OPERATING							
ESTIMATED REVENUES							
Dept 000							
536-000-600.400	WATER USAGE METERED	161,604	160,357	160,357	160,357	520,835	598,460
536-000-600.500	WATER READINESS TO SERVE	734,476	735,133	735,133	735,133	729,821	788,315
536-000-601.000	USER FEES	400	400	400	400	400	400
536-000-601.001	PENALTIES ON USER FEES	8,699	8,000	8,000	7,782	8,000	8,000
536-000-605.000	METER SALES	8,030	20,000	20,000	13,280	15,000	15,000
536-000-665.000	INTEREST EARNINGS	41,601	10,000	10,000	15,000	10,000	10,000
536-000-676.101	REIMB. CONTRACT SERVICES	73,774	70,000	70,000	125,000	72,100	74,000
536-000-676.102	REIMB - CONTRACT EQUIPMENT	3,131	10,000	10,000	25,000	10,300	10,600
Totals for dept 000 -		1,031,715	1,013,890	1,013,890	1,081,952	1,366,456	1,504,775
TOTAL ESTIMATED REVENUES		1,031,715	1,013,890	1,013,890	1,081,952	1,366,456	1,504,775
NOTES TO WATER 536 REVENUES -							
Water Usage Metered and Water RTS per the 2026 MFCI Rate Study							
Meter sales line decreased due to new build projections							
Reimb. contract services and equip. funded from General Fund- Park, Cemeteries, and T Hall grounds and Fire							
APPROPRIATIONS							
Dept 000							
536-000-702.100	SALARY IN LIEU OF BENEFITS	750					
536-000-702.400	MERIT/BONUS POOL					8,800	8,800
536-000-703.000	VAC/PTO OWED AT YE	43	2,000	2,000	2,000	2,000	2,000
536-000-704.000	OPERATOR II WAGES	60,433	63,440	63,440	63,440	63,440	63,440
536-000-706.000	OPERATOR I WAGES	107,165	120,640	120,640	120,640	116,480	116,480
536-000-707.000	SEASONAL WAGES	16,090	38,440	38,440	30,000	28,000	28,000
536-000-709.000	OVERTIME WAGES	28,338	32,130	32,130	32,130	32,754	32,754
536-000-715.000	EMPLOYERS SOC SEC	15,751	18,845	18,845	18,845	19,211	19,211
536-000-716.000	EMPLOYMENT EXPENSE	35,843	36,243	36,243	46,882	54,113	59,292
536-000-718.000	RETIREMENT	19,158	20,789	20,789	21,000	21,268	21,268
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	2,660	2,700	2,700	2,700	2,700	2,700
536-000-720.000	ADMINISTRATIVE FEES	186,350	215,615	215,615	215,615	222,085	228,750
536-000-727.000	SUPPLIES/POSTAGE	1,339	2,800	2,800	2,500	2,500	2,500
536-000-740.000	OPERATING SUPPLIES	13,998	29,945	29,945	25,000	24,600	17,440
536-000-740.001	WATER TREAT. CHEMICALS	20,580	21,000	21,000	21,000	21,360	21,360
536-000-741.000	METER COSTS	24,938	30,000	30,000	15,507	15,000	15,000
536-000-801.000	CONTRACTED SERVICES	65,263	12,266	12,266	12,266	7,740	12,972
536-000-802.000	LAWN/SNOW MAINTENANCE		1,500	1,500	1,000	1,500	1,500
536-000-804.000	MEMBERSHIP & DUES	825	950	950	950	979	1,000
536-000-805.000	INTERNET	4,999	5,100	5,100	5,100	5,200	5,300
536-000-807.000	AUDIT FEES	4,000	4,000	4,000	4,000	4,000	7,500
536-000-816.000	ENGINEERING FEES		6,000	6,000	6,000	6,000	6,000
536-000-826.000	LEGAL FEES	28,438	5,000	5,000		5,000	5,000
536-000-851.000	TELEPHONE	4,244	4,062	4,062	4,062	4,143	4,226
536-000-860.000	GASOLINE	5,915	7,500	7,500	7,500	7,500	7,500
536-000-890.000	CONTINGENCIES		25,000	25,000		17,000	17,000
536-000-900.000	PRINTING & PUBLICATIONS	422	500	500	500	620	740
536-000-910.000	INSURANCE	14,134	16,400	16,400	16,400	16,300	17,890

HARTLAND TOWNSHIP FISCAL YEAR 2026-2027 BUDGET
WATER FUND

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ORIGINAL BUDGET	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 MANAGER RECOMMENDED BUDGET	2027-28 MANAGER RECOMMENDED BUDGET
536-000-920.001	UTILITIES - GAS	1,724	2,300	2,300	2,800	2,900	3,000
536-000-920.002	UTILITIES - ELECTRIC	50,196	55,000	55,000	55,000	58,000	61,000
536-000-920.004	UTILITIES - SEWER	4,729	5,000	5,000	5,000	5,000	5,000
536-000-922.000	MISS DIG	1,271	2,500	2,500	3,433	4,500	4,500
536-000-930.000	SOFTWARE MAINTENANCE	21,598	19,775	19,775	19,768	22,197	22,851
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	80,108	83,500	83,500	83,500	81,000	83,500
536-000-930.002	REPAIRS & MAINT VEHICLE/EQUIP	3,275	9,600	9,600	9,600	9,600	9,600
536-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	13,762	23,000	23,000	23,000	15,000	15,000
536-000-956.000	MISCELLANEOUS	1,293	2,000	2,000	2,000	2,000	2,000
536-000-957.000	EDUCATION/TRAINING/CONVENTION	2,439	3,700	3,700	3,700	3,700	3,700
536-000-964.002	UNCOLLECTIBLE UB FEES	8,756					
536-000-999.539	TRANSFER TO WATER REPLACEMENT F	300,000	100,000	100,000	100,000	116,667	459,744
Totals for dept 000 -		1,150,827	1,029,240	1,029,240	982,838	1,030,857	1,395,518
TOTAL APPROPRIATIONS		1,150,827	1,029,240	1,029,240	982,838	1,030,857	1,395,518
NOTES TO WATER 536 EXPENSES:							
Meter costs reduced due to in-stock meter availability							
Seasonal hours reduced to better align budget with rate study							
Miss Dig increases due to request ticket and increased development							
Contingencies decreased based on historical data							
Gas and electric increases based on expected rising rates							
NET OF REVENUES/APPROPRIATIONS - FUND 536		(119,112)	(15,350)	(15,350)	99,114	335,599	109,257
BEGINNING FUND BALANCE		2,375,941	2,256,832	2,256,832	2,256,832	2,355,946	2,691,545
ENDING FUND BALANCE		2,256,829	2,241,482	2,241,482	2,355,946	2,691,545	2,800,802

HARTLAND TOWNSHIP FISCAL YEAR 2026-2027 BUDGET
WATER FUND

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ORIGINAL BUDGET	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 MANAGER RECOMMENDED BUDGET	2027-28 MANAGER RECOMMENDED BUDGET
Fund 539 - WATER REPLACEMENT FUND							
ESTIMATED REVENUES							
Dept 000							
539-000-601.001	PENALTIES ON SURCHARGES	50			181		
539-000-602.000	CONNECTION FEES		34,149	34,149		58,160	124,462
539-000-602.100	SURCHARGE FEES	24,259	21,400	21,400	21,400	21,000	19,950
539-000-665.000	INTEREST EARNINGS	26,098	15,000	15,000	10,000	5,000	5,000
539-000-669.536	TRANSFER FROM WATER O&M FUND	300,000	100,000	100,000	100,000	116,667	459,744
539-000-676.000	REIMBURSEMENTS	55,583					
Totals for dept 000 -		405,990	170,549	170,549	131,581	200,827	609,156
TOTAL ESTIMATED REVENUES		405,990	170,549	170,549	131,581	200,827	609,156
NOTES TO REVENUES - FUND 539: Connection Fees per MFCI Rate Study Transfer in from Water O&M Fund are to cover the debt service payments							
APPROPRIATIONS							
Dept 000							
539-000-816.000	ENGINEERING FEES		15,000	15,000			
539-000-900.000	PRINTING & PUBLICATIONS				383		
539-000-930.000	REPAIRS & MAINTENANCE	6,624	79,000	86,153	86,153	10,000	10,000
539-000-968.000	DEPRECIATION	357,361	401,470	401,470	401,470	620,120	620,120
Totals for dept 000 -		363,985	495,470	502,623	488,006	630,120	630,120
TOTAL APPROPRIATIONS		363,985	495,470	502,623	488,006	630,120	630,120
NOTES TO EXPENSES - FUND 539 See MFCI Rate Study and CIP Summary for Capital Projects. Once new assets are put into service, depreciation covers the expensing of these over the next 20-40 years.							
NET OF REVENUES/APPROPRIATIONS - FUND 539		42,005	(324,921)	(332,074)	(356,425)	(429,293)	(20,964)
BEGINNING FUND BALANCE		9,410,332	9,452,336	9,452,336	9,452,336	9,095,911	8,666,618
ENDING FUND BALANCE		9,452,337	9,127,415	9,120,262	9,095,911	8,666,618	8,645,654

HARTLAND TOWNSHIP FISCAL YEAR 2026-2027 BUDGET
WATER FUND

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ORIGINAL BUDGET	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 MANAGER RECOMMENDED BUDGET	2027-28 MANAGER RECOMMENDED BUDGET
	ESTIMATED REVENUES - ALL FUNDS	1,437,705	1,184,439	1,184,439	1,213,533	1,567,283	2,113,931
	APPROPRIATIONS - ALL FUNDS	1,514,812	1,524,710	1,531,863	1,470,844	1,660,977	2,025,638
	NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	(77,107)	(340,271)	(347,424)	(257,311)	(93,694)	88,293
	BEGINNING FUND BALANCE - ALL FUNDS	11,786,273	11,709,168	11,709,168	11,709,168	11,451,857	11,358,163
	ENDING FUND BALANCE - ALL FUNDS	11,709,166	11,368,897	11,361,744	11,451,857	11,358,163	11,446,456



WATER SYSTEM CIP
2025 - 2029

	Funding Source	Actual FY 24-25	Projected FY 25-26	Proposed FY 26-27	Proposed FY 27-28	Proposed FY 28-29
Water Fund						
Mowers, Trailer	539	\$ 22,809				
Annual Repairs	539	\$ 6,624	\$ 25,000	\$ 10,000	\$ 10,000	\$ 10,000
Water Plant Backwash Lift Station	539		\$ 75,000			
Fixed Network Meter Reading System	539					
Well #1 Replacement	539					
Water Reliability Study	539					
Replacement Truck	539	\$ 54,599		\$ 60,000		
Mower with attach. (trade in old)	539			\$ 15,000		
Asset Management Inventory	539				\$ 50,000	\$ 50,000
Install Water Main (12" & 16") to East M-59	539	\$ 155,166				
Repairs to Wells 1 & 3	539	\$ 79,871				
Water Plant Filter Improvements with media	539	\$ 79,944	\$ 758,826			
Driveway Improvements for well access	539	\$ 9,061				
New PRV (additional to existing)	539	\$ 377,192				
Flow Meters for Wells	539		\$ 31,153			
Storage Building Upgrades	539		\$ 25,032	\$ 20,000		
Plant Improvements per Rate Study	539			\$ 2,019,092		
M-59 Water Main Extension per Rate Study	539			\$ 2,013,328		
PRV New per Rate Study	539			\$ 539,000		
Water Tower per Rate Study	539				\$ 3,806,000	
Water Main Ext to Tower per Rate Study	539				\$ 1,521,622	
SCADA Upgrades (2FA)	539			\$ 23,000		
Beginning Capital Project Fund Cash Balance:	539	\$ 1,656,052	\$ 1,276,774	\$ 475,307	\$ 790,801	\$ 644,262
Annual Project Totals:	539	\$ 785,267	\$ 915,011	\$ 4,699,420	\$ 5,387,622	\$ 60,000
Bond Proceeds	539			\$ 5,000,000	\$ 5,500,000	
Bond Payments	539			\$ 116,667	\$ 459,744	\$ 593,175
Connection Fees + 536 Transfers + Other Revenue Less: Non Capital Expenses	539	\$ 405,989	\$ 113,545	\$ 131,581	\$ 200,827	\$ 609,156
EOY Capital Fund Project Balance:	539	\$ 1,276,774	\$ 475,307	\$ 790,801	\$ 644,262	\$ 600,243

FY2026 Connection revenue assumes 2 REUs purchased in Water District #1 plus \$100,000 transfer in from 536 Water O&M

FY2027 & FY2028 Connection revenues per MFCI Rate Study plus transfers in from 536 to cover debt service payments