



TOWNSHIP BOARD MEETING
LOCATION: 7527 HIGHLAND ROAD, WHITE LAKE - ANNEX BOARD ROOM
TUESDAY, MAY 19, 2026 – 6:30 PM

White Lake Township | 7525 Highland Rd | White Lake, MI 48383 | Phone: (248) 698-3300 | www.whitelaketwp.com

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **ROLL CALL**
5. **APPROVAL OF AGENDA**
6. **PUBLIC COMMENT**
7. **CONSENT AGENDA**
 - A. [REVENUE AND EXPENSES](#)
 - B. [CHECK DISBURSEMENTS](#)
 - C. [BUDGET AMENDMENTS](#)
 - D. [DEPARTMENT REPORT - POLICE](#)
 - E. [DEPARTMENT REPORT - FIRE](#)
 - F. [DEPARTMENT REPORT - COMMUNITY DEVELOPMENT](#)
 - G. DEPARTMENT REPORT - TREASURER
 - H. [COMMUNICATION ANNOUNCING CONTROLLING EQUITY INTEREST IN PRIORITY WASTE WAS AQUIRED BY TPG - A GLOBAL ASSET MANAGER](#)
 - I. [BRYCER AGREEMENT FOR INSPECTIONREPORTSONLINE.NET](#)
8. **MINUTES**
 - A. [APPROVAL OF MINUTES - REGULAR BOARD MEETING, APRIL 14, 2026](#)
9. **PRESENTATIONS**
 - A. SWEARING IN MATT COMBS - SERGEANT
 - B. SWEARING IN MATT IVORY - NEW CHIEF OF POLICE
10. **OLD BUSINESS**
 - A. [SECOND READING; ORDINANCE TO RESCIND CHAPTER 8, ARTICLE IV – RENTAL PROPERTY OF THE WHITE LAKE TOWNSHIP CODE OF ORDINANCES](#)
11. **NEW BUSINESS**
 - A. [REQUEST TO APPROVE SPENDING RECOMMENDATION FOR THE PUBLIC SAFETY REVENUE SHARING GRANT](#)
 - B. [REQUEST TO APPROVE CHANGES TO THE PERSONNEL POLICIES AND PROCEDURES, THE ADMINISTRATIVE POLICIES AND PROCEDURES, THE FAMILY MEDICAL LEAVE ACT POLICY, AND THE EARNED SICK TIME POLICY](#)
 - C. [REQUEST TO APPROVE THE FACILITIES NAMING POLICY](#)



- D. [REQUEST TO APPROVE POLICE DEPARTMENT PURCHASE OF DISPATCH CONSOLES FOR NEW PUBLIC SAFETY BUILDING](#)
- E. [REQUEST TO APPROVE LASERFICHE CONSULTING SERVICES AND CLOUD UPGRADE](#)
- F. [RESOLUTION #26-013; APPROVING THE SPECIAL LIQUOR LICENSE APPLICATION FOR ROCK THE FARM](#)
- G. DISCUSSION REGARDING THE SALE OF 7525 HIGHLAND ROAD PROPERTY

12. FYI - CIVIC CENTER UPDATE

13. TRUSTEE COMMENTS

14. ADJOURNMENT

Procedures for accommodations for persons with disabilities: The Township will follow its normal procedures for individuals with disabilities needing accommodations for effective participation in this meeting. **Please contact the Township Clerk's office at (248) 698-3300 X-7 at least five days in advance of the meeting.** An attempt will be made to provide reasonable accommodations.

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 000						
101-000-393.000	FUND BALANCE - DESIGNATED	0.00	0.00	711,692.00	711,692.00	0.00
101-000-402.000	CURRENT PROPERTY TAX	0.00	957.64	1,494,758.00	1,493,800.36	0.06
101-000-403.001	SPECIAL ASSMT STREET LIGHTS	0.00	0.00	17,200.00	17,200.00	0.00
101-000-405.000	TRAILER PARK TAX	840.50	3,356.00	7,500.00	4,144.00	44.75
101-000-412.000	DELINQUENT PROPERTY TAX	0.00	214.59	35,000.00	34,785.41	0.61
101-000-441.000	INTERGOVERNMENTAL REVENUES	0.00	33,749.62	19,000.00	(14,749.62)	177.63
101-000-445.000	PENALTIES	0.00	0.00	1,000.00	1,000.00	0.00
101-000-445.001	PRIN RESIDENCE DENIALS	415.90	415.90	0.00	(415.90)	100.00
101-000-457.000	MISCELLANEOUS LICENSES	50.00	300.00	0.00	(300.00)	100.00
101-000-458.000	OTHER PERMITS	(50.00)	500.00	0.00	(500.00)	100.00
101-000-459.000	SOLICITOR PERMIT	225.00	485.00	500.00	15.00	97.00
101-000-531.000	OTHER GRANTS	0.00	0.00	6,000.00	6,000.00	0.00
101-000-575.001	METRO ACT REVENUE	500.00	1,500.00	26,000.00	24,500.00	5.77
101-000-576.000	STATE SHARED REV-CONSTITUTIONA	524,898.00	1,126,502.00	3,400,000.00	2,273,498.00	33.13
101-000-590.000	CASH BONDS CONTRIBUTIONS	0.00	0.00	600,000.00	600,000.00	0.00
101-000-590.001	GRINDERS-CONTRIBUTIONS	0.00	0.00	300,000.00	300,000.00	0.00
101-000-608.000	ZONING BOARD OF APPEALS	2,750.00	4,950.00	9,000.00	4,050.00	55.00
101-000-609.000	PLANNING COMMISSION FEES	950.00	950.00	5,000.00	4,050.00	19.00
101-000-622.000	RE-ZONING APPLICATION FEES	650.00	1,090.00	2,500.00	1,410.00	43.60
101-000-622.002	PLANNING DEPARTMENT REVIEWS	400.00	700.00	3,500.00	2,800.00	20.00
101-000-622.003	LANDSCAPING INSPECTION FEES	0.00	0.00	1,000.00	1,000.00	0.00
101-000-622.004	PUNCH LIST ADMIN FEES	0.00	0.00	3,500.00	3,500.00	0.00
101-000-622.005	FINAL BACK CHECK FEES	0.00	0.00	500.00	500.00	0.00
101-000-623.000	N S F FEE	0.00	325.00	200.00	(125.00)	162.50
101-000-625.000	SPECIAL MEETING FEES	0.00	475.00	500.00	25.00	95.00
101-000-627.000	DUPLICATING & PHOTOSTAT	6.00	12.00	300.00	288.00	4.00
101-000-643.000	CEMETERY LOTS	600.00	2,400.00	10,000.00	7,600.00	24.00
101-000-650.000	OTHER MAPS, CODES, ETC	0.00	0.00	50.00	50.00	0.00
101-000-651.000	SENIOR ACTIVITIES	1,184.00	9,251.00	22,000.00	12,749.00	42.05
101-000-652.001	SENIOR CENTER REVENUE	990.00	4,246.93	4,000.00	(246.93)	106.17
101-000-654.000	OC ENHANCED REVENUE	0.00	0.00	10,000.00	10,000.00	0.00
101-000-656.000	ORDINANCE FINES	354.00	494.00	0.00	(494.00)	100.00
101-000-664.000	INTEREST INCOME	68,536.89	202,171.50	50,000.00	(152,171.50)	404.34
101-000-664.001	INTEREST - TRUST AND AGENCY	0.00	0.00	2,000.00	2,000.00	0.00
101-000-667.001	RENT COMMUNITY HALL	75.00	1,100.00	2,000.00	900.00	55.00
101-000-667.005	RENT-ORMOND RD TOWER	1,330.46	5,321.84	16,000.00	10,678.16	33.26
101-000-673.000	SALE OF FIXED ASSETS	0.00	20.00	0.00	(20.00)	100.00
101-000-678.000	MISCELLANEOUS	0.00	35.00	12,000.00	11,965.00	0.29
101-000-685.000	OPIOID SETTLEMENT REVENUE	949.33	949.33	0.00	(949.33)	100.00
101-000-695.000	OTHER SUNDRY	76.00	201.00	2,000.00	1,799.00	10.05
101-000-695.001	OTHER CABLE TV	4,084.44	141,355.58	480,000.00	338,644.42	29.45
101-000-695.003	ADMIN FEES - GARBAGE FUND	0.00	0.00	135,408.00	135,408.00	0.00
101-000-695.004	ADMIN FEES - TRUST & AGENCY	0.00	0.00	22,000.00	22,000.00	0.00
101-000-695.005	ADMIN FEES	190.00	190.00	4,000.00	3,810.00	4.75
101-000-695.007	ADMIN FEE SPECIAL ASSESSMENTS	0.00	0.00	5,000.00	5,000.00	0.00
101-000-695.010	PROPERTY TAX ADMIN FEE	0.00	0.00	588,817.00	588,817.00	0.00
Total Dept 000		610,005.52	1,544,218.93	8,009,925.00	6,465,706.07	19.28

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
	Revenues	610,005.52	1,544,218.93	8,009,925.00	6,465,706.07	19.28
Account Category: Expenditures						
Department: 000						
101-000-934.000	CASH BONDS DEDUCTIONS	0.00	0.00	600,000.00	600,000.00	0.00
101-000-934.001	GRINDERS-DEDUCTIONS	0.00	0.00	300,000.00	300,000.00	0.00
Total Dept 000		0.00	0.00	900,000.00	900,000.00	0.00
Department: 101 TRUSTEE'S						
101-101-703.000	SALARIES TRUSTEES	5,393.36	19,953.44	58,245.00	38,291.56	34.26
101-101-710.000	FEES & PER DIEM	640.00	2,160.00	15,000.00	12,840.00	14.40
101-101-715.000	SOCIAL SECURITY	425.99	1,595.29	4,456.00	2,860.71	35.80
101-101-717.000	GROUP LIFE INSURANCE	27.48	109.92	500.00	390.08	21.98
101-101-719.000	WORKERS' COMP INSURANCE	0.00	6.50	100.00	93.50	6.50
101-101-722.000	UNEMPLOYMENT INSURANCE	0.00	2.80	0.00	(2.80)	100.00
101-101-801.000	PROFESSIONAL FEES - ACTUARIAL	6,300.00	6,300.00	16,000.00	9,700.00	39.38
101-101-801.001	PROFESSIONAL FEES	0.00	0.00	10,000.00	10,000.00	0.00
101-101-807.000	AUDIT FEES	0.00	0.00	60,000.00	60,000.00	0.00
101-101-860.000	CONFERENCES & MILEAGE	0.00	840.00	5,500.00	4,660.00	15.27
101-101-958.000	MEMBERSHIPS & DUES	0.00	287.43	22,000.00	21,712.57	1.31
101-101-962.000	MISCELLANEOUS	0.00	0.00	10,000.00	10,000.00	0.00
Total Dept 101 - TRUSTEE'S		12,786.83	31,255.38	201,801.00	170,545.62	15.49
Department: 171 SUPERVISOR'S DEPARTMENT						
101-171-703.000	SALARIES SUPERVISOR	9,043.50	36,174.00	117,566.00	81,392.00	30.77
101-171-704.000	SALARIES, DEPUTYY SUPERVISOR	7,302.60	29,210.39	94,934.00	65,723.61	30.77
101-171-706.000	SALARIES CLERICAL	5,059.96	20,239.82	63,147.00	42,907.18	32.05
101-171-708.000	SALARIES HR WAGES	6,339.45	25,357.81	77,464.00	52,106.19	32.73
101-171-709.000	OVERTIME	255.59	1,109.48	5,000.00	3,890.52	22.19
101-171-715.000	SOCIAL SECURITY	2,079.70	8,325.50	27,400.00	19,074.50	30.39
101-171-716.000	HOSP & OPTICAL INSURANCE	6,598.84	28,895.20	90,770.00	61,874.80	31.83
101-171-717.000	GROUP LIFE INSURANCE	31.40	125.60	440.00	314.40	28.55
101-171-718.000	PENSION	0.00	29,873.19	198,350.00	168,476.81	15.06
101-171-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	783.39	5,725.00	4,941.61	13.68
101-171-718.002	457-EMPLOYER PORTION	101.20	607.20	2,815.00	2,207.80	21.57
101-171-719.000	WORKERS COMP INSURANCE	0.00	105.98	700.00	594.02	15.14
101-171-722.000	UNEMPLOYMENT INSURANCE	0.00	432.00	810.00	378.00	53.33
101-171-724.000	DENTAL INSURANCE	293.28	1,173.12	3,900.00	2,726.88	30.08
101-171-853.000	CELLULAR PHONE	37.49	112.51	800.00	687.49	14.06
101-171-864.000	CONFERENCES & MEETINGS	0.00	400.00	1,600.00	1,200.00	25.00
101-171-931.000	HR SERVICES ALLOCATION	0.00	0.00	(109,890.00)	(109,890.00)	0.00
101-171-957.000	SUBSCRIPTIONS	0.00	0.00	100.00	100.00	0.00
101-171-958.000	MEMBERSHIPS & DUES	0.00	349.42	600.00	250.58	58.24
101-171-959.000	COMMUNITY COMMUNICATIONS	0.00	0.00	20,000.00	20,000.00	0.00
101-171-960.000	TRAINING	247.25	412.25	300.00	(112.25)	137.42
101-171-960.001	TRAINING-HR	0.00	0.00	2,000.00	2,000.00	0.00
101-171-962.000	MISCELLANEOUS	0.00	0.00	800.00	800.00	0.00
Total Dept 171 - SUPERVISOR'S DEPARTMENT		37,390.26	183,686.86	605,331.00	421,644.14	30.34
Department: 191 ELECTIONS CONTROL						
101-191-706.000	PART TIME ELECTIONS	1,332.07	1,332.07	15,000.00	13,667.93	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 191 ELECTIONS CONTROL						
101-191-709.001	OVERTIME ELECTIONS	0.00	0.00	30,000.00	30,000.00	0.00
101-191-710.000	FEES & PER DIEM	0.00	0.00	86,000.00	86,000.00	0.00
101-191-715.000	SOCIAL SECURITY	101.88	101.88	3,443.00	3,341.12	2.96
101-191-722.000	UNEMPLOYMENT INSURANCE	21.31	21.31	2,400.00	2,378.69	0.89
101-191-730.000	POSTAGE-ELECTIONS	1,868.58	1,868.58	20,000.00	18,131.42	9.34
101-191-740.000	OPERATING SUPPLIES	1,885.23	2,491.33	30,000.00	27,508.67	8.30
101-191-860.000	MILEAGE	0.00	0.00	100.00	100.00	0.00
101-191-903.000	LEGAL NOTICES	0.00	0.00	3,000.00	3,000.00	0.00
101-191-934.000	EQUIPMENT MAINTENANCE	0.00	10,691.15	20,000.00	9,308.85	53.46
101-191-962.000	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00	0.00
101-191-977.000	EQUIPMENT ACQUISITIONS	0.00	0.00	150,000.00	150,000.00	0.00
Total Dept 191 - ELECTIONS CONTROL		5,209.07	16,506.32	360,943.00	344,436.68	4.57
Department: 192 ACCOUNTING DEPARTMENT						
101-192-701.000	SALARIES FINANCE DIRECTOR	7,640.70	48,027.02	113,519.00	65,491.98	42.31
101-192-702.000	SALARIES ASST FINANCE DIRECTOR	6,892.64	27,570.61	93,740.00	66,169.39	29.41
101-192-709.000	OVERTIME	465.26	1,120.07	1,500.00	379.93	74.67
101-192-709.006	ACCRUED LEAVE PAYOUT	0.00	32,135.29	0.00	(32,135.29)	100.00
101-192-715.000	SOCIAL SECURITY	1,153.34	8,343.41	16,100.00	7,756.59	51.82
101-192-716.000	HOSP & OPTICAL INSURANCE	2,278.73	8,929.37	38,982.00	30,052.63	22.91
101-192-717.000	GROUP LIFE INSURANCE	23.55	86.35	220.00	133.65	39.25
101-192-718.000	PENSION	0.00	8,460.65	20,500.00	12,039.35	41.27
101-192-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	200.00	1,200.00	1,000.00	16.67
101-192-718.002	457-EMPLOYER PORTION	152.82	916.92	2,270.00	1,353.08	40.39
101-192-719.000	WORKERS COMP INSURANCE	0.00	65.25	620.00	554.75	10.52
101-192-722.000	UNEMPLOYMENT INSURANCE	0.00	432.02	540.00	107.98	80.00
101-192-724.000	DENTAL INSURANCE	111.00	407.00	1,400.00	993.00	29.07
101-192-957.000	SUBSCRIPTIONS	0.00	0.00	149.00	149.00	0.00
101-192-958.000	MEMBERSHIPS & DUES	0.00	0.00	750.00	750.00	0.00
101-192-960.000	TRAINING	0.00	150.00	500.00	350.00	30.00
101-192-962.000	MISCELLANEOUS	0.00	(159.34)	200.00	359.34	(79.67)
Total Dept 192 - ACCOUNTING DEPARTMENT		18,718.04	136,684.62	292,190.00	155,505.38	46.78
Department: 209 ASSESSING DEPARTMENT						
101-209-706.001	SALARIES ASSESSOR	8,486.10	33,944.43	110,320.00	76,375.57	30.77
101-209-706.002	SALARIES PROPERTY APPRAISER	11,175.46	44,701.82	146,730.00	102,028.18	30.47
101-209-706.003	SALARIES CLERICAL	4,687.95	18,751.83	61,430.00	42,678.17	30.53
101-209-707.000	SALARIES PART TIME	0.00	0.00	30,000.00	30,000.00	0.00
101-209-709.000	OVERTIME	0.00	1,128.43	1,500.00	371.57	75.23
101-209-715.000	SOCIAL SECURITY	1,857.68	7,517.04	26,800.00	19,282.96	28.05
101-209-716.000	HOSP & OPTICAL INSURANCE	9,881.60	31,255.80	104,415.00	73,159.20	29.93
101-209-717.000	GROUP LIFE INSURANCE	31.40	125.60	430.00	304.40	29.21
101-209-718.000	PENSION	763.75	15,581.98	66,300.00	50,718.02	23.50
101-209-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	600.00	3,600.00	3,000.00	16.67
101-209-718.002	457-EMPLOYER PORTION	317.28	1,903.68	4,200.00	2,296.32	45.33
101-209-719.000	WORKERS COMP INSURANCE	0.00	225.75	1,700.00	1,474.25	13.28
101-209-722.000	UNEMPLOYMENT INSURANCE	0.00	575.98	1,350.00	774.02	42.67
101-209-724.000	DENTAL INSURANCE	363.48	1,453.92	6,400.00	4,946.08	22.72
101-209-801.000	PROFESSIONAL SERVICES	0.00	0.00	25,000.00	25,000.00	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 209 ASSESSING DEPARTMENT						
101-209-818.000	SOFTWARE SUPPORT FEES	0.00	0.00	4,500.00	4,500.00	0.00
101-209-820.000	LEGAL FEES	0.00	384.00	10,000.00	9,616.00	3.84
101-209-864.000	CONFERENCES & MEETINGS	0.00	52.52	3,200.00	3,147.48	1.64
101-209-903.000	LEGAL NOTICES	0.00	0.00	1,500.00	1,500.00	0.00
101-209-957.000	SUBSCRIPTIONS	0.00	0.00	200.00	200.00	0.00
101-209-958.000	MEMBERSHIPS & DUES	0.00	0.00	1,500.00	1,500.00	0.00
101-209-960.000	TRAINING	0.00	115.00	3,500.00	3,385.00	3.29
101-209-962.000	MISCELLANEOUS	0.00	194.51	2,000.00	1,805.49	9.73
Total Dept 209 - ASSESSING DEPARTMENT		37,564.70	158,512.29	616,575.00	458,062.71	25.71
Department: 210 LEGAL						
101-210-826.000	LEGAL FEES	4,394.80	27,708.23	90,000.00	62,291.77	30.79
101-210-826.001	TAX TRIBUNAL REFUNDS	0.00	0.00	2,000.00	2,000.00	0.00
101-210-826.002	LEGAL FEES-ORDINANCE	0.00	0.00	12,000.00	12,000.00	0.00
Total Dept 210 - LEGAL		4,394.80	27,708.23	104,000.00	76,291.77	26.64
Department: 215 CLERK'S DEPARTMENT						
101-215-703.000	SALARIES CLERK	8,591.40	34,365.60	111,688.00	77,322.40	30.77
101-215-704.000	SALARIES DEPUTY CLERK	7,302.60	29,210.40	94,934.00	65,723.60	30.77
101-215-706.001	SALARIES CLERICAL	10,061.26	40,245.03	130,795.00	90,549.97	30.77
101-215-709.000	OVERTIME	0.00	1,503.34	5,000.00	3,496.66	30.07
101-215-715.000	SOCIAL SECURITY	1,931.94	7,842.89	26,200.00	18,357.11	29.93
101-215-716.000	HOSP & OPTICAL INSURANCE	4,311.42	17,099.28	60,800.00	43,700.72	28.12
101-215-717.000	GROUP LIFE INSURANCE	31.40	125.60	440.00	314.40	28.55
101-215-718.000	PENSION	0.00	25,130.83	185,320.00	160,189.17	13.56
101-215-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	1,234.44	9,635.00	8,400.56	12.81
101-215-718.002	457-EMPLOYER PORTION	201.22	969.96	2,650.00	1,680.04	36.60
101-215-719.000	WORKERS COMP INSURANCE	0.00	106.00	725.00	619.00	14.62
101-215-722.000	UNEMPLOYMENT INSURANCE	0.00	431.98	810.00	378.02	53.33
101-215-724.000	DENTAL INSURANCE	346.88	1,387.52	4,600.00	3,212.48	30.16
101-215-853.000	CELLULAR PHONE	91.03	243.51	1,100.00	856.49	22.14
101-215-860.000	MILEAGE	0.00	0.00	400.00	400.00	0.00
101-215-864.000	CONFERENCES & MEETINGS	75.00	538.00	10,000.00	9,462.00	5.38
101-215-903.000	LEGAL NOTICES	327.00	527.00	12,000.00	11,473.00	4.39
101-215-957.000	SUBSCRIPTIONS	0.00	0.00	300.00	300.00	0.00
101-215-958.000	MEMBERSHIPS & DUES	0.00	150.00	550.00	400.00	27.27
101-215-960.000	TRAINING	223.99	396.44	4,000.00	3,603.56	9.91
101-215-962.000	MISCELLANEOUS	0.00	0.00	700.00	700.00	0.00
Total Dept 215 - CLERK'S DEPARTMENT		33,495.14	161,507.82	662,647.00	501,139.18	24.37
Department: 247 BOARD OF REVIEW						
101-247-710.000	FEES & PER DIEM	0.00	1,275.00	2,700.00	1,425.00	47.22
101-247-864.000	CONFERENCES & MEETINGS	0.00	180.00	150.00	(30.00)	120.00
101-247-903.000	LEGAL PUBLICATIONS	0.00	0.00	750.00	750.00	0.00
Total Dept 247 - BOARD OF REVIEW		0.00	1,455.00	3,600.00	2,145.00	40.42
Department: 248 POSTAGE CONTROL						
101-248-730.000	POSTAGE	50.00	10,841.58	30,000.00	19,158.42	36.14
101-248-934.000	EQUIPMENT MAINTENANCE-POSTAGE METER	0.00	0.00	2,500.00	2,500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 248 POSTAGE CONTROL						
101-248-946.000	POSTAGE METER RENTAL	0.00	1,416.27	1,000.00	(416.27)	141.63
Total Dept 248 - POSTAGE CONTROL		50.00	12,257.85	33,500.00	21,242.15	36.59
Department: 249 OFFICE SUPPLIES						
101-249-727.000	OFFICE SUPPLIES	1,278.17	8,895.87	48,000.00	39,104.13	18.53
Total Dept 249 - OFFICE SUPPLIES		1,278.17	8,895.87	48,000.00	39,104.13	18.53
Department: 253 TREASURER'S DEPARTMENT						
101-253-703.000	SALARIES TREASURER	8,591.40	34,365.60	111,688.00	77,322.40	30.77
101-253-704.000	SALARIES DEPUTY TREASURER	7,302.60	29,210.40	94,934.00	65,723.60	30.77
101-253-706.001	SALARIES CLERICAL FT	10,405.06	41,209.25	129,692.00	88,482.75	31.77
101-253-709.000	OVERTIME	0.00	0.00	500.00	500.00	0.00
101-253-715.000	SOCIAL SECURITY	1,972.60	7,860.56	25,800.00	17,939.44	30.47
101-253-716.000	HOSP & OPTICAL INSURANCE	7,483.30	31,579.31	127,950.00	96,370.69	24.68
101-253-717.000	GROUP LIFE INSURANCE	31.40	125.60	440.00	314.40	28.55
101-253-718.000	PENSION	0.00	29,312.97	202,210.00	172,897.03	14.50
101-253-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	783.39	5,725.00	4,941.61	13.68
101-253-718.002	457-EMPLOYER PORTION	200.78	1,232.12	1,220.00	(12.12)	100.99
101-253-719.000	WORKERS COMP INSURANCE	0.00	106.00	700.00	594.00	15.14
101-253-722.000	UNEMPLOYMENT INSURANCE	0.00	432.01	810.00	377.99	53.33
101-253-724.000	DENTAL INSURANCE	346.88	1,387.52	5,000.00	3,612.48	27.75
101-253-818.000	OC SOFTWARE SUPPORT FEES	0.00	2,085.40	2,500.00	414.60	83.42
101-253-860.000	MILEAGE	0.00	0.00	400.00	400.00	0.00
101-253-864.000	CONFERENCES & MEETINGS	0.00	799.00	2,500.00	1,701.00	31.96
101-253-958.000	MEMBERSHIPS & DUES	0.00	379.00	600.00	221.00	63.17
101-253-962.000	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00	0.00
Total Dept 253 - TREASURER'S DEPARTMENT		36,334.02	180,868.13	713,669.00	532,800.87	25.34
Department: 265 TOWNSHIP HALL AND GROUNDS						
101-265-706.000	SALARIES MAINTENANCE	4,933.05	19,732.23	64,129.00	44,396.77	30.77
101-265-708.000	PART TIME MAINTENANCE	1,710.00	5,937.50	40,000.00	34,062.50	14.84
101-265-709.000	OVERTIME	98.66	5,340.04	8,000.00	2,659.96	66.75
101-265-715.000	SOCIAL SECURITY	517.57	2,379.53	8,580.00	6,200.47	27.73
101-265-716.000	HOSP & OPTICAL INSURANCE	1,897.08	7,523.22	27,105.00	19,581.78	27.76
101-265-717.000	GROUP LIFE INSURANCE	7.85	31.40	110.00	78.60	28.55
101-265-718.000	PENSION	0.00	3,913.60	16,000.00	12,086.40	24.46
101-265-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	200.00	1,200.00	1,000.00	16.67
101-265-718.002	457-EMPLOYER PORTION	98.66	591.96	1,300.00	708.04	45.54
101-265-719.000	WORKERS COMP INSURANCE	0.00	581.00	4,000.00	3,419.00	14.53
101-265-722.000	UNEMPLOYMENT INSURANCE	27.36	239.00	600.00	361.00	39.83
101-265-724.000	DENTAL INSURANCE	67.56	270.24	900.00	629.76	30.03
101-265-853.000	TELEPHONE	579.06	3,225.13	14,500.00	11,274.87	22.24
101-265-863.000	VEHICLE MAINTENANCE	1,307.30	4,570.00	10,000.00	5,430.00	45.70
101-265-867.000	GASOLINE	917.43	2,536.02	14,000.00	11,463.98	18.11
101-265-910.000	INSURANCE	0.00	63,276.84	72,600.00	9,323.16	87.16
101-265-921.001	ELECTRIC TWP HALL	3,319.15	15,215.32	37,000.00	21,784.68	41.12
101-265-922.000	UTILITIES-TWP HALL	160.37	1,838.31	7,600.00	5,761.69	24.19
101-265-923.000	HEAT TWP HALL	378.09	3,432.27	7,600.00	4,167.73	45.16
101-265-931.001	BLDG MAINTENANCE & SUPPLIES	4,498.24	19,546.45	65,000.00	45,453.55	30.07

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

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GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 265 TOWNSHIP HALL AND GROUNDS						
101-265-931.002	GROUNDS MAINTENANCE	130.00	17,652.62	80,000.00	62,347.38	22.07
101-265-931.003	BLDG EQUIP MAINTENANCE	1,061.36	1,883.36	12,000.00	10,116.64	15.69
101-265-933.000	GROUNDS EQUIP MAINTENANCE	0.00	1,181.52	2,500.00	1,318.48	47.26
101-265-934.000	OFFICE EQUIP MAINTENANCE	0.00	0.00	500.00	500.00	0.00
101-265-940.000	TOWNSHIP RECORD RETENTION COSTS	236.34	1,004.90	3,000.00	1,995.10	33.50
101-265-971.000	TECHNOLOGY EQUIPMENT	19,220.82	32,681.84	110,000.00	77,318.16	29.71
101-265-974.000	IMPROVEMENTS & BETTERMENTS	0.00	0.00	165,000.00	165,000.00	0.00
101-265-977.000	EQUIPMENT ACQUISITIONS	0.00	0.00	125,000.00	125,000.00	0.00
Total Dept 265 - TOWNSHIP HALL AND GROUNDS		41,165.95	214,784.30	898,224.00	683,439.70	23.91
Department: 269 OTHER TOWNSHIP PROPERTIES						
101-269-910.001	INSURANCE COMM HALL	0.00	680.66	1,000.00	319.34	68.07
101-269-910.004	INSURANCE FISK	0.00	830.19	2,500.00	1,669.81	33.21
101-269-910.008	INSURANCE-ANNEX	0.00	1,453.32	7,000.00	5,546.68	20.76
101-269-921.001	ELECTRIC COMM HALL	73.99	263.72	1,000.00	736.28	26.37
101-269-921.004	ELECTRIC FISK	155.87	687.09	2,000.00	1,312.91	34.35
101-269-921.006	M59/BOGIE PROP STREET LIGHT	159.28	588.88	2,000.00	1,411.12	29.44
101-269-921.011	ELECTRIC-TWP ANNEX	1,231.51	5,448.53	12,000.00	6,551.47	45.40
101-269-921.012	10895 ELIZABETH LK-STREET LIGHT	133.42	419.41	2,000.00	1,580.59	20.97
101-269-922.004	UTILITIES FISK	63.11	493.35	2,000.00	1,506.65	24.67
101-269-922.010	UTILITIES-TWP ANNEX	63.11	63.11	1,200.00	1,136.89	5.26
101-269-923.001	HEAT COMM HALL	161.89	901.42	2,000.00	1,098.58	45.07
101-269-923.004	HEAT FISK	167.56	1,337.99	1,800.00	462.01	74.33
101-269-923.011	GAS-TWP ANNEX	387.86	3,215.40	7,000.00	3,784.60	45.93
101-269-931.001	BLDG MAINT COMM HALL	45.35	249.69	2,000.00	1,750.31	12.48
101-269-931.004	BLDG EQUIPMENT MAINT COMM HALL	0.00	0.00	500.00	500.00	0.00
101-269-931.007	BLDG MAINT FISK	0.00	333.60	3,000.00	2,666.40	11.12
101-269-931.008	EQUIP MAINT FISK	271.30	707.95	1,500.00	792.05	47.20
101-269-931.013	BUILDING MAINTENANCE-TWP ANNEX	309.90	1,893.76	9,000.00	7,106.24	21.04
101-269-932.000	ANNEX GROUND MAINTENANCE	0.00	0.00	500.00	500.00	0.00
101-269-962.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00
Total Dept 269 - OTHER TOWNSHIP PROPERTIES		3,224.15	19,568.07	60,500.00	40,931.93	32.34
Department: 276 CEMETERY CONTROL						
101-276-910.000	INSURANCE	0.00	28.47	200.00	171.53	14.24
101-276-921.000	ELECTRIC OXBOW	17.60	71.16	500.00	428.84	14.23
101-276-921.001	ELECTRIC WHITE LAKE	0.00	0.00	500.00	500.00	0.00
101-276-932.000	CEMETERY MAINT	1,910.00	6,210.00	30,000.00	23,790.00	20.70
101-276-962.000	MISCELLANEOUS	0.00	140.00	500.00	360.00	28.00
101-276-974.000	LAND IMPROVEMENTS	0.00	0.00	2,500.00	2,500.00	0.00
Total Dept 276 - CEMETERY CONTROL		1,927.60	6,449.63	34,200.00	27,750.37	18.86
Department: 285 CONSERVATION CONTROL						
101-285-801.000	ENVIRONMENTAL PROFESSIONAL SERVICES	7,329.51	7,329.51	12,000.00	4,670.49	61.08
Total Dept 285 - CONSERVATION CONTROL		7,329.51	7,329.51	12,000.00	4,670.49	61.08
Department: 299 UNALLOCATED MISCELLANEOUS						
101-299-956.000	UNALLOCATED MISCELLANEOUS	4,706.90	6,228.23	20,000.00	13,771.77	31.14
Total Dept 299 - UNALLOCATED MISCELLANEOUS		4,706.90	6,228.23	20,000.00	13,771.77	31.14

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GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 372 ORDINANCE DEPARTMENT						
101-372-706.001	SALARIES ORDINANCE OFFICER	5,288.56	21,154.24	69,930.00	48,775.76	30.25
101-372-709.000	OVERTIME	0.00	0.00	1,200.00	1,200.00	0.00
101-372-715.000	SOCIAL SECURITY	412.64	1,650.64	5,400.00	3,749.36	30.57
101-372-716.000	HOSP & OPTICAL INSURANCE	75.70	267.70	3,180.00	2,912.30	8.42
101-372-717.000	GROUP LIFE INSURANCE	7.85	31.40	110.00	78.60	28.55
101-372-718.000	PENSION	0.00	5,593.70	22,750.00	17,156.30	24.59
101-372-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	200.00	1,200.00	1,000.00	16.67
101-372-718.002	457-EMPLOYER PORTION	105.78	634.68	1,400.00	765.32	45.33
101-372-719.000	WORKERS COMP INSURANCE	0.00	64.50	400.00	335.50	16.13
101-372-722.000	UNEMPLOYMENT INSURANCE	0.00	143.99	270.00	126.01	53.33
101-372-724.000	DENTAL INSURANCE	67.56	270.24	900.00	629.76	30.03
101-372-744.000	UNIFORMS	0.00	0.00	300.00	300.00	0.00
101-372-757.000	OPERATING SUPPLIES	0.00	0.00	250.00	250.00	0.00
101-372-853.000	CELLULAR PHONE	38.10	114.34	700.00	585.66	16.33
101-372-863.000	VEHICLE MAINTENANCE	9.79	9.79	2,000.00	1,990.21	0.49
101-372-864.000	CONFERENCE & MEETINGS	0.00	0.00	750.00	750.00	0.00
101-372-867.000	GASOLINE	77.76	179.70	1,500.00	1,320.30	11.98
101-372-910.000	INSURANCE	0.00	822.90	1,350.00	527.10	60.96
101-372-955.000	ORDINANCE ENFORCEMENTS COSTS	175.00	717.50	7,750.00	7,032.50	9.26
101-372-958.000	MEMBERSHIPS & DUES	0.00	0.00	350.00	350.00	0.00
101-372-960.000	TRAINING	0.00	20.00	850.00	830.00	2.35
101-372-962.000	MISCELLANEOUS	0.00	0.00	300.00	300.00	0.00
101-372-963.000	DANGEROUS BLDG DEMOLITIONS	0.00	0.00	10,000.00	10,000.00	0.00
Total Dept 372 - ORDINANCE DEPARTMENT		6,258.74	31,875.32	132,840.00	100,964.68	24.00
Department: 402 PLANNING DEPARTMENT CONTROL						
101-402-706.001	COMMUNITY DEVELOPMENT DIRECTOR	9,087.92	36,351.64	123,612.00	87,260.36	29.41
101-402-706.002	SALARIES CLERICAL	4,985.40	19,718.87	64,328.00	44,609.13	30.65
101-402-707.000	SALARIES STAFF PLANNER	7,060.20	28,240.80	82,590.00	54,349.20	34.19
101-402-709.000	OVERTIME	0.00	0.00	4,000.00	4,000.00	0.00
101-402-710.000	PLANNING/ZBA BOARD FEES	2,270.00	3,195.00	12,000.00	8,805.00	26.63
101-402-715.000	SOCIAL SECURITY	1,761.87	6,595.52	21,850.00	15,254.48	30.19
101-402-716.000	HOSP & OPTICAL INSURANCE	4,862.55	19,656.31	66,810.00	47,153.69	29.42
101-402-717.000	GROUP LIFE INSURANCE	23.55	86.35	330.00	243.65	26.17
101-402-718.000	PENSION	0.00	7,819.31	31,100.00	23,280.69	25.14
101-402-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	400.00	2,400.00	2,000.00	16.67
101-402-718.002	457-EMPLOYER PORTION	141.20	847.20	3,000.00	2,152.80	28.24
101-402-719.000	WORKERS COMP INSURANCE	0.00	161.25	1,320.00	1,158.75	12.22
101-402-722.000	UNEMPLOYMENT INSURANCE	0.00	438.01	810.00	371.99	54.08
101-402-724.000	DENTAL INSURANCE	363.48	1,332.76	4,100.00	2,767.24	32.51
101-402-729.000	PRINTING	0.00	0.00	1,500.00	1,500.00	0.00
101-402-757.000	OPERATING SUPPLIES	0.00	0.00	600.00	600.00	0.00
101-402-801.000	PROFESSIONAL FEES	845.00	2,109.00	43,000.00	40,891.00	4.90
101-402-853.000	CELLULAR PHONE	75.59	226.85	1,250.00	1,023.15	18.15
101-402-863.001	VEHICLE MAINTENANCE	9.79	9.79	0.00	(9.79)	100.00
101-402-864.000	CONFERENCES & MEETINGS	0.00	1,611.70	3,800.00	2,188.30	42.41
101-402-903.000	LEGAL NOTICES	212.00	212.00	6,000.00	5,788.00	3.53
101-402-910.000	INSURANCE	0.00	4,036.79	6,000.00	1,963.21	67.28

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

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GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 402 PLANNING DEPARTMENT CONTROL						
101-402-957.000	SUBSCRIPTIONS	0.00	0.00	700.00	700.00	0.00
101-402-958.000	MEMBERSHIPS & DUES	775.00	1,025.00	2,500.00	1,475.00	41.00
101-402-960.000	TRAINING	399.77	678.47	4,100.00	3,421.53	16.55
101-402-962.000	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00
Total Dept 402 - PLANNING DEPARTMENT CONTROL		32,873.32	134,752.62	488,200.00	353,447.38	27.60
Department: 446 HIGHWAY AND STREET MAINTENANCE						
101-446-930.000	TRAFFIC SIGNAL MAINTENANCE	110.22	115.24	1,000.00	884.76	11.52
Total Dept 446 - HIGHWAY AND STREET MAINTENANCE		110.22	115.24	1,000.00	884.76	11.52
Department: 448 STREET LIGHTING						
101-448-926.000	STREET LIGHTING	4,986.53	14,611.38	59,000.00	44,388.62	24.77
Total Dept 448 - STREET LIGHTING		4,986.53	14,611.38	59,000.00	44,388.62	24.77
Department: 451 ROAD CONTRUCTION						
101-451-970.000	ROAD CONSTRUCTION/TRI PARTY	46,667.00	46,667.00	335,000.00	288,333.00	13.93
Total Dept 451 - ROAD CONTRUCTION		46,667.00	46,667.00	335,000.00	288,333.00	13.93
Department: 757 COMMUNITY CENTER CONTROL						
101-757-703.000	SALARIES SENIOR DIRECTOR	6,242.25	24,969.02	81,149.00	56,179.98	30.77
101-757-704.000	SALARIES PROGRAM DEVELOPER	5,169.46	20,677.82	67,203.00	46,525.18	30.77
101-757-707.000	PART-TIME CLERICAL	2,156.00	7,308.00	28,000.00	20,692.00	26.10
101-757-707.001	PT SALARIES/GRANT	0.00	0.00	500.00	500.00	0.00
101-757-715.000	SOCIAL SECURITY	1,028.36	4,012.81	13,530.00	9,517.19	29.66
101-757-716.000	HOSP & OPTICAL INSURANCE	2,707.31	10,761.94	38,720.00	27,958.06	27.79
101-757-717.000	GROUP LIFE INSURANCE	15.70	62.80	220.00	157.20	28.55
101-757-718.000	PENSION	0.00	3,749.84	15,300.00	11,550.16	24.51
101-757-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	200.00	1,200.00	1,000.00	16.67
101-757-719.000	WORKERS COMP INSURANCE	0.00	81.50	500.00	418.50	16.30
101-757-722.000	UNEMPLOYMENT INSURANCE	34.49	404.93	810.00	405.07	49.99
101-757-724.000	DENTAL INSURANCE	104.56	418.24	1,400.00	981.76	29.87
101-757-751.000	SENIOR ACTIVITIES	3,846.38	12,374.00	40,000.00	27,626.00	30.94
101-757-757.000	OPERATING SUPPLIES	137.78	1,092.45	2,400.00	1,307.55	45.52
101-757-853.000	TELEPHONE	59.90	299.50	3,000.00	2,700.50	9.98
101-757-860.000	MILEAGE	129.05	129.05	2,000.00	1,870.95	6.45
101-757-864.000	CONFERENCES & MEETINGS	0.00	0.00	500.00	500.00	0.00
101-757-910.000	INSURANCE	0.00	1,178.46	3,500.00	2,321.54	33.67
101-757-921.000	ELECTRIC	529.19	2,176.92	6,200.00	4,023.08	35.11
101-757-922.000	UTILITIES	65.60	495.84	3,000.00	2,504.16	16.53
101-757-923.000	HEAT	129.88	1,156.38	2,600.00	1,443.62	44.48
101-757-931.000	BUILDING MAINTENANCE	585.72	2,956.73	15,000.00	12,043.27	19.71
101-757-957.000	SUBSCRIPTIONS	0.00	0.00	150.00	150.00	0.00
101-757-958.000	MEMBERSHIPS & DUES	0.00	0.00	150.00	150.00	0.00
101-757-962.000	MISCELLANEOUS	0.00	0.00	2,200.00	2,200.00	0.00
101-757-976.000	ADD & IMPROVEMENTS	0.00	0.00	8,000.00	8,000.00	0.00
Total Dept 757 - COMMUNITY CENTER CONTROL		22,941.63	94,506.23	337,232.00	242,725.77	28.02
Department: 863 PAYROLL SERVICE CONTROL						
101-863-730.000	RETIREE HEALTH INSURANCE	9,414.53	40,380.99	110,000.00	69,619.01	36.71
101-863-730.003	OPEB FUNDING	0.00	0.00	135,000.00	135,000.00	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 863 PAYROLL SERVICE CONTROL						
101-863-801.000	PAYROLL SERVICE	1,625.29	7,957.80	30,000.00	22,042.20	26.53
Total Dept 863 - PAYROLL SERVICE CONTROL		11,039.82	48,338.79	275,000.00	226,661.21	17.58
Department: 906 CAPEX DEBT SERVICE						
101-906-991.000	PRINCIPAL-CAPITAL LEASE	0.00	0.00	9,000.00	9,000.00	0.00
101-906-995.000	INTEREST-CAPITAL LEASE	0.00	0.00	1,600.00	1,600.00	0.00
Total Dept 906 - CAPEX DEBT SERVICE		0.00	0.00	10,600.00	10,600.00	0.00
Department: 965 TRANSFER TO						
101-965-999.003	TRANSFER TO IMPROV REVOLVING	0.00	0.00	803,873.00	803,873.00	0.00
Total Dept 965 - TRANSFER TO		0.00	0.00	803,873.00	803,873.00	0.00
Expenditures		370,452.40	1,544,564.69	8,009,925.00	6,465,360.31	19.28
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		610,005.52	1,544,218.93	8,009,925.00	6,465,706.07	19.28
TOTAL EXPENDITURES		370,452.40	1,544,564.69	8,009,925.00	6,465,360.31	19.28
NET OF REVENUES & EXPENDITURES:		239,553.12	(345.76)	0.00	345.76	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 206 FIRE						
Account Category: Revenues						
Department: 000						
206-000-393.000	FUND BALANCE - DESIGNATED	0.00	0.00	458,775.00	458,775.00	0.00
206-000-402.000	TAX COLLECTIONS	0.00	3,075.93	4,801,226.00	4,798,150.07	0.06
206-000-607.000	PERMIT AND INSPECTION FEES	0.00	232.50	2,000.00	1,767.50	11.63
206-000-622.000	RENTAL REGISTRATION FEE	0.00	0.00	500.00	500.00	0.00
206-000-626.000	COST RECOVERY REVENUE	0.00	1,282.52	50,000.00	48,717.48	2.57
206-000-630.000	AMBULANCE TRANSPORTATION REVENUE	30,438.75	121,995.15	200,000.00	78,004.85	61.00
206-000-665.000	INTEREST	0.00	19,962.57	50,000.00	30,037.43	39.93
206-000-690.000	INSURANCE REBATES/REIM	0.00	82,155.70	82,156.00	0.30	100.00
206-000-695.000	MISC REVENUE	10.00	400.00	5,000.00	4,600.00	8.00
Total Dept 000		30,448.75	229,104.37	5,649,657.00	5,420,552.63	4.06
Department: 336 FIRE						
206-336-977.002	USE OF FUND BALANCE	0.00	0.00	601,755.00	601,755.00	0.00
Total Dept 336 - FIRE		0.00	0.00	601,755.00	601,755.00	0.00
Revenues		30,448.75	229,104.37	6,251,412.00	6,022,307.63	3.66
Account Category: Expenditures						
Department: 220 POLICE/FIRE CIVIL SERVICE						
206-220-710.000	FEES & PER DIEM	0.00	0.00	1,000.00	1,000.00	0.00
206-220-727.000	SUPPLIES	0.00	0.00	1,000.00	1,000.00	0.00
206-220-826.000	LEGAL FEES	0.00	0.00	500.00	500.00	0.00
Total Dept 220 - POLICE/FIRE CIVIL SERVICE		0.00	0.00	2,500.00	2,500.00	0.00
Department: 336 FIRE						
206-336-705.000	SALARIES CHIEF	9,039.52	36,158.08	119,176.00	83,017.92	30.34
206-336-705.001	SALARIES CAPTAIN	44,408.12	120,536.30	329,890.00	209,353.70	36.54
206-336-706.001	SALARIES FIRE SERGEANT	88,937.42	219,398.25	565,350.00	345,951.75	38.81
206-336-706.003	SALARIES CLERICAL	5,288.40	21,153.60	68,750.00	47,596.40	30.77
206-336-706.005	SALARIES FIREFIGHTERS	120,840.75	347,732.67	1,000,700.00	652,967.33	34.75
206-336-706.007	FIRE MARSHAL	8,402.72	33,621.38	109,235.00	75,613.62	30.78
206-336-706.008	DEPUTY FIRE CHIEF SALARY	5,500.04	5,500.04	0.00	(5,500.04)	100.00
206-336-709.000	OVERTIME	21,808.91	77,771.11	160,000.00	82,228.89	48.61
206-336-710.000	PART TIME STAFF	9,679.66	33,307.21	70,000.00	36,692.79	47.58
206-336-715.000	SOCIAL SECURITY	23,733.11	67,683.52	208,155.00	140,471.48	32.52
206-336-716.000	HOSP & OPTICAL INSURANCE	38,023.01	151,674.67	528,000.00	376,325.33	28.73
206-336-716.002	RETIREE HEALTH CARE PREMIUMS	10,835.98	42,257.26	128,500.00	86,242.74	32.89
206-336-717.000	GROUP LIFE INSURANCE	196.25	785.00	2,800.00	2,015.00	28.04
206-336-718.000	PENSION	141.90	158,456.11	768,500.00	610,043.89	20.62
206-336-718.002	HEALTH CARE SAVINGS PLAN	1,890.65	13,505.96	45,500.00	31,994.04	29.68
206-336-718.003	OPEB FUNDING	0.00	0.00	150,000.00	150,000.00	0.00
206-336-718.004	457 - EMPLOYER PORTION	0.00	3,166.86	25,000.00	21,833.14	12.67
206-336-719.000	WORKERS COMP INSURANCE	0.00	16,868.12	96,000.00	79,131.88	17.57
206-336-720.000	HOLIDAY/PERSONAL PAY	0.00	0.00	297,000.00	297,000.00	0.00
206-336-722.000	UNEMPLOYMENT INSURANCE	242.87	4,257.05	6,700.00	2,442.95	63.54
206-336-724.000	DENTAL INSURANCE	2,013.72	8,054.88	27,600.00	19,545.12	29.18
206-336-727.000	OFFICE SUPPLIES	879.80	2,162.30	6,000.00	3,837.70	36.04
206-336-730.000	POSTAGE, SHIPPING	0.00	0.00	150.00	150.00	0.00
206-336-744.000	UNIFORMS	2,055.14	10,442.97	25,000.00	14,557.03	41.77

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdg Used
Fund: 206 FIRE						
Account Category: Expenditures						
Department: 336 FIRE						
206-336-744.002	FOOD ALLOWANCE	0.00	3,701.05	20,000.00	16,298.95	18.51
206-336-757.000	OPERATING SUPPLIES	484.64	13,537.62	60,000.00	46,462.38	22.56
206-336-758.000	OXYGEN & AIR	429.25	1,273.75	3,000.00	1,726.25	42.46
206-336-767.000	MEDICAL SUPPLIES	1,183.32	6,847.98	40,000.00	33,152.02	17.12
206-336-801.000	CONSULTANT/PROFESSIONAL SERVICES	0.00	815.45	1,000.00	184.55	81.55
206-336-801.001	HR SERVICES	0.00	0.00	28,145.00	28,145.00	0.00
206-336-807.000	AUDIT FEES	0.00	0.00	8,500.00	8,500.00	0.00
206-336-818.001	COMPUTER SOFTWARE	0.00	9,687.10	10,000.00	312.90	96.87
206-336-826.000	LEGAL FEES	1,848.00	5,445.00	16,000.00	10,555.00	34.03
206-336-826.002	TAX TRIBUNAL REFUNDS	0.00	0.00	2,000.00	2,000.00	0.00
206-336-835.000	MEDICAL SERVICES	862.90	5,938.52	5,000.00	(938.52)	118.77
206-336-851.000	RADIO MAINTENANCE	0.00	0.00	2,000.00	2,000.00	0.00
206-336-853.000	CELL PHONES	237.59	713.01	4,000.00	3,286.99	17.83
206-336-853.001	TELEPHONE STATION 1	59.90	299.50	2,000.00	1,700.50	14.98
206-336-853.002	TELEPHONE STATION 2	34.95	174.75	1,200.00	1,025.25	14.56
206-336-853.003	TELEPHONE STATION 3	34.95	174.75	1,200.00	1,025.25	14.56
206-336-860.000	MILEAGE	37.70	332.05	0.00	(332.05)	100.00
206-336-863.001	VEHICLE MAINTENANCE	4,170.84	98,558.82	148,156.00	49,597.18	66.52
206-336-863.002	TIRES	0.00	632.68	8,000.00	7,367.32	7.91
206-336-864.000	CONFERENCES & MEETINGS	0.00	1,199.55	14,000.00	12,800.45	8.57
206-336-867.000	GASOLINE	4,605.12	11,183.38	36,000.00	24,816.62	31.06
206-336-903.000	LEGAL NOTICES	0.00	0.00	200.00	200.00	0.00
206-336-910.000	INSURANCE	0.00	60,302.70	65,000.00	4,697.30	92.77
206-336-921.001	ELECTRIC STATION 1	1,268.02	5,450.28	15,750.00	10,299.72	34.60
206-336-921.002	ELECTRIC STATION 2	323.75	1,568.79	5,500.00	3,931.21	28.52
206-336-921.003	ELECTRIC STATION 3	435.39	1,596.53	5,500.00	3,903.47	29.03
206-336-922.001	UTILITIES - STATION 1	145.18	360.30	1,400.00	1,039.70	25.74
206-336-923.001	HEAT STATION 1	425.09	2,965.48	6,500.00	3,534.52	45.62
206-336-923.002	HEAT STATION 2	112.48	1,275.80	2,800.00	1,524.20	45.56
206-336-923.003	HEAT STATION 3	0.00	1,272.75	2,800.00	1,527.25	45.46
206-336-931.001	MAINTENANCE STATION 1	1,077.76	3,441.80	20,000.00	16,558.20	17.21
206-336-931.002	MAINTENANCE STATION 2	521.76	2,188.95	17,000.00	14,811.05	12.88
206-336-931.003	MAINTENANCE STATION 3	915.17	3,159.72	17,000.00	13,840.28	18.59
206-336-933.000	EQUIPMENT MAINTENANCE	3,371.75	4,107.10	22,000.00	17,892.90	18.67
206-336-957.000	SUBSCRIPTIONS	0.00	0.00	10,000.00	10,000.00	0.00
206-336-958.000	MEMBERSHIPS & DUES	2,049.55	2,248.55	8,500.00	6,251.45	26.45
206-336-960.000	TRAINING	898.99	2,204.84	35,000.00	32,795.16	6.30
206-336-962.000	MISCELLANEOUS	0.00	0.00	14,000.00	14,000.00	0.00
206-336-971.000	TECHNOLOGY EQUIPMENT	6,676.32	7,412.62	0.00	(7,412.62)	100.00
206-336-976.000	TRANSFER TO OTHER FUNDS	0.00	0.00	250,000.00	250,000.00	0.00
206-336-977.000	EQUIPMENT ACQUISITIONS 04M	286,762.00	314,804.45	260,000.00	(54,804.45)	121.08
206-336-977.001	SUPPLY ACQUISITIONS 04M	4,179.98	11,701.54	60,000.00	48,298.46	19.50
206-336-991.000	PRINCIPAL-AMBULANCE LOAN	19,334.71	70,717.30	243,545.00	172,827.70	29.04
206-336-992.000	INTEREST AMBULANCE LOAN	3,277.95	19,733.34	38,210.00	18,476.66	51.64
Total Dept 336 - FIRE		739,682.98	2,051,521.14	6,248,912.00	4,197,390.86	32.83
Expenditures		739,682.98	2,051,521.14	6,251,412.00	4,199,890.86	32.82

Fund 206 - FIRE:

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

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GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdgt Used
Fund: 206 FIRE						
	TOTAL REVENUES	30,448.75	229,104.37	6,251,412.00	6,022,307.63	3.66
	TOTAL EXPENDITURES	739,682.98	2,051,521.14	6,251,412.00	4,199,890.86	32.82
	NET OF REVENUES & EXPENDITURES:	<u>(709,234.23)</u>	<u>(1,822,416.77)</u>	<u>0.00</u>	<u>1,822,416.77</u>	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 207 POLICE						
Account Category: Revenues						
Department: 000						
207-000-393.000	DESIGNATED FUND BALANCE	0.00	0.00	753,812.00	753,812.00	0.00
207-000-402.000	TAX COLLECTIONS	0.00	4,966.15	7,751,853.00	7,746,886.85	0.06
207-000-530.000	FEDERAL GRANTS	0.00	1,472.50	0.00	(1,472.50)	100.00
207-000-530.001	GRANTS - OTHER	2,618.57	55,706.67	0.00	(55,706.67)	100.00
207-000-546.000	CRIMINAL JUSTICE TRNG 302 FUNDS	5,605.70	5,605.70	4,400.00	(1,205.70)	127.40
207-000-577.000	LIQUOR LICENSES	0.00	13.75	11,000.00	10,986.25	0.13
207-000-601.000	LIAISON OFFICER REIMBURSEMENT	0.00	62,842.56	50,000.00	(12,842.56)	125.69
207-000-607.000	SEX OFFENDERS REGISTRY FEE	50.00	450.00	1,500.00	1,050.00	30.00
207-000-608.000	PRELIMINARY BREATH TEST REV	150.00	640.00	0.00	(640.00)	100.00
207-000-608.001	WARRANT PROCESSING FEES	120.00	380.00	1,000.00	620.00	38.00
207-000-608.002	IMPOUND FEES	1,000.00	3,540.00	4,000.00	460.00	88.50
207-000-626.000	COST RECOVERY REVENUE	0.00	692.58	0.00	(692.58)	100.00
207-000-627.000	DUPLICATING & PHOTOSTAT	952.45	1,435.56	4,000.00	2,564.44	35.89
207-000-656.000	ORDINANCE FINES & COSTS	17,304.33	53,860.89	120,000.00	66,139.11	44.88
207-000-665.000	INTEREST	0.00	19,722.28	50,000.00	30,277.72	39.44
207-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	10,000.00	10,000.00	0.00
207-000-684.000	CROSSING GUARDS REIMBURSEMENT	0.00	0.00	5,000.00	5,000.00	0.00
207-000-690.000	INSURANCE REBATES	5,475.90	22,228.74	0.00	(22,228.74)	100.00
207-000-695.000	MISCELLANEOUS REVENUE	4,531.44	25,662.50	0.00	(25,662.50)	100.00
Total Dept 000		37,808.39	259,219.88	8,766,565.00	8,507,345.12	2.96
Revenues		37,808.39	259,219.88	8,766,565.00	8,507,345.12	2.96
Account Category: Expenditures						
Department: 220 POLICE/FIRE CIVIL SERVICE						
207-220-710.000	FEES & PER DIEM-CIVIL SVC	0.00	0.00	1,000.00	1,000.00	0.00
207-220-727.000	SUPPLIES-CIVIL SVC	0.00	0.00	1,000.00	1,000.00	0.00
207-220-903.000	LEGAL NOTICES-CIVIL SVC	0.00	0.00	1,000.00	1,000.00	0.00
Total Dept 220 - POLICE/FIRE CIVIL SERVICE		0.00	0.00	3,000.00	3,000.00	0.00
Department: 301 POLICE						
207-301-705.000	SALARIES CHIEF	9,346.40	37,385.60	121,503.00	84,117.40	30.77
207-301-706.001	SALARIES LIEUTENANTS	26,074.20	111,901.73	361,485.00	249,583.27	30.96
207-301-706.002	SALARIES SERGEANTS	24,649.40	103,417.54	446,235.00	342,817.46	23.18
207-301-706.003	SALARIES POLICE OFFICERS	157,689.16	626,534.52	2,102,525.00	1,475,990.48	29.80
207-301-706.004	SALARIES DISPATCHERS	28,464.67	109,569.24	380,065.00	270,495.76	28.83
207-301-706.005	SALARIES CLERICAL	13,874.98	55,468.57	180,820.00	125,351.43	30.68
207-301-706.006	SALARIES CADET	3,637.50	12,712.50	46,800.00	34,087.50	27.16
207-301-709.001	OVERTIME	8,479.34	39,196.17	180,000.00	140,803.83	21.78
207-301-709.002	COURT TIME	504.79	2,293.15	40,000.00	37,706.85	5.73
207-301-709.003	SHIFT PREMIUM	0.00	0.00	40,000.00	40,000.00	0.00
207-301-709.006	ACCRUED LEAVE PAYOUT	0.00	2,652.57	0.00	(2,652.57)	100.00
207-301-715.000	SOCIAL SECURITY	20,196.64	84,918.96	306,500.00	221,581.04	27.71
207-301-716.000	HOSP & OPTICAL INSURANCE	67,301.89	267,859.32	951,300.00	683,440.68	28.16
207-301-716.001	RETIREE HOSP & OPTICAL INSURANCE	43,496.42	144,225.31	445,000.00	300,774.69	32.41
207-301-717.000	GROUP LIFE INSURANCE	306.15	1,216.75	4,520.00	3,303.25	26.92
207-301-718.000	PENSION	0.00	239,233.27	1,165,325.00	926,091.73	20.53
207-301-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	10,095.73	92,000.00	81,904.27	10.97
207-301-718.002	457-EMPLOYER PORTION	5,285.84	29,744.80	65,000.00	35,255.20	45.76

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 207 POLICE						
Account Category: Expenditures						
Department: 301 POLICE						
207-301-718.003	OPEB FUNDING	0.00	0.00	250,000.00	250,000.00	0.00
207-301-719.000	WORKERS COMP INSURANCE	0.00	12,024.16	68,000.00	55,975.84	17.68
207-301-720.000	HOLIDAY PAY	0.00	0.00	155,650.00	155,650.00	0.00
207-301-722.000	UNEMPLOYMENT INSURANCE	105.32	5,817.32	11,620.00	5,802.68	50.06
207-301-724.000	DENTAL INSURANCE	3,508.44	13,990.32	49,000.00	35,009.68	28.55
207-301-727.000	OFFICE SUPPLIES	622.45	2,685.16	15,000.00	12,314.84	17.90
207-301-730.000	POSTAGE	0.00	0.00	1,000.00	1,000.00	0.00
207-301-741.000	FIRE ARMS, TRNG & RANGE SUPPLIES	0.00	0.00	10,000.00	10,000.00	0.00
207-301-744.000	UNIFORMS	9.00	824.97	12,000.00	11,175.03	6.87
207-301-744.004	UNIFORM ALLOWANCE PAYOUT	0.00	30,923.28	36,400.00	5,476.72	84.95
207-301-757.000	OPERATING SUPPLIES	430.03	2,287.51	15,000.00	12,712.49	15.25
207-301-801.001	HR SERVICES	0.00	0.00	39,400.00	39,400.00	0.00
207-301-805.000	SEX OFFENDERS REGISTRY FEE	30.00	180.00	1,000.00	820.00	18.00
207-301-805.002	MENTAL HEALTH CO-RESPONDER	0.00	9,871.15	0.00	(9,871.15)	100.00
207-301-807.000	AUDIT FEES	0.00	0.00	8,500.00	8,500.00	0.00
207-301-818.000	COMPUTER SERVICES	0.00	4,060.04	40,000.00	35,939.96	10.15
207-301-826.000	LEGAL FEES-PROSECUTIONS	0.00	16,864.66	102,000.00	85,135.34	16.53
207-301-826.001	TAX TRIBUNAL REFUNDS	0.00	0.00	2,500.00	2,500.00	0.00
207-301-826.002	LEGAL FEES - LABOR RELATED	0.00	49.50	20,000.00	19,950.50	0.25
207-301-851.000	EQUIPMENT REPAIRS	0.00	0.00	3,000.00	3,000.00	0.00
207-301-853.000	TELEPHONE	689.59	2,903.77	15,000.00	12,096.23	19.36
207-301-860.000	MILEAGE	37.00	37.00	1,000.00	963.00	3.70
207-301-861.000	WITNESS FEES	0.00	0.00	1,000.00	1,000.00	0.00
207-301-863.001	VEHICLE MAINTENANCE	4,346.92	27,973.45	50,000.00	22,026.55	55.95
207-301-863.002	TIRES	2,055.90	2,055.90	7,000.00	4,944.10	29.37
207-301-864.000	CONFERENCES	2,104.10	6,694.43	7,000.00	305.57	95.63
207-301-867.000	GASOLINE	7,523.25	16,631.03	90,000.00	73,368.97	18.48
207-301-903.000	LEGAL NOTICES	0.00	0.00	500.00	500.00	0.00
207-301-910.000	INSURANCE	0.00	89,140.87	150,000.00	60,859.13	59.43
207-301-931.001	BLDG MAINTENANCE & SUPPLIES	1,508.64	2,847.51	20,000.00	17,152.49	14.24
207-301-933.000	EQUIP LEASE/ MAINT CONTRACTS	12,462.29	64,110.15	125,000.00	60,889.85	51.29
207-301-934.000	OFFICE EQUIP MAINTENANCE	0.00	0.00	5,000.00	5,000.00	0.00
207-301-958.000	MEMBERSHIPS & DUES	0.00	875.00	2,000.00	1,125.00	43.75
207-301-960.000	TRAINING	1,117.00	10,258.47	20,000.00	9,741.53	51.29
207-301-960.001	CRIMINAL JUSTICE TRNG 302 FUNDS	0.00	0.00	5,000.00	5,000.00	0.00
207-301-960.002	SNC (STATE 911) TRAINING FUNDS	275.00	1,579.23	5,400.00	3,820.77	29.25
207-301-960.003	TUITION REIMBURSEMENT	0.00	0.00	15,000.00	15,000.00	0.00
207-301-960.004	STATE CPE TRAINING	0.00	1,172.24	0.00	(1,172.24)	100.00
207-301-961.000	CERT EXPENDITURES	0.00	0.00	2,000.00	2,000.00	0.00
207-301-961.001	EXPLORER EXPENDITURES	268.56	717.83	2,000.00	1,282.17	35.89
207-301-962.001	MISCELLANEOUS	463.16	663.16	8,000.00	7,336.84	8.29
207-301-962.003	EVIDENCE COLLECTION	100.00	400.00	5,000.00	4,600.00	8.00
207-301-976.000	TRANSFER TO OTHER FUNDS	0.00	0.00	365,000.00	365,000.00	0.00
207-301-977.000	EQUIPMENT ACQUISITIONS	4,520.00	51,564.00	400,000.00	348,436.00	12.89
207-301-977.003	ACCREDITATION, SOFTWARE, MTCE	0.00	0.00	15,000.00	15,000.00	0.00
207-301-977.005	EQUIPMENT ACQ - PUBLIC SAFETY BLDG	0.00	183,529.86	343,343.00	159,813.14	53.45
Total Dept 301 - POLICE		451,484.03	2,441,157.70	9,428,391.00	6,987,233.30	25.89

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdgt Used
Fund: 207 POLICE						
Account Category: Expenditures						
Department: 316 CROSSING GUARD CONTROL						
207-316-707.000	SALARIES PT - CROSSING GUARDS	2,070.00	8,464.00	19,200.00	10,736.00	44.08
207-316-715.000	SOCIAL SECURITY-CROSSING GUARDS	158.37	647.50	1,500.00	852.50	43.17
207-316-719.000	WORKERS COMP -CROSSING GUARDS	0.00	84.50	580.00	495.50	14.57
207-316-722.000	UNEMPLOYMENT INSUR CROSSING GUARDS	33.14	135.46	580.00	444.54	23.36
Total Dept 316 - CROSSING GUARD CONTROL		2,261.51	9,331.46	21,860.00	12,528.54	42.69
Expenditures		453,745.54	2,450,489.16	9,453,251.00	7,002,761.84	25.92
Fund 207 - POLICE:						
TOTAL REVENUES		37,808.39	259,219.88	8,766,565.00	8,507,345.12	2.96
TOTAL EXPENDITURES		453,745.54	2,450,489.16	9,453,251.00	7,002,761.84	25.92
NET OF REVENUES & EXPENDITURES:		(415,937.15)	(2,191,269.28)	(686,686.00)	1,504,583.28	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 208 PARKS AND RECREATION FUND						
Account Category: Revenues						
Department: 000						
208-000-393.000	FUND BALANCE - DESIGNATED	0.00	0.00	(85,894.00)	(85,894.00)	0.00
208-000-402.000	PARKS AND RECREATION TAX COLLECTIONS	0.00	0.00	500,269.00	500,269.00	0.00
208-000-652.000	FIELD RENTAL	1,995.00	2,155.00	3,500.00	1,345.00	61.57
208-000-665.000	INTEREST	8,640.17	33,429.01	5,000.00	(28,429.01)	668.58
208-000-675.000	SPECIAL EVENTS DONATIONS	0.00	0.00	500.00	500.00	0.00
208-000-695.000	MISCELLANEOUS REVENUE	0.00	1,000.00	1,000.00	0.00	100.00
Total Dept 000		10,635.17	36,584.01	424,375.00	387,790.99	8.62
Revenues		10,635.17	36,584.01	424,375.00	387,790.99	8.62
Account Category: Expenditures						
Department: 000						
208-000-710.000	FEE'S AND PER DIEM	0.00	250.00	2,500.00	2,250.00	10.00
208-000-715.000	SOC SEC & MEDICARE TAX	0.00	19.12	250.00	230.88	7.65
208-000-720.000	EVENT EXPENSES	0.00	550.00	9,000.00	8,450.00	6.11
208-000-722.000	MI UNEMPLOYMENT TAX	0.00	0.00	50.00	50.00	0.00
208-000-729.000	PRINTING	0.00	49.00	0.00	(49.00)	100.00
208-000-801.000	PROFESSIONAL SERVICES	0.00	0.00	20,000.00	20,000.00	0.00
208-000-826.000	TAX TRIBUNAL REFUNDS	0.00	0.00	150.00	150.00	0.00
208-000-903.000	LEGAL PUBLICATIONS	0.00	0.00	300.00	300.00	0.00
208-000-910.000	INSURANCE	0.00	3,585.27	5,400.00	1,814.73	66.39
208-000-921.000	ELECTRIC JUDY HAWLEY PARK	20.18	80.75	900.00	819.25	8.97
208-000-921.001	ELECTRIC - VETTER PARK	59.41	311.07	900.00	588.93	34.56
208-000-921.002	STANLEY PARK ELECTRIC	0.00	140.95	900.00	759.05	15.66
208-000-922.000	UTILITIES- PARKS	0.00	600.00	4,000.00	3,400.00	15.00
208-000-931.001	GROUNDS MAINTENANCE	399.99	564.37	43,000.00	42,435.63	1.31
208-000-932.000	PARK EQUIPMENT	0.00	0.00	5,000.00	5,000.00	0.00
208-000-958.000	MEMBERSHIPS AND DUES	0.00	0.00	500.00	500.00	0.00
208-000-962.000	MISCELLANEOUS	0.00	0.00	1,500.00	1,500.00	0.00
208-000-972.000	PATHWAY PROJECTS	0.00	0.00	25,000.00	25,000.00	0.00
208-000-973.000	BLOOMER PARK IMPROVEMENTS	0.00	0.00	10,000.00	10,000.00	0.00
208-000-973.001	STANLEY PARK IMPROVEMENTS	18,458.99	52,000.33	10,000.00	(42,000.33)	520.00
208-000-974.000	PARK IMPROVEMENTS	900.00	900.00	50,000.00	49,100.00	1.80
208-000-991.000	BOND PRINCIPAL	0.00	125,000.00	125,000.00	0.00	100.00
208-000-992.000	BOND INTEREST	0.00	56,575.00	110,025.00	53,450.00	51.42
Total Dept 000		19,838.57	240,625.86	424,375.00	183,749.14	56.70
Expenditures		19,838.57	240,625.86	424,375.00	183,749.14	56.70
Fund 208 - PARKS AND RECREATION FUND:						
TOTAL REVENUES		10,635.17	36,584.01	424,375.00	387,790.99	8.62
TOTAL EXPENDITURES		19,838.57	240,625.86	424,375.00	183,749.14	56.70
NET OF REVENUES & EXPENDITURES:		(9,203.40)	(204,041.85)	0.00	204,041.85	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdg't Used
Fund: 249 BUILDING DEPARTMENT FUND						
Account Category: Revenues						
Department: 000						
249-000-393.000	FUND BALANCE - DESIGNATED	0.00	0.00	310,055.00	310,055.00	0.00
249-000-452.000	CONTRACTORS GENERAL LICENSES	465.00	1,365.00	4,000.00	2,635.00	34.13
249-000-453.000	ELECTRICAL LICENSES	195.00	1,060.00	2,200.00	1,140.00	48.18
249-000-454.000	HEATING LICENSES	120.00	750.00	1,500.00	750.00	50.00
249-000-455.000	PLUMBING LICENSES	90.00	327.00	1,500.00	1,173.00	21.80
249-000-477.000	BUILDING PERMITS	30,815.25	113,961.35	360,000.00	246,038.65	31.66
249-000-478.000	ELECTRICAL PERMITS	17,118.00	32,363.00	80,000.00	47,637.00	40.45
249-000-479.000	HEATING PERMITS	19,678.00	48,670.00	100,000.00	51,330.00	48.67
249-000-480.000	PLUMBING PERMITS	7,759.00	15,783.00	42,000.00	26,217.00	37.58
249-000-482.000	PLOT PLAN REVIEWS	0.00	0.00	10,000.00	10,000.00	0.00
249-000-484.000	BUILDING PLAN REVIEWS	0.00	0.00	15,000.00	15,000.00	0.00
249-000-484.001	FIRE SAFETY REVIEWS	3,540.00	3,940.00	3,000.00	(940.00)	131.33
249-000-622.000	RENTAL REGISTRATION FEE	0.00	0.00	12,000.00	12,000.00	0.00
249-000-665.000	INTEREST	0.00	5,322.80	10,000.00	4,677.20	53.23
249-000-695.000	MISCELLANEOUS REVENUE	700.00	2,450.00	25,000.00	22,550.00	9.80
Total Dept 000		80,480.25	225,992.15	976,255.00	750,262.85	23.15
Revenues		80,480.25	225,992.15	976,255.00	750,262.85	23.15
Account Category: Expenditures						
Department: 000						
249-000-706.001	SALARIES BLDG OFFICIAL	7,978.06	31,912.21	103,715.00	71,802.79	30.77
249-000-706.002	SALARIES CLERICAL	15,408.17	60,724.85	202,250.00	141,525.15	30.02
249-000-706.003	CONTRACT BLDG INSPECTORS	5,600.00	17,167.00	65,000.00	47,833.00	26.41
249-000-706.004	SALARIES PART TIME	0.00	55.00	0.00	(55.00)	100.00
249-000-706.005	BUILDING INSPECTOR	0.00	0.00	70,000.00	70,000.00	0.00
249-000-707.000	ELECTRICAL INSPECTOR	5,720.40	17,934.30	50,000.00	32,065.70	35.87
249-000-707.001	PLUMBING/MECHANICAL INSPECTOR	11,172.50	31,363.90	75,000.00	43,636.10	41.82
249-000-709.000	OVERTIME	0.00	370.19	2,000.00	1,629.81	18.51
249-000-715.000	SOCIAL SECURITY	1,766.63	6,995.58	28,950.00	21,954.42	24.16
249-000-716.000	HOSP & OPTICAL INSURANCE	7,364.58	35,225.45	148,475.00	113,249.55	23.72
249-000-716.001	RETIREE MEDICAL	424.70	2,102.29	8,800.00	6,697.71	23.89
249-000-717.000	GROUP LIFE INSURANCE	31.40	117.75	550.00	432.25	21.41
249-000-718.000	PENSION	0.00	8,814.60	44,300.00	35,485.40	19.90
249-000-718.001	HEALTH CARE SAVINGS PROGRAM	0.00	800.00	6,000.00	5,200.00	13.33
249-000-718.002	OPEB FUNDING	0.00	0.00	50,000.00	50,000.00	0.00
249-000-718.003	457-EMPLOYER PORTION	376.94	1,719.28	7,550.00	5,830.72	22.77
249-000-719.000	WORKERS COMP INSURANCE	0.00	339.25	2,800.00	2,460.75	12.12
249-000-722.000	UNEMPLOYMENT INSURANCE	0.00	567.22	950.00	382.78	59.71
249-000-724.000	DENTAL INSURANCE	346.88	1,350.52	5,900.00	4,549.48	22.89
249-000-727.000	OFFICE SUPPLIES	93.26	257.62	2,000.00	1,742.38	12.88
249-000-730.000	POSTAGE	0.00	0.00	750.00	750.00	0.00
249-000-757.000	OPERATING SUPPLIES	0.00	913.30	1,300.00	386.70	70.25
249-000-801.000	PROFESSIONAL FEES	4,290.00	5,290.00	30,000.00	24,710.00	17.63
249-000-801.001	HR SERVICES	0.00	0.00	2,815.00	2,815.00	0.00
249-000-801.002	RENTAL INSPECTIONS	0.00	320.00	6,000.00	5,680.00	5.33
249-000-807.000	AUDIT FEES	0.00	0.00	4,500.00	4,500.00	0.00
249-000-853.000	CELLULAR PHONE	152.52	527.50	3,300.00	2,772.50	15.98
249-000-863.000	VEHICLE MAINTENANCE	9.79	9.79	750.00	740.21	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdgt Used
Fund: 249 BUILDING DEPARTMENT FUND						
Account Category: Expenditures						
Department: 000						
249-000-864.000	CONFERENCES & MEETINGS	0.00	0.00	2,000.00	2,000.00	0.00
249-000-867.000	GASOLINE	84.21	131.90	1,300.00	1,168.10	10.15
249-000-910.000	INSURANCE	0.00	3,213.69	5,700.00	2,486.31	56.38
249-000-957.000	SUBSCRIPTIONS	0.00	0.00	500.00	500.00	0.00
249-000-958.000	MEMBERSHIPS & DUES	0.00	400.00	900.00	500.00	44.44
249-000-960.000	TRAINING	247.25	247.25	2,000.00	1,752.75	12.36
249-000-962.000	MISCELLANEOUS	0.00	144.00	700.00	556.00	20.57
249-000-971.000	TECHNOLOGY EQUIPMENT	570.93	2,433.72	25,000.00	22,566.28	9.73
249-000-976.000	TRANSFER TO IMPROV REV	0.00	0.00	4,500.00	4,500.00	0.00
249-000-977.000	EQUIPMENT ACQUISITIONS	0.00	0.00	10,000.00	10,000.00	0.00
Total Dept 000		61,638.22	231,448.16	976,255.00	744,806.84	23.71
Expenditures		61,638.22	231,448.16	976,255.00	744,806.84	23.71
Fund 249 - BUILDING DEPARTMENT FUND:						
TOTAL REVENUES		80,480.25	225,992.15	976,255.00	750,262.85	23.15
TOTAL EXPENDITURES		61,638.22	231,448.16	976,255.00	744,806.84	23.71
NET OF REVENUES & EXPENDITURES:		18,842.03	(5,456.01)	0.00	5,456.01	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdg Used
Fund: 591 WATER						
Account Category: Revenues						
Department: 000						
591-000-393.000	FUND BALANCE - DESIGNATED	0.00	0.00	9,787.00	9,787.00	0.00
591-000-445.000	PENALTIES	0.00	3,289.20	11,953.00	8,663.80	27.52
591-000-530.000	GRANT REVENUE	0.00	0.00	5,823.00	5,823.00	0.00
591-000-626.000	METERS	150.00	9,191.16	32,952.00	23,760.84	27.89
591-000-627.000	METER INSTALLATIONS	0.00	600.00	5,383.00	4,783.00	11.15
591-000-642.000	WATER	315.55	313,402.56	1,331,052.00	1,017,649.44	23.55
591-000-650.000	MISC SERVICE CHARGES	75.00	675.00	7,355.00	6,680.00	9.18
591-000-650.001	SPRINKLER SYSTEM	0.00	50.00	13,555.00	13,505.00	0.37
591-000-665.000	INTEREST EARNED	863.97	18,639.63	10,000.00	(8,639.63)	186.40
591-000-665.004	INTEREST - CAPITAL FUND	11,334.96	42,648.29	10,000.00	(32,648.29)	426.48
591-000-665.011	INTEREST INCOME M59 EAST (7)	0.00	216.82	1,469.00	1,252.18	14.76
591-000-665.014	INTEREST INCOME NORDIC DRIVE WAT MAI	0.00	0.00	900.00	900.00	0.00
591-000-665.015	INTEREST INCOME SIGNED AGREEMENTS	0.00	197.10	2,006.00	1,808.90	9.83
591-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	5,371.00	5,371.00	0.00
591-000-674.001	CONNECTION FEES	0.00	35,121.48	163,641.00	128,519.52	21.46
591-000-674.004	WATERMAIN RECOVERY COSTS	0.00	19,876.94	424,771.00	404,894.06	4.68
591-000-674.010	NEW RESIDENTIAL CONST WATER USE FEE	0.00	104.00	6,997.00	6,893.00	1.49
591-000-690.000	INSURANCE REBATES/CLAIMS	1,500.00	1,500.00	0.00	(1,500.00)	100.00
591-000-695.000	MISCELLANEOUS INCOME	0.00	3,729.29	18,208.00	14,478.71	20.48
591-000-699.000	SEWER ADMIN FEES	0.00	0.00	172,500.00	172,500.00	0.00
591-000-699.001	GEN TWP SERVICE FEES	0.00	0.00	58,179.00	58,179.00	0.00
591-000-699.002	TRANSFER FROM IMPROV REV	0.00	0.00	5,972.00	5,972.00	0.00
Total Dept 000		14,239.48	449,241.47	2,297,874.00	1,848,632.53	19.55
Revenues		14,239.48	449,241.47	2,297,874.00	1,848,632.53	19.55
Account Category: Expenditures						
Department: 000						
591-000-703.000	DPS DIRECTOR	9,087.32	36,349.26	118,135.00	81,785.74	30.77
591-000-706.000	WAGES CLERICAL	10,145.85	40,583.42	131,896.00	91,312.58	30.77
591-000-707.000	WAGES MAINTENANCE	12,648.62	50,594.48	171,800.00	121,205.52	29.45
591-000-707.001	WAGES PART TIME	0.00	0.00	20,000.00	20,000.00	0.00
591-000-707.002	WEEKEND ON CALL WATER OPERATOR	0.00	0.00	4,000.00	4,000.00	0.00
591-000-709.000	WAGES OVERTIME	621.72	4,398.73	15,000.00	10,601.27	29.32
591-000-715.000	SOCIAL SECURITY	2,434.09	9,882.67	39,500.00	29,617.33	25.02
591-000-716.000	HOSP & OPTICAL INSURANCE	9,194.74	37,439.83	161,260.00	123,820.17	23.22
591-000-716.001	RETIREE HOSP & OPTICAL INSURANCE	14.14	28.28	0.00	(28.28)	100.00
591-000-717.000	GROUP LIFE INSURANCE	47.10	(156.64)	755.00	911.64	(20.75)
591-000-718.000	PENSION	817.86	13,010.20	73,650.00	60,639.80	17.66
591-000-718.001	HEALTH CARE SAVINGS PLAN	0.00	1,000.00	8,400.00	7,400.00	11.90
591-000-718.002	457-EMPLOYER PORTION	0.00	162.60	2,270.00	2,107.40	7.16
591-000-719.000	WORKERS COMP INSURANCE	0.00	0.00	10,000.00	10,000.00	0.00
591-000-720.000	OTHER POST RETIREMENT BENEFITS	0.00	0.00	70,000.00	70,000.00	0.00
591-000-722.000	UNEMPLOYMENT INSURANCE	0.00	864.00	2,160.00	1,296.00	40.00
591-000-724.000	DENTAL INSURANCE	383.88	1,219.20	6,500.00	5,280.80	18.76
591-000-727.000	OFFICE SUPPLIES	710.24	1,740.14	6,000.00	4,259.86	29.00
591-000-730.000	POSTAGE	2,931.39	2,931.39	7,000.00	4,068.61	41.88
591-000-740.000	OPERATING SUPPLIES	14.39	14.39	8,000.00	7,985.61	0.18
591-000-744.000	SAFETY GEAR AND CLOTHING	0.00	641.01	11,025.00	10,383.99	

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Availa Balance 04/30/2026	% Bdg Used
Fund: 591 WATER						
Account Category: Expenditures						
Department: 000						
591-000-745.000	SYSTEM CHEMICALS	1,250.00	10,810.00	65,000.00	54,190.00	16.63
591-000-748.000	TESTING WATER SYSTEMS	336.00	700.00	16,800.00	16,100.00	4.17
591-000-750.000	OPERATING SUPPLIES METERS	440.40	1,574.40	44,100.00	42,525.60	3.57
591-000-750.001	OPERATING SUPP METER TRANSMITT	0.00	0.00	21,000.00	21,000.00	0.00
591-000-755.000	OPERATING SUPPLIES TOOLS	10.96	1,336.31	6,000.00	4,663.69	22.27
591-000-801.000	FINANCIAL CONSULT FEES	0.00	0.00	5,775.00	5,775.00	0.00
591-000-801.001	HR SERVICES	0.00	0.00	6,570.00	6,570.00	0.00
591-000-802.000	ENG & ARCH FEES	360.00	1,980.00	52,500.00	50,520.00	3.77
591-000-803.000	IRON FILTRATION EXPENSES	0.00	4,866.97	38,928.00	34,061.03	12.50
591-000-807.000	ACCOUNTING & AUDITING	0.00	0.00	7,000.00	7,000.00	0.00
591-000-818.000	CONTRACTED SERVICES	2,149.38	6,758.06	60,000.00	53,241.94	11.26
591-000-826.000	ATTORNEY FEES	0.00	0.00	6,000.00	6,000.00	0.00
591-000-853.000	TELEPHONE/CELL PHONE SERVICES	189.89	1,090.90	7,350.00	6,259.10	14.84
591-000-863.000	REPAIRS & MAINT VEHICLES	4,238.06	5,409.99	9,000.00	3,590.01	60.11
591-000-867.000	GASOLINE/FUEL	1,107.88	1,913.40	12,000.00	10,086.60	15.95
591-000-903.000	LEGAL NOTICES	0.00	0.00	1,050.00	1,050.00	0.00
591-000-910.000	WORKERS COMPENSATION	0.00	1,330.24	0.00	(1,330.24)	100.00
591-000-911.000	GENERAL LIAB INSURANCE	0.00	15,890.31	40,000.00	24,109.69	39.73
591-000-921.000	ELECTRICITY TOWER	853.32	1,872.47	1,050.00	(822.47)	178.33
591-000-921.001	ELECTRICITY TL	1,926.24	7,991.17	16,800.00	8,808.83	47.57
591-000-921.002	ELECTRICITY HILLVIEW	687.91	4,093.60	11,550.00	7,456.40	35.44
591-000-921.004	ELECTRICITY VILLAGE ACRES	1,553.27	6,137.07	63,000.00	56,862.93	9.74
591-000-921.006	ELECTRICITY GRASS LAKE	2,174.29	8,028.93	54,600.00	46,571.07	14.71
591-000-921.007	ELECTRICITY TOWER #2	0.00	485.54	2,100.00	1,614.46	23.12
591-000-921.008	ELECTRICITY-HURONDALE	0.00	2,512.25	3,675.00	1,162.75	68.36
591-000-921.010	ELECTRICITY 933 WILLIAMS	23.29	111.19	420.00	308.81	26.47
591-000-923.001	GAS TWIN LAKES	181.91	448.18	1,155.00	706.82	38.80
591-000-923.002	GAS HILLVIEW	53.55	162.34	1,050.00	887.66	15.46
591-000-923.004	GAS GRASS LAKE	258.17	1,103.68	1,680.00	576.32	65.70
591-000-923.005	GAS VILLAGE ACRES-SATELITE RD	218.19	888.25	6,090.00	5,201.75	14.59
591-000-931.000	REPAIR & MAINT BLDG & EQUIP	3,935.23	12,324.20	50,000.00	37,675.80	24.65
591-000-931.001	GROUND MAINTENANCE	0.00	13.98	10,500.00	10,486.02	0.13
591-000-934.000	REPAIR & MAINT WATER SYSTEM	0.00	13,942.76	47,250.00	33,307.24	29.51
591-000-934.001	REPAIR & MAINT TOWER 1	0.00	0.00	8,400.00	8,400.00	0.00
591-000-934.002	REPAIR & MAINT TOWER 2	0.00	0.00	8,400.00	8,400.00	0.00
591-000-958.000	DUES & MISC	0.00	115.00	8,000.00	7,885.00	1.44
591-000-960.000	EDUCATION & TRAINING	215.00	1,190.00	5,250.00	4,060.00	22.67
591-000-962.000	MISCELLANEOUS	68.33	1,897.77	5,000.00	3,102.23	37.96
591-000-968.000	DEPRECIATION WATER SYSTEM	0.00	0.00	440,000.00	440,000.00	0.00
591-000-969.000	DEPRECIATION & AMORTIZATION	0.00	0.00	40,000.00	40,000.00	0.00
591-000-976.000	BOND INTEREST-DWRF	0.00	4,312.50	8,000.00	3,687.50	53.91
591-000-976.001	TRANSFER TO OTHER FUNDS	0.00	0.00	15,541.00	15,541.00	0.00
591-000-976.005	BOND INTEREST NORDIC DR MAIN	0.00	0.00	120.00	120.00	0.00
591-000-976.006	2022 DWRF BOND INTEREST	0.00	63,462.43	126,000.00	62,537.57	50.37
591-000-977.000	VEHICLES	0.00	0.00	75,000.00	75,000.00	0.00
591-000-995.000	MISC SERVICE CHARGES	270.90	706.60	0.00	(706.60)	100.00
591-000-995.001	WELL HEAD PROTECTION PROGRAM	0.00	0.00	19,769.00	19,769.00	0.00
591-000-995.002	INTEREST COPIER LEASE	0.00	0.00	1,050.00	1,050.00	0.00

REVENUE AND EXPENDITURE REPORT FOR WHITE LAKE TOWNSHIP

Balance As of 04/30/2026

Section 7, Item A.

GL Number	Description	Activity For 04/30/2026	YTD Balance 04/30/2026	2026 Amended Budget	Available Balance 04/30/2026	% Bdgt Used
Fund: 591 WATER						
Account Category: Expenditures						
Department: 000						
	Total Dept 000	71,553.51	386,163.45	2,297,874.00	1,911,710.55	16.81
	Expenditures	<u>71,553.51</u>	<u>386,163.45</u>	<u>2,297,874.00</u>	<u>1,911,710.55</u>	<u>16.81</u>
Fund 591 - WATER:						
	TOTAL REVENUES	14,239.48	449,241.47	2,297,874.00	1,848,632.53	19.55
	TOTAL EXPENDITURES	<u>71,553.51</u>	<u>386,163.45</u>	<u>2,297,874.00</u>	<u>1,911,710.55</u>	<u>16.81</u>
	NET OF REVENUES & EXPENDITURES:	<u>(57,314.03)</u>	<u>63,078.02</u>	<u>0.00</u>	<u>(63,078.02)</u>	
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	783,617.56	2,744,360.81	26,726,406.00	23,982,045.19	10.27
	TOTAL EXPENDITURES - ALL FUNDS	<u>1,716,911.22</u>	<u>6,904,812.46</u>	<u>27,413,092.00</u>	<u>20,508,279.54</u>	<u>25.19</u>
	NET OF REVENUES & EXPENDITURES:	<u>(933,293.66)</u>	<u>(4,160,451.65)</u>	<u>(686,686.00)</u>	<u>3,473,765.65</u>	

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: CONST CONSTRUCTION							
04/01/2026	CONST	9226	2026263	BECKETT & RAEDER	PROFESIONAL SERVICES THRU 02/28/26	806-900-973.006	1,785.00
			2026263		PROFESIONAL SERVICES THRU 02/28/26	806-900-973.007	1,785.00
		Check CONST 9226 Total					3,570.00
04/01/2026	CONST	9227	206081820031	CONSUMERS ENERGY	10911 ELIZABETH LK RD 02/21/26-03/	806-900-973.007	7,133.63
04/01/2026	CONST	9228	PAY APP 16 (C)	MCCARTHY & SMITH INC. -	NEW TOWNSHIP HALL	806-900-973.006	478,306.53
04/01/2026	CONST	9229	PAY APP 16 (B)	MCCARTHY & SMITH INC. -	NEW PUBLIC SAFETY BUILDING	806-900-973.007	1,052,398.13
04/16/2026	CONST	9230	601014273560	CONSUMERS ENERGY	2025 CIVIC CT 02/23/26-03/23/26 CH	806-900-973.006	6,493.18
04/16/2026	CONST	9231	000406545	DLZ MICHIGAN, INC.	CIVIC CTR UTILITY INSPECTIONS	806-900-973.006	863.75
			000406545		CIVIC CTR UTILITY INSPECTIONS	806-900-973.007	863.75
		Check CONST 9231 Total					1,727.50
04/16/2026	CONST	9232	PAY APP 16 (A)	MCCARTHY & SMITH INC. -	CIVIC CENTER UTILITIES AND SITEWOR	806-900-973.006	9,502.01
			PAY APP 16 (A)		CIVIC CENTER UTILITIES AND SITEWOR	806-900-973.007	9,502.02
			PAY APP 17 (C)		NEW TOWNSHIP HALL	806-900-973.007	331,111.06
			PAY APP 17 (C)		NEW TOWNSHIP HALL	806-900-973.006	331,111.06
		Check CONST 9232 Total					681,226.15
04/16/2026	CONST	9233	38	STRAUB PETTITT MANN	PROFESSIONAL SERVICES THRU 03/2026	806-900-973.006	10,178.42
04/23/2026	CONST	9234	000406545.	DLZ MICHIGAN, INC.	BALANCE DUE ON INVOICE	806-900-973.006	30.00
04/23/2026	CONST	9235	71242258APR26	DTE ENERGY	2025 CIVIC CT 03/12/26-04/10/26 CH	806-900-973.006	989.87
04/30/2026	CONST	9236	2026352	BECKETT & RAEDER	CIVIC CENTER, PROFESSIONAL SERVICE	806-900-973.006	875.00
			2026352		CIVIC CENTER, PROFESSIONAL SERVICE	806-900-973.007	875.00
		Check CONST 9236 Total					1,750.00
04/30/2026	CONST	9237	202611402542	CONSUMERS ENERGY	2025 CIVIC CENTER DR 3/24/26-04/23	806-900-973.006	6,672.17
			205281016595		10911 ELIZABETH LK RD 3/24/26-04/2	806-900-973.007	5,056.51
		Check CONST 9237 Total					11,728.68
04/30/2026	CONST	9238	8857	REDSTONE ARCHITECTS, INC.	PUBLIC SAFETY BUILDING DESIGN	806-900-973.007	10,102.75
Total For Bank: CONST							2,265,634.84

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: FLEX FLEXIBLE HLTH CARE SPENDING							
04/30/2026	FLEX	3050		FLEXIBLE SPENDING ACCT	FLEXIBLE SPENDING ACCOUNT	101-000-282.000	2,416.69
Total For Bank: FLEX							2,416.69

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount	
Bank: GEN GENERAL								
04/16/2026	GEN	1230162(E)	04/07/2026	PRINTING SYSTEMS INC	(3149) DUAL AV APP POSTCARDS	101-191-730.000	1,868.58	
04/20/2026	GEN	1230164(E)	INV3671705	PAYLOCITY	MONTHLY PAYROLL FEES	101-863-801.000	1,625.29	
04/02/2026	GEN	1230170(E)		PAYROLL -PAYLOCITY	REFUND OF SOCIAL SECURITY -FRANK W	207-301-715.000	1,004.06	
04/21/2026	GEN	1230171(E)	00178214-20	MERS	MARCH MERS PENSION	591-000-718.000	4,869.38	
			00178214-20		MARCH MERS PENSION	101-171-718.000	10,127.68	
			00178214-20		MARCH MERS PENSION	101-192-718.000	2,820.23	
			00178214-20		MARCH MERS PENSION	101-209-718.000	4,175.67	
			00178214-20		MARCH MERS PENSION	101-215-718.000	8,335.91	
			00178214-20		MARCH MERS PENSION	101-253-718.000	9,778.38	
			00178214-20		MARCH MERS PENSION	101-265-718.000	1,304.53	
			00178214-20		MARCH MERS PENSION	249-000-718.000	2,954.51	
			00178214-20		MARCH MERS PENSION	101-372-718.000	1,864.57	
			00178214-20		MARCH MERS PENSION	101-402-718.000	2,606.44	
			00178214-20		MARCH MERS PENSION	101-757-718.000	1,249.95	
			00178214-20		MARCH MERS PENSION	207-301-718.000	49,797.74	
			00178214-20		MARCH MERS PENSION	207-301-718.000	29,319.72	
			00178214-20		MARCH MERS PENSION	206-336-718.000	52,661.63	
			00178214-20		MARCH MERS PENSION	101-000-231.001	12,298.60	
			00178214-20		MARCH MERS PENSION	249-000-231.001	890.27	
			00178214-20		MARCH MERS PENSION	207-000-231.001	12,210.42	
			00178214-20		MARCH MERS PENSION	206-000-231.001	9,211.61	
			00178214-20		MARCH MERS PENSION	101-192-718.000	(0.03)	
		Check GEN 1230171(E) Total						216,477.21
04/29/2026	GEN	1230172(E)	042226-EMPOWER	EMPOWER	457 EMPLOYER AND EMPLOYEE CONTRIBU	101-000-231.001	4,617.95	
			042226-EMPOWER		457 EMPLOYER AND EMPLOYEE CONTRIBU	206-000-231.001	5,618.48	
			042226-EMPOWER		457 EMPLOYER AND EMPLOYEE CONTRIBU	207-000-231.001	5,576.50	
			042226-EMPOWER		457 EMPLOYER AND EMPLOYEE CONTRIBU	249-000-231.001	502.88	
			042226-EMPOWER		457 EMPLOYER AND EMPLOYEE CONTRIBU	591-000-232.017	300.43	
		Check GEN 1230172(E) Total						16,616.24
04/22/2026	GEN	1230173(E)	042226-VOYA	VOYA FINANCIAL	4-22-26 - 457 EMPLOYEE/EMPLOYER	101-000-231.001	769.96	
			042226-VOYA		4-22-26 - 457 EMPLOYEE/EMPLOYER	206-000-231.001	2,122.87	
			042226-VOYA		4-22-26 - 457 EMPLOYEE/EMPLOYER	207-000-231.001	1,818.79	
			042226-VOYA		4-22-26 - 457 EMPLOYEE/EMPLOYER	249-000-231.001	340.37	
		Check GEN 1230173(E) Total						5,051.99
04/01/2026	GEN	98762	19DM-VL7R-CHVP	AMAZON	DB, EVIDENCE SUPPLILES	207-301-757.000	141.57	
			1HPL-9CD1-DJ3D		FLASH DRIVES	207-301-727.000	99.96	
			1373-YQ67-RG7C		1099 NEC FORMS	101-249-727.000	33.68	
		Check GEN 98762 Total						275.21
04/01/2026	GEN	98763	04313024380	AUTOZONE	ANTIFREEZE	206-336-863.001	65.97	
			04313017608		RETURN WIPER BLADES	101-265-863.000	(34.48)	
		Check GEN 98763 Total						31.49
04/01/2026	GEN	98764	29716	BACKFLOW PREVENTION SERVICES	TWP, BACKFLOW TESTING	101-265-931.003	159.95	
			29717		ANNEX, BACKFLOW TESTING	101-269-931.013	159.95	
			29718		8935 SATELITE, BACK FLOW TESTING	101-265-931.003	159.95	
		Check GEN 98764 Total						479.85

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount	
Bank: GEN GENERAL								
04/01/2026	GEN	98765	00515318	CLARKE MOSQUITO CONTROL PRODUCTS I	NATULAR XRT TABLETS	101-285-801.000	3,549.51	
04/01/2026	GEN	98766	04/01/26-04/30/26	COMCAST	04/01/26-04/30/26 DUBLIN MONTHLY C	101-757-751.000	475.29	
04/01/2026	GEN	98767	04/06/26-05/05/26	COMCAST	04/06/26-05/05/26 STA #2 MONTHLY C	206-336-931.002	420.81	
04/01/2026	GEN	98768	202789309911	CONSUMERS ENERGY	7525 HIGHLAND 02/21/26-03/23/26 CH	101-265-923.000	780.46	
			201899421013		7527 HIGHLAND RD 02/21/26-03/23/26	101-269-923.011	742.77	
			203501259809		685 UNION RD 02/21/26-03/23/26 CHA	101-757-923.000	252.61	
			203501259810		9180 HIGHLAND RD 02/21/26-03/23/26	101-269-923.004	313.95	
			203501259807		860 ROUND LK RD 02/21/26-03/23/26	206-336-923.002	252.61	
			202789309912		7500 HIGHLAND RD 02/21/26-03/23/26	101-269-923.001	225.62	
			202789309913		7420 HIGHLAND RD 02/21/26-03/23/26	206-336-923.001	671.08	
			202522353179		4870 ORMOND RD 02/24/26-03/24/26 C	206-336-923.003	277.71	
		Check GEN 98768 Total						3,516.81
04/01/2026	GEN	98769	97628	DARWEL ENTERPRISES LLC	PD, MONTHLY CHARGES	207-301-931.001	126.16	
04/01/2026	GEN	98770	17629734MAR26	DTE ENERGY	685 UNION 02/20/26-03/20/26 CHARGE	101-757-921.000	521.14	
04/01/2026	GEN	98771	03/13/26-CREAN	FNBO	CREAN, MONTHLY CHARGES	206-336-744.000	408.15	
			03/13/26-CREAN		CREAN, MONTHLY CHARGES	206-336-727.000	16.95	
			03/13/26-CREAN		CREAN, MONTHLY CHARGES	206-336-757.000	75.00	
			03/13/26-CREAN		CREAN, MONTHLY CHARGES	206-336-801.000	201.00	
			03/13/26-DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-934.000	49.94	
			03/13/26-DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-755.000	64.44	
			03/13/26-DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-934.000	44.82	
			03/13/26-DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-755.000	3.98	
			03/13/26-DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-755.000	18.68	
			03/13/26-FEICHTNER		FEICHTNER, MONTHLY CHARGES	206-336-958.000	75.00	
			03/13/26-FEICHTNER		FEICHTNER, MONTHLY CHARGES	206-336-960.000	475.00	
			03/13/26-GORDINEAR		GORDINEAR, MONTHLY CHARGES	101-757-751.000	53.95	
			03/13/26-GORDINEAR		GORDINEAR, MONTHLY CHARGES	101-757-751.000	26.82	
			03/13/26-GORDINEAR		GORDINEAR, MONTHLY CHARGES	101-757-751.000	48.25	
			03/13/26-GORDINEAR		GORDINEAR, MONTHLY CHARGES	101-757-751.000	40.89	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-727.000	8.47	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-727.000	16.95	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-863.001	19.19	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-864.000	635.59	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-757.000	300.94	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-864.000	29.74	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-757.000	275.00	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-864.000	17.23	
			03/13/26-HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-864.000	516.99	
			03/13/26-HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-757.000	235.88	
			03/13/26-HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-960.000	155.00	
			03/13/26-HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-757.000	18.01	
			03/13/26-HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-863.001	634.29	
			03/13/26-HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-958.000	99.00	
			03/13/26-HIEBER		HIEBER, MONTHLY CHARGES	101-209-864.000	25.00	
			03/13/26-HIEBER		HIEBER, MONTHLY CHARGES	101-209-864.000	27.52	
			03/13/26-HOBBS		HOBBS, MONTHLY CHARGES	101-757-751.000	199.00	
			03/13/26-HOBBS		HOBBS, MONTHLY CHARGES	101-757-751.000	75.00	
			03/13/26-HOBBS		HOBBS, MONTHLY CHARGES	101-757-751.000		

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-958.000	220.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-757.000	6.19
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-757.000	10.54
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-961.001	154.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-960.000	135.47
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-744.000	214.97
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-960.002	440.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-960.002	440.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-863.001	29.34
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-757.000	50.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-863.001	8.99
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-958.000	30.00
			03/13/26-IVORY		IVORY, MONTHLY CHARGES	207-301-863.001	37.48
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-727.000	21.19
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-727.000	21.19
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-864.000	600.00
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-864.000	866.04
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-960.000	70.00
			03/13/26-KELLER		KELLER, MONTHLY CHARGES	207-301-757.000	393.58
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	207-301-863.001	134.91
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	101-265-863.000	104.91
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	591-000-863.000	74.95
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	101-101-958.000	230.00
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	208-000-720.000	550.00
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	101-265-863.000	10.17
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	591-000-727.000	575.76
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	101-265-971.000	2,590.94
			03/13/66-KOWALL		KOWALL, MONTHLY CHARGES	101-299-956.000	228.40
			03/13/26-MYERS, R		MYERS, R-MONTHLY CHARGES	101-249-727.000	603.48
			03/13/26-NOBLE		NOBLE, MONTHLY CHARGES	101-191-934.000	99.95
			03/13/26-NOBLE		NOBLE, MONTHLY CHARGES	101-265-971.000	99.95
			03/13/26-POLUTANOVICH		POLUTANOVICH, MONTHLY CHARGES	591-000-863.000	11.50
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	15.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	70.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	70.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	70.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	70.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-863.000	21.99
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-863.000	117.59
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-818.000	211.65
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-744.000	44.95
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-863.000	176.93
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	591-000-960.000	40.00
			03/13/26-POTTER		POTTER, MONTHLY CHARGES	101-265-933.000	10.20
			03/13/26-ROMAN		ROMAN, MONTHLY CHARGES	101-249-727.000	204.52
			03/13/26-SPENCER		SPENCER, MONTHLY CHARGES	249-000-958.000	400.00
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	10.00
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-931.001	58.98
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	208-000-931.001	8.67
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	263.93
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	5.50

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Bank: GEN GENERAL								
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	14.50	
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-931.002	25.62	
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	8.00	
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	101-265-863.000	10.00	
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	591-000-931.001	13.98	
			03/13/26-SZOLACH		SZOLACH, MONTHLY CHARGES	591-000-931.000	28.96	
			03/13/26-ONEIL		ONEIL, MONTHLY CHARGES	101-402-960.000	11.20	
			03/13/26-ONEIL		ONEIL, MONTHLY CHARGES	101-402-864.000	20.00	
			03/13/26-ONEIL		ONEIL, MONTHLY CHARGES	101-402-960.000	187.50	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	79.84	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-755.000	59.97	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	4.40	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	21.47	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	2.15	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	53.96	
			03/13/26-JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	29.94	
		Check GEN 98771 Total						16,474.12
04/01/2026	GEN	98773	3158	FORTIS GROUP	SURVELLANCE COURSE, HINMAN	207-301-960.000	750.00	
04/01/2026	GEN	98774	02/21/26-03/18/26	HOME DEPOT CREDIT SERVICES	MONTHLY CHARGES	206-336-931.001	114.82	
			02/21/26-03/18/26		MONTHLY CHARGES	206-336-863.001	11.48	
			02/21/26-03/18/26		MONTHLY CHARGES	206-336-933.000	27.36	
			02/21/26-03/18/26		MONTHLY CHARGES	206-336-931.001	21.42	
		Check GEN 98774 Total						175.08
04/01/2026	GEN	98775	140002040	HURON VALLEY GUNS	PT FIRE UNIFORMS	206-336-744.000	3,105.00	
04/01/2026	GEN	98776	223261	JANELLE DRIVER	DRIVER, REFUND RENT	101-000-667.001	200.00	
04/01/2026	GEN	98777	40941393	JOHN HANCOCK-70482-00-5	MAR 2026 CONTRIBUTIONS	101-000-231.001	454.36	
			40941393		MAR 2026 CONTRIBUTIONS	101-000-231.001	424.30	
			40941393		MAR 2026 CONTRIBUTIONS	591-000-718.000	817.86	
			40941393		MAR 2026 CONTRIBUTIONS	101-209-718.000	763.75	
			40941393		MAR 2026 CONTRIBUTIONS	206-336-718.000	112.32	
		Check GEN 98777 Total						2,572.59
04/01/2026	GEN	98778	21719	MEADOWS AUTOMOTIVE WHITE LAKE	IVORY, TRUCK-OIL CHANGE, BRAKE FLU	207-301-863.001	240.23	
04/01/2026	GEN	98779	200016297	MI ASSN OF CHIEFS OF POLICE	WAY, SUMMER 26 CONF	207-301-864.000	330.00	
			200016293		IVORY, SUMMER 26 CONF	207-301-864.000	280.00	
		Check GEN 98779 Total						610.00
04/01/2026	GEN	98780	04/13/26	MICHIGAN MUNICIPAL RISK MANAGEMENT	RISK INSURANCE INSTALLMENT FOR APR	101-265-910.000	21,092.28	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-269-910.001	127.20	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-757-910.000	392.82	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-269-910.004	276.73	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-276-910.000	9.49	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-372-910.000	274.30	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-402-910.000	1,345.53	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	101-269-910.008	899.86	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	591-000-911.000	5,296.77	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	249-000-910.000	1,071.23	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	207-301-910.000	33,792.55	

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Bank: GEN GENERAL								
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	208-000-910.000	1,195.09	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	206-336-910.000	20,100.90	
			04/13/26		RISK INSURANCE INSTALLMENT FOR APR	590-000-910.000	962.00	
		Check GEN 98780 Total						86,836.75
04/01/2026	GEN	98781	002067865722	MUTUAL OF OMAHA	04/01/26-04/30/26 MONTHLY CHARGES	101-000-232.002	253.44	
			002067865722		04/01/26-04/30/26 MONTHLY CHARGES	249-000-232.008	264.00	
			002067865722		04/01/26-04/30/26 MONTHLY CHARGES	206-000-232.002	304.51	
			002067865722		04/01/26-04/30/26 MONTHLY CHARGES	207-000-232.002	321.16	
		Check GEN 98781 Total						1,143.11
04/01/2026	GEN	98782	04/02/26	OAKLAND COUNTY HEALTH DIVISION	FOOD SAFETY MANAGER CERT COURSE	101-299-956.000	494.50	
			04/02/26		FOOD SAFETY MANAGER CERT COURSE	101-171-960.000	247.25	
			04/02/26		FOOD SAFETY MANAGER CERT COURSE	101-402-960.000	247.25	
			04/02/26		FOOD SAFETY MANAGER CERT COURSE	249-000-960.000	247.25	
		Check GEN 98782 Total						1,236.25
04/01/2026	GEN	98783	169829	SAFEWAY SHREDDING	PD, MONTHLY CHARGES	207-301-727.000	64.95	
			169828		GEN, MONTHLY CHARGES	101-249-727.000	84.95	
		Check GEN 98783 Total						149.90
04/01/2026	GEN	98784	S1025492	TENDER CORPORATION	BENS, NATRAPEL WIPES	101-285-801.000	3,780.00	
04/01/2026	GEN	98785	00001AT062136	UNITED PARCEL SERVICE	MONTHLY CHARGES	101-248-730.000	25.00	
04/01/2026	GEN	98786	1859889	EQUITABLE FINANCIAL LIFE INS COMP	Life,AD&D,ST/LT Disability,Supplem	591-000-716.000	220.60	
			1859889		Life,AD&D,ST/LT Disability,Supplem	591-000-717.000	47.10	
			1859889		Life,AD&D,ST/LT Disability,Supplem	591-000-724.000	383.88	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-000-232.002	736.94	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-101-717.000	27.48	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-171-716.000	169.39	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-171-717.000	31.40	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-171-724.000	360.84	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-192-716.000	140.50	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-192-717.000	23.55	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-192-724.000	111.00	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-209-716.000	156.89	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-209-717.000	31.40	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-209-724.000	363.48	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-215-716.000	164.48	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-215-717.000	31.40	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-215-724.000	346.88	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-253-716.000	165.10	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-253-717.000	31.40	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-253-724.000	346.88	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-265-716.000	33.11	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-265-717.000	7.85	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-265-724.000	67.56	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-372-716.000	35.70	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-372-717.000	7.85	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-372-724.000	67.56	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-402-716.000	131.25	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-402-717.000	23.55	

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Bank: GEN GENERAL								
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-402-724.000	363.48	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-757-716.000	74.11	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-757-717.000	15.70	
			1859889		Life,AD&D,ST/LT Disability,Supplem	101-757-724.000	104.56	
			1859889		Life,AD&D,ST/LT Disability,Supplem	206-000-232.002	288.12	
			1859889		Life,AD&D,ST/LT Disability,Supplem	206-336-716.000	1,025.61	
			1859889		Life,AD&D,ST/LT Disability,Supplem	206-336-717.000	196.25	
			1859889		Life,AD&D,ST/LT Disability,Supplem	206-336-724.000	2,013.72	
			1859889		Life,AD&D,ST/LT Disability,Supplem	207-000-232.002	604.86	
			1859889		Life,AD&D,ST/LT Disability,Supplem	207-301-716.000	1,583.23	
			1859889		Life,AD&D,ST/LT Disability,Supplem	207-301-717.000	306.15	
			1859889		Life,AD&D,ST/LT Disability,Supplem	207-301-724.000	3,545.44	
			1859889		Life,AD&D,ST/LT Disability,Supplem	249-000-232.002	17.02	
			1859889		Life,AD&D,ST/LT Disability,Supplem	249-000-716.000	151.48	
			1859889		Life,AD&D,ST/LT Disability,Supplem	249-000-717.000	31.40	
			1859889		Life,AD&D,ST/LT Disability,Supplem	249-000-724.000	346.88	
			Check GEN 98786 Total					14,933.03
04/01/2026	GEN	98787	INVINC50689	CARBYNE	NEW PHONE SYSTEM/911 NEW BLDG	265-311-700.002	39,045.15	
04/01/2026	GEN	98788	INV1734045	PRIORITY WASTE LLC	04/01/26-04/30/26 CURBSIDE COLLECT	226-528-801.000	208,874.90	
04/02/2026	GEN	98789	04/02/26	JEANNE EAGEN	INSTRUCTOR FEES	101-757-751.000	186.00	
04/02/2026	GEN	98790	03/26/26	KATHLEEN GORDINEAR	REIMBURSE FOR MILEAGE	101-757-860.000	129.05	
04/02/2026	GEN	98791	04/02/26	LEISURE UNLIMITED LLC	INSTRUCTOR'S FEE	101-757-751.000	114.00	
04/02/2026	GEN	98792	04/02/26	MARLENE TURNER	INSTRUCTOR'S FEE	101-757-751.000	80.00	
04/02/2026	GEN	98793	04/02/26	NICOLE GRUBBS	INSTRUCTOR'S FEE	101-757-751.000	195.00	
04/02/2026	GEN	98794	0047461	WATER DEPOT	DUBLIN, MONTHLY CHARGES	101-757-931.000	23.25	
04/02/2026	GEN	98795	03/28/25	WHITMORE LAKE AREA HUMAN SERVICES	SHUTTLE FROM DUBLIN TO MEADOWBROOK	101-757-751.000	378.00	
04/09/2026	GEN	98796	1WL7-TL7V-RXMV	AMAZON	COMBS, SOCK, UNDERWEAR, BOOTS, WAL	206-336-767.000	219.22	
			1WL7-TL7V-RXMV		COMBS, SOCK, UNDERWEAR, BOOTS, WAL	206-336-744.000	322.55	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-265-971.000	246.91	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	36.72	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-265-971.000	29.98	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	16.49	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-265-931.001	32.99	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	8.98	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	18.00	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-265-971.000	219.99	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-265-971.000	14.88	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	39.98	
			13JF-K3G4-LLL1		OFFICE SUPPLIES, HEATERS, MONITORS	101-249-727.000	147.62	
			1NLH-6H74-QKKR		THIN MINTS, ST PATS BROOCHES, TABL	101-757-751.000	160.38	
			1971-LTFJ-7VHH		LANG-NOTARY SUPPLIES	101-249-727.000	42.73	
			1LCD-KWMK-3DYQ		PAGE, SOCKS, BOOTS	206-336-744.000	211.84	
			1GL1-GP4L-ML6G		RUGGED IPAD CASES	206-336-727.000	280.42	
			1VF6-JPLX-X74L		PREP CONTAINERS, CLIPS, STICKY NOT	206-336-727.000	99.10	
			1FJL-NJNM-CRJH		3HOLE PUNCH, BATTERIES	206-336-727.000	39.02	

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Bank: GEN GENERAL							
			1971-LTFJ-1M4P		RETURN RUGGED CASE	206-336-727.000	(140.21)
		Check GEN 98796 Total					2,047.59
04/09/2026	GEN	98797	03/12/26-04/03/26	ANTHONY SORGE INSPECTIONS, LLC	03/12/26-04/03/26 BUILDING INSPECT	249-000-706.003	2,240.00
04/09/2026	GEN	98798	0000045646	ARMOREX	GLOVES, SOAP, AJAX	207-301-931.001	186.04
04/09/2026	GEN	98799	153230HW_202603	ASCENSUS	ACTUARIAL VALUATION 2025 GASB 75 I	101-101-801.000	6,300.00
04/09/2026	GEN	98800	29727	BACKFLOW PREVENTION SERVICES	TWP, BACKFLOW SERVICES	101-265-931.003	653.86
04/09/2026	GEN	98801	645747	BRIGHT GUY INC.	SURVIVOR BATTERY	206-336-757.000	98.08
04/09/2026	GEN	98802	4261421194	CINTAS	UNIFORM CHARGES	101-000-080.962	53.85
			4261421194		UNIFORM CHARGES	101-265-931.001	17.96
			4262116187		UNIFORM CHARGES	101-000-080.962	53.85
			4262116187		UNIFORM CHARGES	101-265-931.001	17.96
			4262936277		UNIFORM CHARGES	101-000-080.962	53.85
			4262936277		UNIFORM CHARGES	101-265-931.001	17.96
			4263626194		UNIFORM CHARGES	101-000-080.962	53.85
			4263626194		UNIFORM CHARGES	101-265-931.001	17.96
			4264419178		UNIFORM CHARGES	101-000-080.962	53.85
			4264419178		UNIFORM CHARGES	101-265-931.001	17.96
		Check GEN 98802 Total					359.05
04/09/2026	GEN	98803	367224	CIVICPLUS	06/01/26-05/31/27 ,MUNICODE ONLINE	101-265-971.000	1,091.48
			364627		05/01/26-04/30/27 ANNUAL RENEWAL	101-265-971.000	3,000.00
		Check GEN 98803 Total					4,091.48
04/09/2026	GEN	98804	03/24/26-04/23/26	COMCAST	03/24/26-04/23/26 STA #1 MONTHLY C	206-336-931.001	357.09
04/09/2026	GEN	98805	04/15/26-05/14/26	COMCAST	04/15/26-05/14/26 STA #3 MONTHLY C	206-336-931.003	293.60
04/09/2026	GEN	98806	000406523	DLZ MICHIGAN, INC.	2796 PARK RIDGE, PLOT PLAN REVIEW	249-000-801.000	250.00
			000406529		1426 LAKE JASON PLOT PLAN REVIEW	249-000-801.000	250.00
			000406528		21063 HAMPTON PLOT PLAN REVIEW	249-000-801.000	250.00
		Check GEN 98806 Total					750.00
04/09/2026	GEN	98807	200146419025	DTE ENERGY	MONTHLY CHARGES	101-448-926.000	4,986.53
04/09/2026	GEN	98808	002234	EMERGENCY VEHICLES PLUS	E-2, REPAIRS TO DISCHARGE	206-336-863.001	1,475.14
			002238		E-1, REPAIRS FOR BOGGING ENGINE	206-336-863.001	556.20
		Check GEN 98808 Total					2,031.34
04/09/2026	GEN	98809	167283723	FIDELITY SECURITY LIFE INS/EYEMED	Vision Insurance Premiums	591-000-716.001	7.07
			167283723		Vision Insurance Premiums	591-000-716.001	7.07
			167283723		Vision Insurance Premiums	591-000-716.000	13.45
			167283723		Vision Insurance Premiums	591-000-716.000	19.75
			167283723		Vision Insurance Premiums	591-000-716.000	7.07
			167283723		Vision Insurance Premiums	591-000-716.000	7.07
			167283723		Vision Insurance Premiums	591-000-716.000	19.75
			167283723		Vision Insurance Premiums	249-000-716.001	7.07
			167283723		Vision Insurance Premiums	249-000-716.000	13.45
			167283723		Vision Insurance Premiums	249-000-716.000	7.07
			167283723		Vision Insurance Premiums	249-000-716.000	19.75
			167283723		Vision Insurance Premiums	249-000-716.000	19.75

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Bank: GEN GENERAL								
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	13.45	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-863-730.000	7.07	
			167283723		Vision Insurance Premiums	101-757-716.000	7.07	
			167283723		Vision Insurance Premiums	101-757-716.000	13.45	
			167283723		Vision Insurance Premiums	101-402-716.000	19.75	
			167283723		Vision Insurance Premiums	101-402-716.000	19.75	
			167283723		Vision Insurance Premiums	101-402-716.000	19.75	
			167283723		Vision Insurance Premiums	101-372-716.000	13.45	
			167283723		Vision Insurance Premiums	101-265-716.000	13.45	
			167283723		Vision Insurance Premiums	101-253-716.000	7.07	
			167283723		Vision Insurance Premiums	101-253-716.000	13.45	
			167283723		Vision Insurance Premiums	101-253-716.000	19.75	
			167283723		Vision Insurance Premiums	101-253-716.000	19.75	
			167283723		Vision Insurance Premiums	101-215-716.000	19.75	
			167283723		Vision Insurance Premiums	101-215-716.000	7.07	
			167283723		Vision Insurance Premiums	101-215-716.000	19.75	
			167283723		Vision Insurance Premiums	101-215-716.000	13.45	
			167283723		Vision Insurance Premiums	101-209-716.000	19.75	
			167283723		Vision Insurance Premiums	101-209-716.000	19.75	
			167283723		Vision Insurance Premiums	101-209-716.000	19.75	
			167283723		Vision Insurance Premiums	101-209-716.000	19.75	
			167283723		Vision Insurance Premiums	101-192-716.000	(7.07)	
			167283723		Vision Insurance Premiums	101-192-716.000	7.07	
			167283723		Vision Insurance Premiums	101-192-716.000	7.07	
			167283723		Vision Insurance Premiums	101-171-716.000	7.07	
			167283723		Vision Insurance Premiums	101-171-716.000	13.45	
			167283723		Vision Insurance Premiums	101-171-716.000	13.45	
			167283723		Vision Insurance Premiums	101-171-716.000	19.75	
			Check GEN 98809 Total					2,006.80
04/09/2026	GEN	98810	DT-1193485	FIRST CHOICE COFFEE SERVICES	STA #1 & STA #2, WATER PURIFIER FI	206-336-931.002	40.95	
			DT-1193485		STA #1 & STA #2, WATER PURIFIER FI	206-336-931.001	40.95	
			DT-1193385		STA #3, WATER PURIFIER FILTERS	206-336-931.003	40.95	
			Check GEN 98810 Total					122.85
04/09/2026	GEN	98811	40726	FIT TECH	FREEMOTION INCLINE TRAINER	206-336-977.000	3,500.00	
04/09/2026	GEN	98812	580162	FLINT WELDING SUPPLY COMPANY	OXYGEN AND AIR	206-336-758.000	170.50	
			304364		OXYGEN AND AIR	206-336-758.000	195.75	
			580435		OXYGEN AND AIR	206-336-758.000	63.00	
			Check GEN 98812 Total					429.25
04/09/2026	GEN	98813	2883	HOUSTON'S LAWN SERVICE	CEMETERY CLEAN UP	101-276-932.000	1,6	

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Bank: GEN GENERAL								
			2884		WHITE LAKE CEMTERY ADD'L CLEAN UP/	101-276-932.000	250.00	
		Check GEN 98813 Total						1,910.00
04/09/2026	GEN	98814	74000141	HURON VALLEY GUNS	HANIFEN, ALTERATION/PANTS	206-336-744.000	71.00	
04/09/2026	GEN	98815	PS-INV1222517	IMAGETREND LLC	02/01/26-01/31/27 ANNUAL FEE (43)	206-336-971.000	5,520.62	
04/09/2026	GEN	98816	I52930001	ISOLVED INC.	FBA ADMIN MARCH SERVICES	101-299-956.000	187.00	
04/09/2026	GEN	98817	03/12/26-04/03/26	KENNETH BORYCZ	03/12/26-04/03/26 PLUMBING/MECHANI	249-000-707.001	6,272.10	
04/09/2026	GEN	98818	507352458	KONICA MINOLTA BUSINESS SOLUTIONS	HP 730F MATTE BLACK	101-249-727.000	226.29	
04/09/2026	GEN	98819	980558-QKDSJP	LOWES BUSINESS ACCOUNT	GRIDDLES (2)	206-336-931.003	59.81	
04/09/2026	GEN	98820	P08148	MACQUEEN EMERGENCY	MSA FLOW TESTING	206-336-933.000	3,371.75	
04/09/2026	GEN	98821	03/12/26-04/03/26	MARK CARLSON	03/12/26-04/03/26 ELECTRICAL INSPE	249-000-707.000	2,841.90	
04/09/2026	GEN	98822	499390	MICHIGAN TOWNSHIPS ASSOCIATION	CEMETERY WEBINAR	101-215-960.000	50.00	
04/09/2026	GEN	98823	1878608	OAKLAND COUNTY LEGAL NEWS	NOTICE TO OWNER-NOXIOUS WEEDS	101-372-955.000	175.00	
			1878607		PUBLIC HEARING ZBA 03/26/26	101-402-903.000	121.00	
			1878606		REG TWP BOARD MEETING SYNOPSIS 02/	101-215-903.000	115.00	
			1878609		REG TWP BOARD MEETING SYNOPSIS 03/	101-215-903.000	139.00	
			1878987		SPECIAL TWP BOARD MEETING SYNOPSIS	101-215-903.000	73.00	
		Check GEN 98823 Total						623.00
04/09/2026	GEN	98824	13785	ONE STOP COMPUTER SHOP	REPLACE IPAD AIR 4 SCREEN	206-336-727.000	225.00	
04/09/2026	GEN	98825	20239	PARAMOUNT SIGNS & GRAPHIX LLC	UNIFORM CHARGES	206-336-744.000	146.00	
			20239		UNIFORM CHARGES	206-336-744.000	269.00	
			20239		UNIFORM CHARGES	206-336-744.000	177.00	
			20239		UNIFORM CHARGES	206-336-744.000	60.00	
		Check GEN 98825 Total						652.00
04/09/2026	GEN	98826	SI-165248	PHOENIX SAFETY OUTFITTERS	TEMPLETON, HELMET	206-336-977.001	556.00	
			SI-164411		VOS, FIRE BOOT	206-336-977.001	385.00	
			SI-164079		KING/LOEW FIRE BOOTS	206-336-977.001	770.00	
		Check GEN 98826 Total						1,711.00
04/09/2026	GEN	98827	INV-MI-7061	RELIANT FIRE APPARATUS OF MICHIGAN	RADIATOR CAPS	206-336-863.001	119.41	
04/09/2026	GEN	98828	P26-00421	RENEWAL BY ANDERSON	PERMIT CANCELLED, REFUND	249-000-477.000	135.00	
04/09/2026	GEN	98829	229668	SHELBY THOMPSON	THOMPSON, RENTAL CANCELLED	101-000-667.001	200.00	
04/09/2026	GEN	98830	16534	SHIFMAN FOURNIER, PLC	MONTHLY CHARGES	101-210-826.000	49.50	
			16534		MONTHLY CHARGES	206-336-826.000	1,848.00	
		Check GEN 98830 Total						1,897.50
04/09/2026	GEN	98831	03/16/26	JESSICA SNOW	SNOW, REIMBURSE FOR MEAL	207-301-960.000	42.00	
04/09/2026	GEN	98832	955K31854	SPRINGFIELD URGENT CARE PLLC	NEW HIRE PHYSICALS	206-336-835.000	294.40	
			955K31854		NEW HIRE PHYSICALS	206-336-835.000	151.00	
			955K31854		NEW HIRE PHYSICALS	207-301-962.001	144.00	
			955K31854		NEW HIRE PHYSICALS	207-301-962.001	210.76	
			968K31854		TEMPLETON, PHYSICAL, NEW HIRE	206-336-835.000	417.50	

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Bank: GEN GENERAL							
Check GEN 98832 Total							1,217.66
04/09/2026	GEN	98833	02/17/26-03/17/26	TRACTOR SUPPLY CO.	HUSQ BAR NUTS, CAPS, SALT	206-336-863.001	19.86
			02/17/26-03/17/26		HUSQ BAR NUTS, CAPS, SALT	206-336-931.001	59.90
			02/17/26-03/17/26		HUSQ BAR NUTS, CAPS, SALT	206-336-863.001	(9.99)
Check GEN 98833 Total							69.77
04/09/2026	GEN	98834	364443-202603-1	TRANSUNION RISK AND ALTERNATIVE DA	03/01/26-03/31/26 MONTHLY CHARGES	207-301-962.001	108.40
04/09/2026	GEN	98835	578559080	U.S. BANK EQUIPMENT FINANCE	MONTHLY COPIER CHARGES	101-265-971.000	982.65
			578559080		MONTHLY COPIER CHARGES	101-265-971.000	126.24
			578559080		MONTHLY COPIER CHARGES	249-000-971.000	327.55
			578559080		MONTHLY COPIER CHARGES	206-336-727.000	69.57
			578559080		MONTHLY COPIER CHARGES	101-265-971.000	693.66
Check GEN 98835 Total							2,199.67
04/09/2026	GEN	98836	578568610	U.S. BANK EQUIPMENT FINANCE	DUBLIN MONTHLY CHARGES	101-757-931.000	297.85
04/09/2026	GEN	98837	39577	ULLIANCE, INC	QUARTERLY LIFE ADVISOR EMP ASST PL	101-192-716.000	17.10
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-209-716.000	42.75
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	249-000-716.000	25.65
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-215-716.000	34.20
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-265-716.000	8.55
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-372-716.000	8.55
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-402-716.000	25.65
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-757-716.000	25.65
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-253-716.000	42.75
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-000-080.716	51.30
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	101-171-716.000	34.20
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	207-301-716.000	17.10
			39577		QUARTERLY LIFE ADVISOR EMP ASST PL	206-336-716.000	8.55
Check GEN 98837 Total							342.00
04/09/2026	GEN	98838	18107	VIZOCOM ICT LLC	GLOVES	206-336-767.000	171.00
04/09/2026	GEN	98839	0047777	WATER DEPOT	TWP, MONTHLY CHARGES	101-265-931.001	131.50
04/09/2026	GEN	98840	111583005	WEX BANK	MONTHLY CHARGES	206-336-867.000	4,605.12
			111583005		MONTHLY CHARGES	591-000-867.000	1,107.88
			111583005		MONTHLY CHARGES	249-000-867.000	84.21
			111583005		MONTHLY CHARGES	101-265-867.000	917.43
			111583005		MONTHLY CHARGES	101-372-867.000	77.76
			111583005		MONTHLY CHARGES	207-301-867.000	7,523.25
Check GEN 98840 Total							14,315.65
04/09/2026	GEN	98841	11105	MICHIGAN PROPERTY NETWORK	PR/-BLOOMER PARK, PUT LEANING TREE	208-000-974.000	900.00
04/09/2026	GEN	98842	81168	ARGENT INSTITUTIONAL TRUST COMPANY	TWIN LAKES RD ADMIN FEE	852-000-992.000	500.00
04/16/2026	GEN	98843	43968	1ST HEATING & COOLING CO	9930 SEDLOCK AVE HOT WATER TANK	101-000-087.274	1,883.00
			43968		9930 SEDLOCK AVE HOT WATER TANK	274-000-801.002	1,883.00
			43968		9930 SEDLOCK AVE HOT WATER TANK	274-000-683.000	(1,883.00)
			43968		9930 SEDLOCK AVE HOT WATER TANK	274-000-080.000	1,883.00
			43968		9930 SEDLOCK AVE HOT WATER TANK	274-000-214.101	(1,883.00)
Check GEN 98843 Total							1,883.00

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Bank: GEN GENERAL							
04/16/2026	GEN	98844	46159 46174	ABC PRINTING	FROM THE DESK OF DAVID F/NOTE PADS TEMPLETON, BUSINESS CARDS	206-336-727.000 206-336-727.000	111.50 80.00
		Check GEN 98844 Total					191.50
04/16/2026	GEN	98845	3123742	APPLIED INNOVATION	04/01/26-04/30/26 MONTHLY CHARGES	206-336-727.000	55.02
04/16/2026	GEN	98846	47887868 47878245 47863892	BELLE TIRE	21-3 NEW TIRES 21-6, NEW TIRES 21-4 TIRES	207-301-863.002 207-301-863.002 207-301-863.002	771.96 771.96 511.98
		Check GEN 98846 Total					2,055.90
04/16/2026	GEN	98847	260970043808 260970043808 260970043808 260970043808 260970043808	BLUE CARE NETWORK	05/01/26-05/31/26 BCN MOONLY CHARG 05/01/26-05/31/26 BCN MOONLY CHARG 05/01/26-05/31/26 BCN MOONLY CHARG 05/01/26-05/31/26 BCN MOONLY CHARG 05/01/26-05/31/26 BCN MOONLY CHARG	101-215-716.000 206-336-716.000 207-301-716.000 101-171-716.000 101-192-716.000	2,275.75 7,851.34 1,934.39 1,365.45 568.94
		Check GEN 98847 Total					13,995.87
04/16/2026	GEN	98848	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 FIRE ACTIVE	206-336-716.000	24,241.66
04/16/2026	GEN	98849	05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26 05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR 05/01/26-05/31/26 GEN MONTHLY CHAR	101-192-716.000 101-209-716.000 101-215-716.000 101-253-716.000 101-265-716.000 249-000-716.000 101-372-716.000 101-402-716.000 101-757-716.000 591-000-716.000 101-171-716.000 206-336-716.000 207-301-716.000	1,574.12 7,083.60 1,888.97 7,398.43 1,888.97 7,398.43 0.00 4,722.40 2,676.03 8,185.49 5,037.23 4,722.40 4,722.40
		Check GEN 98849 Total					57,298.47
04/16/2026	GEN	98850	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 FIRE RETIREE	206-336-716.002	6,453.97
04/16/2026	GEN	98851	05/01/26-05/31/26 05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 GEN RETIREES 05/01/26-05/31/26 GEN RETIREES	101-863-730.000 207-301-716.000	2,361.18 2,361.20
		Check GEN 98851 Total					4,722.38
04/16/2026	GEN	98852	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 COMMAND ACTIVE	207-301-716.000	13,694.97
04/16/2026	GEN	98853	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 COMMAND RETIREE	207-301-716.001	6,139.12
04/16/2026	GEN	98854	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 POLICE ACTIVE	207-301-716.000	43,760.92
04/16/2026	GEN	98855	05/01/26-05/31/26	BLUE CROSS BLUE SHIELD OF MICHIGAN	05/01/26-05/31/26 POLICE RETIREE	207-301-716.001	17,787.72
04/16/2026	GEN	98856	86148363 86164046	BOUND TREE MEDICAL LLC.	MEDICAL SUPPLIES AIRWAY MGMNT TRAINER	206-336-767.000 206-336-960.000	793.10 713.99
		Check GEN 98856 Total					1,507.09
04/16/2026	GEN	98857	2184043	CARLISLE WORTMAN ASSOCIATES INC	MARCH CONSULTATION/DATA CEMTERS	101-402-801.000	845.00
04/16/2026	GEN	98858	04/22/26-05/21/26	COMCAST	04/22/26-05/21/26 TWP MONTHLY CHAR	101-265-971.000	143.52

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Bank: GEN GENERAL							
			04/22/26-05/21/26		04/22/26-05/21/26 TWP MONTHLY CHAR	206-336-757.000	218.60
			04/22/26-05/21/26		04/22/26-05/21/26 TWP MONTHLY CHAR	207-301-757.000	118.46
			04/22/26-05/21/26		04/22/26-05/21/26 TWP MONTHLY CHAR	249-000-971.000	93.38
			04/22/26-05/21/26		04/22/26-05/21/26 TWP MONTHLY CHAR	591-000-962.000	68.33
		Check GEN 98858 Total					642.29
04/16/2026	GEN	98859	12644852	CORRIGAN RECORD STORAGE	04/01/26-04/30/26 STORAGE	101-265-940.000	236.34
04/16/2026	GEN	98860	97838	DARWEL ENTERPRISES LLC	PD, MONTHLY CHARGES	207-301-931.001	204.34
			97762		PD, MONTHLY CHARGES	207-301-931.001	126.16
		Check GEN 98860 Total					330.50
04/16/2026	GEN	98861	04/07-04/09	DAVID WALIGORA	SIGN EXPO	101-402-960.000	152.52
04/16/2026	GEN	98863	15029515APR26	DTE ENERGY	860 ROUND LK RD 03/11/26-04/09/26	206-336-921.002	323.75
04/16/2026	GEN	98864	T88231	EMERGENCY VEHICLES PLUS	AMBULANCE CHASIS REBUILD F550	206-336-977.000	283,262.00
04/16/2026	GEN	98865	ADM00036023	EMPLOYEE HEALTH INSURANCE MANAGEME	MONTHLY ADMIN FEES	101-192-716.000	36.00
			ADM00036023		MONTHLY ADMIN FEES	101-209-716.000	54.00
			ADM00036023		MONTHLY ADMIN FEES	249-000-716.000	54.00
			ADM00036023		MONTHLY ADMIN FEES	101-215-716.000	18.00
			ADM00036023		MONTHLY ADMIN FEES	206-336-716.000	234.00
			ADM00036023		MONTHLY ADMIN FEES	206-336-716.002	54.00
			ADM00036023		MONTHLY ADMIN FEES	101-265-716.000	18.00
			ADM00036023		MONTHLY ADMIN FEES	101-372-716.000	18.00
			ADM00036023		MONTHLY ADMIN FEES	101-402-716.000	54.00
			ADM00036023		MONTHLY ADMIN FEES	207-301-716.000	36.00
			ADM00036023		MONTHLY ADMIN FEES	207-301-716.000	396.00
			ADM00036023		MONTHLY ADMIN FEES	207-301-716.000	126.00
			ADM00036023		MONTHLY ADMIN FEES	207-301-716.001	108.00
			ADM00036023		MONTHLY ADMIN FEES	101-863-730.000	54.00
			ADM00036023		MONTHLY ADMIN FEES	207-301-716.001	198.00
			ADM00036023		MONTHLY ADMIN FEES	101-757-716.000	36.00
			ADM00036023		MONTHLY ADMIN FEES	101-171-716.000	54.00
			ADM00036023		MONTHLY ADMIN FEES	101-253-716.000	72.00
			ADM00036023		MONTHLY ADMIN FEES	591-000-716.000	90.00
			FND00032288		MARCH CLAIMS FUNDING	101-192-716.000	10.00
			FND00032288		MARCH CLAIMS FUNDING	101-209-716.000	2,765.36
			FND00032288		MARCH CLAIMS FUNDING	249-000-716.000	0.00
			FND00032288		MARCH CLAIMS FUNDING	101-215-716.000	20.00
			FND00032288		MARCH CLAIMS FUNDING	206-336-716.000	1,067.78
			FND00032288		MARCH CLAIMS FUNDING	206-336-716.002	0.00
			FND00032288		MARCH CLAIMS FUNDING	101-265-716.000	10.00
			FND00032288		MARCH CLAIMS FUNDING	101-372-716.000	0.00
			FND00032288		MARCH CLAIMS FUNDING	101-402-716.000	70.00
			FND00032288		MARCH CLAIMS FUNDING	207-301-716.000	268.93
			FND00032288		MARCH CLAIMS FUNDING	207-301-716.000	1,427.81
			FND00032288		MARCH CLAIMS FUNDING	207-301-716.000	0.00
			FND00032288		MARCH CLAIMS FUNDING	207-301-716.001	12,243.50
			FND00032288		MARCH CLAIMS FUNDING	101-863-730.000	191.39
			FND00032288		MARCH CLAIMS FUNDING	207-301-716.001	0.00
			FND00032288		MARCH CLAIMS FUNDING	101-757-716.000	0.00

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Bank: GEN GENERAL							
			FND00032288		MARCH CLAIMS FUNDING	101-171-716.000	147.35
			FND00032288		MARCH CLAIMS FUNDING	101-253-716.000	70.00
			FND00032288		MARCH CLAIMS FUNDING	591-000-716.000	90.00
			FND00032288		MARCH CLAIMS FUNDING	206-336-716.002	2,144.33
		Check GEN 98865 Total					22,236.45
04/16/2026	GEN	98866	DT-1185329	FIRST CHOICE COFFEE SERVICES	STA #3, WATER PURIFIER FILTERS	206-336-931.003	120.81
			DT-1185328		STA #1 & STA #2, WATER PURIFIER FI	206-336-931.002	60.00
			DT-1185328		STA #1 & STA #2, WATER PURIFIER FI	206-336-931.001	60.00
		Check GEN 98866 Total					240.81
04/16/2026	GEN	98867	12291	HURON VALLEY FIRE PROTECTION	FIRE EXTINGUISHERS/CARS	101-265-863.000	68.43
			12291		FIRE EXTINGUISHERS/CARS	591-000-863.000	48.95
			12291		FIRE EXTINGUISHERS/CARS	101-402-863.001	9.79
			12291		FIRE EXTINGUISHERS/CARS	101-372-863.000	9.79
			12291		FIRE EXTINGUISHERS/CARS	249-000-863.000	9.79
			12290		FISK FARM, FIRE EXT MAINTENANCE	101-269-931.008	104.50
			12293		PD, FIRE EXT MAINTENANCE	207-301-931.001	495.10
			12292		COMM HALL, FIRE EXT MAINTENANCE	101-269-931.001	45.35
			12294		ANNEX, FIRE EXT MAINTENANCE	101-269-931.013	87.60
			12289		TWP HALL, FIRE EXT MAINTENANCE	101-265-931.003	87.60
		Check GEN 98867 Total					966.90
04/16/2026	GEN	98868	4636	LEAD RENOVATOR TRAINING LLC	MOLD TESTING/TWP HALL	101-265-931.001	775.00
04/16/2026	GEN	98869	3371	MACNLOW ASSOCIATES	PSYCH BEHIND SCHOOL SHOTERS SKAGLI	207-301-960.002	275.00
04/16/2026	GEN	98870	21848	MEADOWS AUTOMOTIVE WHITE LAKE	21-9, REPAIRS TO WINDSHIELD WASHER	207-301-863.001	1,199.39
			21832		21-1 OIL CHANGE, FILTER, INSPEC	207-301-863.001	72.45
		Check GEN 98870 Total					1,271.84
04/16/2026	GEN	98871	3586	MERGE LIVE	APRIL 14, REGULAR TWP BOARD MEETIN	101-101-710.000	265.00
04/16/2026	GEN	98872	944586	NYE UNIFORM	TEMPLETON, QTR ZIP (2)	206-336-744.000	245.00
04/16/2026	GEN	98873	05/11/26	OAKLAND COUNTY CLERKS ASSOC.	LUNCH AND LEARN 05/11/26	101-215-864.000	75.00
04/16/2026	GEN	98874	5232	OAKLAND COUNTY MEDICAL CONTROL AUT	2026 WEB MEMBERSHIP	206-336-958.000	75.00
04/16/2026	GEN	98875	10260	OAKLAND COUNTY ROAD COMMISSION	MONTHLY CHARGES	101-446-930.000	110.22
04/16/2026	GEN	98876	106567	OAKLAND COUNTY ROAD COMMISSION	GRAVEL ROAD PROGRAM 2026	101-451-970.000	46,667.00
04/16/2026	GEN	98877	197559	OOMA AR CHANNEL	03/01/26-03/31/26 MONTHLY CHARGES	101-269-931.013	62.35
04/16/2026	GEN	98878	296390731	ORKIN	7525 HIGHLAND RD MONTHLY CHARGES	101-265-931.001	143.37
04/16/2026	GEN	98879	00261	REGIONAL ALLIANCE FOR	2026 MEMBERSHIP RENEWAL	206-336-958.000	1,400.00
04/16/2026	GEN	98880	14	RSI	21-00 REPLACE WINDSHIELD	207-301-863.001	1,199.50
04/16/2026	GEN	98881	WO-287424-1	SMART BUSINESS SOURCE	PAPER, FILES, LEGAL PADS	101-249-727.000	283.00
			WO-287424-1		PAPER, FILES, LEGAL PADS	207-301-727.000	247.63
			WO-287424-1		PAPER, FILES, LEGAL PADS	591-000-727.000	106.13
			WO-287424-1		PAPER, FILES, LEGAL PADS	249-000-727.000	70.75
			WO-287424-1		PAPER, FILES, LEGAL PADS	249-000-727.000	22.51
			WO-287424-1		PAPER, FILES, LEGAL PADS	591-000-727.000	22.51

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			WO-287424-1		PAPER, FILES, LEGAL PADS	101-249-727.000	62.68	
			WO-287424-1		PAPER, FILES, LEGAL PADS	101-249-727.000	150.86	
		Check GEN 98881 Total						966.07
04/16/2026	GEN	98882	011326-1615	STAR EMS	BLOOD DRAW-RICHTER, CHRISTINA	207-301-962.003	100.00	
04/16/2026	GEN	98883	551-674303	STATE OF MICHIGAN (FEDERAL ID #38-	ENDING REGISTRATION DATE 03/31/26	207-301-805.000	30.00	
04/16/2026	GEN	98884	00001AT062156	UNITED PARCEL SERVICE	MONTHLY CHARGES	101-248-730.000	25.00	
04/16/2026	GEN	98885	VC3-244637	VC3 INC	APRIL 365 MICROSOFT, DUOS, EXCH	101-265-971.000	1,216.25	
			VC3-244637		APRIL 365 MICROSOFT, DUOS, EXCH	206-336-971.000	579.35	
			VC3-241077		MARCH, DUO, 365 MICORSOFT, EXCH	101-265-971.000	1,180.05	
			VC3-241077		MARCH, DUO, 365 MICORSOFT, EXCH	206-336-971.000	576.35	
			INV3567439VC3		DESKTOP ASSESSING	101-265-971.000	1,110.00	
			VC3-244431		PD, APRIL SERVICES	207-301-933.000	1,339.00	
		Check GEN 98885 Total						6,001.00
04/16/2026	GEN	98886	6139937045	VERIZON WIRELESS	MARCH 02 - APRIL 01, 2026 SERVICES	101-171-853.000	37.49	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	101-215-853.000	91.03	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	101-265-853.000	38.10	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	101-372-853.000	38.10	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	101-402-853.000	75.59	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	101-000-080.853	279.18	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	206-336-853.000	237.59	
			6139937045		MARCH 02 - APRIL 01, 2026 SERVICES	249-000-853.000	117.57	
		Check GEN 98886 Total						914.65
04/16/2026	GEN	98887	056w25276	W.W. WILLIAMS	E-48 EXHAUST REPAIRS	206-336-863.001	1,866.03	
04/16/2026	GEN	98888	01/03/26-04/01/26DU	WHITE LAKE TOWNSHIP	685 UNION LAKE RD QTR CHARGES	101-757-922.000	65.60	
			01/03/26-04/01/6TW		7525 HIGHLAND RD QTR CHARGES	101-265-922.000	160.37	
			01/03/26-04/010/26F		9180 HIGHLAND QTR CHARGES	101-269-922.004	63.11	
			01/03/26-04/01/26AN		7527 HIGHLAND RD QTR CHARGES	101-269-922.010	63.11	
			01/03/62-04/01/26FD		7420 HIGHLAND RD QTR CHARGES	206-336-922.001	145.18	
		Check GEN 98888 Total						497.37
04/16/2026	GEN	98889	04/16/26	ANYONE CAN PAINT LLC	INSTRUCTOR'S FEE	101-757-751.000	200.00	
04/16/2026	GEN	98891	04/16/26	JEANNE EAGEN	INSTRUCTOR FEES	101-757-751.000	108.00	
04/16/2026	GEN	98892	04/16/26	LEISURE UNLIMITED LLC	INSTRUCTOR'S FEE	101-757-751.000	118.00	
04/16/2026	GEN	98893	04/16/26	MARLENE TURNER	INSTRUCTOR'S FEE	101-757-751.000	80.00	
04/21/2026	GEN	98894	224572111	BCBS OF MICHIGAN	05/01/26-05/31/26 MEDICARE ADV PLA	101-863-730.000	6,682.08	
			224572111		05/01/26-05/31/26 MEDICARE ADV PLA	591-000-716.000	835.26	
			224572111		05/01/26-05/31/26 MEDICARE ADV PLA	249-000-716.001	417.63	
			224572111		05/01/26-05/31/26 MEDICARE ADV PLA	206-336-716.002	2,088.15	
			224572111		05/01/26-05/31/26 MEDICARE ADV PLA	207-301-716.001	6,682.08	
		Check GEN 98894 Total						16,705.20
04/23/2026	GEN	98895	43910	1ST HEATING & COOLING CO	9069 SUSSES DR, FURNACE	101-000-087.274	5,000.00	
			43910		9069 SUSSES DR, FURNACE	274-000-801.002	5,000.00	
			43910		9069 SUSSES DR, FURNACE	274-000-683.000	(5,000.00)	
			43910		9069 SUSSES DR, FURNACE	274-000-080.000	5,000.00	

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Bank: GEN GENERAL								
			43910		9069 SUSSES DR, FURNACE	274-000-214.101	(5,000.00)	
		Check GEN 98895 Total						5,000.00
04/23/2026	GEN	98896	1MTX-3YNF-DH6Y	AMAZON	TONER	207-301-727.000	167.53	
04/23/2026	GEN	98897	04/04/26-04/17/26	ANTHONY SORGE INSPECTIONS, LLC	04/04/26-04/17/26 BUILDING INSPECT	249-000-706.003	3,040.00	
04/23/2026	GEN	98898	287309890370X041426	AT&T MOBILITY	MONTHLY CHARGES	207-301-853.000	544.84	
04/23/2026	GEN	98899	47958881	BELLE TIRE	TIRES, 19 JEEP GRAND 2365	101-265-863.000	1,123.96	
04/23/2026	GEN	98900	66528	BREEN'S LANDSCAPE & SUPPLY CENTER	CONTRACTOR SEED	101-265-931.002	130.00	
04/23/2026	GEN	98901	364626	CIVICPLUS	WEB OPEN ANNUAL/MAINTENANCE	101-265-971.000	3,935.92	
04/23/2026	GEN	98902	97908	DARWEL ENTERPRISES LLC	PD, MONTHLY CHARGES	207-301-931.001	126.16	
04/23/2026	GEN	98903	04/04/26-04/17/26	DAVID HILLS	04/04/26-04/17/26 BUILDING INSPECT	249-000-706.003	320.00	
04/23/2026	GEN	98904	10724250APR26	DTE ENERGY	9830 ELIZABETH, 03/12/26-04/10/26	101-276-921.000	17.60	
			17155200APR26		7527 HIGHLAND RD 03/12/26-04/10/2	101-269-921.011	1,231.51	
			61437215APR26		10895 ELIZABETH 03/12/26-04/10/26	101-269-921.012	133.42	
			12570123APR26		9180 HIGHLAND 03/12/26-04/10/26 C	101-269-921.004	125.41	
			12569885APR26		7525 HIGHLAND 03/12/26-04/10/26 C	101-265-921.001	3,319.15	
			12571747APR26		6355 HIGHLAND 03/12/26-04/10/26 CH	101-269-921.006	159.28	
		Check GEN 98904 Total						4,986.37
04/23/2026	GEN	98905	48873	GERBRAND DEFENSE, LLC	SUPPRESSORS/FLASH HIDER	207-301-977.000	4,520.00	
04/23/2026	GEN	98906	74000182	HURON VALLEY GUNS	SUTTON, CHEVRON	207-301-744.000	9.00	
			74000188		CASPERS, A POLO	207-301-961.001	39.59	
			74000197		SCHNEIDER, O PANT (2)	207-301-961.001	189.98	
			74000218		CASPERS, A PANT	207-301-961.001	38.99	
		Check GEN 98906 Total						277.56
04/23/2026	GEN	98907	04/20/26	HURON VALLEY STATE BANK	AMBULANCE PAYMENT	206-336-991.000	15,883.84	
			04/20/26		AMBULANCE PAYMENT	206-336-992.000	2,472.38	
			04/20/26-		AMBURLANCE PAYMENT	206-336-991.000	3,450.87	
			04/20/26-		AMBURLANCE PAYMENT	206-336-992.000	805.57	
		Check GEN 98907 Total						22,612.66
04/23/2026	GEN	98908	PS-INV124268	IMAGETREND LLC	04/15/26-04/14/27 ANNUAL FEES	206-336-958.000	549.55	
04/23/2026	GEN	98909	41114199	JOHN HANCOCK-70482-00-5	APRIL CONTRIBUTIONS	101-000-231.001	454.36	
			41114199		APRIL CONTRIBUTIONS	101-000-231.001	424.30	
			41114199		APRIL CONTRIBUTIONS	591-000-718.000	817.86	
			41114199		APRIL CONTRIBUTIONS	101-209-718.000	763.75	
			41114199		APRIL CONTRIBUTIONS	206-336-718.000	141.90	
		Check GEN 98909 Total						2,602.17
04/23/2026	GEN	98910	04/07/26	JOSEPH SETTECERRI	SETTECERRI, REIMBURSE FOR MILEAGE	206-336-860.000	37.70	
04/23/2026	GEN	98911	04/04/26-04/17/26	KENNETH BORYCZ	04/04/26-04/17/26 PLUMBING AND MEC	249-000-707.001	4,900.40	
04/23/2026	GEN	98912	P65827	MACQUEEN EMERGENCY	FACE MASKS/INVENTORY	206-336-977.001	1,583.60	
04/23/2026	GEN	98913	04/04/26-04/17/26	MARK CARLSON	04/04/26-04/17/26 ELECTRICAL INSPE	249-000-707.000	2,878.50	

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04/23/2026	GEN	98914	21076	MEADOWS AUTOMOTIVE WHITE LAKE	21-53 OIL CHANGE, FILTER	207-301-863.001	72.18	
			21203		21-7, OIL CHANGE, LEVEL ONE TESTIN	207-301-863.001	235.16	
			21389		21 JEEP GLAD, OIL CHANGE	207-301-863.001	93.57	
			21590		21-3 OIL CHANGE, FILTER	207-301-863.001	53.19	
			21805		21-6 OIL CHANGE, FILTER	207-301-863.001	68.23	
		Check GEN 98914 Total						522.33
04/23/2026	GEN	98915	2026	MICHIGAN ASSOC OF PLANNING	2026 MEMBERSHIP DUES	101-402-958.000	775.00	
04/23/2026	GEN	98916	4611260423	NET EXPRESS VOIP	05/01/26-05/31/26 MONTHLY CHARGES	101-265-853.000	540.96	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	591-000-853.000	39.89	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	206-336-853.001	59.90	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	206-336-853.002	34.95	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	206-336-853.003	34.95	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	101-757-853.000	59.90	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	207-301-853.000	144.75	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	249-000-853.000	34.95	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	101-265-971.000	150.00	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	591-000-853.000	150.00	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	206-336-757.000	150.00	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	207-301-757.000	150.00	
			4611260423		05/01/26-05/31/26 MONTHLY CHARGES	249-000-971.000	150.00	
		Check GEN 98916 Total						1,700.25
04/23/2026	GEN	98917	946588	NYE UNIFORM	TEMPLETON, EMBROIDERY JACKET	206-336-744.000	19.08	
			944568		TEMPLETON, SHIRTS, BELT	206-336-744.000	504.00	
		Check GEN 98917 Total						523.08
04/23/2026	GEN	98918	CI074878	OAKLAND COUNTY	CLEMIS FEES JAN-MAR	207-301-933.000	7,631.50	
04/23/2026	GEN	98919	2025 BOND	OAKLAND COUNTY	2025 BOND CIA INTEREST	101-299-956.000	1.02	
04/23/2026	GEN	98920	291745381	ORKIN	DUBLIN , MONTHLY CHARGES	101-757-931.000	138.50	
04/23/2026	GEN	98921	IN00076485	PACE SYSTEMS, INC	06/15/26-06/14/27 ANNUAL SOFTWARE	207-301-933.000	3,360.00	
04/23/2026	GEN	98922	6001	PREMIER GARAGE DOOR	STA #3 OVERHEAD DOOR REPAIRS	206-336-931.003	400.00	
04/23/2026	GEN	98923	241322	PRINTING SYSTEMS INC	QVF MASTER CARDS	101-191-740.000	103.50	
04/23/2026	GEN	98924	BLR511606	STATE OF MICHIGAN	STA #1 7420 HIGHLAND, BOILER CERT	206-336-931.001	160.00	
04/23/2026	GEN	98925	267615	SZOTT M59 DODGE	21-7, BATTERY, ALTERNATOR	207-301-863.001	867.73	
04/23/2026	GEN	98926	0047780	WATER DEPOT	DUBLIN, MONTHLY CHARGES	101-757-931.000	39.00	
			0047778		PD, MONTHLY CHARGES	207-301-931.001	101.00	
		Check GEN 98926 Total						140.00
04/23/2026	GEN	98927	109967330	RICOH	PD, MONTHLY CHARGES	207-301-933.000	131.79	
04/23/2026	GEN	98928	2025	WHITE LAKE TOWNSHIP	2025 DRAINS @ LARGE	101-299-956.000	4,425.40	
04/23/2026	GEN	98929	118837	WILLIAMS, WILLIAMS, RATTNER & PLUN	BOND RELATED LEGAL FEES	101-210-826.000	4,345.30	
04/23/2026	GEN	98930	8070	FIRE SAVVY CONSULTANTS	WALMART, FIRE ALARM SYSTEM REVIEW	249-000-801.000	3,540.00	
04/23/2026	GEN	98931	21805.	MEADOWS AUTOMOTIVE WHITE LAKE	BALANCE DUE ON 21805	207-301-863.001	4.22	

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04/23/2026	GEN	98932	1875144	EQUITABLE FINANCIAL LIFE INS COMP	Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-717.000	6.85
			1875144		Life,Dental, Life and AD&D	206-336-717.000	6.85
			1875144		Life,Dental, Life and AD&D	206-336-717.000	1.00
			1875144		Life,Dental, Life and AD&D	206-336-717.000	1.00
			1875144		Life,Dental, Life and AD&D	206-336-717.000	6.85
			1875144		Life,Dental, Life and AD&D	206-336-717.000	1.00
			1875144		Life,Dental, Life and AD&D	206-336-716.000	39.33
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-724.000	67.56
			1875144		Life,Dental, Life and AD&D	591-000-724.000	121.16
			1875144		Life,Dental, Life and AD&D	591-000-724.000	37.00
			1875144		Life,Dental, Life and AD&D	591-000-724.000	37.00
			1875144		Life,Dental, Life and AD&D	591-000-724.000	121.16
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	591-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	591-000-716.000	18.35
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	20.39
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	27.61
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	23.86
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	18.35
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	41.00
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	591-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	249-000-724.000	67.56
			1875144		Life,Dental, Life and AD&D	249-000-724.000	37.00
			1875144		Life,Dental, Life and AD&D	249-000-724.000	121.16
			1875144		Life,Dental, Life and AD&D	249-000-724.000	121.16
			1875144		Life,Dental, Life and AD&D	249-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	249-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	249-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	249-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	249-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	249-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	249-000-717.000	6.85
			1875144		Life,Dental, Life and AD&D	249-000-717.000	1.00
			1875144		Life,Dental, Life and AD&D	249-000-716.000	23.17

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	249-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	249-000-716.000	21.09
			1875144		Life,Dental, Life and AD&D	249-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	249-000-716.000	36.00
			1875144		Life,Dental, Life and AD&D	249-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	249-000-716.000	23.86
			1875144		Life,Dental, Life and AD&D	249-000-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	12.75
			1875144		Life,Dental, Life and AD&D	207-000-232.002	12.75
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	67.56
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	67.56
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	67.56
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00
			1875144		Life,Dental, Life and AD&D	207-301-724.000	67.56
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	67.56
			1875144		Life,Dental, Life and AD&D	207-301-724.000	121.16
			1875144		Life,Dental, Life and AD&D	207-301-724.000	37.00

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-717.000	6.85
			1875144		Life,Dental, Life and AD&D	207-301-717.000	1.00
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	36.31
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	24.47
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	26.75
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	26.75
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	19.68
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	21.28
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	28.97
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	207-301-716.000	39.22
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	42.17
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.15
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	26.75
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	21.28
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	23.86
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	18.37
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	39.22
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	24.53
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	21.28
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	36.31
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	21.28
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	22.64
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	28.97
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	39.22
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	31.57

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.15
			1875144		Life,Dental, Life and AD&D	207-301-716.000	11.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	23.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.90
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	10.50
			1875144		Life,Dental, Life and AD&D	207-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.15
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	39.00
			1875144		Life,Dental, Life and AD&D	207-000-232.002	6.00
			1875144		Life,Dental, Life and AD&D	207-000-232.002	4.68
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	60.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	15.10
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	12.32
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	12.32
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	16.80
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.15
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	12.75
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	8.50
			1875144		Life,Dental, Life and AD&D	207-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	15.75
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	2.63
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	9.84
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.96
			1875144		Life,Dental, Life and AD&D	207-000-232.002	21.00
			1875144		Life,Dental, Life and AD&D	207-000-232.002	4.80

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	207-000-232.002	11.55
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	5.78
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.43
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	36.90
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	6.15
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	57.45
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	9.58
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	23.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.90
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	207-000-232.002	15.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	207-000-232.002	57.45
			1875144		Life,Dental, Life and AD&D	207-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	207-000-232.002	9.58
			1875144		Life,Dental, Life and AD&D	207-000-232.002	0.48
			1875144		Life,Dental, Life and AD&D	207-000-232.002	4.25
			1875144		Life,Dental, Life and AD&D	207-000-232.002	1.20
			1875144		Life,Dental, Life and AD&D	206-336-724.000	37.00
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	37.00
			1875144		Life,Dental, Life and AD&D	206-336-724.000	67.56
			1875144		Life,Dental, Life and AD&D	206-336-724.000	67.56
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	37.00
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	67.56
			1875144		Life,Dental, Life and AD&D	206-336-724.000	37.00
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16
			1875144		Life,Dental, Life and AD&D	206-336-724.000	121.16

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	206-336-717.000	1.00
			1875144		Life,Dental, Life and AD&D	206-336-717.000	6.85
			1875144		Life,Dental, Life and AD&D	206-336-717.000	1.00
			1875144		Life,Dental, Life and AD&D	206-336-716.000	25.23
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	23.86
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	33.13
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	22.04
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	28.91
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	37.19
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	24.52
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	40.79
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	37.19
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	27.80
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	24.52
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	37.19
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	37.94
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	20.59
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	23.57
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	23.57
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	32.48
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	32.48
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	33.13
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	33.13
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	29.19
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-336-716.000	14.39
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	206-336-716.000	30.72
			1875144		Life,Dental, Life and AD&D	206-336-716.000	11.84
			1875144		Life,Dental, Life and AD&D	206-000-232.002	27.72
			1875144		Life,Dental, Life and AD&D	206-000-232.002	8.64
			1875144		Life,Dental, Life and AD&D	206-000-232.002	13.60
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	206-000-232.002	22.05
			1875144		Life,Dental, Life and AD&D	206-000-232.002	5.04
			1875144		Life,Dental, Life and AD&D	206-000-232.002	8.50
			1875144		Life,Dental, Life and AD&D	206-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	206-000-232.002	4.25
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.95
			1875144		Life,Dental, Life and AD&D	206-000-232.002	24.96
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	206-000-232.002	4.68
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	206-000-232.002	57.45
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	206-000-232.002	6.30
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.44
			1875144		Life,Dental, Life and AD&D	206-000-232.002	2.31
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.72
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.16
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.29
			1875144		Life,Dental, Life and AD&D	206-000-232.002	15.75
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.15
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	206-000-232.002	16.80
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.84
			1875144		Life,Dental, Life and AD&D	206-000-232.002	3.15
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	206-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	206-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	206-000-232.002	8.50
			1875144		Life,Dental, Life and AD&D	206-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	206-000-232.002	15.60
			1875144		Life,Dental, Life and AD&D	206-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	101-757-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-757-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-757-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-757-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-757-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-757-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-757-716.000	28.16

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	101-757-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-757-716.000	22.27
			1875144		Life,Dental, Life and AD&D	101-757-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-402-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-402-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-402-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-402-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-402-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-402-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-402-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-402-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-402-716.000	1.00
			1875144		Life,Dental, Life and AD&D	101-402-716.000	21.91
			1875144		Life,Dental, Life and AD&D	101-402-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-402-716.000	41.01
			1875144		Life,Dental, Life and AD&D	101-402-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-402-716.000	32.81
			1875144		Life,Dental, Life and AD&D	101-402-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-372-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-372-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-372-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-372-716.000	23.86
			1875144		Life,Dental, Life and AD&D	101-372-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-265-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-265-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-265-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-265-716.000	21.27
			1875144		Life,Dental, Life and AD&D	101-265-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-253-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-253-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-253-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-253-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-253-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-253-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-253-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-253-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-253-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-253-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-253-716.000	22.16
			1875144		Life,Dental, Life and AD&D	101-253-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-253-716.000	32.95
			1875144		Life,Dental, Life and AD&D	101-253-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-253-716.000	38.77
			1875144		Life,Dental, Life and AD&D	101-253-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-253-716.000	23.86
			1875144		Life,Dental, Life and AD&D	101-253-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-215-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-215-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-215-724.000	121.16

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	101-215-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-215-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-215-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-215-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-215-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-215-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-215-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-215-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-215-716.000	26.78
			1875144		Life,Dental, Life and AD&D	101-215-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-215-716.000	18.62
			1875144		Life,Dental, Life and AD&D	101-215-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-215-716.000	38.77
			1875144		Life,Dental, Life and AD&D	101-215-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-215-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-215-716.000	32.95
			1875144		Life,Dental, Life and AD&D	101-215-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-209-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-209-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-209-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-209-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-209-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-209-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-209-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-209-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-209-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-209-716.000	20.82
			1875144		Life,Dental, Life and AD&D	101-209-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-209-716.000	26.00
			1875144		Life,Dental, Life and AD&D	101-209-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-209-716.000	24.42
			1875144		Life,Dental, Life and AD&D	101-209-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-209-716.000	38.29
			1875144		Life,Dental, Life and AD&D	101-209-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-192-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-192-724.000	(37.00)
			1875144		Life,Dental, Life and AD&D	101-192-724.000	(37.00)
			1875144		Life,Dental, Life and AD&D	101-192-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-192-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-192-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-192-717.000	(6.85)
			1875144		Life,Dental, Life and AD&D	101-192-717.000	(6.85)
			1875144		Life,Dental, Life and AD&D	101-192-717.000	(1.00)
			1875144		Life,Dental, Life and AD&D	101-192-717.000	(1.00)
			1875144		Life,Dental, Life and AD&D	101-192-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-192-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-192-716.000	31.10
			1875144		Life,Dental, Life and AD&D	101-192-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-192-716.000	(39.40)

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
			1875144		Life,Dental, Life and AD&D	101-192-716.000	(39.40)
			1875144		Life,Dental, Life and AD&D	101-192-716.000	(11.84)
			1875144		Life,Dental, Life and AD&D	101-192-716.000	(11.84)
			1875144		Life,Dental, Life and AD&D	101-192-716.000	34.48
			1875144		Life,Dental, Life and AD&D	101-192-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-171-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-171-724.000	67.56
			1875144		Life,Dental, Life and AD&D	101-171-724.000	37.00
			1875144		Life,Dental, Life and AD&D	101-171-724.000	121.16
			1875144		Life,Dental, Life and AD&D	101-171-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-171-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-171-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-171-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-171-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-171-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-171-716.000	40.81
			1875144		Life,Dental, Life and AD&D	101-171-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-171-716.000	26.36
			1875144		Life,Dental, Life and AD&D	101-171-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-171-716.000	21.91
			1875144		Life,Dental, Life and AD&D	101-171-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-171-716.000	32.95
			1875144		Life,Dental, Life and AD&D	101-171-716.000	11.84
			1875144		Life,Dental, Life and AD&D	101-101-717.000	3.43
			1875144		Life,Dental, Life and AD&D	101-101-717.000	0.50
			1875144		Life,Dental, Life and AD&D	101-101-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-101-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-101-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-101-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-101-717.000	6.85
			1875144		Life,Dental, Life and AD&D	101-101-717.000	1.00
			1875144		Life,Dental, Life and AD&D	101-000-232.002	32.76
			1875144		Life,Dental, Life and AD&D	101-000-232.002	5.04
			1875144		Life,Dental, Life and AD&D	101-000-232.002	15.60
			1875144		Life,Dental, Life and AD&D	101-000-232.002	1.90
			1875144		Life,Dental, Life and AD&D	101-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	101-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	101-000-232.002	60.40
			1875144		Life,Dental, Life and AD&D	101-000-232.002	2.40
			1875144		Life,Dental, Life and AD&D	101-000-232.002	18.12
			1875144		Life,Dental, Life and AD&D	101-000-232.002	0.57
			1875144		Life,Dental, Life and AD&D	101-000-232.002	102.12
			1875144		Life,Dental, Life and AD&D	101-000-232.002	2.88
			1875144		Life,Dental, Life and AD&D	101-000-232.002	11.55
			1875144		Life,Dental, Life and AD&D	101-000-232.002	3.60
			1875144		Life,Dental, Life and AD&D	101-000-232.002	1.06
			1875144		Life,Dental, Life and AD&D	101-000-232.002	0.81
			1875144		Life,Dental, Life and AD&D	101-000-232.002	80.40

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Bank: GEN GENERAL								
			12570446APR26		9180 HIGHLAND 03/21/26-04/22/26	101-269-921.004	30.46	
			17629734APR26		685 UNION 03/21/26-04/22/26	101-757-921.000	529.19	
		Check GEN 98937 Total						2,337.05
04/30/2026	GEN	98938	CREAN 04/13/26	FNBO	CREAN, MONTHLY CHARGES	206-336-727.000	16.95	
			CREAN 04/13/26		CREAN, MONTHLY CHARGES	206-336-977.001	163.59	
			CREAN 04/13/26		CREAN, MONTHLY CHARGES	206-336-744.000	29.67	
			04/13/26 DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-931.000	45.13	
			04/13/26 DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-755.000	10.96	
			04/13/26 DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-931.000	10.00	
			04/13/26 DEGNAN		DEGNAN, MONTHLY CHARGES	591-000-931.000	4.98	
			04/13/26 FEICHTNER		FEICHTNER, MONTHLY CHARGES	206-336-977.001	599.81	
			04/13/26 GORDINEAR		GORDINEAR, MONTHLY CHARGES	101-757-751.000	11.85	
			04/13/26 HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-960.000	185.00	
			04/13/26 HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-727.000	16.95	
			04/13/26 HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-727.000	8.47	
			04/13/26 HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-863.001	19.19	
			04/13/26 HANIFEN		HANIFEN, MONTHLY CHARGES	206-336-958.000	25.00	
			04/13/26 HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-977.001	121.98	
			04/13/26 HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-931.001	290.08	
			04/13/26 HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-727.000	18.01	
			04/13/26 HANNEMAN		HANNEMAN, MONTHLY CHARGES	206-336-863.001	125.00	
			04/13/26 HOBBS		HOBBS, MONTHLY CHARGES	101-757-751.000	467.50	
			04/13/26 HOBBS		HOBBS, MONTHLY CHARGES	101-757-757.000	137.78	
			04/13/26 HOBBS		HOBBS, MONTHLY CHARGES	101-757-751.000	12.40	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-863.001	106.16	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-864.000	175.00	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-864.000	316.24	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-864.000	316.24	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-864.000	346.24	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-864.000	170.19	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-860.000	37.00	
			04/13/26 IVORY		IVORY, MONTHLY CHARGES	207-301-960.000	325.00	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	33.35	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	41.68	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	266.57	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	47.41	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	50.66	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	73.94	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-931.000	(24.98)	
			04/13/26 JIMENEZ		JIMENEZ, MONTHLY CHARGES	591-000-750.000	19.96	
			04/13/26 KELLER		KELLER, MONTHLY CHARGES	207-301-727.000	21.19	
			04/13/26 KELLER		KELLER, MONTHLY CHARGES	207-301-727.000	21.19	
			04/13/26 KELLER		KELLER, MONTHLY CHARGES	207-301-757.000	20.00	
			04/13/26 KELLER		KELLER, MONTHLY CHARGES	207-301-864.000	170.19	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	591-000-863.000	74.95	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	207-301-863.001	134.91	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	101-265-863.000	104.91	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	101-299-956.000	10.99	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	101-299-956.000	27.99	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	101-265-971.000	265.80	
			04/13/26 KOWALL		KOWALL, MONTHLY CHARGES	226-528-802.001	4	

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Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount	
Bank: GEN GENERAL								
			04/13/26	NOBLE	NOBLE, MONTHLY CHARGES	101-215-960.000	173.99	
			04/13/26	ONEIL	ONEIL, MONTHLY CHARGES	101-265-971.000	169.49	
			04/13/26	ONEIL	ONEIL, MONTHLY CHARGES	208-000-931.001	399.99	
			04/13/26	POLUTANOVIC	POLUTANOVICH, MONTHLY CHARGES	591-000-863.000	3.00	
			04/13/26	POLUTANOVIC	POLUTANOVICH, MONTHLY CHARGES	591-000-931.000	42.92	
			04/13/26	POLUTANOVIC	POLUTANOVICH, MONTHLY CHARGES	591-000-931.000	16.94	
			04/13/26	POLUTANOVIC	POLUTANOVICH, MONTHLY CHARGES	591-000-931.000	41.70	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-931.000	68.59	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-931.000	72.19	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-931.000	566.19	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-960.000	30.00	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-727.000	15.99	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-960.000	185.00	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-818.000	64.03	
			04/13/26	POTTER	POTTER, MONTHLY CHARGES	591-000-740.000	14.39	
			04/13/26	ROMAN	ROMAN, MONTHLY CHARGES	101-265-971.000	2,644.00	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-863.000	196.49	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	101-265-863.000	10.00	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	45.89	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	10.48	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	9.99	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	14.98	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	21.99	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	591-000-931.000	35.48	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	101-757-931.000	35.90	
			04/13/26	SZOLACH	SZOLACH, MONTHLY CHARGES	101-265-931.001	25.58	
			Check GEN 98938 Total					10,863.29
04/30/2026	GEN	98940	04/20/26	HOME DEPOT CREDIT SERVICES	MONTHLY CHARGES	206-336-931.001	109.74	
			04/20/26		MONTHLY CHARGES	206-336-757.000	17.96	
			Check GEN 98940 Total					127.70
04/30/2026	GEN	98941	002089120621	MUTUAL OF OMAHA	MAY PREMIUMS	101-000-232.002	260.72	
			002089120621		MAY PREMIUMS	249-000-232.008	264.00	
			002089120621		MAY PREMIUMS	206-000-232.002	304.51	
			002089120621		MAY PREMIUMS	207-000-232.002	319.36	
			Check GEN 98941 Total					1,148.59
04/30/2026	GEN	98942	001224	OAKLAND COMMERCIAL CLEANING	APRIL CLEANING SERVICES	101-265-931.001	3,300.00	
04/30/2026	GEN	98943	1880796	OAKLAND COUNTY LEGAL NEWS	ZBA PUBLIC HEARING 04/23/26	101-402-903.000	91.00	
04/30/2026	GEN	98944	240328	PRINTING SYSTEMS INC	BALLOT ENVELOPES, SECRECY ENVELOPE	101-191-740.000	1,460.32	
04/30/2026	GEN	98945	5073112650	RICOH USA INC.	PD, MONTHLY CHARGES	207-301-931.001	143.68	
04/30/2026	GEN	98946	170713	SAFEBAY SHREDDING	GEN, MONTHLY CHARGES	101-249-727.000	84.95	
04/30/2026	GEN	98947	WO-287424-2	SMART BUSINESS SOURCE	ANTIMICROBIAL GEL	101-249-727.000	25.98	
			WO-288082-1		BANDAIDS, PINS, LABELS, LABEL PRIN	101-249-727.000	1.50	
			WO-288082-1		BANDAIDS, PINS, LABELS, LABEL PRIN	101-191-740.000	86.31	
			WO-288082-1		BANDAIDS, PINS, LABELS, LABEL PRIN	101-191-740.000	50.54	
			WO-288082-1		BANDAIDS, PINS, LABELS, LABEL PRIN	101-191-740.000	184.56	
			WO-288082-1		BANDAIDS, PINS, LABELS, LABEL PRIN	101-249-727.000	13.76	

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Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: GEN GENERAL							
		Check GEN 98947	Total				362.65
04/30/2026	GEN	98948	0001AT062176	UNITED PARCEL SERVICE	MONTHLY CHARGES	101-248-730.000	25.00
04/30/2026	GEN	98949	97837	DARWEL ENTERPRISES LLC	DUBLIN MONTHLY CHARGES	101-757-931.000	97.72
04/30/2026	GEN	98950	11443163	DETROIT HISTORICAL SOCIETY	DETROIT HISTORIAL SOCIETY (25) 05/	101-757-751.000	275.00
04/30/2026	GEN	98951	04/30/26	JEANNE EAGEN	INSTRUCTOR FEES	101-757-751.000	180.00
04/30/2026	GEN	98952	04/30/26	LEISURE UNLIMITED LLC	INSTRUCTOR'S FEE	101-757-751.000	130.00
04/30/2026	GEN	98953	04/30/26	MARLENE TURNER	INSTRUCTOR'S FEE	101-757-751.000	80.00
04/30/2026	GEN	98954	04/30/26	WHITMORE LAKE AREA HUMAN SERVICES	05/11/26-IKEA TRIP (6)	101-757-751.000	595.00
Total For Bank: GEN							1,422,004.97

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Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: PA-CK PA CHECKING							
04/16/2026	PA-CK	2182	041626-WLTWP (2)	WHITE LAKE TOWNSHIP	30 PARKDIKE AVE - GINDER PUMP PER	245-900-972.019	50.00
			041626-WLTWP (2)		30 PARKDIKE AVE - GINDER PUMP PER	245-900-972.019	50.00
			041626-WLTWP (2)		30 PARKDIKE AVE - GINDER PUMP PER	245-900-972.019	4,896.00
			041626-WLTWP (2)		30 PARKDIKE AVE - GINDER PUMP PER	245-900-972.019	4,200.00
			041626-WLTWP (2)		30 PARKDIKE AVE - GINDER PUMP PER	245-900-972.019	200.00
		Check PA-CK 2182 Total					9,396.00
04/23/2026	PA-CK	2183	042326-WLT	WHITE LAKE TOWNSHIP	265 DECCA DR - SEWER CONNECTION F	245-900-972.020	50.00
			042326-WLT		265 DECCA DR - SEWER CONNECTION F	245-900-972.020	2,100.00
			042326-WLT		265 DECCA DR - SEWER CONNECTION F	245-900-972.020	4,896.00
			042326-WLT		265 DECCA DR - SEWER CONNECTION F	245-900-972.020	200.00
		Check PA-CK 2183 Total					7,246.00
Total For Bank: PA-CK							16,642.00

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Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: SEWFD SEWER FUND CHECKING							
04/01/2026	SEWFD	4237	26930	EGANIX INC.	ODOR & ORGANICS CONTROL	590-000-930.000	2,700.00
04/09/2026	SEWFD	4238	0000000434 0000000434	CHASE	ROUND LK SEWER SAD PRIN/INT ROUND LK SEWER SAD PRIN/INT	590-000-300.003 590-000-993.007	13,000.00 26,749.54
		Check SEWFD 4238 Total					39,749.54
04/16/2026	SEWFD	4239	04/13/26	COMMERCE TOWNSHIP	MARCH SEWER CONNECTIONS	590-000-969.000	46,022.40
04/16/2026	SEWFD	4240	000406553	DLZ MICHIGAN, INC.	ROUND LK SANITARY SEWER	590-000-158.001	13,692.50
Total For Bank: SEWFD							102,164.44

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Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: TAX CURRENT TAX CHECKING							
04/17/2026	TAX	6942		HIGHLAND TOWNSHIP	2025 WHITE LAKE IMPROVEMENT SA	703-000-403.000	49,838.00
04/17/2026	TAX	6943		STATE OF MICHIGAN	2025 COMMERCIAL FACILITY TAX (CFT)	703-000-403.000	6,246.21
					2025 COMMERCIAL REHABILITATION TAX	703-000-403.000	137,403.17
			Check TAX 6943 Total				143,649.38
Total For Bank: TAX							193,487.38

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Bank: TNA TRUST AND AGENCY								
04/01/2026	TNA	16112	2026	BIG BARNEY'S	2026 SUNSET RD DUST CONTROL	701-000-250.004	3,135.00	
04/01/2026	TNA	16113	223261	JANELLE DRIVER	DRIVER, RETURN SECURITY DEPOSIT	701-000-283.000	200.00	
04/01/2026	TNA	16114	03/31/26	PONTIAC LAKE WEED HARVESTING COMPA	REIMBURSE PONTIAC LK WEED HARVESTI	701-000-250.008	5,739.39	
04/01/2026	TNA	16115	00208600	PROGRESSIVE AE	ROUND LAKE MAPPING 2026-2030 CONTR	701-000-250.006	3,375.00	
04/01/2026	TNA	16116	224646	RICHARD KINGSLEY	KINGSLEY, RETURN HALL DEPOSIT	701-000-283.000	200.00	
04/09/2026	TNA	16117	000406535	DLZ MICHIGAN, INC.	PLAN REVIEW	701-000-286.362	465.00	
			000406542		WEST VALLEY, CONST SERVICES	701-000-286.410	1,145.00	
			000406539		WHITE LK HILL, FINAL ENG REVIEW	701-000-286.455	942.50	
			000406525		JAX, SITE PLAN REVIEW	701-000-286.485	85.00	
			000406538		GATEWAY CROSSING, CONST SERVICES	701-000-286.466	850.00	
			000406536		9101 HIGHLAND RD, FSP REVIEW	701-000-286.476	502.50	
			000406531		MACK INDUSTRIES, PRE APPLICATION	701-000-286.445	170.00	
		Check TNA 16117 Total						4,160.00
04/09/2026	TNA	16118	229649	OMAR ESCOBAR-MEXICANO	ESCOBAR-MEXICANO-RETURN DEPOSIT	701-000-283.000	200.00	
04/09/2026	TNA	16119	1084118	ROSATI, SCHULTZ, JOPPICH	PANERA BREAD, JULY SERVICES	701-000-286.468	45.00	
04/09/2026	TNA	16120	229669	SHELBY THOMPSON	THOMPSON, REFUND HALL DEPOSIT	701-000-283.000	200.00	
04/09/2026	TNA	16121	04/08/26	THOMAS F WELSH CONSTRUCTIONS INC	1143 CLEARWATER, CONTINGENCY REIMB	701-000-284.006	3,290.00	
04/09/2026	TNA	16122	04/07/26	TIMOTHY O'CALLAGHAN	10934 HILLWAY, CONTINGENCY REIMBUR	701-000-284.006	1,807.75	
04/14/2026	TNA	16124	010273	67TH DISTRICT COURT	BOND-KRISTINA M CLEGG	701-000-287.002	200.00	
04/16/2026	TNA	16125	000406514	DLZ MICHIGAN, INC.	2796 PARK RIDGE GRINDER PUMP INSTA	701-000-284.006	650.00	
			000406546		HVS WATERMAIN RELOCATION	701-000-286.487	1,910.00	
		Check TNA 16125 Total						2,560.00
04/16/2026	TNA	16126	04/13/26	O.C.W.R.C.	MARCH SEWER PERMITS	701-000-287.005	200.00	
04/16/2026	TNA	16127	04/13/26	PONTIAC LAKE WEED HARVESTING COMPA	REIMBURSE FOR 2025 INVOICES	701-000-250.008	18,481.88	
04/16/2026	TNA	16128	1085587	ROSATI, SCHULTZ, JOPPICH	PONTIAC LK, SERVICES THRU MARCH 26	701-000-250.008	150.00	
04/16/2026	TNA	16129	11077	STEED'S LAWN & LANDSCAPE LLC	2026 LAWN CARE/MANDON LAKE	701-000-250.013	600.00	
04/23/2026	TNA	16130	10679397APR26	DTE ENERGY	LK ONA 5301 COOLEY 03/12/26-04/10/	701-000-250.010	604.70	
			12571048APR26		LK ONA-3077 RIPPLEWAY 03/12/26-04/	701-000-250.010	88.67	
			12570701APR26		LK ONA-2827 RIPPLEWAY 03/12/26-04/	701-000-250.010	17.41	
			12570347APR26		LK ONA-2533 RIPPLEWAY 03/12/26-04/	701-000-250.010	17.41	
		Check TNA 16130 Total						728.19
04/23/2026	TNA	16131	01361426APR26	DTE ENERGY	GRASS LK 2660 STEEPLE 03/12/26-04	701-000-250.005	16.57	
04/23/2026	TNA	16132	24141202APR26	DTE ENERGY	ROUND LK 1287 GROVE PT 03/12/26-04	701-000-250.006	17.41	
04/30/2026	TNA	16133	4008903	PLM LAKE & LAND MANAGEMENT CORP	ROUND LAKE-2026 PERMIT APP FEE	701-000-250.006	1,000.00	
04/30/2026	TNA	16134	INV26JCC0015	SOLBERG KNOWLES & ASSOCIATES	BARNES EXT, HARDWARE KIT	701-000-284.006	487.25	
Total For Bank: TNA							46,793.44	

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP

CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount	
Bank: WAT WATER OPERATING CHECKING								
04/01/2026	WAT	8783	17630237MAR26	DTE ENERGY	6260 GRASS LK 02/18/26-03/18/26 CH	591-000-921.006	2,174.29	
04/01/2026	WAT	8784	MI-SV-INV-005088	ELEVATED INDUSTRIAL SOLUTIONS	BREAK/FIX AND LABOR	591-000-931.000	991.00	
04/01/2026	WAT	8785	026F0656	HARRINGTON INDUSTRIAL PLASTICS LLC	UNION PVC	591-000-931.000	26.19	
04/01/2026	WAT	8786	CI-11976	HYDROCORP	MARCH INSPECTION AND REPORTING SER	591-000-818.000	288.35	
04/01/2026	WAT	8787	30762	RS TECHNICAL SERIVCES, INC.	EJECTOR DIAPHRAGM ASSEMBLY	591-000-931.000	554.89	
04/09/2026	WAT	8788	203501259808	CONSUMERS ENERGY	9164 STEEPHOLLOW 02/21/26-03/23/26	591-000-923.001	181.91	
			201721439837		8208 FOX BAY 02/21/26-03/23/26 CH	591-000-923.002	53.55	
			202700325260		8935 SATELITE 02/21/26-03/23/26 C	591-000-923.005	218.19	
			202789309910		6260 GRASS LK 02/21/26-03/23/26 C	591-000-923.004	258.17	
		Check WAT 8788 Total						711.82
04/09/2026	WAT	8789	MI-SW-INV-004804	ELEVATED INDUSTRIAL SOLUTIONS	BREAK/FIX FOR ZONE 2	591-000-931.000	400.00	
04/09/2026	WAT	8790	0241088	FERGUSON WATERWORKS #3326	H/HEAD CAP SCRW	591-000-750.000	304.05	
			0241089		H/HEAD CAP SCRW	591-000-750.000	88.36	
		Check WAT 8790 Total						392.41
04/09/2026	WAT	8791	11628	HURON VALLEY FIRE PROTECTION	FIRE EXTINGUISHER MAINTENANCE	591-000-931.000	378.20	
04/16/2026	WAT	8792	46162	ABC PRINTING	WATER BILLS	591-000-727.000	299.00	
04/16/2026	WAT	8793	418235	AQUATEST	BACTERIA TESTING	591-000-748.000	336.00	
04/16/2026	WAT	8794	000406354	DLZ MICHIGAN, INC.	GENERAL ENG SERVICES THRU 03/13/26	591-000-802.000	360.00	
04/16/2026	WAT	8795	WLW-032026	DRAGON UNDERGROUND LLC	MARCH SERVICES	591-000-818.000	877.00	
04/16/2026	WAT	8796	04/14/2026	GHAASSAN AL DAHHAN	UB refund for account: 400-00004-0	591-000-276.000	69.43	
04/16/2026	WAT	8797	026F0846	HARRINGTON INDUSTRIAL PLASTICS LLC	ELBOWS,ADAPTERS	591-000-931.000	31.34	
			026F0867		CONNECTOR COMPR	591-000-931.000	75.09	
		Check WAT 8797 Total						106.43
04/16/2026	WAT	8798	12295	HURON VALLEY FIRE PROTECTION	WATER PLANTS, FIRE EXT MAINTENANCE	591-000-931.000	314.70	
04/16/2026	WAT	8799	CI071584	OAKLAND COUNTY	WATER BILLS	591-000-727.000	140.16	
			CI071584		WATER BILLS	591-000-730.000	1,398.17	
		Check WAT 8799 Total						1,538.33
04/16/2026	WAT	8800	30787	RS TECHNICAL SERIVCES, INC.	GASKET	591-000-931.000	45.94	
04/16/2026	WAT	8801	431634	LITHIA MOTORS	17 FORD F250 REPLACE BALL JOINTS	591-000-863.000	3,914.67	
04/16/2026	WAT	8802	220384	SUPERIOR EXCAVATING, INC	RETURN HYDRANT DEPOSIT	591-000-626.000	500.00	
04/23/2026	WAT	8803	3138015	APPLIED INNOVATION	DPS, MONTHLY CHARGES	591-000-727.000	126.45	
04/23/2026	WAT	8804	12571261APR26	DTE ENERGY	8906 HURON BLUFFS 03/11/26-04/09/2	591-000-921.000	809.93	
			12571592APR26		8935 SATELITE 03/11/26-04/09/26	591-000-921.004	1,553.27	
			12570917APR26		993 N WILLIAMS 03/11/26-04/09/26	591-000-921.010	23.29	
			14447239APR26		360 WOODSEGE 03/11/26-04/09/26	591-000-921.000	43.39	
			12571477APR26		8208 FOX BAY 03/11/26-04/09/26	591-000-921.002	687.91	
			12571378APR26		9164 STEEPHOLLOW 03/11/26-04/09/2	591-000-921.001	1,926.24	
		Check WAT 8804 Total						5,014.03

CHECK DISBURSEMENT REPORT FOR WHITE LAKE TOWNSHIP
CHECK DATE 04/01/2026 - 04/30/2026

Section 7, Item B.

Check Date	Bank Account	Check #	Invoice	Payee	Description	GL Number	Amount
Bank: WAT WATER OPERATING CHECKING							
04/23/2026	WAT	8805	2600551	MICHIGAN MUNICIPAL RISK MANAGEMENT CLAIM #2600551	RECOVERY PAYMENT	591-000-690.000	3,006.29
04/30/2026	WAT	8806	50022	CEC CONTROLS	SUPPORT AND MAINTENANCE CONTRACT	591-000-818.000	920.00
04/30/2026	WAT	8807	310562	ELHORN ENGINEERING CO	EL-CHLOR	591-000-745.000	1,250.00
04/30/2026	WAT	8808	0241088-1	FERGUSON WATERWORKS #3326	HEAD CAP SCRW	591-000-750.000	28.03
04/30/2026	WAT	8809	CI076172	OAKLAND COUNTY	WATER BILLS	591-000-730.000	1,533.22
Total For Bank: WAT							26,186.67
Report Total:							4,075,330.43

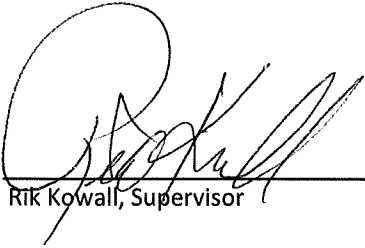
WHITE LAKE TWP
FIRE FUND
5/1/2026

BUDGET AMENDMENT

REASON FOR AMENDMENT:

Creating a new budget line item for the new position of Deputy Fire Chief who was hired on April 1st 2026. The budget amendment is his salary & benefits for April through December 2026.

A/C #	A/C DESCRIPTION	YTD	26 BUDGET	AMEND	REVISED
206-336-706.008	DEPUTY FIRE CHIEF SALARY	5,500	0	83,250	83,250
206-336-718.002	HEALTH CARE SAVINGS PLAN	13,506	45,500	2,913	48,413
206-336-715.000	SOCIAL SECURITY	67,684	208,155	6,369	214,524
206-336-716.000	HOSP & OPTICAL INSURANCE	153,118	528,000	25,407	553,407
206-336-717.000	GROUP LIFE INSURANCE	1,005	2,800	83	2,883
206-336-718.004	457 - EMPLOYER PORTION	3,167	25,000	1,665	26,665
206-336-718.000	PENSION	105,794	768,500	8,874	777,374
206-336-724.000	DENTAL	10,190	27,600	1,200	28,800
206-336-719.000	WORKERS COMP INSURANCE	16,868	96,000	2,801	98,801
206-336-722.000	UNEMPLOYMENT INSURANCE	4,257	6,700	203	6,903
206-000-393.000	FUND BALANCE - DESIGNATED		458,775	132,764	591,539



Rik Kowall, Supervisor

5-12-26
Date

Monthly Summary of Offenses

All Offenses that were Attempted or Completed

CLASS	Description	Apr-26	Apr-25	YTD 2026	YTD 2025	YTD % CHG	ARRESTS			
							ADULT		JUV	
							Apr-26	YTD	Apr-26	YTD
100	Murder / Manslaughter	0	0	0	0	0.0%	0	0	0	0
200	Forcible Sexual Offenses	0	0	1	0	0.0%	0	0	0	0
300	Robbery	0	0	0	0	0.0%	0	0	0	0
400	Assault Offenses	5	6	19	17	11.8%	3	15	0	1
500	Burglary / Home Invasion	2	1	5	1	400.0%	0	1	2	2
600	Larceny Violations	1	5	10	12	-16.7%	0	1	0	0
700	Motor Vehicle Theft	0	1	0	2	-100.0%	0	0	0	0
800	Arson	0	0	0	0	0.0%	0	0	0	0
900	Kidnapping / Abduction	0	0	0	0	0.0%	0	0	0	0
GROUP A TOTALS		8	13	35	32	9.4%	3	17	2	3

WHITE LAKE TOWNSHIP POLICE DEPARTMENT

APRIL 2026

DETECTIVE BUREAU SUMMARY						
	Apr-26	Apr-25	% CHG.	YTD 26	YTD 25	% CHG.
ARRESTS	3	0	100.0%	3	0	100.0%
WARRANTS ISSUED	22	12	83.3%	70	78	-10.3%
JUVENILE PETITIONS	3	2	50.0%	7	11	-36.4%
COURT CASES	2	0	100.0%	3	2	50.0%
PRISONERS ARRAIGNED	3	5	-40.0%	20	32	-37.5%
CASES ASSIGNED	46	33	39.4%	160	177	-9.6%
CASES CLOSED BY ARREST	86	74	16.2%	273	221	23.5%
CASES CLOSED OTHER	30	27	11.1%	96	137	-29.9%
UNIFORM DIVISION SUMMARY						
	Apr-26	Apr-25	% CHG.	YTD 26	YTD 25	% CHG.
ARRESTS	109	96	13.5%	363	331	9.7%
TRAFFIC WARNINGS	305	284	7.4%	1,062	1,065	-0.3%
TICKETS ISSUED	397	406	-2.2%	1,482	1,246	18.9%
ACCIDENT - PROPERTY DAMAGE	22	26	-15.4%	134	115	16.5%
ACCIDENT - PERSONAL INJURY	7	6	16.7%	26	17	52.9%
ACCIDENT - FATAL	0	0	0.0%	0	1	-100.0%
ACCIDENT - PRIVATE PROPERTY	11	10	10.0%	44	36	22.2%
CALLS FOR SERVICE	2,140	1,991	7.5%	8,454	8,277	2.1%
DISPATCH RUNS	746	761	-2.0%	2,913	2,724	6.9%



Matthew Ivory, Chief of Police



Fire Department
Charter Township of White Lake

May 2026 Monthly Board Report

Incident Response Breakdown			Activity Summary		
	April 26	April 25		April 26	April 25
Medical/Rescue	206	200	Hospital Transports by the Fire Dept.	67	12
Hostile Fires (Structure, Vehicle, Brush, and Other)	7	10	55 Huron Valley 1 McLaren Oakland 1 Henry Ford West Bloomfield 6 Trinity Oakland 1 Corewell Royal Oak 3 Ascension Novi		
Hazardous Conditions	14	12	Public Service Events/Standbys	0	7
Public Service/Other	29	28	Home Fire Safety Inspections(s)	2	0
Uncategorized	0	5	Child seat inspection(s)	3	0
Mutual Aid					
Given	0	2			
Received	1	2			
	1 Commerce				
Total Calls for Service:	256	255			
YTD Total Run Volume:	1,181	1,114			

ADMIN:

- 1) The Deputy Fire Chief has started and has begun work on the new reporting system, reviewing and revising the FTO program, and has been completing a complete review of the training program. He has also delivered several training programs to the department. An in-depth training report from this review is available in Appendix B.



Fire Department

Charter Township of White Lake

- 2) We have begun the implementation of our new reporting and timekeeping software. This will take a few more months as we look to transition by the beginning of July.
- 3) Alpha 3 (ambulance) is back from being refurbished and is in service.
- 4) He have started a complete review of our policies and procedures (standard operating guides). They will be corrected, brought up to date, edited, and deleted as necessary.
- 5) We continue to monitor the progress of the changes made to the fire prevention and inspection program. A detailed listing of the inspection and prevention activity is provided in Appendix A.
- 6) Language for a millage proposal for operations, facilities, and personnel that was planned for August will be delayed until November to allow for data collection and workshops with the Board members.

APPARATUS MAINTENANCE:

- 1) Station 1
 - a. Engine 1 – Small items cleaned up and repaired.
 - b. Alpha 1 – Rear latch mechanism for the doors was disassembled and repaired.
- 2) Station 2
 - a. Engine 2 – Small items cleaned up and repaired.
 - b. Alpha 2 – Warranty item being repaired: inverter.
- 3) Station 3
 - a. Engine 3 – Small items cleaned up and repaired.

FIRE PREVENTION:

- 1) Events in March:
 - a) April 9th – Independence Village Waffle Bar
 - b) April 19th – White Lake Township Library Volunteer Appreciation Breakfast
 - c) April 29th – Ride to School in Fire Truck – Lakewood Elementary School
- 2) Inspection activity in Appendix A

OPERATIONS:

MAJOR INCIDENTS:

- 1) One (1) structure fire was responded to last month as a mutual aid to NOCFA.

TRAINING:

- 1) Four (4) firefighters continue in their Paramedic program. They should be done later this year and will move on to testing for their National Certification which is required for state licensure.
- 2) Three (3) cadets are in the Northeast Oakland Fire Academy working on their State of Michigan certification in Firefighter 1 and 2, including Hazardous Materials Operations.
- 3) Please see Appendix B for a detailed overview of the training programs conducted over the last 30 days including status updates on several different programs.



Fire Department
Charter Township of White Lake

KUDOS:

- 1) Congratulations to Zach Petterson for completing his Firefighter 1 and 2 course at Oakland Community College. He will be starting paramedic class soon while he works on completing his probationary requirements.

J. David Feichtner
Fire Chief



Fire Department
Charter Township of White Lake

APPENDIX A Inspection Activity

Inspector	Date	Location	Type	Inspection	Notes
M. Pierce	2026-04-01	5951 Highland Rd Suite A	Life Safety Inspection	Tantrum Salon	
	2026-04-01	5951 Highland Rd Suite F	Life Safety Inspection	Beauty First Nails	
	2026-04-12	1862 Crystal Ln	Home Safety Assessment	Residential Home	
	2026-04-21	6370 Highland Rd	Life Safety Inspection	Bogie Lake Shell	
	2026-04-21	6370 Highland Rd	Life Safety Inspection	Tubby's Submarine	
	2026-04-28	1332 Ridgefield Ct	Home Safety Assessment	Residential Home	
	2026-04-30	6045 Highland Rd	Life Safety Inspection	Meijer Gas Station	
S. Hanneman	2026-04-16	340 Town Center Blvd. E-101	Life Safety Inspection	Tropical Smoothie	
	2026-04-16	340 Town Center Blvd. E-102	Life Safety Inspection	The UPS Store	
	2026-04-16	340 Town Center Blvd. E-104	Life Safety Inspection	Sally's Beauty	
	2026-04-20	340 Town Center Blvd. E-108	Life Safety Inspection	Waterfall Jeweler's II	
	2026-04-20	340 Town Center Blvd. E-105	Life Safety Inspection	Highland House Café	
J. Settecerri	2026-04-01	8100 Cooley Lk Rd	Life Safety Inspection	Taco Bell	
	2026-04-28	8060 Cooley Lk Rd	Life Safety Inspection	O'Reilly Auto Parts	
	2026-04-28	8040 Cooley Lk Rd	Life Safety Inspection	Dollar Tree	
	2026-04-28	8030 Cooley Lk Rd	Life Safety Inspection	Beyond Juicery + Eatery	
	2026-04-28	8020 Cooley Lk Rd	Life Safety Inspection	Pet Supply Plus	



Fire Department
Charter Township of White Lake

A. Sitler	2026-04-20	WLTFD	Car Seat Installation	White Lake Twp. Fire Dept.
	2026-04-20	WLTFD	Car Seat Installation	White Lake Twp. Fire Dept.
	2026-04-21	WLTFD	Car Seat Installation	White Lake Twp. Fire Dept.
J. Hanifen	2026-04-06	935 Union Lake Rd	Fire Alarm Inspection	Independence Village
	2026-04-07	3955 Ormond Rd	Re-inspection	White Lake Inn
	2026-04-07	3455 Ormond Rd	Follow-up	Obrady's
	2026-04-07	3685 Highland Rd	Re-inspection	BP Fuel Station
	2026-04-08	Jax's Kar Wash	Plan Review	Jax's Kar Wash
	2026-04-09	Oakview Private Rd	Plan Review	Oakview Private Rd
	2026-04-09	8200 Cooley Lake Rd	Re-inspection	AT&T
	2026-04-09	8198 Cooley Lake Rd	Re-inspection	Tim Hortons
	2026-04-09	8158 Cooley Lake Rd	Re-inspection	Ivy Rehab Physical Therapy
	2026-04-13	William Randy Ct.	Inspection (Knox)	Residential Home (Driveway)
	2026-04-15	7421 Highland Rd	Follow-up	Meadows Automotive
	2026-04-15	4020 Ormond Rd	Re-inspection	Tropical Distributors
	2026-04-15	3393 Ormond Rd	Follow-up	White Lake Supermarket
	2026-04-15	9135 Highland Rd	Re-inspection	M-59 Massage
	2026-04-15	9100 Highland Rd	Inspection	Applebee's
	2026-04-16	10855 Highland Rd	Inspection	Arby's
	2026-04-17	8265 White Lake Rd	Plan Review	Mack Industries
	2026-04-21	9197 Highland Rd.	Plan Review	New Construction
	2026-04-22	8200 Cooley Lake Rd	Re-inspection	Beyond Juicery + Eatery
	2026-04-22	891 Union Lake Rd	Follow-up	English Oaks Montessori
2026-04-22	8188 Cooley Lake Rd	Inspection	Bank of America	
2026-04-24	10751 Highland Rd	Re-inspection	Caswell Window and Door	
2026-04-24	10743 Highland Rd	Re-inspection	Car Chains 3D	



Fire Department
Charter Township of White Lake

2026-04-24	10739 Highland Rd	Re-inspection	Serenity Family Chiropractic
2026-04-24	10735 Highland Rd	Re-inspection	Wen's Spa Message Therapy
2026-04-24	8180 Cooley Lake Rd	Follow-up	Mechanical Room
2026-04-24	9135 Highland Rd	Inspection	Mohave Cantina
2026-04-27	10727 Highland Rd	Re-inspection	Rugrat Resale & Consignment
2026-04-28	891 Union Lake Rd	Re-inspection	English Oaks Montessori
2026-04-28	Edendale	Plan Review	Edendale Subdivision
2026-04-29	Gateway Crossing	Plan Review	Gateway Crossing Plaza
2026-04-29	10320 Highland Rd	Inspection	Quest Field Services
2026-04-30	10150 Highland Rd	Plan Review	Tractor Supply
2026-04-30	330 Town Center Blvd.	Plan Review	Sports Clips Hair Salon



Fire Department

Charter Township of White Lake

APPENDIX B

In April 2026, the Training Division focused on establishing structure, improving operational readiness, and developing personnel across all levels of the organization.

Key efforts included:

- Organization and formalization of the Training Division
- Expansion of company level and EMS training
- Delivery of Firefighter I & II instruction
- Entry level state certification courses
- Oversight and further development of the FTO program
- Onboarding and formatting of ESO reporting

Efforts support operational readiness, risk reduction, and long-term workforce development.

2. TRAINING DIVISION DEVELOPMENT

April marked the initial structuring of the Training Division to create consistency, accountability, and scalability.

Key actions:

- Defined Training Division roles and responsibilities
- Began alignment with department SOGs and operational expectations
- Established framework for:
 - Initial Education
 - Professional Development
 - Officer Development
- Initiated standardization of training documentation and tracking



Fire Department
Charter Township of White Lake

3. TRAINING ACTIVITY OVERVIEW

Category	Sessions	Hours	Staff Hrs	Impact
Company-Level Training	20	36	216	All operational personnel (including daily EMS)
Paramedic Training	32	48	192	
Firefighter I & II Instruction	5	40	40	All Operational personnel
Firefighter I&II course	12	65	195	All Operational personnel
FTO Training & Evaluation	24	60	120	All Operational personnel
ESO Training	6	36	108	Admin, EMS Coordinator,
Officer Development	10	60	80	Admin, Fire officer 4, Fire officer 2 train the trainer, leadership.
Specialty / Technical Training				
Total Hours		321	871	Structured hours (personnel)

4. COMPANY-LEVEL TRAINING

Focus: Maintaining baseline operational readiness through shift-level training.

Daily Training (Documented):

- Conducted 5 days per week
- 1–2 formal hours per day

Subjects Included:

- Patient Assessment
- Nursing Operations
- Hoseline Deployment
- Protocol Review
- Drafting
- Building Suppression Systems
- Air Consumption
- Firefighter Survival
- Team Building
- Pediatric Medication Administration

Impact:

- Reinforces daily readiness
- Supports consistency across shifts



Fire Department

Charter Township of White Lake

- Strengthens operational performance

5. EMS / MEDICAL TRAINING

Focus: Preparing personnel for increased ALS transport responsibilities.

Topics included:

- Protocol review and application
- Scenario-based patient care
- Documentation standards
- Critical decision-making under stress
- Paramedic Course (4 personnel)
 - These numbers do not account for clinic hours of which members will attribute 36 hours on average per month

Impact:

- Improves patient outcomes
- Supports ALS transition readiness
- Enhances decision-making in high-risk events

6. INITIAL EDUCATION – FIREFIGHTER I & II

Focus: Building the next generation of firefighters.

Activities:

- Classroom instruction
- Skills-based evolutions
- Scenario-based training
- Live Fire Training
- Evaluation and competency tracking

Impact:

- Supports recruitment and retention pipeline
- Ensures compliance with training standards
- Builds foundational operational competency

7. FTO PROGRAM DEVELOPMENT

Focus: Standardizing probationary firefighter development.



Fire Department

Charter Township of White Lake

Actions:

- Reinforced FTO roles (evaluation, mentorship, accountability)
- Supported probationary member development
- Continued structured evaluation process

Impact:

- Improves consistency in training delivery
- Ensures new members meet expectations
- Builds internal leadership capacity

8. ESO IMPLEMENTATION

Focus: Improving documentation, reporting accuracy, and system adoption.

Actions:

- Templates and standardization of the ESO program
- Onboarding training
- Scenario-based report completion exercise development

Impact:

- Improves continuity of care
- Enhances legal defensibility
- Supports data-driven decision making

9. SPECIALTY & SUPPORT TRAINING

Part-Time Division Training:

- Daily structured booklet-based training with guided instruction
- Supplemental group training conducted twice during the month
 - Focus: Water supply concepts
 - Duration: 3 hours per session (6 hours total)

Additional areas include:

- Task level NFPA 1010 training
- Readiness training
- Apparatus and driver training
- Equipment testing and maintenance training
- Fire prevention / inspection training
- Safety and risk management training



Fire Department

Charter Township of White Lake

- Communications training

Impact:

- Supports operational readiness across all disciplines
- Maintains equipment and personnel competency

10. PROFESSIONAL DEVELOPMENT & CERTIFICATIONS

- Certifications obtained: RAFT FOIV, FOIII TtT, AHA PALS instructor
- Continuing education hours: 30
- External training attended: 3

Impact:

- Maintains compliance
- Develops leadership pipeline
- Improves long-term organizational capability

11. WHERE OUR PEOPLE EXCELLED

- Personnel demonstrated strong performance during Operational readiness and willingness to develop systems for our future
- FTOs showed ownership in developing probationary members by committing to personal equity and daily development of our future generation
- Crews demonstrated high-level decision making during High-risk low frequency events such as structure fires and cardiac arrests.

12. CHALLENGES & OPPORTUNITIES

- Time constraints due to operational demands
- Balancing training with increased EMS workload
- Continued need for standardization
- Need for streamlining of the ICS system
- Need for documentation training
- Need for protocol training
- Review and revise response policies to support Operations and vet through the training division.

These challenges are being addressed through structured training systems and improved coordination.

13. NEXT STEPS – MAY 2026

- Continuing Training Division organization
- Expand structured training programs



Fire Department

Charter Township of White Lake

- Finalize training plan and vet against compliance standards and operational gap analysis
- Increase EMS competency training
- Continue ESO integration and QA/QI process
- Strengthening officer involvement in training delivery



Fire Department
Charter Township of White Lake

•

Rik Kowall, Supervisor
Anthony L. Noble, Clerk
Mike Roman, Treasurer



Section 7, Item F.

Scott Ruggles
Steve Anderson
Andrea C. Voorheis
Liz Fessler Smith

WHITE LAKE TOWNSHIP

7525 Highland Road • White Lake, Michigan 48383-2900 • (248) 698-3300 • www.whitelaketwp.com

Community Development Department Report

May 2026

Dear Township Board Members,

During the month of April, the department continued its work on several projects. The staff is currently working on several Zoning Ordinance amendments that are now in draft form and will be moving forward for consideration next month. The Civic Center site work is underway again. The Township Hall and Public Safety Building have roof systems nearing completion and interior work moving forward at the expected pace. The few remaining Stanley Park Phase I improvements are set to be finished up by the end of May, just ahead of the June grant deadline.

There are many active projects in the approval process. The Lasting Impressions project (White Lake Rd. & Coastal Pkwy) had their Final Site Plan approved by the Planning Commission on March 19th and final engineering design is finishing up. The old Calvary Lutheran church site (M-59 & Sunnybeach Blvd), referred to now as 9101 Highland, continues to work on their final engineering plans and are planning to raze the existing building in June. Edendale Crossing (Bogie Lake Rd & Cedar Island Rd.) is now working on their Final Site Plan submittal. Tractor Supply is seeking approval for an addition within the garden center (east of the building) and that project is under review. Vertical Bridge is requesting approval for a new cellular tower on Eric Drive (North of Cooley Lake Rd. & East of Ford Rd.) on a site that is approximately 5 acres in size. At the applicant's request, this project was postponed in order to provide further analysis. Jax Kar Wash (Meijer out lot at the Northwest corner of M-59 & Bogie Lake Rd.) received Preliminary Site Plan approval during and is moving forward with their Final Site Plan and Development Agreement. Finally, Mack Industries (White Lake Rd, just south of Andersonville Rd) has submitted a site plan for a 135,000 sqft expansion of an existing 14,000 sqft concrete structure and pipe production building. This plan will likely appear before the Planning Commission in June.

As for approved projects, construction continues at the Preserve at Hidden Lake, Trailside Meadow, Eagles Landing, Elizabeth Trace, West Valley, and Gateway Crossing (SW corner of M-59 & Bogie Lake Rd). The Oakland Harvesters (White Lake Rd & Coastal Pkwy) project continues their site work and is making good progress on the construction of their building. The Ginko Storage (White Lake Rd. & Coastal Pkwy) project held their preconstruction meeting, but site work has not yet begun. Similarly, Walmart has not yet begun their approved building expansion project. Avalon is awaiting approval of their engineering plans and will begin tree removal this month.

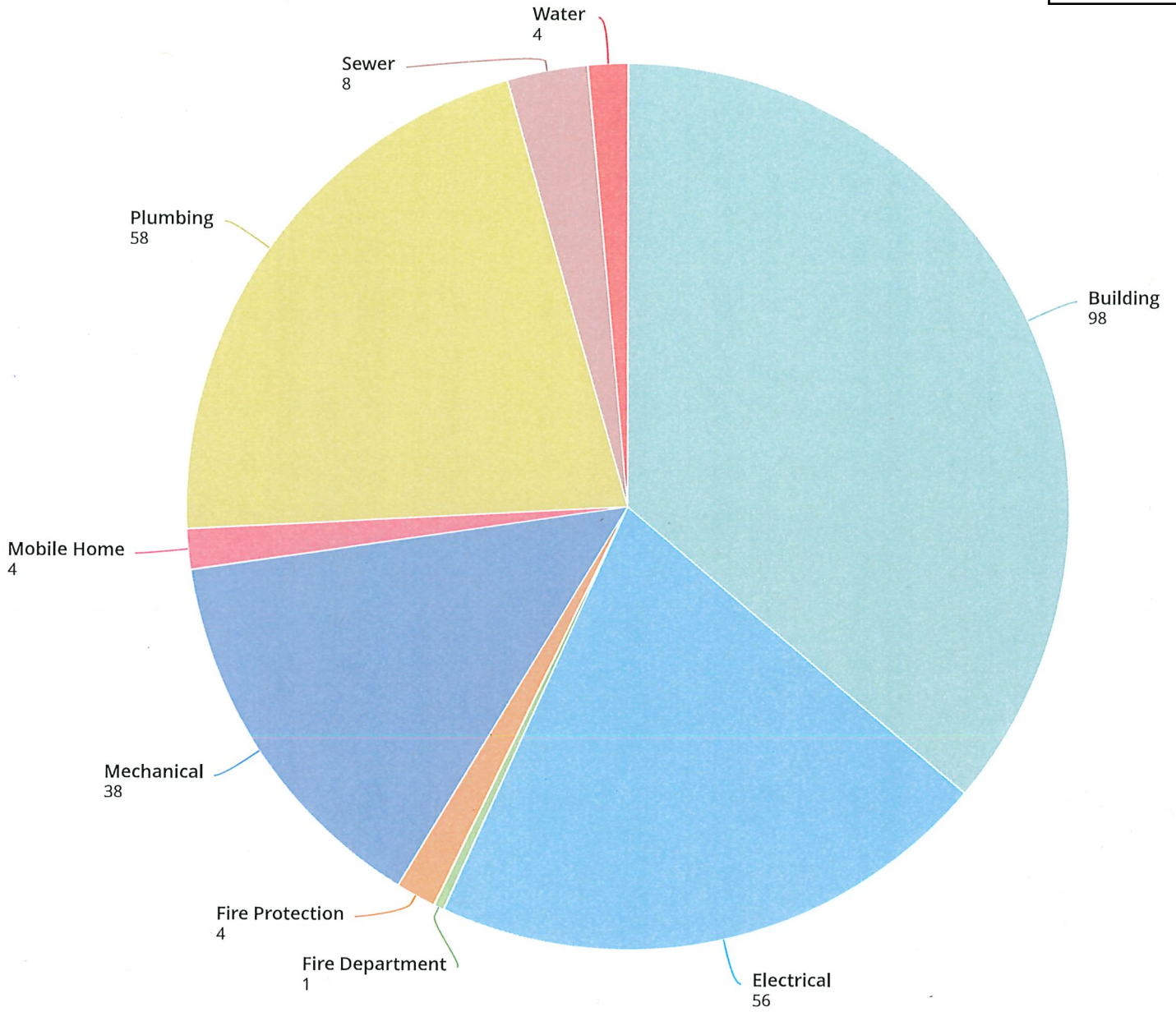
Please find included in this report the permit and inspection activity report for building. If you have any questions or require any additional information from the Community Development Department, please contact us.

Respectfully,

Sean O'Neil

APRIL 2026 ISSUED PERMITS

Section 7, Item F.



PERMIT TYPE NAME TABLE VIEW

- Building
- Electrical
- Fire Department
- Fire Protection
- Mechanical
- Mobile Home
- Plumbing
- Sewer
- Water

To: White Lake Township Board
From: David Waligora, Senior Planner
Date: May 5, 2026
Re: **Parks Department Monthly Update- April**

Hidden Pines Park

The Oakland Prospects have begun utilizing the ballfield at Hidden Pines Park in accordance with their agreement with the Township. Use of the field is anticipated to continue through early July.

Staff recently identified a new field lining machine within the park storage shed, which will assist with ongoing maintenance operations. At this time, there is a temporary shortage of lawn chalk powder required for field lining, and staff is monitoring availability for restocking as supplies become available.

Hawley Park

Staff has initiated improvements to the sandbox area at Hawley Park after identifying that sand levels were below optimal depth. Work is underway to restore the sand to an appropriate level to support safe and functional use of the play area.

Avalon Dog Park / Play Area Coordination

Staff continues to coordinate with the developers of the Avalon project regarding the proposed play area within the dog park. At the Township’s request, a playground equipment vendor prepared cost estimates for the proposed improvements, which are currently under review by the developer.

Additionally, staff met with the developer and connected them with the Township’s parks consultant to ensure a consistent Township standard for site amenities, including benches, lighting, and the pavilion.

Park Maintenance Services (Fertilization and Insect Control)

Staff is currently evaluating pricing and service options for fertilization and insect control treatments across Township parks. This includes fertilization, as well as flea, tick, and mosquito applications, with the goal of securing cost-effective services while maintaining park quality.

Stanley Park – Deer Fly Mitigation Pilot

As previously discussed, the Township has initiated a pilot program to reduce deer fly activity at Stanley Park utilizing a “Horse Pal” device recommended by Michigan State University Extension. The device has been purchased and will soon be deployed. Staff will monitor its effectiveness to determine if expansion of the program is warranted.

Park Usage – Pavilion Rentals

Pavilion usage remains steady, with approximately ten rentals scheduled for the 2026 season to date between Vetter Park and Hawley Park. This reflects continued community use of Township park facilities as the season progresses.



April 17, 2026

White Lake Township
Attn: Rik Kowall, Supervisor
7525 Highland Rd.
White Lake, MI 48383

RE: Consent to Change of Control

Dear Mr. Kowall,

We previously communicated that we have received the support of our key financial stakeholders, including TPG and Ares Capital, who are committed to the business and ensuring our financial stability. As you may know, TPG is a \$300 billion asset manager with experience in our industry. As per our recent conversation, TPG is investing millions of dollars into our business to strengthen our long-term financial position. Priority Waste intends to deploy this capital to position ourselves for success and bolster our ability to continue providing premier service to our customers on a long-term basis, including by funding truck purchases and our Indian Summer recycling center.

Once the transaction is effectuated, there will be a change in our ownership structure, though our services to you will continue uninterrupted. TPG, which will be our primary equity owner at the close of the transaction, is a long-time lender and partner to our team. They know our leaders, business, and operations well. With TPG's deep knowledge of the waste and environmental services business, we will have a partner who understands the unique needs of municipal customers and is committed to helping us be an industry leader. Our leadership team will continue to work with you just as we have, and we expect there to be no impact to our operations as a result of the agreement, transaction, and change in the ownership structure.

Attached is a written consent form that we ask you to review and return. This type of consent is a routine and customary part of transactions like this one. We don't anticipate any changes to the terms or scope of our agreements with you, and we are committed to making this as straightforward and seamless as possible by working closely with you every step of the way.

Our focus remains on our commitment to delivering the highest quality services for our customers and the communities we serve. We will continue to provide updates as there is information to share.

We appreciate your continued support of Priority Waste.



Brett Quitiquit

Municipal Relations Manager



Consent to Change of Control

Priority wishes to inform you that it has entered into a transaction pursuant to which TPG, a global asset manager with over \$300 billion in assets under management on behalf of pension funds, corporations, foundations, sovereign wealth funds, and individual investors, will acquire a controlling equity interest in Priority (the “Transaction”).

The Transaction constitutes a change of control at the equity ownership level of Priority. Importantly:

- Priority Waste LLC will remain the contracting party under the Agreement
- There will be no assignment of the Agreement to a different operating entity
- All services will continue to be provided by Priority without interruption

Following the closing of the Transaction:

- Priority will continue to perform all obligations under the Agreement
- There will be no change to Priority’s service standards or operational commitments
- All existing terms and conditions of the Agreement will remain in full force and effect

To the extent that the Agreement requires notice and/or consent for a change of control, we respectfully request that you:

1. Acknowledge and consent to the Transaction; and
2. Confirm that such change of control does not constitute a default or termination event under the Agreement

By providing such consent, you agree that:

- The Transaction is permitted under the Agreement
- No additional approvals, notices, or waiting periods are required under your Agreement
- The Agreement shall continue uninterrupted following the closing of the Transaction

For the avoidance of doubt:

- This Transaction does not constitute an assignment of the Agreement
- The Agreement remains unchanged except for the indirect change in ownership of Priority
- All of your rights and obligations under the Agreement remain fully enforceable

Your consent will become effective as of the closing date of the Transaction.

We appreciate your continued partnership and are confident that this Transaction will further strengthen Priority’s ability to deliver high-quality service.



Section 7, Item H.

If you have any questions, please contact Sam Caramagno, VP of Municipal Relations, 734-812-5732, scaramagno@prioritywaste.com.

Very truly yours,

Priority Waste LLC

By: _____
Name: Vincent Hoyumpa
Title: Interim Chief Executive Officer
Date:

AGREED AND CONSENTED TO:

White Lake Township

By: _____
Name:
Title:
Date:

BRYCER, L.P.
BRYCER ADVISORY GROUP, L.P.
INSPECTIONREPORTSONLINE.net INC.

2300 Cabot Drive

Suite 250

Lisle, IL 6053255

Apr 01 2026 14:15 CDT

White Lake Township

7420 Highland Road

White Lake Township, MI 48383

Re: “The Compliance Engine”

Dear White Lake Township:

We look forward to providing you with “The Compliance Engine” (the “Solution”) and the advisory services described below related to the Solution (the “Advisory Services”). This proposal letter provides the basic terms by which Brycer, L.P. and [InspectionReportsOnline.net](https://www.inspectionreportsonline.net) Inc. (collectively, “Brycer”) and Brycer Advisory Group, L.P. (“BAGLP”) will provide White Lake Township, through its Fire Department _____ (“Client”), with the Solution and the Advisory Services. The use of the Solution, the Advisory Services and all matters among Brycer, BAGLP and Client will be subject to the standard “Terms and Conditions” attached to this proposal as [Exhibit A](#). The basic terms are as follows:

1. Term: Brycer will provide Client with the Solution and BAGLP will provide the Advisory Services for three years, commencing 2/12/2026 (the “Initial Term”). Thereafter, the Term shall automatically renew for successive three-year periods unless terminated by, as the case may be, Brycer or BAGLP, or Client in writing at least 90 days prior to the expiration of the then current Term (each, a “Renewal Term” and together with the Initial Term, the “Term”). Following the expiration or termination of the Term (as provided in the Terms and Conditions), Client shall stop using the Solution and BAGLP shall stop providing the Advisory Services; provided, however, Brycer shall make available, and Client shall have the right to download, Client’s data from the Solution for a period of 60 days after the expiration or termination of the Term. Client shall have the right to terminate this agreement upon giving 180 days’ written notice to each of Brycer and BAGLP.

2. Fees: Client shall not pay any fees for use of the Solution. Brycer will collect all fees due and payable by third party inspectors in connection with activities relating to the Solution.

3. Brycer and BAGLP Responsibilities: During the Term, Brycer and BAGLP, as the case may be, shall be responsible for the following in connection with Client’s use of the Solution and the Advisory Services:

- ***Availability.*** Brycer shall make the Solution available to Client as set forth on [Exhibit B](#). The maintenance schedule and minimum service levels for the Solution are set forth on [Exhibit B](#).
- ***Service Level.*** Brycer shall provide commercially reasonable levels of customer service with respect to the Solution to all third parties who transact business with Client and access the Solution.
- ***Backup.*** Brycer shall backup the database used in connection with the Solution to a separate server located within the same web hosting firm which the Solution is being hosted on a real time basis. Upon request by Client (which can be no more than once a month) or made prior to or within 60 days after the effective date of termination of the Term, Brycer will make

available to Client a complete and secure (i.e. encrypted and appropriately authenticated) download file of Client data in XML format including all schema and attachments in their native format. Brycer shall maintain appropriate administrative, physical and technical safeguards for protection of the security, confidentiality and integrity of Client data. Brycer shall not (a) modify Client data or (b) disclose Client data except as required by law.

- **Retention of Information.** Brycer will maintain all information entered into the database by third party inspectors for at least five years from the time such information is entered into the database.
- **Notices.** Brycer will be responsible for generating and delivering the following notices to third parties in connection with the Solution: (a) reminders of upcoming inspections that are due; (b) notices that an inspection is past due; and (c) notices of completed inspection reports which contain one or more deficiencies.
- **Call Center.** Phone calls by Brycer on behalf of the Client to the property for EACH life-safety system overdue for service based on dates automatically tracked within the TCE database. Brycer is not an agent of the Client and all scripts for the overdue calls will be approved by the Client.
- **Updates and Enhancements.** In the event Brycer releases any updates, corrections, or enhancements to the Solution during the Term, Brycer shall promptly provide such updates or corrections to Client free of any charge or fee.
- **Advisory Services.** Means the services BAGLP will provide to review the information entered into the Solution by inspectors (including compliance and deficient test results) to confirm their accuracy and completeness. On a case by case basis, Advisory Services may include BAGLP providing recommendations, suggestions, comments and observations on the test results to the Client. BAGLP shall provide the Advisory Services using the Solution.

4. **Client Responsibilities:** During the Term, Client shall be responsible for the following in connection with Client's use of the Solution:

- **Operating System.** Client shall be solely responsible for providing a proper operating environment, including computer hardware or other equipment and software, for any portion of the Solution installed on the Client's equipment (the "Client Access Software") and for the installation of network connections to the Internet. In addition to any other Client Access Software requirements, Client must use version Edge, Firefox version 76, Chrome 60 or Safari (or more recent versions), in addition to having a .pdf reader installed on machines to view attachments.
- **Training** Brycer shall train all applicable personnel of Client on the use of the Solution, if requested by Client.
- **Information.** Client shall promptly provide each of Brycer and BAGLP with the following information necessary for Brycer to create the database for the Solution, including without limitation: (a) all commercial building addresses within **White Lake Township** for Brycer's initial upload; and (b) quarterly updates to in a format acceptable to Brycer in its discretion. Client shall promptly provide BAGLP with the above information for BAGLP to perform the Advisory Services.
- **Enforcement.** Client shall take all actions necessary to require (e.g. resolution, ordinance, fire policy, code amendment) the use of the Solution by third party inspection companies.
- **Third-Party Reports.** Client will require all compliant and deficient test results to be submitted.
- **Compliance.** Client shall be responsible for remaining informed and updated and causing its third party inspectors to be informed and updated, on all applicable rules, regulations, ordinances and other legal or regulatory requirements related to the underlying testing for which the Solution is being used by third party inspection companies. Client shall inform

each of Brycer and BAGLP of any changes, updates or revisions to such rules, regulations, ordinances or requirements that may impact the functionality, compliance, or appropriate use of the Solution or the Advisory Services provided by BAGLP hereunder.

- **Collaboration.** Client shall make reasonable efforts to collaborate with each of Brycer and BAGLP to ensure that the Solution is used, and the Advisory Services are provided, in accordance with all relevant requirements.

5. **Ownership of Data.** Client owns all the non-public data provided by Client and received from third party contractors for Client. Brycer and BAGLP shall maintain appropriate administrative, physical and technical safeguards for protection of the security, confidentiality and integrity of Client's data.

Please acknowledge your acceptance of this proposal and our standard Terms and Conditions by counter-signing this proposal below. We look forward to a long-term and mutually beneficial relationship with you.

Brycer, L.P.

By: Bryan Schultz

Director

Its: _____

Brycer Advisory Group, L.P.

By: Bryan Schultz

Director

Its: _____

InspectionReportsOnline.net Inc.

By: Bryan Schultz

Director

Its: _____

Acknowledged and Agreed: Apr 01 2026 14:15 CDT

[CLIENT]

By: J. David Feichtner

Its: Fire Chief

Exhibit A**Terms and Conditions**

Any capitalized terms not defined in these Terms and Conditions shall have the meaning assigned to it in that certain Letter Agreement attached hereto by and among Brycer, L.P. and InspectionReportsOnline.net Inc. (collectively "Brycer") and Brycer Advisory Group, L.P. ("BAGLP"), on the one hand, and Client, on the other hand (the "Agreement"). As used in these Terms and Conditions, "Brycer" means either or both of Brycer or BAGLP, as the case may be depending on the provider of the applicable services described and referred to below.

1. **Restrictions on Use.** Client shall not copy, distribute, create derivative works of or modify the Solution or the work product resulting from the Advisory Services (the "Work Product") in any way. Client agrees that: (a) it shall only permit its officers and employees (collectively, the "Authorized Users") to use the Solution and the Work Product for the benefit of Client; (b) it shall use commercially reasonable efforts to prevent the unauthorized use or disclosure of the Solution or the Work Product; (c) it shall not sell, resell, rent or lease the Solution or the Work Product; (d) it shall not use the Solution to store or transmit infringing or otherwise unlawful or tortious material, or to store or transmit material in violation of third party rights; (e) it shall not interfere with or disrupt the integrity or performance of the Solution, the Advisory Services, the Work Product or third-party data contained therein; (f) it shall not reverse engineer, translate, disassemble, decompile or otherwise attempt to create any source code which is derived from the Solution; (g) it shall not permit anyone other than the Authorized Users to view or use the Solution or the Advisory Services and any screen shots of the Solution or the Work Product; and (h) it shall not disclose the features of the Solution or the Work Product to anyone other than the Authorized Users. Client is responsible for all actions taken by the Authorized Users in connection with the Solution and the Advisory Services.
2. **Proprietary Rights.** All right, title and interest in and to the Solution, the features of the Solution and images of the Solution as well any and all derivative works or modifications thereof (the "Derivative Works"), and any accompanying documentation, manuals or other materials used or supplied under the Agreement or with respect to the Solution or Derivative Works (the "Documentation"), and any reproductions works made thereof, remain with Brycer. Brycer shall have the right to use the Derivative Works, the Work Product, the Documentation and any data used in connection with the foregoing to provide the services under the Agreement and to analyze, improve, expand and enhance the functionality and performance of the Solution, the Advisory Services and related offerings. Client shall not remove any product identification or notices of such proprietary rights from the Solution. Client acknowledges and agrees that, except for the limited use rights established hereunder, Client has no right, title or interest in the Solution, the Derivative Works or the Documentation.
3. **Independent Contractor.** Nothing in the Agreement may be construed or interpreted as constituting either party hereto as the agent, principal, employee or joint venturer of the other. Each party hereto is an independent contractor. No party may assume, either directly or indirectly, any liability of or for another party. No party has the authority to bind or obligate another party and no party may represent that it has such authority.
4. **Reservation of Rights.** Brycer reserves the right, in its sole discretion and with prior notice to Client, to discontinue, add, adapt, or otherwise modify any design or specification of the Solution, the contents of any Work Product, and/or Brycer's policies, procedures, and requirements specified or related hereto. All rights not expressly granted to Client are reserved to Brycer, including the right to provide all or any part of the Solution or similar Work Product to other parties.
5. **Use of Logos.** During the term of the Agreement, Brycer shall have the right to use Client's provided logos for the purpose of providing the Solution to Client and for the purpose of preparing and making available the Work Product to Client.
6. **Confidential Information.** Each party acknowledges and agrees that in providing the Solution and the Advisory Services, each party, as the case may be, may disclose to the other party certain confidential, proprietary trade secret information that is exempt from disclosure under the Michigan Freedom of Information Act, 1976 PA 442, MCL 15.231. et. seq. ("FOIA") ("Confidential Information"). Confidential Information may include, but is not limited to, the Solution, the Work Product, computer programs, flowcharts, diagrams, manuals, schematics, development tools, specifications and design documents,. Each party agrees that it will not, without the express prior written consent of the disclosing party, disclose any Confidential Information or any part thereof to any third party. Notwithstanding the foregoing, the parties acknowledge that each party shall be permitted to comply with any and all federal and state laws concerning disclosure of records provided that any such required disclosure will not include any of Brycer's screen shots, unless required by law. The disclosing party shall use its best efforts to provide prior written notice of any required disclosure of the nondisclosing party's Confidential Information to the nondisclosing party and shall disclose only the information that is required to be disclosed by law. In the event that Client requests from Brycer any reports or other information (including the Work Product) for purposes of complying with federal and state disclosure laws, Brycer shall provide such information within five business days following such request, to the extent legally permissible. Confidential Information excludes information: (a) that is or becomes generally available to the public through no fault of the receiving party; (b) that is rightfully received by the receiving party from a third party without limitation as to its use; or (c) that is independently developed by receiving party without use of any Confidential Information. At the termination of the Agreement, each party will return to the disclosing party all Confidential Information of the disclosing party; provided, however that Brycer may retain a copy of such Confidential Information of Client to comply with applicable law or a bona fide record retention policy. Each party also agrees that it shall not duplicate, translate, modify, copy, printout, disassemble, decompile or otherwise tamper with any Confidential Information of the other party or any firmware, circuit board or software provided therewith, except for the purposes set forth in the Agreement.
7. **Brycer Warranty.** Brycer represents and warrants to Client that Brycer has all rights necessary in and to any patent, copyright, trademark, service mark or other intellectual property right used in, or associated with, the Solution, and that Brycer is duly authorized to enter into the Agreement and provide the Solution to Client pursuant to the Agreement.
8. **Disclaimer.** All information, as well as all conclusions as to the condition of any testing site, entered into Brycer's database or submitted in connection with the Advisory Services is produced by third party inspectors and their agents. **THEREFORE, BRYCER SPECIFICALLY DISCLAIMS ANY REPRESENTATION OR WARRANTY AS TO THE ACCURACY OR COMPLETENESS OF ANY INFORMATION ENTERED INTO BRYCER'S DATABASE BY EITHER CLIENT OR THIRD PARTY INSPECTORS, INCLUDING IN CONNECTION WITH THE PREPARATION AND PROVISION OF THE ADVISORY SERVICES, WHICH ARE MADE IN RELIANCE UPON SUCH INFORMATION. EXCEPT AS SET FORTH IN SECTION 7, BRYCER MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SOLUTION, THE ADVISORY SERVICES OR THE WORK PRODUCT OR ANY OTHER INFORMATION OR THE CONTENTS THEREIN AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, ARE HEREBY DISCLAIMED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF**

MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. BRYCER'S SOLE LIABILITY FOR BREACH OF THE REPRESENTATION AND WARRANTY SET FORTH IN SECTION 7, AND CLIENT'S SOLE REMEDY, SHALL BE THAT BRYCER SHALL INDEMNIFY, DEFEND, AND HOLD CLIENT HARMLESS, FROM AND AGAINST ANY LOSS, SUIT, DAMAGE, CLAIM OR DEFENSE ARISING OUT OF BREACH OF THE REPRESENTATION AND WARRANTY SET FORTH IN SECTION 7.

9. LIMITATION ON DAMAGES. BRYCER, ON A SEVERAL AND NOT JOINT BASIS, SHALL ONLY BE LIABLE TO CLIENT FOR DIRECT DAMAGES PURSUANT TO THE AGREEMENT. EXCEPT AS OTHERWISE PROVIDED IN SECTION 7, IN NO EVENT SHALL BRYCER BE LIABLE FOR OR OBLIGATED IN ANY MANNER FOR SPECIAL, CONSEQUENTIAL, OR INDIRECT DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF USE, LOSS OF PROFITS OR SYSTEM DOWNTIME. CLIENT ACKNOWLEDGES AND AGREES THAT IN NO CASE SHALL BRYCER'S LIABILITY FOR ANY LOSS OF DATA OR DATA INTEGRITY EXCEED THE REPLACEMENT COST OF THE MEDIA ON WHICH THE DATA WAS STORED. BRYCER'S SHALL BE NOT LIABLE FOR ANY NON-COMPLIANCE, PENALTIES OR OPERATIONAL DISRUPTIONS RESULTING FROM CLIENT'S FAILURE TO (A) STAY INFORMED AND IN COMPLIANCE WITH, (B) PROVIDE BRYCER TIMELY UPDATES OF APPLICABLE RULES REGULATIONS OR ORDINANCES, OR (C) ACT IN ACCORDANCE WITH THE APPLICABLE RULES, REGULATIONS OR ORDINANCES, OR IN ACCORDANCE WITH THE CONCLUSIONS SET FORTH IN ANY TEST OR WORK PRODUCT, WHICH MAY AFFECT THE SOLUTION OR THE ADVISORY SERVICES (INCLUDING THE WORK PRODUCT) PROVIDED HEREUNDER.

10. Risks Inherent to Internet. Client acknowledges that: (a) the Internet is a worldwide network of computers, (b) communication on the Internet may not be secure, (c) the Internet is beyond the control of Brycer, and (d) Brycer does not own, operate or manage the Internet. Client also acknowledges that there are inherent risks associated with using the Solution, including but not limited to the risk of breach of security, the risk of exposure to computer viruses and the risk of interception, distortion, or loss of communications. Client assumes these risks knowingly and voluntarily releases Brycer from all liability from all such risks. Not in limitation of the foregoing, Client hereby assumes the risk, and Brycer shall have no responsibility or liability of any kind hereunder, for: (1) errors in the Solution and the Work Product resulting from misuse, negligence, revision, modification, or improper use of all or any part of the Solution by any entity other than Brycer or its authorized representatives (including without limitation, BAGLP for the provision of the Advisory Services hereunder); (2) any version of the Solution other than the then-current unmodified version provided to Client; (3) Client's failure to timely or correctly install any updates to the Client Access Software; (4) problems caused by connecting or failure to connect to the Internet; (5) failure to provide and maintain the technical and connectivity configurations for the use and operation of the Solution that meet Brycer's recommended requirements; (6) nonconformities resulting from or problems to or caused by non-Brycer products or services; or (7) data or data input, output, accuracy, and suitability, which shall be deemed under Client's exclusive control.

11. Indemnity. Brycer, severally and not jointly (the "Indemnifying Party"), will defend and indemnify Client against any damages, losses, liabilities, causes of action, costs or expenses arising from Brycer's breach of the Agreement, gross negligence or intentional misconduct. Client acknowledges that Brycer does not create any of the data and information included in the Solution or

described in the Work Product, is not responsible for any such data or information, and makes and may assess or make any suggestions or recommendations in the Work Product solely in reliance on such data or information..

12. Breach. Brycer shall have the right to terminate or suspend the Agreement, and all of Client's rights hereunder, immediately upon delivering written notice to Client detailing Client's breach of any provision of the Agreement. If Client cures such breach within 5 days of receiving written notice thereof, Brycer shall restore the Solution and Client shall pay any fees or costs incurred by Brycer in connection with the restoration of the Solution.

13. Illegal Payments. Client acknowledges and agrees that it has not received or been offered any illegal or improper bribe, kickback, payment, gift or anything of value from any employee or agent of Brycer in connection with the Agreement.

14. Beneficiaries. There are no third party beneficiaries to the Agreement.

15. Force Majeure. No party shall be responsible for any failure to perform due to unforeseen, non-commercial circumstances beyond its reasonable control, including but not limited to acts of God, war, riot, embargoes, acts of civil or military authorities, fire, floods, earthquakes, blackouts, accidents, or strikes. In the event of any such delay, any applicable period of time for action by said party may be deferred for a period of time equal to the time of such delay, except that a party's failure to make any payment when due hereunder shall not be so excused.

16. Notices. All notices required in the Agreement shall be effective: (a) if given personally, upon receipt; (b) if given by facsimile or electronic mail, when such notice is transmitted and confirmation of receipt obtained; (c) if mailed by certified mail, postage prepaid, to the last known address of each party, three business days after mailing; or (d) if delivered to a nationally recognized overnight courier service, one business day after delivery.

17. JURISDICTION AND VENUE. THE AGREEMENT SHALL BE GOVERNED BY, CONSTRUED AND INTERPRETED IN ACCORDANCE WITH, AND ENFORCEABLE UNDER, THE LAWS OF THE STATE IN WHICH CLIENT EXISTS APPLICABLE TO CONTRACTS MADE IN SUCH STATE AND THAT ARE TO BE WHOLLY PERFORMED IN SUCH STATE WITHOUT REFERENCE TO THE CHOICE-OF-LAW PRINCIPLES OF SUCH STATE. THE PARTIES IRREVOCABLY AGREE THAT ALL ACTIONS OR PROCEEDINGS IN ANY WAY, MANNER OR RESPECT ARISING OUT OF OR FROM OR RELATED TO THE AGREEMENT SHALL BE LITIGATED ONLY IN COURTS LOCATED WITHIN THE STATE IN WHICH CLIENT EXISTS. THE PARTIES HEREBY CONSENT AND SUBMIT TO THE EXCLUSIVE JURISDICTION OF ANY LOCAL, STATE OR FEDERAL COURT LOCATED WITHIN SAID STATE. THE PARTIES HEREBY WAIVE ANY RIGHTS THEY MAY HAVE TO TRANSFER OR CHANGE VENUE OF ANY SUCH ACTION OR PROCEEDING ARISING OUT OF OR RELATING TO THE AGREEMENT. THE PARTIES WAIVE ANY RIGHT TO TRIAL BY JURY ON ANY ACTION OR PROCEEDING TO ENFORCE OR DEFEND ANY RIGHTS UNDER THE AGREEMENT, AND AGREE THAT ANY SUCH ACTION OR PROCEEDING SHALL BE TRIED BEFORE A COURT AND NOT BEFORE A JURY.

18. Attorneys' Fees. The prevailing party in any proceeding in connection with the Agreement shall be entitled to recover from the non-prevailing party all costs and expenses, including without limitation, reasonable

attorneys' and paralegals' fees and costs incurred by such party in connection with any such proceeding.

19. Entire Agreement. The Agreement, including these Terms and Conditions which are hereby incorporated by reference, sets out the entire agreement between the parties relative to the subject matter hereof and supersedes all prior or contemporaneous agreements or representations, oral or written.

20. Amendment. The Agreement may not be altered or modified, except by written amendment which expressly refers to the Agreement and which is duly executed by authorized representatives of all parties. The waiver or failure by either party to exercise or enforce any right provided for in the Agreement shall not be deemed a waiver of any further right under the Agreement. Any provision of the Agreement held to be invalid under applicable law shall not render the Agreement invalid as a whole, and in such an event, such provision shall be interpreted so as to best accomplish the intent of the parties within the limits of applicable law. The Agreement may be executed by facsimile

and in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

21. Expiration. The rights and obligations contained in these Terms and Conditions shall survive any expiration or termination of the Agreement.

22. Separation of Services. Client acknowledges and agrees that each of Brycer and BAGLP are separate and distinct entities, each providing its respective services under the Agreement independently of the other. Each of Brycer and BAGLP shall be solely responsible for the performance, quality and delivery of the services it provides, as well as for any obligations, liabilities or claims arising out of or relating to its respective services. Neither Brycer nor BAGLP shall be liable for the services performed or obligations undertaken by the other, and no joint liability shall arise as a result of their respective roles under the Agreement.

Exhibit B**Maintenance Schedule and Minimum Service Levels****1. Uptime and Maintenance.**

The Solution shall be available 24 hours per day during the term of this Agreement. The Solution shall be fully functional, timely and accessible by Client at least 99.5% of the time or better and Brycer shall use reasonable efforts to provide Client with advance notice of any unscheduled downtime.

2. Response Time.

Brycer shall respond to telephone calls from Client within two hours of the call and/or message and all emails from Client within two hours of the receipt of the email.

3. Customer Support

Customer support hours are 24/7/365. The number is 630-413-9511.

Brycer will assign Client a dedicated customer representative with direct access to their email and work number.

CHARTER TOWNSHIP OF WHITE LAKE
DRAFT Minutes of the Regular Board of Trustees Meeting
April 14, 2026

CALL TO ORDER

Supervisor Kowall called the meeting to order at 6:30 P.M., followed by the Pledge of Allegiance and the invocation.

ROLL CALL

Clerk Noble called the Roll:

Present:

Rik Kowall, Supervisor
Mike Roman, Treasurer
Anthony L. Noble, Clerk
Scott Ruggles, Trustee
Steve Anderson, Trustee
Andrea Voorheis, Trustee
Liz Smith, Trustee

Also Present:

Sean O'Neil, Community Development Director
Nick Spencer, Building Official
Aaron Potter, Director of DPS
Daniel T. Keller, Chief of Police
J. David Feichtner, Fire Chief
Lisa Hamameh, Township Attorney

APPROVAL OF AGENDA

It was **MOVED** by Clerk Noble, seconded by Trustee Anderson to approve the agenda as presented. The motion carried with a voice vote: (7 yes votes).

PUBLIC COMMENT

Laura Vogel, 6220 Whispering Meadows, shared her concerns regarding Executive Order 14399 and 14395 from the President of the United States. She encouraged the Board not to comply.

CONSENT AGENDA

- A. REVENUE AND EXPENSES
- B. CHECK DISBURSEMENTS
- C. BUDGET AMENDMENTS
- D. DEPARTMENT REPORT - POLICE
- E. DEPARTMENT REPORT - FIRE
- F. DEPARTMENT REPORT - COMMUNITY DEVELOPMENT
- G. DEPARTMENT REPORT - TREASURER

It was MOVED by Clerk Noble, seconded by Trustee Voorheis to approve the consent agenda as presented. The motion carried with a voice vote: (7 yes votes).

MINUTES

- A. APPROVAL OF MINUTES - REGULAR BOARD MEETING, MARCH 17, 2026
- B. APPROVAL OF MINUTES - SPECIAL BOARD MEETING, MARCH 25, 2026

It was MOVED by Treasurer Roman, seconded by Clerk Noble to approve the meeting minutes of March 17, 2026, and March 25, 2026 as presented. The motion carried with a voice vote: (7 yes votes).

PRESENTATIONS

- A. SWEARING IN OF NEW DEPUTY FIRE CHIEF - JUSTIN TEMPLETON

Chief Feichtner introduced Mr. Templeton, and he was then sworn in by Clerk Noble . Deputy Fire Chief Templeton was pinned by his wife and children.

- B. PRESENTATION OF THE MAKING A DIFFERENCE TOGETHER - HAND IN HAND PAINTING BY LINDA ZABIK & ARTIST DANIEL CASCARDO

Ms. Zabik introduced Mr. Cascardo. The Hand in Hand Painting was presented to the Township. The painting was a collaboration between Mr. Cascardo and the senior citizens who attended last year's Holiday Extravaganza event.

NEW BUSINESS

- A. RESOLUTION #26-010; CHARITABLE GAMING LICENSE WALLED LAKE NORTHERN - WL KNIGHTS

Chris Biggers, 520 Woodstone Ct, treasurer for Walled Lake Northern Knights, stated this license would help support student costs that the district doesn't cover.

It was MOVED by Clerk Noble, seconded by Trustee Smith to approve Resolution #26-010; Charitable Gaming License Walled Lake Northern – WL Knights. The motion carried with a voice vote: (7 yes votes).

- B. FIRST READING; ORDINANCE TO RESCIND CHAPTER 8, ARTICLE VII – RENTAL PROPERTY OF THE WHITE LAKE TOWNSHIP CODE OF ORDINANCES

Trustee Voorheis asked what the purpose behind rescinding the ordinance.

Supervisor Kowall recapped that it the thought at previous meetings was to rescind the Rental Ordinance in its entirety instead of modifying it.

Pete Piccinato, 8771 Townsend Dr., stated there was wrong information included in tonight's Agenda information and he feels that is a violation of the Open Meetings Act.

Township Attorney Hamameh stated tonight's hearing is a first reading, and there has been no publication. The information included is the actual rental ordinance but the article number in the title is a typographical error. She confirmed this is just the first reading and the Board is not adopting. The introduction would be published as corrected prior to moving forward to adoption at the next meeting.

Trustee Anderson asked Mr. Piccinato how he discovered this information. Mr. Piccinato stated he views the Township website for the agenda every month and researched the topic on his own time.

Treasurer Roman stated it is just a typographical error; the Article number listed in the title is wrong but that the information attached is the correct Rental Property Ordinance.

Treasurer Roman moved to approve first reading to rescind Chapter 8, Article 7 of the Rental Property Ordinance, seconded by Trustee Ruggles.

Supervisor Kowall clarified that the motion was for Chapter 8, Article 7. He then stated he wanted to finish hearing from the public and allowed further comment.

Ed Wenz, 8765 Trenton, stated he agreed with Mr. Piccinato. He said he had been previously delayed by the City with a type-o in printing that went to publication.

Trustee Ruggles commented that was a different situation than this instance. Mr. Wenz replied that a type-o is a type- and told the Board to make it right. He further asserted that this was his time to speak and added that the Township is making a mistake by rescinding the rental ordinance. He is a landlord and has no problems paying rental registration fees. Paying rental registration fees ensures that his properties stay maintained.

Laura Vogel, 6220 Whispering Meadows, said she researched the ordinance after seeing it was going to be rescinded and noticed the error. She disagrees that it's a typographical error.

Treasurer Roman stated the rental ordinance has been in place for seven years now. He stated this ordinance has been a failure The Township does not know which properties are rentals because it is a moving target, so to speak. Some landlords comply, but there are hundreds that don't. The program is difficult is manage, but for renters who feel they are in a dangerous situation, the Township will do an inspection.

Clerk Noble called for a vote.

Supervisor Kowall stated that the first reading should be republished due to the public being misinformed due to the typographical error. He added that his other Board members are misleading the public and turning a blind eye to an issue. The Township is supposed to be in the prevention business, and by going forward, the Township will be in the business. He then called for a vote for the motion previously made by Treasurer Roman

It was MOVED by Treasurer Roman, seconded by Trustee Ruggles, to approve the first reading to rescind Chapter 8, Article 7 – Rental Property The motion carried with a roll call vote: (5 yes votes). (Kowall/no, Noble/yes, Ruggles/yes, Smith/yes, Anderson/yes, Voorheis/no, Roman/yes).

C. REQUEST TO PURCHASE FIREARMS AND HOLSTERS FOR POLICE DEPARTMENT

Lieutenant Ivory stated that the primary issue weapons, Glock 23, Gen 4 handguns, have aged out. The Glocks are a duty weapon and have an age cycle of 10 years. The Police Department has a strict maintenance regime for the weapons, but the armorers are finding there are failure points on the current cycle of firearms.

Lieutenant Ivory stated the proposal from CMP Distributors is for fifth generation Glocks, which includes optics and holsters. The retired firearms will be purchased back by CMP and applied as a credit towards the new purchase. The Department has a long-standing relationship with CMP and is very happy with their services.

It was MOVED by Supervisor Kowall, seconded by Clerk Noble, to approve the request to purchase firearms from CMP Distributors for \$36,759.47. The motion carried with a roll call vote: (7 yes votes). (Voorheis/yes, Anderson/yes, Roman/yes, Smith/yes, Kowall/yes, Noble/yes, Ruggles/yes).

D. REQUEST TO APPROVE WHITE LAKE AND CRANBERRY LAKE MOBILE HOME PARK SEWER STATION REHABILITATION PROPOSAL

DPS Director Potter stated the stations have been in the Township's possession since 1998. The two stations need repairs to their electrical controls and pumps. The Cranberry Lake station is down to one pump. Both stations are due for pump replacements.

He added that he would like to work with Oakland County to manage the engineering on the rehabilitations and permitting. Oakland County is the agency that develops the specifications for these stations, and they are the operator of the Township's sanitary sewer system. Going through the County directly will streamline the normal procedures. The County also has blanket contracts with panel builders that they will then go out to bid for. Estimates were provided in tonight's proposal.

It was MOVED by Supervisor Kowall, seconded by Trustee Anderson to move forward with the Cranberry Lake and White Lake MHP Pump Station Rehabilitation Projects in an amount not to exceed \$328,239 and the Township Supervisor or Director Potter be authorized to sign any procurements that are part of the project included in the estimates. The motion carried with a roll call vote :(7 yes votes) (Voorheis/yes, Smith/yes, Anderson/yes, Ruggles/yes, Roman/yes, Noble/yes, Kowall/yes).

E. REQUEST TO APPROVE PURCHASE OF FIRE DEPARTMENT PERSONAL PROTECTION EQUIPMENT

Fire Chief Fiechtner stated that the gear is from Phoenix Safety Outfitters. The proposed cost reflects new firefighter's gear as well as expired gear that needs to be replaced; a total of ten sets will be

replaced. He thanked Joe Secctcori for researching and staying on top the gear inventory. The funds to purchase the gear are available in the Equipment Acquisitions 04M line item.

Supervisor Kowall asked if alternate quotes were obtained. Chief Fiechtner stated that Phoenix Safety Outfitters met the bid specifications back in 2022.

It was MOVED by Trustee Ruggles, seconded by Clerk Noble, to approve the purchase of Fire Department PPE gear in the amount of \$58,345. The motion carried with a roll call vote: (7 yes votes). (Voorheis/yes, Smith/yes, Anderson/yes, Kowall/yes, Noble/yes, Roman/yes, Ruggles/yes).

F. DISCUSSION REGARDING FIRE DEPARTMENT COMMERCIAL BUILDING INSPECTIONS

Chief Fiechtner stated he has been researching service delivery and tracking fire inspections. Inspections have been assigned to shift inspectors as well as the Fire Marshal. Inspections are being tracked through the IROL system. The shift inspectors receive five to eight inspections a month so far. The Fire Marshal performs follow-up inspections and completes project reviews as well. IROL tracks the basic property owner information as well as violations reported at the property.

He added that the life safety inspections sometimes require additional follow up inspections. There are over 270 inspectable commercial properties within the Township, excluding home-based businesses. The IROL program will be able to present monthly fire prevention data and updates to the Board. He added the system will be better than before with generating fire prevention data and reports.

Supervisor Kowall noted that the Board will want these reports included in their monthly Board agenda packets.

Trustee Ruggles asked how frequently commercial properties are inspected. Chief Feichtner said Fire Code stated public assemblies and high hazards should be inspected annually, and lesser uses get inspected biannually. There are standard common things to look for like fire extinguishers and exit signs and then other urgent items, such as compressed gasses, or blocked entries.

Treasurer Roman stated he loved the report presented today and asked if IROL is a cloud-based program. Fire Marshal Hanifen stated yes, and the program can be accessed in the field from a tablet, and there is a checklist that is available in the program that lists code items to look for.

Chief Fiechtner stated that code does not require an EAP to be inspected, but businesses are requested to have a "continuity of business" plan. The plan would address how the business would proceed after a fire or flood. FEMA also has related courses available for business owners to take.

Trustee Anderson asked if the follow up inspections listed were on for compliance. Fire Marshal Hanifen confirmed.

FYI - CIVIC CENTER UPDATE

Supervisor Kowall stated the roof is almost complete on Township Hall, and studs have been reset

on the lower level. The main floor is about 60% complete regarding the stud work. The masonry is continuing.

Trustee Smith stated a budgetary package for the furniture should be available to present to the Board within the next following months.

CLOSED SESSION

- A. APPROVAL TO RECESS INTO CLOSED SESSION TO CONSIDER ATTORNEY/CLIENT PRIVILEGED COMMUNICATIONS IN ACCORDANCE WITH MCL 15.268(1)(h)

It was **MOVED** by Supervisor Kowall, seconded by Treasurer Roman to Recess into Closed Session to Consider Attorney/Client Privileged Communications in Accordance with MCL 15.268(1)(h) at 7:41 P.M. The motion carried with a roll call vote: (7 yes). (Kowall/yes, Noble/yes, Roman/yes, Smith/yes, Ruggles/yes, Anderson/yes, Voorheis/yes).

It was **MOVED** by Supervisor Kowall, seconded by Clerk Noble to return to open session at 8:32 P.M. The motion carried with a voice vote: (7 yes votes).

It was **MOVED** by Treasurer Roman, seconded by Clerk Noble to authorize the Township Attorneys and the Township Supervisor to proceed with the manner recommended and discussed in the attorney/client privilege communication dated 4/14/2026, and authorize the Supervisor to sign any associated document. The motion carried with a roll call vote: (7 yes votes). (Smith/yes, Ruggles/yes, Noble/yes, Kowall/yes, Roman/yes, Anderson/yes, Voorheis/yes).

TRUSTEE COMMENTS

Trustee Smith encouraged all to view the library's annual report.

ADJOURNMENT

It was **MOVED** by Supervisor Kowall, seconded by Trustee Anderson to adjourn at 8:33 P.M. The motion carried with a voice vote: (7 yes votes).

Rik Kowall, Supervisor
Charter Township of White Lake

Anthony L. Noble, Clerk, MiPMC
Charter Township of White Lake

INTEROFFICE MEMORANDUM WHITE LAKE TOWNSHIP

Rik Kowall, Supervisor
Anthony L. Noble, Clerk
Mike Roman, Treasurer

Trustees
Scott Ruggles
Steve Anderson
Andrea C. Voorheis
Liz Fessler Smith



OFFICE OF THE CLERK

TO: Board of Trustees
FROM: Anthony L. Noble ✓
SUBJECT: Adoption – Ordinance Recission, Chapter 8, Article VII - Rental Property
DATE: May 19, 2026

Attached for review is the proposed amendment for the Rental Property ordinance. Because of the misinformation surrounding this process, my office would like to assure the Board that the Township complied with the statutory publication requirements set forth under MCL 42.20. As Chapter 8 pertains to Buildings and Building Regulations and Article VII of that chapter pertains specifically to Rental Property regulations, it is evident that the initial reference to a different article was merely a typographical error. The Board nonetheless properly approved the corrected article substantive content presented for the amendment.

The initial confusion appears to have resulted from the ordinance amendment process not being routed through the Clerk’s Office under the Township’s established procedures. Consequently, the typographical issue was not identified during the customary administrative review process. Assertions that the ordinance introduction should be “republished” are incorrect as it was not yet published. The statute is specifically structured to avoid that circumstance by requiring publication following introduction of the amendment, not prior to it. Furthermore, the Township does not possess the authority to formally adopt an ordinance amendment until after the required publication has occurred, which can only take place at a subsequent Board meeting.

At the Board’s discretion, tonight’s meeting agenda includes consideration of the adoption of the amendment introduced at the April 14, 2026, Board of Trustees meeting. Attached for review is the proposed Notice of Adoption which accurately reflects Chapter 8, Article VII, Sections 8-160 through 8-190. Also attached is the affidavit of publication for the introduction of the Rental Ordinance, confirming that the publication occurred after the April 14, 2026, Board of Trustees meeting, as required by law. Upon Board approval, the Township will proceed with publication of the adoption and enactment in accordance with the statutory requirements applicable to Charter Townships. Board of Trustees meeting.

**CHARTER TOWNSHIP OF WHITE LAKE
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO RESCIND CHAPTER 8, BUILDINGS AND BUILDING
REGULATIONS, ARTICLE VII – RENTAL PROPERTY, SECTIONS 8–160 THROUGH
8–190 OF THE WHITE LAKE TOWNSHIP CODE OF ORDINANCES**

THE CHARTER TOWNSHIP OF WHITE LAKE ORDAINS:

Section 1. Rescission.

Chapter 8, Article VII, Sections 8-160 through 8-190 are hereby rescinded.

Section 2. Severability.

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such selection, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of the Ordinance shall stand and be in full force and effect.

Section 3. Effective Date.

This Ordinance shall take effect following publication in the manner prescribed by law.

Section 4. Repealer.

All other ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent necessary to give this ordinance full force and effect.

Section 5. Adoption.

This Ordinance is hereby declared to have been adopted by the Township Board of this Charter Township of White Lake at a meeting thereof duly called and held on the 19th day of May, 2026, and ordered to be given publication in the manner prescribed by the Charter of the Charter Township of White Lake.

BY: _____
Rik Kowall, Supervisor

BY: _____
Anthony L. Noble, Clerk MiPMC

Chapter 8 BUILDINGS AND BUILDING REGULATIONS¹

ARTICLE I. IN GENERAL

Secs. 8-1—8-18. Reserved.

ARTICLE II. STATE CONSTRUCTION CODE

Sec. 8-19. Purpose.

The purpose of this construction code is to ensure the public health, safety and general welfare of the residents of the township through the adoption of certain nationally recognized codes controlling the building, plumbing, mechanical, electrical and other specified areas of concern regarding the construction, alteration, addition, repair, removal, demolition, maintenance, use and occupancy of all buildings and structures in the township; and to establish the minimum regulations governing the safeguarding of life and property from the hazards of fire and explosion arising from the storage, handling and use of hazardous substances, materials and devices; and from the conditions hazardous to life or property in the use or occupancy of building or premises in the township.

(Ord. No. 93, § 1.02, 3-19-1985; Ord. of 6-6-1989)

Sec. 8-20. Responsibility for enforcing code.

By the adoption of the ordinance from which this article is derived, it is the intention of the township to assume the responsibility for administering and enforcing the Stille-Derossett-Hale Single State Construction Code Act ("Act"), Public Act No. 230 of 1972 (MCL 15.1501 et seq.), and the codes established by the Act. The building department of the township is designated as the enforcing agency that will discharge the responsibilities of the township under the Act of this article.

(Ord. No. 93, § 1.03, 3-19-1985; Ord. of 7-17-2001)

Sec. 8-21. References in codes.

Jurisdictional references in the codes adopted hereafter shall mean the Township of White Lake, County of Oakland, State of Michigan.

(Ord. No. 93, § 1.04, 3-19-1985)

¹State law reference(s)—State construction code act, MCL 125.1501 et seq.

Sec. 8-22. Fees.

Reference to fee schedules in the codes adopted hereafter refer to the schedule of fees established in the township fee ordinance referred to in chapter 16.

(Ord. No. 93, § 1.05, 3-19-1985)

Sec. 8-23. Penalties.

A violation of this article shall be deemed to be a municipal civil infraction.

(Ord. No. 93, § 1.06.01, 3-19-1985; Ord. of 12-16-1997)

Sec. 8-24. Construction board of appeals.

- (a) *Membership of board.* Whenever the codes adopted hereafter refer to the board of appeals, it shall mean a board consisting of five members appointed by the chief appointing authority for the township, for terms of two years, notwithstanding provisions in said codes to the contrary.
- (b) *Qualifications of board members.* Notwithstanding provisions of the codes adopted hereafter, a person may be appointed to the board of appeals if they are qualified by experience, education or training to perform the duties of the board of appeals.

(Ord. No. 93, § 1.08, 3-19-1985)

State law reference(s)—Construction board of appeals, MCL 125.1514.

Sec. 8-25. Copies of code.

A copy of each of the codes adopted by this article is available to the public at the office of the township clerk and during the hours said office is open to the general public.

(Ord. No. 93, § 1.09, 3-19-1985; Ord. of 6-6-1989)

Secs. 8-26—8-53. Reserved.

ARTICLE VII. RENTAL PROPERTY

Sec. 8-160. Purpose.

The township finds that the act of renting or leasing dwelling units (single or multi-family) is a business activity. The township also finds that dwellings or dwelling units which are leased or rented to the public, when improperly maintained, by reason of their structures, equipment, sanitation, use or occupancy, may adversely affect public health, safety and general welfare as well as the aesthetic value of the surrounding property and community. To correct unsuitable conditions which exist within rental properties and to establish mechanisms for the continued maintenance of a sound rental housing stock within White Lake Township, and to promote the public health, safety and general welfare of its citizens, the White Lake Township Board establishes these regulations which shall require the registration of rental dwelling units and provide for the enforcement of minimum rental housing standards. This registration, combined with regular inspections, will aid in the enforcement of the minimum standards for light, ventilation, and heat; for safety from fire and accidents; for the use, location and amount of space for human occupancy; and for an adequate level of maintenance.

This article is not intended nor shall it be used for the purpose of including White Lake Township in civil disputes between rental owners and tenants involving, but not limited to, non-payment of rent, evictions and/or personal disputes.

(Ord. No. 19-006, § 1, 7-16-2019)

Sec. 8-161. Definitions.

For purposes of this article, certain terms, phrases, words and their derivatives shall be construed as specified in this article. If not specified in this article, or elsewhere in the White Lake Township code of ordinances, terms shall have an ordinary accepted meaning within the context used.

Agent means the person or business that arranges the renting or managing of rental properties.

Board of appeals means the White Lake Township Building Code Board of Appeals.

Certification means a certificate issued by the Charter Township of White Lake which certifies a Rental Property is in compliance with this article.

Code means the White Lake Township Code of Ordinances.

Common area means an area in a rental property that is not within the tenant's private rental unit. It may include, but is not limited to, hallways, basement areas, common exterior stairways, balconies and spaces which contain mechanical, electrical or plumbing equipment.

Immediate family member, for the purpose of this article refers to parents, children, siblings, grandchildren and grandparents.

Owner means any individual, association, corporation, company, partnership, or any other legal entity holding legal or equitable title to a property or to real improvements upon a property, whether solely, jointly, by the entireties, in common, or on a land contract. Owner shall not mean tenant.

Registration means a written record containing owner information on individual rental property within the township.

Rental property refers to property for which the intended use is for rental purposes, and the owner (landlord) receives payment (rental fee) from the occupant(s), known as tenants, in return for occupying or using the property for dwelling purposes. This is a general term inclusive of all other terms such as "rental dwelling" (one- and two-family homes, condominium units, duplexes, rooming houses, mobile homes, bed and breakfast, living quarters within a dwelling intended for occupancy by tenant(s) or persons other than the owner, and family of the owner) and "rental complex" (apartment buildings, motels, hotels, inns, and the living quarters within the specific complex).

Tenant means a person or persons residing in a rental property who is not the owner, as defined by this article, and who pays remuneration or consideration of any kind for residing at the rental property.

Township official refers to any individual authorized to act as an agent on behalf of White Lake Township for the purpose of conducting building or rental housing inspections. For example: Building official, plumbing inspectors, mechanical inspectors, electrical inspectors, fire marshal, fire inspectors, ordinance enforcement officer, planning director, assessor, or their respective designees.

Violation notice is a written correspondence issued by an authorized township official advising an owner or his/her agent of a violation of this article. Violation notices shall list all infractions and corrective measures necessary to comply with this article, and a time frame within which such corrections must be completed.

(Ord. No. 19-006, § 2, 7-16-2019)

Sec. 8-162. Applicability.

This article shall apply to all rental property located within the boundaries of White Lake Township.

No owner or agent of rental property shall rent or lease to a tenant any rental property, unless such owner or agent is registered with White Lake Township and the rental property is certified by White Lake Township and is in compliance with all applicable federal, state and local laws, rules, ordinances and regulations. Occupancy of any rental property by any person other than the owner or an immediate family member of the owner shall be presumed to require a rental registration.

- (1) *Existing rental property.* For rental property existing on the effective date of this article, the prohibitions against leasing, renting and occupying contained in section 8-164 shall be inapplicable to such dwellings or units until 60 days after the township makes its initial inspection of such rental property. This will permit the owner time to make necessary repairs and obtain a certification while maintaining occupancy of the rental property; provided, however, that if the deficiencies pose an imminent threat to the health, safety and welfare of the tenants, the building official shall commence procedures to vacate the rental property, and section 8-171 prohibiting occupancy shall be immediately applicable.
- (2) *New rental property.* Any rental property which is a new construction, renovation or existing structure not currently certified as Rental Property which required a comprehensive inspection and which is issued a certificate of occupancy pursuant to an inspection after the effective date of this article will also be issued a certification in accordance with section 8-164 simultaneously with the certificate of occupancy and an inspection fee pursuant to section 8-165 shall not be required. Nonetheless, rental property which is a new construction or renovation shall comply with registration requirement pursuant to section 8-163.
- (3) *Change of use.* Any change of use of an existing structure from owner occupied to rental property shall comply with the terms of this article.

(Ord. No. 19-006, § 3, 7-16-2019)

Sec. 8-163. Owner registration.

- (a) Rental property owners and agents shall register with the township building department, and pay a nonrefundable application fee in accordance with the township fee ordinance. Rental property owners will receive by mail, the rental property registration form to be completed and submitted as described above.
- (b) The registration of rental property owners shall remain valid until the following occurs:
 - (1) Any change in ownership if the property remains as rental property.
 - (2) Any change in building or land use.
 - (3) Any change to the information previously submitted on the current, valid registration form.

(Ord. No. 19-006, § 4, 7-16-2019)

Sec. 8-164. Rental property certification.

- (a) No owner or agent shall lease, rent, use, operate or occupy, or cause to be leased, rented, used, operated or occupied any rental property within the boundaries of White Lake Township, without a valid certification in accordance with this article. Certification shall be issued by the building official after the rental property has been inspected and is found compliant with the provisions of the codes and ordinances of White Lake Township. However, a rental unit will receive certification only if all other occupied rental units within the complex/building have no outstanding deficiencies. A certification may be issued for the following maximum term: Rental dwelling = four-year certification. Rental complex = two-year certification.
- (b) The township will issue a certification if the building official determines during the inspection that:
 - (1) Any deficiencies discovered during previous inspections have been corrected; and
 - (2) There are no major violations of the inspection guidelines for rental property (major violations are those violations which create a risk to the health, safety or welfare of tenants). However, a rental unit located in a multi-family residential rental property will receive certification only if all other occupied rental units within the rental property have a valid certification or have otherwise met the requirements to receive a certification.

(Ord. No. 19-006, § 5, 7-16-2019)

Sec. 8-165. Inspections/permits.

In order to receive an inspection, the rental property owner or agent shall sign an inspection agreement authorizing township officials to inspect their respective rental properties. The inspection agreement shall require property owners or agents of rental complexes to either request and obtain tenant consent for the inspection(s) as-needed or include a provision in all rental or lease agreements authorizing the inspection(s). The inspection agreement shall be required for certification. The owner or agent shall provide a copy of this article to all existing tenants, as well as tenants who enter into rental or leases agreements or come to reside on rental property after the ordinance takes effect.

- (1) In order to provide for the scheduling of initial inspections, and all subsequent inspections, the owner or agent of rental property will be sent a reminder notice regarding the need to schedule an inspection for rental property certification or renewal. If the owner or agent fails to respond to the reminder notice, the following shall take place:

- a. The building official shall notify the owner, agent and/or tenant (as applicable) of rental property of the day, and time of the inspection. Such notice may be personally delivered or sent by first class mail.
 - b. Upon receipt of the inspection notice, the owner, agent and/or tenant (as applicable) must either:
 1. Appear on the date and time scheduled for the inspection; or
 2. Object in writing within ten days of the mailing of the notice for inspection and:
 - Schedule an alternative date for the inspection within 30 days from the date identified in the initial notice, or
 - Request that the building official contact the tenant of the rental unit directly to schedule the inspection and provide the tenant's name, address, and contact number.
 - c. If an owner or agent of rental property requests the building official to schedule the appointment with the tenant, the owner or agent shall provide a copy of the request to the tenant. The building official shall notify the tenant of the date and time of the scheduled inspection. The notice may be personally delivered, or sent by first class mail. Upon receipt of the inspection notice, the tenant may either:
 1. Appear at the date and time scheduled for inspection; or
 2. Object in writing within ten days and schedule an alternative date, and time for the appointment within 30 days from the date identified on the notice.
- (2) If an owner, agent, or tenant subsequently learns he or she will not be present for a scheduled appointment, the individual must provide the building official with at least 24 hours advance notice and must re-schedule an inspection date within 30 days from the scheduled appointment. Failure to appear for a scheduled inspection appointment without providing advanced notice shall be in violation of this section and subject to legal action as described in section 8-166, Penalties.
 - (3) During the inspection, the building official shall note any violations of this article or other provisions of the Township Code of Ordinances, or other laws, rules or regulations, and give written notice of such violations to the owner or agent. The owner or agent shall correct all violations within the time set forth in the written notice. A reasonable time for correcting violations shall be determined by the building official in light of the nature of the violations and all relevant circumstances, but shall not exceed 60 days. Upon written request of the owner for correcting the violations, the building official may extend the time for correcting the violations if the building official deems such action appropriate under all relevant circumstances, but not to exceed an additional 60 days.
 - (4) *Periodic inspections.* An authorized township official may inspect rental properties at reasonable times with notice to the owner, agent and/or tenant (as applicable).
 - (5) *Court orders.* If access to a rental property or area for the purpose of inspection is refused, or if the owner, agent and/or tenant (as applicable) fails to cooperate, an authorized township official, upon showing that probable cause exists for the inspection, may seek the issuance of an order directing compliance with the inspection requirements of this article from a court with jurisdiction.
 - (6) *Necessary permits.* Rental property owners shall procure all appropriate building permits from the township for all construction work required to correct deficiencies/violations.
 - (7) *Fees.* All fees associated with the rental property (as outlined in the township fee ordinance) shall be paid prior to the issuance of the rental property certification.

(Ord. No. 19-006, § 6, 7-16-2019)

Sec. 8-166. Penalties.

A violation of this article shall be deemed a municipal civil infraction as described in Chapter 22, Article IV of the Township Code of Ordinances and shall be handled in accordance with the municipal civil infraction policies and procedures adopted by White Lake Township.

Notwithstanding any provision of this article to the contrary, any rental property that is found to be in such condition as to preclude habitation or threaten the health, safety, or welfare of the tenants or community shall be considered a nuisance property and subject to abatement in any manner prescribed by law.

(Ord. No. 19-006, § 7, 7-16-2019)

Sec. 8-167. Inspection guidelines.

Township officials shall prepare inspection guidelines and minimum standards to be used in inspections required by this article. The inspection guidelines and minimum standards shall be approved by resolution of the township board. The adoption of the inspection guidelines and minimum standards shall not be construed to relieve the owner or agent from compliance with any federal, state and local laws, codes, regulations and ordinances, and other requirements of codes adopted by the township including, but not limited to: Housing, Electrical, Building, Plumbing, Mechanical, Fire Codes, and Zoning requirements.

(Ord. No. 19-006, § 8, 7-16-2019)

Sec. 8-168 Appeals process.

If an owner disagrees with the opinion of the township official as to either the existence of the violation or the period of time that will be reasonably required for the owner to correct the violation, the owner may appeal the decision to the applicable township board of appeals.

(Ord. No. 19-006, § 9, 7-16-2019)

Sec. 8-169. Revocation of certification.

If the owner does not correct a violation of any provision of this article, the building official shall revoke any existing certification and may bring an action to seek the enforcement of this article in any manner prescribed by law.

(Ord. No. 19-006, § 10, 7-16-2019)

Sec. 8-170. Vacating and securing buildings.

The building official may declare a rental property to be unfit for human occupancy or entry when:

- (1) A condition exists that constitutes an immediate threat to life or an immediate threat of serious injury to any occupant or invitee.
- (2) An emergency or hazardous condition has not been corrected as ordered.
- (3) A vacant dwelling or vacant unit has not been secured as ordered in a notice of violation.

(4) Any other hazardous or dangerous condition exists as defined in any other code or ordinance adopted by the Charter Township of White Lake.

(Ord. No. 19-006, § 11, 7-16-2019)

Sec. 8-171. Occupancy prohibited.

No person shall occupy or permit or allow another person to occupy any rental property which has been declared to be unfit for human occupancy or entry.

(Ord. No. 19-006, § 12, 7-16-2019)

Sec. 8-172. Notice to vacate.

Upon declaring a rental property to be unfit for human occupancy and entry, the building official shall issue a notice to vacate to the owner, agent and tenants by certified mail, and by posting the notice to vacate at the entry of each rental property. The notice shall order vacation of the affected property no later than 24 hours after such notice. Under circumstances where the property cannot be vacated, the building official shall order the violation corrected within the shortest reasonable time. The owner or agent shall notify the building official of having begun compliance within three days.

(Ord. No. 19-006, § 13, 7-16-2019)

Sec. 8-173. Notice to secure.

Upon declaring a rental property unfit for human occupancy and entry, the building official shall issue a notice to the owner to secure the property. The notice to secure shall order the owner to secure, within 48 hours of issuing the notice, the rental property against unwanted entry.

(Ord. No. 19-006, § 14, 7-16-2019)

Sec. 8-174. Posting of rental property unfit for human occupancy.

Upon issuing a notice to vacate or a notice to secure, the building official shall place a sign(s) upon or near the entryway to any rental property cited in the notice. The sign shall state the address or unit number of the building. It shall inform the public that it is a violation of this article to enter the property unless authorized in writing by the building official.

(Ord. No. 19-006, § 15, 7-16-2019)

Sec. 8-175. Securing rental property.

If the owner fails to comply with the notice to secure after the expiration of time shown in the notice, the building official may act to retain a contractor to secure and make safe the rental property in question. The cost of the work, plus a 15 percent administrative fee, shall be tallied in a bill of cost and submitted to the owner of the property personally or by first class mail, and by posting on the building in a conspicuous location. If owner fails to pay the bill of costs to the Township within 30 days of mailing, the bill of costs shall become a lien on the property, subject to filing with the Oakland County Register of Deeds, and reported to the assessing official who shall place the bill of costs on the tax rolls for the real property upon which the rental property is located, and collected in accordance with General Property Tax Law.

(Ord. No. 19-006, § 16, 7-16-2019)

Sec. 8-176. Reliance on certification.

Issuance of a certification shall not constitute a guarantee or warranty of the habitability or complete compliance of the property to code requirements, and the tenant of any rental property shall not rely on any certificates as a guarantee or warranty.

(Ord. No. 19-006, § 17, 7-16-2019)

Sec. 8-177. Transfer of rental property certification and change of status.

- (a) *Transfer.* A purchaser of a rental property shall cause a certification to be transferred upon the sale of a rental property. The new owner shall complete a new registration application and provide a copy of the property transfer affidavit from the township assessor. All of the above shall be provided to the building department by the new owner within 45 days of closing the sale. There is no fee for transferring a rental property certificate.
- (b) *Change of status.* If a rental property is no longer to be used as a rental property, an affidavit to this effect must be provided to the township building department.

(Ord. No. 19-006, § 18, 7-16-2019)

Sec. 8-178. Authority.

- (a) This article shall not impair or diminish the authority of duly authorized township officials to employ any alternative action or corrective measure provided for under any other federal, state or local law, or any other ordinance or codes adopted by the township.
- (b) This article shall not be construed so as to limit the application and enforcement of the township zoning ordinance or other ordinances or codes adopted by the township which address the maintenance of properties, residential dwellings, or the health, safety and welfare of tenants residing in residential dwellings.

(Ord. No. 19-006, § 19, 7-16-2019)

Secs. 8-179—8-190. Reserved.

**CHARTER TOWNSHIP OF WHITE LAKE
OAKLAND COUNTY, MICHIGAN**

NOTICE OF ADOPTION

**AN ORDINANCE TO RESCIND CHAPTER 8, BUILDINGS AND BUILDING
REGULATIONS, ARTICLE VII – RENTAL PROPERTY OF THE
WHITE LAKE TOWNSHIP CODE OF ORDINANCES**

Notice is hereby given that at a regular board meeting on May 19, 2026 held in accordance with the Open Meetings Act, Public Act 267 of 1976, as amended, the Charter Township of White Lake adopted amendments to the White Lake Township Code of Ordinance, Chapter 8, Buildings and Building Regulations, Article VII, Rental Property, Sections 8-160 through 8-190.

THE CHARTER TOWNSHIP OF WHITE LAKE ORDAINS:

ARTICLE 1: AMENDMENT.

Chapter 8, Building and Building Regulations, Article VII, Rental Property, Sections 8-160 through 8-190 are hereby rescinded.

ARTICLE 2: SEVERABILITY.

ARTICLE 3: EFFECTIVE DATE.

ARTICLE 4: REPEALER.

ARTICLE 5: ADOPTION.

This Ordinance will be in effect thirty (30) days after publication. A true copy of this ordinance amendment is available in its entirety for public inspection at the office of the Township Clerk, White Lake Township Hall, located at 7525 Highland Road, White Lake, Michigan 48383, Monday through Friday during the Township’s regular business hours from 8 a.m. to 5 p.m., (excluding holidays) and on the Township’s website at www.whitelaketwp.com.

Anthony L. Noble, Clerk MiPMC
Charter Township of White Lake

AFFIDAVIT OF PUBLICATION

White Lake 13

CHARTER TOWNSHIP OF WHITE LAKE
OAKLAND COUNTY, MICHIGAN
NOTICE OF CONSIDERATION
AN ORDINANCE TO AMEND CHAPTER 8,
ARTICLE VII - RENTAL PROPERTY OF THE
WHITE LAKE TOWNSHIP
CODE OF ORDINANCES


RECEIVED
MAY 06 2026
CLERK'S OFFICE
WHITE LAKE TOWNSHIP

See Attached
Rider

STATE OF MICHIGAN

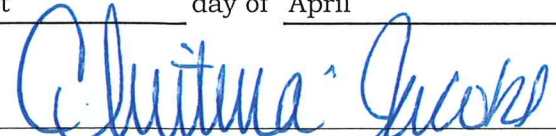
County of Oakland

Valerie Shaver an employee of the publisher of Oakland County Legal News,
having knowledge of the facts, being duly sworn deposes and says that a
notice, a true copy of which is annexed hereto, was published in
Oakland County Legal News a newspaper printed and circulated in Oakland County on
April 21 2026



Valerie Shaver

Subscribed and sworn to before me this
21st day of April 2026 A.D.



Christina Jacobs

Notary Public, State of MI, County of Macomb. My Commission
expires February 24, 2027. Acting in County of Oakland, Michigan

**CHARTER TOWNSHIP OF WHITE LAKE
OAKLAND COUNTY, MICHIGAN**

NOTICE OF CONSIDERATION

**AN ORDINANCE TO AMEND CHAPTER 8, ARTICLE VII –
RENTAL PROPERTY OF THE WHITE LAKE TOWNSHIP
CODE OF ORDINANCES**

Notice is hereby given that at a regular board meeting on April 14, 2026, held in accordance with the Open Meetings Act, Public Act 267 of 1976, as amended, the Charter Township of White Lake introduced amendments to Chapter 8, Article VII, of the White Lake Township Code of Ordinances. The purpose of the proposed amendment is to rescind Section 8-160 to 8-190.

A copy of this ordinance and proposed amendments is available for public inspection at the office of the Township Clerk, White Lake Township Hall, located at 7525 Highland Road, White Lake, Michigan 48383, Monday through Friday during the Township's regular business hours from 8 a.m. to 5 p.m., (excluding holidays and summer hours), and on the Township's website at www.whitelaketwp.com.

Final consideration to be made at the May 19, 2026, regular board meeting. Individuals requesting assistance or special accommodations to attend the meeting should contact the Township Clerk at least 5 days prior to the meeting in writing or by calling 248-698-3300 ext. 7.

Anthony L. Noble, Clerk MiPMC
Charter Township of White Lake

White Lake - 13

INTEROFFICE MEMORANDUM WHITE LAKE TOWNSHIP

Rik Kowall, Supervisor
Anthony L. Noble, Clerk
Mike Roman, Treasurer

Trustees
Scott Ruggles
Steve Anderson
Andrea C. Voorheis
Liz Fessler Smith



OFFICE OF THE CLERK

TO: Board of Trustees
FROM: Iomar Whitt, Finance Director
SUBJECT: Public Safety Revenue Sharing
DATE: May 11, 2026

In 2026, the state legislature will disburse funds to cities, villages and townships as part of their new Public Safety Revenue Sharing program. White Lake Township will receive \$21,757 in 2026. The funds must be used for public safety purposes with \$16,318 or 75% of the funds restricted for law enforcement purposes, and 25% or \$5,439 is restricted for “other non-law enforcement related public safety purposes”.

The amount of \$16,318 that is restricted for law enforcement will be deposited in the Police Fund and spent on law enforcement officers.

I recommend the board spend the remaining \$5,439 on operational firefighter services as it’s the largest public safety expense not related to law enforcement.

The state provided a list of examples of non-law enforcement-related activities.

- Public safety initiatives to improve recruitment or retention efforts
- Training programs
- Equipment purchases
- Programs designed to reduce identified risks to public safety
- Crime diversion programs
- Operational emergency medical or firefighter services
- Capital improvements to public safety buildings/structures

The legislature intends to fund the program for three years. Please see the attachment to learn more about the Public Safety Revenue Sharing program.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

May 2026

**Public Safety Revenue Sharing – Cities, Villages and Townships
Fiscal Year 2026
Program Information**

Overview

For fiscal year (FY) 2026, the legislature authorized the distribution of \$42,562,500 (\$35,062,500 ongoing funding + \$7,500,000 one-time funding) in Public Safety Revenue Sharing payments to cities, villages and townships ([2025 Public Act 22, Section 959\(1\)\(b\)](#) and [Section 992\(2\)](#)). Payments are based on each local unit's share of violent crime counts as certified by the Michigan Department of State Police (MDSP) for calendar years 2022, 2023, and 2024.

Distribution Timing

Payments are expected to be distributed in May 2026.

Distribution Calculation

Distributions are calculated by determining the Average Violent Crime Count for each local unit by computing the average of a local unit's two highest violent crime counts from the three most recent Annual Crime Reports as certified by the MDSP. The averages are then summed for all local units to determine the Statewide Total Violent Crime Count. Next, a Proportional Factor is computed for each local unit by dividing its Average Violent Crime Count by the Statewide Total Violent Crime Count. Then the Distribution Amount is determined for each local unit by multiplying the local unit's Proportional Factor by the total funds available for distribution.

The maximum payment any local unit may receive is 25% of the total amount available for distribution.

Calculation Formulas:

Average Violent Crime Count (for a Local Unit) =

Sum (local unit's 2 highest violent crime counts for the three most recent MDSP Annual Crime Reports) / 2

Statewide Total Violent Crime Counts =

Sum (Average Violent Crime Counts for each Local Unit)

Proportional Factor (for a Local Unit) =

Average Violent Crime Count (for a Local Unit) / Statewide Total Violent Crime Count

Distribution Amount (for a Local Unit) =

Proportional Factor (for a Local Unit) X Total Amount Available for Distribution

Crime Data

Violent Crime Counts are based on the 3 most recent annual crime reports published by the MDSP as of October 1, 2025. The violent crime counts are based on the finalized crime data (for counts of murder, rape, robbery, and aggravated assault) that the MDSP received for each local unit for the most recent three calendar years.

The Annual Crime Reports, as certified by MDSP, include only crimes reported by local law enforcement agencies and county sheriff departments. As a result, crimes reported by state, tribal, and railroad law enforcement agencies were excluded, as were those reported by college and university police, airport police, and metropark police. In some local units, the Michigan State Police was the only reporting agency, and those crimes are not included in this report. Cities, villages and townships that did not submit crime data are shown as zero.

Use of Funds – Requirements/Restrictions

Local units must use these funds only for operational or capital expenses that serve the purposes of public safety. At least 75% of the distribution must be used to fund a law enforcement agency or law enforcement officers. Up to 25% of the distribution must be used to fund other non-law-enforcement related public safety purposes, such as:

- Public safety initiatives to improve recruitment or retention efforts
- Training programs
- Equipment purchases
- Programs designed to reduce identified risks to public safety
- Crime diversion programs
- Operational emergency medical or firefighter services
- Capital improvements to public safety buildings/structures

All local public safety initiative expenses must be related to public safety and designed to reduce identified risks to public safety and cannot include unproven intervention solutions to community violence. In addition, these funds cannot be used for any of the following:

- Pension or other post-employee benefit (OPEB) payments
- Lawsuits or claims payments
- Debt service payments
- Acquisition or use of a vehicle weighing more than 15,000 pounds that is designed or used for a tactical police purpose
- Acquisition or use of facial recognition technology
- Acquisition or use of a chemical weapon

Local units may subgrant all or part of their distribution to another local unit as long as the funds are used for public safety purposes and are in compliance with the Use of Funds – Requirements/Restrictions.

Definitions

- “Chemical weapon” means a munition or device that is specifically designed to cause death or other harm through a toxic chemical that would be released as a result of the employment of the munition or device.
- “Facial recognition technology” means an automated or a semiautomated technological process that assists in identifying or verifying an individual based on the individual’s face.
- “Violent crime” means that term as defined by the director of the MDSP in accordance with the department’s incident crime reporting program and the corresponding annual crime reports.
- “Violent crime count” means the number of violent crimes based on victim counts, as certified by the director of the MDSP. When a victim is connected to multiple offenses, the victim is counted under the highest-ranked offense, as defined by the director of the MDSP.
- “Violent crime rate” means the number of crimes per 100,000 people, determined by dividing a particular city, village, or township violent crime count by the population, then multiplying by 100,000 and rounding to the nearest whole number.

Questions?

Additional information can be found on [Public Safety Revenue Sharing Webpage](#).

Please direct all questions to the Revenue Sharing and Grants Division by phone at 517-335-7484 or email at TreasRevenueSharing@michigan.gov.

Personnel Policies and Procedures

1.2 Application

Add employment contract in the event terms differ from the Township personnel policies.

Refers employees in the union to refer to their respective collective bargaining agreement or employees with a contract to their employment contract as the governing document. If any area differs, the employee's governing document is what they must follow.

2.8 Smoking & Vaping Policy

Added a smoking and vaping policy to enforce Public Act 188 of 2009, Michigan's Smoke-Free Air Law to all Township vehicles, public buildings and facilities.

3.2 & 3.2.a At-Will Employment for Non-union Employees

Protects the Township by clarifying the employment status of non-union employees. It also removes the probationary period for non-union employees since they can be terminated at will at any time.

4.4 Classification Review

Added language to clarify that a department head may also request a review without employee knowledge.

4.5 Request to Create New Position Classification

Gave process its own title header and cleaned up language and order to flow better. Only real change is that the in-house officials wanted a unanimous vote under 4.5. no. 3 to move the new position forward to the board.

7.0 Grievance Procedure for Benefits and Wages – Non-Union

It gives non-union employees a process to follow to deal with issues to do with benefits and wages and the definition of grievance for this group.

7.2 Procedure

Removed step 4 regarding the Grievance Committee as non-union employees do not have a grievance committee. The various union grievance processes remain intact in the various union agreements.

8.1 thru 8.5 Employee Conduct

Revised to just address employee conduct in general as the various union agreements govern the process part of the remaining sections. A non-union employee is at-will and HR will investigate situations as needed for non-union employees.

10.3 Method of Payment

Added to update to our current business practices, which is direct deposit only for pay.

13.1 (Vacation) Eligibility for Employees Hired Before 9/15/98

Added refer union employees to their union agreement for vacation eligibility.

Redundant sentence regarding termination and not being eligible for vacation.

Recommend making 10- and 20-years vacation eligibility a full 4 and 5 weeks respectively by adding an additional day at 10 years and an additional day at 20 years.

The increase in vacation at 10 and 20 years by 1 day only applies to non-union until and if unions negotiate into contracts in upcoming negotiations.

13.1.a Schedules for Employees Hired Before 9-15-98

Removed as this addresses the first 6 months and 1 year regarding how vacation is handled and isn't needed since it is for employees who have been here since 1998 or earlier. See section 13.2 Eligibility for employees hired after 9-15-98.

13.2 Eligibility for Employees Hired After 9/15/98

Added refer union employees to their union agreement for vacation eligibility.

Recommend making 10- and 20-years vacation eligibility a full 4 and 5 weeks respectively by adding an additional day at 10 years and an additional day at 20 years.

The increase in vacation at 10 and 20 years by 1 day only applies to non-union until and if unions negotiate into contracts in upcoming negotiations.

Added language that is missing regarding the additional weeks' vacation payout and terminating prior to 6 months.

13.2 a. Schedules for Employees Hired After 9/15/98

Allow employees hired in the last quarter, be able to roll those 5 days' vacation for use in the first quarter. In the past, the issue has arisen where newer employees have not had enough time to use the vacation. This will help alleviate the issue.

13.3 Unused Vacation Non-Union

Added non-union.

Increases the amount of vacation that can be rolled over with manager approval from 2 to 3 days.

14.0 Earned Sick Time Policy for Full and Part-Time Employees

Change title to reflect newer earned sick time policy. This is currently in a separate document which after approval we will insert here. This will put all pertinent information regarding the policy in one document. Refer to the separate Earned Sick Time Policy to see any changes to the policy.

14.1 Use – Removed

Use has changed and is outlined in the newer Earned Sick Time Policy.

14.1 Accumulation and Payout

Add title for clarity. Added no payout of sick time if employee is terminated or separates prior to one year anniversary. Added missing language regarding using 2 sick days for personal time and language regarding the ability to earn two more personal days by not using sick time. This is in union contract and applies to non-union employees too, but the policy manual was not updated to reflect this language.

14.2 Misuse

Change to allow other reasons for sick time use as defined in the Earned Sick Time Policy.

14.3 Proof of Illness - Non-Union

5 days is a more reasonable number of days to recover from an illness i.e. covid, flu, etc. vs. current number of 3 days. Many large corporations do not place employees on sick leave or FMLA until the employee has been off sick for 5 consecutive days. This makes our current policy more reasonable for illnesses as to not force the employees on FMLA after 3 days of illness or make them leave home when they may still be too ill to go and get a doctor's note. Union can negotiate during contract negotiations.

14.4 Accrual of Earned Sick Time for Full-Time Non-Union Employees

Requesting Non-union employees hired after October 1, 2008, accrue 12 sick days (7.5 hours per month) to be commensurate with the police and fire contracts which already earn 1 full sick day per month. Also requesting all sick time be front loaded upon hire and each year in the new year. Unions can negotiate front loading in upcoming negotiations. MAPE can negotiate increase in sick hours during negotiations.

14.5 a – Short Term Disability

Clarifying the process. Regarding being able to reserve the 1 week of vacation time, this is consistent with all the Township union agreements.

17.2, 17.3, and 17.5 Reimbursement for Travel, Parking, and Expenses Not Covered

Removed. Refer to the Administrative Policies and Procedures to see the policy.

18.0 Longevity Pay Program thru 18.3

This is no longer offered to employees. This is still addressed in the union agreements for eligible employees.

20.2 Health Insurance

Added title for Retiree Health Insurance for clarity. Rearranged some sentences so they fall under the correct area. Added dates for clarity.

23.7 Public Criticism

Add retirees who collect a pension from the Township.

**White Lake Charter Township
Personnel Policies and Procedures
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**White Lake Charter Township
Personnel Policies and Procedures**

1.0 - Introduction

1.1 - Purpose

The White Lake Charter Township Personnel Policies and Procedures manual is prepared for the purpose of providing a set of rules that will standardize the relationship between the Township, as employer, and the employees of the Township. It is also intended that these policies aid the township administration in providing a work environment for all employees which is fair, unbiased, career fulfilling, and free of political interference.

1.2 - Application

These policies, as directed by the Township Administrative Policies and Procedures Manual, apply to all Township employees. Those employees, however, who are governed by Township Board approved rules and regulations, union contracts, employment contracts, civil service rules and regulations, and/or other specific orders which may be in conflict with these policies are accordingly exempted from their application. That exemption applies only to those sections of policies which are determined to be in conflict, and do not exempt an employee from compliance to any policy or section thereof which is not in conflict.

In the event these rules differ with the terms expressed in your collective bargaining agreement or employment contract, you should refer to and follow the specific terms of your governing agreement.

These policies shall not be construed as an employment contract between the Township and any employee.

1.3 - Authority

Authority and application of the Personnel Policies shall be in accordance with the White Lake Charter Township Administrative Policies and Procedures.

1.4 - Interpretation

The Supervisor as the township personnel officer shall provide interpretation of these policies as prescribed by the Administrative Policies and Procedures.

1.5 - Modification

Personnel policies may be modified, amended or abolished only at the direction and/or approval of the Township Board.

1.6 - Rights and Responsibilities

The township administration, by the distribution of these provisions, does not surrender any prerogative or responsibility in maintaining and exercising all legal management rights traditionally or historically held by the Township government. Employees of the township have the right and responsibility to appeal township policy as directed by the Administrative Policies and Procedures.

1.7 - Non-discrimination

The Township of White Lake is an Equal Opportunity Employer. The Township endorses and supports a policy of non-discrimination against any person on the basis of race, color, religion, sex, national origin or any disability covered by the Americans ~~With~~with Disabilities Act. Such practice and policy of non-discrimination shall be extended to all persons, including, but not limited to, applicants for employment, employees for promotion, transfer and/or disciplinary action involving employees of the general employee class and those governed by Civil Service provisions. Any applicant for employment, transfer or promotion protected by the Americans ~~With~~with Disabilities Act must notify the Township within the prescribed notification period if a reasonable accommodation is requested.

2.0 - Conditions of Employment

2.1 - General

Employees of the Charter Township of White Lake are "Public Servants". The very purpose of employment is to serve the local governmental needs of the citizens of the Township. Employees are expected to serve the citizens of the Township with courtesy, helpfulness, tolerance and patience.

2.2 - Hours of Work

Normal hours of work shall be established by the Township Supervisor and department head.

The normal work week for a full-time employee shall consist of established workdays with an unpaid lunch period each day.

Employees shall be paid at an overtime rate of time and one half for all hours worked over their regularly scheduled work week or workday.

Each employee shall be subject to the work schedule established by the Township supervisor or department head. However, a department head may temporarily approve deviations from an employee's normal work schedule when dictated by Township needs or at the request of the employee when supported by sufficient need. All employee requests for variations in the normal work schedule shall be approved in advance, and the Township shall accrue no overtime liability as a result of approving the employee's request.

2.3 - Attendance

Employees are expected to be regular in their attendance and to observe the working hours established by the Township. All employees absent without authorized leave, or who report late on any given shift shall be penalized by way of pay deduction in multiples of 1/6 of an hour for each 10 minutes or fraction thereof, of absence. Habitual tardiness shall be cause for discharge. Arrangements for time off must be made with an employee's immediate supervisor in advance and in accordance with the provisions of the leave regulations under which the time off is to be taken.

If, for some legitimate reason, an employee is unable to report for work at the established time for his shift to begin, he/she shall notify the supervisor on duty of the reason of such tardiness or absence. Notification shall be made as soon as it is known that the employee will be late or absent but at least within one hour of the scheduled starting time.

A record of each employee's vacation leave, sick leave and unpaid personal time credits shall be kept on the employee's personnel record, maintained in the clerk's office.

2.4 - Absence Without Leave

Any employee who is absent from duty a day or part of a day without authorization shall be deemed absent without leave and may be subject to disciplinary action. If conditions warrant, such absence may be reconciled by a subsequent grant of leave. Any employee absent without leave, for more than three (3) days, without notification to his department head or the Township supervisor, will be considered to be resigned from Township employment.

2.5 - Suspension of Leaves

The leaves provided for herein may be ~~temporarily-suspended~~suspended during any period of emergency declared by the Township Supervisor.

2.6 - Political Activity

2.6(a) - Permitted Activities

Except as otherwise provided in this rule, any employee in the classified service may engage in the following activities. These are to serve as illustrations and do not constitute a complete list of permitted activities.

- 1.) Become a member of a political party committee formed or authorized under the election laws of the State of Michigan;
- 2.) Be a delegate to a state convention or a district or a county convention held by a political party in the State of Michigan;
- 3.) Become a candidate for nomination and election to any state elected office or any district, county, city, village, township, school district or other local elective office. If the employee is elected to an office of the Township, he or she must resign. (Amended 3/20/2012)
- 4.) Engage in other political activities on behalf of a candidate or issue in connection with partisan or non-partisan elections.

2.6(b) - Prohibited Activities

No employee in the classified service shall:

- 1.) Use his official authority and influence over other employees for the purpose of interfering with or affecting the result of an election or a nomination for office;
- 2.) Directly or indirectly coerce, attempt to coerce, command or advise another to pay, lend, or contribute anything of value to a party, committee, organization, agency or person for political purposes;

- 3.) Engage in any election activities, intended or tending to influence others for the purpose of interfering with or affecting the result of any election or a nomination for office during those hours when the employee is being compensated for the performance of duties as a public employee, or while wearing or displaying a uniform, badge or other indication of office which identifies the employee of the Township of White Lake. Examples of prohibited activity during working hours include wearing political buttons, soliciting political contributions, endorsements, or support, displaying political bumper stickers or posters on Township vehicles or property, or distributing political material. (Amended 3/20/2012)

2.7 - Drug Free Workplace Policy

2.7 - (a) Purpose and Intent

The purpose of this policy is to provide a workplace that is free from substance abuse. The employees of the Township cannot work safely and productively if they report for work under the influence of drugs and alcohol, or their safety and welfare are jeopardized by an employee impaired by a controlled substance.

2.7 - (b) Application

The provisions of this policy apply to all departments and divisions of the Township of White Lake. "Employees" includes full time, part time, seasonal and temporary personnel. "Employees" shall specifically include "direct charge" employees (i.e., those whose services are directly and explicitly paid for by federal grant funds) and "indirect charge" employees (i.e. those members of the grantee's work force who may perform support or overhead functions related to federal grant funds.)

All employees are hereby notified that ~~the~~ unlawful manufacture, distribution, dispensation, possession, or use of controlled substances is prohibited in the workplace, and disciplinary action up to and including discharge action may be taken against employees for violations of these provisions.

2.7 - (c) Guidelines

The following guidelines list violations which shall be grounds for immediate action

Possess, use, distribute, sell, or offer for sale narcotics, or any controlled illegal substance, including marijuana, while on duty.

Report for work or work while under the influence of alcohol, narcotics or any controlled or illegal substance, including marijuana, except a drug prescribed for the employee by a licensed

physician. An employee whose ability to work is impaired by a drug prescribed for the employee by a physician, and used by the employee as prescribed, will not be permitted to remain at work, and may use personal business or other leave hours, but will not be subject to discipline.

2.7 - (d) General Provisions

An employee must report to the Township any drug-related criminal conviction for violations occurring in the workplace within five (5) days. The Township must both report and notify the federal grant agency of such conviction for violation of a criminal statute occurring in the workplace within ten (10) days and is required to imposed "sanctions" on the employee involved. "Sanctions" may mean either termination, satisfactory participation in a rehabilitation program, or progressive disciplinary step between the two.

The Township is committed to a drug-free workplace. It will not hire a job applicant with a "positive" pre-employment drug screen test.

The Personnel Department may be contacted for information on a Township sponsored Employee Assistance Program that provides voluntary counseling and rehabilitation services.

2.8 Smoking and Vaping Policy

The Township shall follow Public Act 188 of 2009, Michigan's Smoke-Free Air Law and will apply this standard to all vehicles, as well as public buildings and facilities.

Employees shall not smoke or vape in any Township vehicles or facilities, or within 100 feet of an entrance to the Township facilities.

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Citizens and visitors who are smoking or vaping in a Township facility or within 100 feet of an entrance way, shall be asked to extinguish their smoking material. If the person refuses to comply or leave the building, the police department should be contacted for assistance.

3.0 - Seniority

3.1 - Seniority Date

Seniority date shall be based on the length of continuous service after the date of regular appointment to a position in the Township service.

Employees transferring from part-time employment to full-time employment shall not receive credits toward seniority for the period of part-time employment.

3.2 - ~~At-Will Employment for Non-Union Employees~~ Probationary Period

~~Unless specified otherwise in an employment contract, Michigan is an at-will employment state. This means that either the employee or the employer may terminate the employment relationship at any time, with or without cause or advance notice, and for any reason not prohibited by law. This policy manual is not intended to create a contract of employment for any definite term and does not guarantee continued employment for any specific duration. A probationary period of six months is established for new employees starting on the date of hire. The probationary period shall not include any time served as a part-time employee. The Township may extend a probationary period for up to six more months, but in no event shall any probationary period extend beyond one year.~~

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~~Written notice shall be given to the employee, by the department head, at the end of the probationary period indicating the successful or unsuccessful completion of the probationary period.~~

3.2 - (a) Dismissal

~~An at-will probationary~~ employee may be dismissed by the department head, with the concurrence of the Township Supervisor, at any time, ~~during the probationary period~~. Written notice of the dismissal, stating the reasons for the dismissal, shall be given to the probationary employee.

3.3 - Leaves of Absence and Suspension

Employees off duty for personal reasons, on leave of absence or employees suspended for cause shall have such periods deducted from seniority.

The following shall not be considered as breaks in service:

- (a) Military leave during the time of war as defined in the Veterans' Preference Act.
- (b) Absence from work due to injuries compensated for under Worker's Compensation Act.
- (c) Approved educational leave.
- (d) Approved medical leave - no longer than one year.

3.4 - Layoff

Time elapsed between periods of layoff and re-employment shall be deducted from seniority.

3.5 - Termination

Any termination of employment (either voluntary or involuntary) shall nullify ~~employee's~~employees' right to all accumulated seniority in the event of re-hire.

4.0 - Job Classifications

4.1 - Classifications

Following are the White Lake Township job classifications:

SALARIED EMPLOYEES

- 1. Elected Officials (Supervisor, Clerk, Treasurer)
- 2. Fire Chief
- 3. Police Chief
- 4. DPS Director
- 5. Building Official
- 6. Community Development Director
- 7. Finance Director

HOURLY EMPLOYEES

- 1. Accounting Clerk
- 2. Administrative Assistant
- 3. Assistant Finance Director
- 3. Property Appraiser II
- 4. Assessor
- 5. Building Inspector
- 6. Building Specialist
- 7. Clerical II
- 8. Deputy Clerk
- 9. Deputy Supervisor
- 10. Deputy Treasurer
- 11. Election Specialist
- 12. Senior Election Specialist
- 13. Executive Secretary
- 14. Executive Secretary to Chief of Police
- 15. Executive Secretary to Fire Chief
- 16. Fire Cadet
- 17. Fire Captain
- 18. Fire Lieutenant
- 19. Fire Engineer
- 20. Fire Driver
- 21. Human Resources Manager
- 22. Human Resources Generalist
- 23. Maintenance Worker
- 24. Ordinance Officer
- 25. Staff Planner
- 26. Senior Center Director
- 27. Senior Planner
- 28. Senior Treasury Specialist
- 29. Police Academy Recruit

- 30. Police Dispatcher
- 31. Police Lieutenant
- 32. Police Sergeant
- 33. Police Officer
- 33. Records Secretary
- 35. Program Developer – Senior Center
- 36. Utility Maintenance Foreman
- 37. Utility Maintenance Worker

PART-TIME EMPLOYEES - (less than 29 hours per week)

- 1. Part Time Fire Fighter
- 2. Part-Time Fire Recruit
- 3. Part-Time Police Recruit
- 4. Part Time Clerical
- 5. Fire Cadet
- 6. Police Cadet
- 7. Part-Time Seasonal Maintenance
- 8. Part-Time Elections

4.2 - Job Specifications

The Human Resources Manager shall maintain complete and up-to-date specifications for each job classification as established by the township Administrative Policies and Procedures. The specifications will include:

- (1) The title of the class
- (2) A general statement of duties
- (3) Essential functions
- (4) Typical examples of work
- (5) Desirable qualifications for employment
- (6) Training and experience requirements

New positions shall be established in accordance with the Administrative Policies and Procedures.

4.3 - Classification Changes

The Township Supervisor may periodically, after conference with the department heads, recommend establishing new classes, and/or abolishing, merging or dividing existing classes. Additionally, the Township Supervisor may recommend amending the class specifications to meet with changing conditions. Requirements for this activity are specified in the Township Administrative Policies and Procedures.

4.4 - Classification Review

An employee may, at any time, request in writing, to their department head, a review of their classification. –An investigation will be conducted by the department head regarding the

employees' current duties, qualifications and responsibilities. Upon completion of the investigation, the department head will make a recommendation as to amending the classification, if appropriate, to the Township Supervisor. A department head may also make a request to the Township Supervisor without the employees' knowledge. The Township Supervisor will either approve or provide rational for declining to amend the classification to the department head.

4.5 – Request to Create New Position Classification

In the event a ~~d~~Department head or the Township Supervisor believes that a bargaining unit position should be considered for a new classification or position not currently established, the following procedure shall be utilized. This shall also apply to non-union personnel.

Commented [PP1]: This is not new, just cleaning up the language as it was not well written. Only real change is adding that it must be voted on unanimously by the committee to move forward as it did not give instruction as to what happens if committee members disagree.

1. The department ~~heads~~supervisor shall prepare a written memorandum of request to be submitted to ~~the~~ Human Resources ~~Manager~~ which shall include the current wage of the employee and the proposed new wage and placement of reclassification. In addition to the recommendation for the adjustment in salary, the department head will be required to submit, with the request to ~~the~~ Human Resources ~~Manager~~, a detailed report of the job changes and justifications for the request of a new wage and new reclassification request. Included with this information, the department head must provide external, and internal if applicable, wage comparable data in support of the new position. Human Resources will use this information to propose a new wage scale for the new position.
2. ~~Upon receipt of the request, the~~ Human Resources ~~Manager~~ shall then convene a meeting of the committee, which shall consist of the Township Supervisor, Clerk, and Treasurer ~~to serve as a panel~~ to assess the merits of the new position reclassification request. In order to consider the request, it shall be the obligation of the department manager seeking the adjustment to provide both internal and external wage comparable data in support of the position as well as a detailed explanation of the job requirements which justify the change in the wage classification.
3. ~~The~~ In the event a majority of the committee members must unanimously vote in favor of the new position reclassification for it to move forward. If approved, the new classification request and all associated materials will be placed on an upcoming board meeting agenda for review and potential approval by submitted to the Board of Trustees. In the event the new reclassification request is denied at either the committee level or the Board of Trustees level, the matter shall not be subject to grievance arbitration and shall not be appealable at any step. The Township Board shall not create any new positions without approval of any necessary budget amendments.

5.0 - Sexual Harassment

5.1 - Definition

Sexual Harassment includes any repeated or unwarranted verbal or physical sexual advances, sexually explicit, provocative or suggestive statements, innuendo, or comments, or sexually discriminatory remarks or sexually oriented conduct or physical contact, made by an employee which are reasonably offensive or objectionable to the recipient or which reasonably causes the recipient discomfort or humiliation or which reasonably interferes with the recipient's work performance or which creates an intimidating, hostile or offensive work environment.

5.2 - Policy

It is the policy of White Lake Township that all employees have a right to expect a working environment free from intimidation, humiliation, insult or subject to offensive physical or verbal abuse or actions, direct or insinuated, of a sexual nature, when:

- (a) Submission to such conduct or communication is made on express or implied condition of obtaining employment.
- (b) Submission to or rejection of such conduct is used as a basis of, or factor in, decisions affecting the employment of an employee.
- (c) Such conduct or communication has the purpose, or effect, of interfering with an employee's employment or creating an intimidating, hostile or offensive work environment.

Sexual harassment in any form is prohibited.

5.3 - Enforcement

The Provisions of this policy will be strictly enforced, and appropriate disciplinary action will be taken against any employee violating its terms. Violations of this policy will subject the offending employee to disciplinary action, up to and including discharge from employment.

5.4 - Reporting Procedure

An employee who believes he or she has been subjected to sexual harassment shall report same within twenty (20) days after the alleged occurrence. It shall be reported to either his or her immediate supervisor, or if that supervisor may be involved, to any supervisor, or directly to the department head.

A complaint of sexual harassment shall be promptly investigated by the department head or designate; provided, however, such designate shall not be the subject of or included within the immediate sexual harassment complaint. Every effort will be made to handle all such complaints expeditiously and with concern for the principles of due process and fairness. In order to protect both the person making the complaint and the person against whom such complaint is made, every reasonable effort will be made to handle all such complaints in a confidential and discreet manner.

All supervisory personnel shall be expressly responsible for immediately reporting any instances of claims of sexual harassment which they become aware of through their own observations or reported by others. Such personnel shall initiate immediate documentation of such incidents or claims of sexual harassment.

Retaliatory action or conduct of any kind taken by any member of the Township against an employee as the result of such employee having sought redress under this policy and procedure is strictly prohibited and shall be regarded as a separate and distinct violation of this rule.

6.0 - Transfer and Promotion

6.1 - Transfer

The transfer of an employee from one position to another, within a department, involving substantially similar duties and responsibilities and not involving a change in compensation may be made by the respective department heads at any time. The transfer of an employee from a position in one class to another position in the same or similar class at the same rate of compensation in another department may be made only with approval of the Township Supervisor.

Where different and higher duties and responsibilities are required, the rules governing promotions and selection shall apply. Where different and less responsible duties are required, the rules regulating demotions shall apply as far as practicable.

Employee selection shall be in conformance with the Township Administrative Policies and Procedures.

6.2 - Promotion

Vacancies in higher positions shall be filled insofar as practicable by promoting persons holding positions in lower classifications. Such promotions shall be based upon merit as determined by the department head and the Township Supervisor. They will determine what classes of employees are eligible for such promotion and the means of determining the fitness of eligible employees for the position. This may be done via interviews or tests, either written or oral, as determined by the supervisor and the department head. Seniority, experience, job performance, and previous training may also be considered.

Should the department head and the supervisor determine that there are no qualified employees eligible for the position, they may then seek an employee from outside the Township service as a new hire.

Employee selection shall be in conformance with the Township Administrative Policies and Procedures.

6.3 - Temporary Appointments

An interim or temporary appointment to a higher position in an "acting capacity" made necessary by reason of sickness, disability or other absence of a regular employee may be authorized by the appointing authority without examination in the absence of a promotional employment list. All such appointments shall terminate upon the return of the regular appointee to active duty or permanent appointment of another individual.

7.0 - Grievance Procedure For Benefits and Wages – Non-Union

7.1 - Employee Rights

An employee has the right to file a grievance if he or she feels aggrieved or disagrees with the interpretation or application of the Township Policies and Procedures. Grievance is defined as a disagreement between the employee and the Township regarding benefits and wages.

7.2 - Procedure

The grievance will be processed in the following manner:

STEP 1: The employee will first discuss the matter with the immediate supervisor. If the grievance is not settled at this informal discussion, it will be reduced to writing by the employee and moved to step two (2) of the grievance procedure within seven (7) working days of the discussion mandated in step one (1).

STEP 2: Any grievance not settled at step one (1) may, at the option of the employee, be appealed to the department head in writing. The department head will respond to the employee, in writing, within seven (7) working days after receiving the complaint. If the matter is not settled at this step, it may be appealed to step three (3) within seven (7) working days.

STEP 3: Any grievance not settled at step two (2) may, at the option of the employee, be appealed to the Township Supervisor in writing. The Township Supervisor will respond to the employee, in writing, within seven (7) working days after receiving the complaint. If the matter is not settled at step three (3), it may be appealed to step four (4) within seven (7) working days.

~~STEP 4: Any grievance not settled at step three (3) may, at the option of the employee, be appealed to the Township Grievance Committee in writing within seven (7) working days.~~

~~The Grievance Committee shall schedule a hearing within two (2) weeks after the appeal is filed. It shall conduct a full and impartial hearing. Both parties shall be permitted to be represented by counsel and to produce witnesses or any other testimony pertinent to the matter.~~

~~The employee shall be entitled to first present the grievance, the rationale for the grievance, witnesses if any, and the desired solution. The Township Supervisor shall then present the Township's position.~~

~~The Grievance Committee shall make its decision within seven (7) working days after the hearing is completed. The Committee shall attempt to reach a fair and equitable settlement which is satisfactory to both the employee and the Township.~~

~~Supervisor. The Committee shall have the authority to uphold, modify or to overturn the decision of the Township Supervisor.~~

~~A unanimous decision of the Grievance Committee will be final. If the decision of the Committee is not unanimous, the employee may move the issue to step 5.~~

Step 45:

Any grievance not settled at step ~~threefour~~ (34) may, at the option of the employee, be appealed to the Township Board of Trustees in writing within seven (7) working days.

The Township Board shall schedule a hearing within two (2) weeks after the appeal is filed. It shall conduct a full and impartial hearing. Both parties shall be permitted to be represented by counsel and to produce witnesses or any other testimony pertinent to the matter.

The employee shall be entitled to first present ~~the grievance~~grievance, the rationale for the grievance, witnesses if any, and the desired solution. The Township Supervisor shall then present the Township's position.

The Township Board shall make its decision within seven (7) working days after the hearing is completed. The Board shall attempt to reach a fair and equitable settlement which is satisfactory to both the employee and the Township Supervisor. The Board shall have the authority to uphold, modify or to overturn the decision of the Township Supervisor.

The decision of the Board of Trustees will be final.

All time limits in this process can be extended with mutual agreement between the two parties.

8.0 - Employee ConductDisciplinary Action

8.1 - Employee Conduct

White Lake Township insists upon the highest behavior from its employees in the furtherance of our goal of bringing professional, efficient and courteous service to the citizens of White Lake Township. Employees must always act to maintain the integrity and reputation of the Township and its government. Employees must observe the rules and regulations of the Township as set forth in these provisions, the Township Administrative Policies and Procedures, other official Township orders, lawful directions from supervision and department heads, and all laws. Union employees must abide by the rules of their contract agreement regarding discipline for any alleged misconduct.

Commented [PP2]: I though something needed to be said here since we deleted all of the paragraphs below.

8.2 - Cause

~~Failure of an employee to abide by the Township policies may be cause for disciplinary action up to and including dismissal. Although White Lake Township subscribes to the philosophy of progressive discipline, it is also recognized that there will be exceptions and reserves the option of imposing immediate and strong discipline including immediate dismissal when warranted. Violations will be dealt with through the following disciplinary process.~~

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8.3 - Investigation

~~In all instances of discipline, the department head will initiate a thorough investigation of the alleged violation. Witnesses will be interviewed, and other evidence will be evaluated prior to charges being made. The person conducting the investigation will submit a written report to the employee's department head, making recommendations for the allegations being found, unfounded, or recommending a department head hearing. The department head may be both the investigator and the hearing officer.~~

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8.4 - Hearing

~~If disciplinary action is recommended, the department head will hold a hearing. Present will be the department head as the hearing officer, the person who conducted the investigation, the employee charged and any representation that the employee needs. The department head will review the investigation, question those present and hear any statement the employee may wish to make. The department head will decide if disciplinary action is warranted.~~

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~~If the department head finds that the employee is in violation of Township policy, he/she may issue a verbal reprimand, issue a written reprimand, suspend the employee for up to thirty (30) calendar days without pay, or dismiss the employee from White Lake Township employment. The result of this hearing will be provided to the employee in writing within seven (7) working days of the hearing. Any discipline recommended will not be implemented until the entire appeal process is completed, unless it is accepted by the employee.~~

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8.5--Appeal Process

The decision of the department head may be appealed to the Township Supervisor within seven (7) working days after receiving the written decision from the department head. The Township

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Supervisor will review the investigation and the department head's written decision. The Supervisor may uphold the decision, modify the decision or overturn the decision. The Township Supervisor will provide the employee with the decision, in writing, within seven (7) working days after hearing the appeal.

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The decision of the Township Supervisor may be appealed by the employee to the Township Grievance Committee within seven (7) working days after receiving the written decision of the Township Supervisor.

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The Grievance Committee will schedule a hearing within three (3) weeks after the appeal is filed. The hearing will be conducted in an orderly manner. It will be confined to the issue of the disciplinary action for the purpose of providing a full and impartial hearing for both sides. Both parties shall be permitted to be represented by counsel and to produce witnesses or any other testimony pertinent to the matter.

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The Township's case will first be presented by the Supervisor or legal counsel. The employee or employee's legal council will then be allowed to present the defense. At this hearing the burden of proof shall be upon the Township Supervisor to justify the proposed disciplinary action.

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The Grievance Committee shall make its decision on an appeal within seven (7) working days after the hearing is completed. The Committee shall have the authority to sustain the decision, modify the decision or to reverse the decision. The employee shall be notified in writing. A unanimous decision of the Grievance Committee will be final.

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If the Grievance Committee cannot arrive at a unanimous decision, the issue will be referred to the Township Board of Trustees within seven (7) working days.

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The Township Board will schedule a hearing within three (3) weeks after the appeal is referred. The hearing will be conducted in an orderly manner. It will be confined to the issue of the disciplinary action for the purpose of providing a full and impartial hearing for both sides. Both parties shall be permitted to be represented by counsel and to produce witnesses or any other testimony pertinent to the matter.

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The Township's case will first be presented by the Supervisor or legal counsel. The employee or employee's legal council will then be allowed to present the defense. At this hearing the burden of proof shall be upon the Township Supervisor to justify the proposed disciplinary action.

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The Township Board shall make its decision on an appeal within seven (7) working days after the hearing is completed. The Board shall have the authority to sustain the decision, modify the decision or to reverse the decision. The employee shall be notified in writing. The decision of the Board of Trustees will be final.

9.0 - Separations from Township Service

9.1 - Abolishing Positions

The Township Board may at any time abolish departments or positions as long as their actions are in compliance with the present labor agreement and the law.

9.2 - Notice of Layoff

In every case of layoff, the Township Supervisor shall give the employee a written statement of the reasons for such action. Notice of layoff will be given at least thirty (30) days before the effective date.

9.3 - Order of Layoff

Except as otherwise provided, all layoffs shall be made by Township seniority by classification. The individual with the least amount of seniority in position shall be laid off first and the individual with the greatest amount of seniority in position shall be laid off last. Any departure from this practice must have the specific approval of the Township Board.

9.4 - Cause

Employees may be laid off for any of the following reasons:

- 1.) Lack of work for a specific position.
- 2.) Lack of funds for a specific position.

9.5 - Re-employment Lists

The names of persons holding positions in the classified service, who have been laid off, shall be placed on a re-employment list in order of their seniority, the longest seniority being first. The list shall be maintained for a period of one (1) year. If any individual on a re-employment list shall refuse an appointment to a position in the Township service having job requirements similar to the position from which that individual was laid off, and which has the same pay maximum, that individual's name shall be removed from the list. Subsequent entry into the Township service shall be through procedures established for new employment.

9.6 - Retirement

Two pension systems are available to Township employees. Employees hired prior to April 1, 1992, had a choice between the Municipal Employees Retirement System (MERS) and the Manulife Insurance system. Employees hired after April 1, 1992, must enroll in the MERS.

Retirement will be under the terms and conditions of the retirement system at the time of retirement.

The employee shall pay all sums required by MERS for this plan in excess of employer contributions. All maintenance, expenses, and cost of the Pension Plan shall be paid by the Township.

9.7 - Resignation

An employee resigning from Township service shall notify his immediate supervisor at least two (2) weeks in advance of the anticipated resignation.

In the event of resignation, the employee shall be deemed to have resigned on the last actual working day, irrespective of accumulated leave due the employee. All funds due the employee shall be made in a single agreement settlement. Payment of fringe benefits is discontinued upon termination. However, an employee may continue hospitalization and dental insurance under the COBRA continuation coverage at the employee's expense providing that application is made within the required time limit.

10.0 - Payroll

10.1 - Pay Plan

The pay plan for Township employees consists of a rate or range for each class of position.

10.2 - Merit Increase

Advancement to the next step within a specific salary range is called a merit increase. As the term indicates, this increase is based not only on the completion of a specified length of service, but also on the quality of that service.

10.3 - Method of Payment

All employees and elected officials shall be paid by direct deposit~~check~~ every two weeks (biweekly). Compensation shall be issued exclusively through direct deposit. Checks- Direct deposits shall be electronically transmitted to the bank account at the financial institution designated in writing by the employee or elected official. ~~distributed by the Township Treasurer or the immediate supervisor not later than every other Wednesday. Funds will be deposited no later than every other Wednesday, in accordance with the established payroll schedule.~~ (Hourly employees will be paid by direct deposit for the time worked through the preceding Friday).

Employees and elected officials are responsible for providing accurate banking information and for promptly notifying the Finance or Human Resources department of any changes to their designated account.

10.4 - Annual Salary

The employee shall be paid one twenty-sixth (1/26) of the authorized annual salary each biweekly period.

10.5 - Deductions and Withholdings

Certain payroll deductions are compulsory on all paychecks, i.e., income tax and social security. The Clerk's office shall be notified at least 10 days prior to the end of the pay period of any changes in voluntary deductions or withholding allowances desired by and employee. All voluntary deductions shall be authorized in writing.

10.6 - Pay Advances

Paychecks may be issued in advance of normal issue with the approval of the employee's supervisor for emergencies or other specific reasons. Payroll advances preceding vacation periods must be requested in writing by the employee fifteen (15) days in advance of such vacation leave.

10.7 - Time Cards

All completed timecards shall be submitted to the Clerk's office on Monday by 9:00 a.m. following the end of each pay period. Time slips will be signed by the employee and the Employee's department head.

10.8 - Payroll Problems

Employees will immediately notify the Clerk's Office of any problems or errors on their paychecks. A written account of the problem and its resolution shall be created by the Clerk's office.

10.9 - Leave of Absence Without Pay

Except where specifically granted or provided for in other Township policies, all Township paid benefits and accrual of leave shall cease immediately upon expiration of all earned leave time and/or removal from the payroll. An employee may elect to continue in programs where provided at the employee's own expense. In such cases, coverage of insurance premiums, etc., shall be paid in advance of any coverage.

10.10 - Overtime Compensation

Career employees shall be paid at a time-and-one-half rate for all hours worked over their regularly scheduled workday or week, unless such hours are a result of a work schedule adjusted at the employee's request. Payroll vouchers for the pay period, including overtime, holiday pay, etc., will be accepted by the Clerk's Office until 9:00 a.m. on the Monday following the end of the payroll period.

10.11 - Classification Changes

10.11(a) - Reclassification

When an employee is promoted from a lower classification to a higher classification, he shall advance to a pay step in the classification which is commensurate with his new classification.

10.11(b) - Demotions

When an employee is demoted to a lower classification, his pay rate shall be reduced to the rate in the new classification.

10.11(c) - Temporary Appointments

When a vacancy is filled by a temporary appointment, the employee shall be paid at the minimum of the approved salary range for the position unless, in the judgment of the department head and Township supervisor, the employee's background or experience warrants a higher pay rate.

10.12 - Call-in Pay

Employees called in to work outside of their regular work hours shall receive a minimum of two (2) hours pay at the appropriate overtime rate unless the call-in occurs within two (2) hours of the start of their regular work shift.

11.0 - Fringe Benefits

11.1 - Eligibility

Employees who are classified as full-time employees are eligible for all fringe benefits.

11.2 - Benefits

Following are the fringe benefits:

- Social Security
- Life Insurance
- Hospitalization (Blue Cross/Blue Shield)
- Dental Insurance
- Employees Retirement System
- Accrued Vacation Leave
- Accrued Sick Leave
- Accrued Personal Leave
- Holidays - With Pay
- Longevity Program
- Deferred Compensation

Additional benefits are available on a voluntary basis

11.3 - Separations

An employee separating from the Township has a choice of options regarding reimbursement of moneys he has contributed to the retirement plan. The employee should file an application with the Township Clerk's office indicating the choice of option. Options shall be limited to those allowed in the pension plan.

12.0 - Paid Holidays

12.1 - Eligibility

All classified full-time employees are entitled to the following holidays off with pay.

12.2 - Holidays

New Year's Day	Martin Luther King's Birthday
President's Day	Good Friday
Memorial Day	Independence Day
Labor Day	Columbus Day or Law Day
Veteran's Day	Thanksgiving Day
Post Thanksgiving Day	Christmas Eve
Christmas Day	New Year's Eve

If a designated holiday falls on a Saturday, the holiday will be observed on the preceding Friday.

If a designated holiday falls on a Sunday, the holiday will be observed on the following Monday.

Employees who are on earned vacation when a holiday falls on a scheduled workday will be entitled to an additional day off with pay.

12.3 - Holiday Pay

Time and one half will be paid for all hours worked on holidays, as defined in these provisions, in addition to regular pay for such holiday.

13.0 - Vacation Leave

13.1 – Eligibility for Employees Hired Before 09/15/98

Rev. 3-19-26 - Union employees should refer to their specific union contracts for eligibility.

Vacation leave is authorized absence from duty, with pay. The vacation year is the calendar year (January 1 through December 31) which applies to all employees except as otherwise provided herein. Full-time employees will be granted vacation leave according to the following schedule:

LENGTH OF SERVICE		Vacation Days
At Least	Less Than	
6 mo.	1 yr.	5
1 yr.	5 yr.	12
5 yr.	10 yr.	17
10 yr.	15 yr.	20+9
15 yr.	20 yr.	22
20 yr.		25+4

An employee who terminates before 6 ~~months~~months' employment is not eligible for vacation Reimbursement.

~~An employee who terminates before (6) months of service is not eligible for vacation~~

Commented [PP3]: This is redundant

13.1a – Schedules for Employees Hired Before 09/15/98

~~After six (6) months of service, vacations may be taken at any time during the calendar year in which they are accumulated.~~

Commented [PP4]: No longer needed. This is people hired prior to 9-15-98 so that group has already earned their vacation time for the 6 month and 1 year periods.

~~If both the six (6) month and the one (1) year service anniversary dates fall within the same calendar year, only twelve (12) days of vacation leave will be granted within that calendar year as follows:~~

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- ~~_____ After six (6) months of service _____ 5 days~~
- ~~_____ after one (1) year of service _____ 7 days~~

~~If an employee becomes eligible for seven (7) additional days' vacation in December per the above paragraph, such vacation may be taken in the following calendar year prior to April 1, and prior to the taking of any current year's vacation.~~

Vacations must be arranged by the individual with his or her department head with at least 30 days' notice preceding the beginning date of the vacation.

An employee's vacation pay shall be calculated by reference to the number of regular hours scheduled for that employee per week (i.e. 37 1/2 or 40).

The scheduling of vacation time should be by seniority and in accord~~accord~~ance with departmental need or seasonal workload.

Vacation time can be taken in (2) two-hour increments.

13.2 - Eligibility for Employees Hired After 09/15/98

(Added 09/15/98) Amended 3/15/2022

Rev. 3-19-26 - Union employees should refer to their specific union contracts for eligibility.

Vacation leave is authorized absence from duty, with pay. The vacation year is the calendar year (January 1 through December 31) applies to all employees ~~not otherwise covered under a collective bargaining agreement~~, except as otherwise provided herein. Full-time employees will be granted vacation leave according to the following schedule:

Full-time employees hired after 09/15/98 will be granted vacation leave within the vacation year in which the Length of Service anniversary date occurs according to the following schedule:

<u>LENGTH OF SERVICE</u>		<u>Vacation Days</u>
<u>At Least</u>	<u>Less Than</u>	
Date of Hire	6 mos.	5
6 mo.	1 yr.	5
1	5	12
5	10	17
10	15	20+9
15	20	22
20		25+4

Commented [PP5]: Suggest making 10 and 20 years an even number so the employee has a full extra week. This will be non-union only until negotiations when the unions can ask for the same.

An employee who terminates before 6 months' employment is not eligible for vacation reimbursement.

An employee who terminates before 6 months' employment is not eligible for their additional 5 days of vacation.

Commented [PP6]: This is in the union contract and applies to non-union employees too.

13.2 a - Schedules for Employees Hired After 09/15/98

(Added 09/15/98)

-Vacation time must be taken in the same year it is earned.

If both the six (6) month and the one (1) year service anniversary dates fall within the same calendar year, only ten (10) days of vacation leave will be granted within that calendar year as follows: (Amended 7/20/2021)

At date of hire _____	5 days
<u>A</u> fter 6 months of service	5 days

If an employee becomes eligible for five (5) additional days' vacation in the last quarter of the year ~~December~~ per the above paragraph, such vacation may be taken in the following calendar year prior to April 1, and prior to the taking of any current year's vacation. This applies to employees hired in the last quarter as well.

Vacations must be arranged by the individual with his or her department head with at least 30 days' notice preceding the beginning date of the vacation.

An employee's vacation pay shall be calculated by reference to the number of regular hours scheduled for that nonunion employee per week (i.e. 37 1/2 or 40).

The scheduling of vacation time should be in accordance with departmental need or seasonal workload.

Vacation time can be taken in (2) two-hour increments.

13.3 - Unused Vacation

A maximum of ~~22.515~~ hours of unused vacation time can be carried over through March 31, of the next year with department supervisor approval.

An employee who is laid off, quits, retires, or is terminated, will receive any unused vacation credit including that accrued in the current year. A recalled or re-hired employee who received credit for the current year at the time of leaving for any of the foregoing reasons will have such credit deducted from his or her vacation the following year.

14.0 -- Earned Sick Time Policy for Full and Part-Time Employees Sick Leave Insert Policy Here

14.1 -- Use

Sick days shall be allowed only in cases of actual sickness or disability.

Sick leave may be used for the following purposes:

- (a) Acute personal sickness or incapacity over which the employee has no control. (Note: sick leave may be taken in connection with leave of absence for pregnancy.)
- (b) Absence from work because of exposure to a contagious disease which according to health standards would create a danger to the health of fellow employees and other people.
- (c) Sick time may be used for the employee for doctor's office calls for the employee. (Added 12/18/01)

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Employees shall notify their supervisor or department head of any anticipated absence as soon as possible after it is known, but at least within one hour of the start of their normally-scheduled work period.

14.1 - Accumulation and Payout

Employees may accumulate a maximum of six hundred fifty (650) sick hours. After six hundred fifty (650) hours of sick leave are accumulated, each employee will receive payment once annually for the amount of sick leave necessary to return the accumulated sick leave to six hundred fifty (650) hours.

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Employees with more than six hundred and fifty (650) hours shall be permitted to sell not more than (100) hours per year until six hundred and fifty (650) hours are reached.

Upon separation from service, an employee who has 650 sick hours shall be paid unused accumulated sick leave, not to exceed four hundred (400) hours.

The rate of payment shall be based upon the regular annual salary of the employee at the time of separation. If an employee is separated upon termination of a leave of absence, the rate of payment shall be based upon the employee's regular annual salary that he was receiving at the beginning of his leave of absence. Any sick leave sold according to the above provisions shall not count towards an employee's Final Average Compensation (FAC).

Employees shall be able to use 2 of their 12 sick days for personal time off.

An employee who has been employed continuously during any one calendar year and who has not taken more than two (2) days off sick in any one calendar year shall be granted an additional two (2) days of personal leave for the next calendar year. Any time earned subject to the aforementioned shall not accumulate and must be used in the year for which it was earned.

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Commented [PP7]: Added because it is a policy being used but is not in the manual.

No payout of sick time shall be allowed if an employee is terminated or separates prior to their one-year anniversary date.

14.2 - Misuse

It shall be the duty of the department head to determine the validity of an employee's request for absence due to illness if a pattern of abuse is evident. The department head shall refuse to allow use of sick days when the results of the investigation shows insufficient evidence to support the employee's claim of illness; or other allowed reasons for use, or when it is believed that the employee has not ~~exercised~~made a reasonable effort to promptly notify the department of the absence as specified in the policy.

14.3 - Proof of Illness – Non-Union

A physician's examination certification shall be required as evidence of illness before compensation for an illness period of more than five (5) successive workdays is allowed.

At this time, if the employee is eligible for the Family Medical Leave Act (FMLA), the employee will be placed on FMLA effective the 6th successive missed workday. Once on the FMLA, the employee shall be required to provide a physician's statement with the date the employee is able to return to work. If the employee is not eligible for FMLA, the same process for proof of illness will apply to sick time used but the employee will not be placed on FMLA. An employee taking a scheduled FMLA or known in advance FMLA for a medical procedure will be required to be placed on FMLA on the first day of leave if eligible. See FMLA Policy for all rules of this leave.

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Commented [PP8]: Added this for clarity because employees have suggested we can't make them go on FMLA even though it clearly states it in the FMLA policy.

If an employee takes five (5) or more sick days within the same pay period, the Township may request a physician's examination certification verifying illness and the employee's ability to work. Under these circumstances, certification from a physician may also be required to verify when the employee is fit to return to work. An examination certificate from a physician shall be required as evidence of illness before compensation for an illness period of more than three (3) successive workdays is allowed. If an employee takes five or more sick days within the same pay period, the Township may request a physician's statement verifying the illness. A statement from a physician may also be required to verify the employee's fitness to return to his regular duties.

14.4 – Accrual of Earned Sick Time for Non-Union Full-Time Employees

Rev. 3-19-26 - Union employees should refer to their specific union contracts for eligibility.

A full-time employee shall accrue sick days at the rate of one (1) working day per month on the last day of each month, or 12 days per year. Sick days will not be used until after they are earned. An employee with less than ninety (90) days of service cannot use sick days.

Non-Union Employees hired after October 1, 2008, will accrue ~~twelve~~eight (128) sick days per year (7.5 hours a month), two (2) of which may be used for personal use.

Sick days will be available in the employee's sick bank on January 1st of each new year.

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New full-time employees will have their sick time prorated based on their hire date and the sick days will be available for use immediately.

A full-time employee with less than twelve (12) months of employment on January 1st in the new year following their first year of employment, will have their sick time prorated based on the number of months worked since the date of hire. The remainder of their sick time will be put in their bank on their one (1) year anniversary date, providing service has not been broken.

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Employees will accrue at least an amount of sick time as required in the Earned Sick Time Policy.

Sick days earned by an employee shall, if not used during the year earned, ~~be accumulated without limit, and shall~~ be kept as credit for future sick days with pay. Payout is defined under section 14.1 Accumulation and Payout.

An employee transferred from part-time status to ~~full-time~~probationary status shall accrue sick days from the ~~full-time hire~~at date forward as specified above.

14.5a – Short Term Disability

Employees whose sick days extend beyond 30 consecutive days shall be eligible to receive a weekly ~~payment in the amount~~payment of \$450.00, until they become eligible for Long Term Disability. Employees must first use any combination of sick, comp, and vacation time to cover the first 30 days ~~prior to being placed on of short-term disability leave. Employees must exhaust all paid time prior to being placed on short term disability but may reserve 37.5 hours of vacation time. However, if the leave will extend into the next year, the employee may elect to use the 37.5 hours vacation prior to being placed on short term leave, so they don't lose their vacation time. Employees are only eligible to roll over 15 hours of vacation, which must be used by March 31st of the new year. Employees may also elect to be paid out for remaining comp time in lieu of taking the comp time days prior to short term leave.~~

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Employees shall not earn sick time and personal time for sick leaves greater than 30 days. (Amended 3/15/2022)

14.5b - Long Term Disability

The Township will provide a long-term disability policy for members who are on sick leave for 6 months, not to exceed 18 months.

Employees shall not earn sick time and personal time for sick leaves greater than 30 days. (Amended 3/15/2022)

15.0 - Miscellaneous Paid Leave

15.1 - Personal Business Leave

Classified full-time employees will receive six (6) days as of January of the year, to be used at the rate of no more than two (2) days per month with approval of the department head or his designee. The days must be used, or they are lost. Employees hired after October 1, 2008, will accrue eight (8) sick days per year, two (2) of which may be used for personal use.

Should an employee leave their employment with the Township, they will be required to repay the Township the pro-rata days which they had not yet earned but had used. (Amended 09/15/98)

Deleted 15.1 a (12/18/01) See 15.1

No payment will be made for accrued personal leave days at termination of employment for any reason. Increments as low as a quarter hour may be taken.

15.2 - Bereavement Leave

In case of death in the employee's "immediate family", a consecutive five-day leave of absence will be granted with pay, excluding Saturdays, Sundays, and holidays. (Amended 12/18/01)

In case of death of other family members, a leave of absence may be granted with pay for three consecutive days, excluding Saturdays, Sundays, and holidays.

One (1) additional day (that day following the funeral) shall be allowed for travel time for those traveling from a funeral located two hundred (200) miles or more from White Lake Township.

An employee's immediate family shall consist of spouse, child, stepchild living in household, brother, sister, parent, or a member of the employee's household, who resides permanently in the household.

An employee's other family members shall consist of ~~a~~ parent of spouse, grandchild, grandparent, brother-in-law, sister-in-law, son-in-law, daughter-in-law, and a stepchild not living in the household.

15.3 - Jury Duty

An employee who is summoned for jury duty and who provides satisfactory evidence of such jury duty, including the hours of such duty, shall be compensated for those hours spent (in performing jury duty) during such hours the employee was scheduled to work.

Prior notice must be given to the department head of such jury duty and jury duty fees or remuneration earned while performing jury duty during working hours shall be surrendered to the Township treasury. Compensation for mileage to and from court for jury duty may be retained by the employee.

Employees required to serve jury duty shall suffer no salary deduction.

Employees required to serve jury duty shall suffer no salary deduction.

16.0 - Leave of Absence Without Pay

16.1 - Military Leave

An employee who has served three (3) months, but less than one (1) year with the Township, and enters military service, shall be allowed prorated vacation time with a maximum not to exceed five (5) days, paid to him at the time he leaves the Township to enter military service. Vacation and sick leave time shall not accrue during periods of military leave. However, upon reinstatement, for the purpose of determining any vacation time, the years of service with the Township shall be the total of years employment plus years, or fraction thereof, of required military service.

A full-time employee who enters military service shall be granted a leave of absence without pay for the duration of the required military duty, and for a period of ninety (90) calendar days after discharge. At any time before the expiration of such military leave, the employee shall have the right to return to employment with the Township provided:

- (1) Employee is still qualified for employment
- (2) Employee has been honorably discharged
- (3) Employee can pass required physical examination

In the event employee's former position is not available or employee is no longer physically qualified for his former position and is able to satisfactorily perform duties of another position, every effort shall be made to place such employee in another position.

Upon reinstatement from military leave to Township employment, employees shall be returned to range and step comparable to that held before leaving for military service.

Employees belonging to the National Guard, Service Reserves or other such units, are permitted to take leave of absence without pay during the annual training period; this leave is not to exceed two (2) weeks per calendar year. Vacation privileges are not affected by such leaves. However, an individual who receives military training leave will automatically be considered last when the schedule for vacation leave is determined. An employee may use vacation time for this absence.

16.2 - Maternity Leave

Maternity related absences shall be treated as a non-duty related disability for purposes of use of leaves and benefits as provided elsewhere in these rules.

Where an employee desires to use sick leaves to cover such absence, the Township shall require the same certifications of doctors as is required in the case of other types of non-duty disabilities before the employee shall be eligible to receive such benefits.

Employees may, at their option, elect to take a leave of absence without pay and benefits to cover all, or a part of, a period of absence due to maternity.

Employees shall notify their department head prior to the seventh month of pregnancy in order to make arrangements for continuation of benefits and/or leave of absence.

16.3 - Disability Leave

An employee may, with the approval of the department head and the supervisor, elect to take leave of absence without pay or benefits to cover all or part of an absence due to a non-duty related disability.

17.0 - Travel Expense

17.1 - Authorization

It is mandatory that employees driving personally owned vehicles on official Township business have properly licensed vehicles. ~~Further, that they~~ are adequately protected by liability and property damage insurance at their own expense. Department heads shall verify this fact prior to authorization.

Employee transportation, personal vehicle mileage, parking, meals and lodging for authorized Township business or functions (except fire or police emergency calls) shall be reimbursed as authorized in ~~4.8 the~~ Expense Reimbursement section of the Township Administrative Policies manual.

Department head approval must be obtained in advance for public transportation or lodging.

~~17.2 - Reimbursement~~

~~All reimbursement requests must be documented on a Request for Payment or Conference and Training Authorization form for submission to the Township Clerk's Office. If the exact cost is unknown, an estimated cost shall be submitted which will then be subject to adjustment. Reimbursements will be based on official township, county or state maps and the most direct routes shall be used.~~

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~~All expense reports and reimbursement vouchers must be accompanied by receipts or copies of conference programs indicating the actual meal cost. Vouchers exceeding the maximum allowed per meal (or combination of meals per day), or not accompanied by receipts or programs, will be disallowed to the extent costs exceed the maximum allowed or lack documentation as to proof of the expense.~~

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~~17.3 - Parking~~

~~Reimbursement for parking charges is allowable. Receipts must be attached to mileage reports for all such claims.~~

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~~17.4 - Meals~~

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~~Reimbursement will be allowed for meals when traveling on official business for the Township or attending authorized conferences or training away from the established place of work, when the meal is not part of the program.~~

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~~The authorized meal allowance schedule does not include tips or gratuities, which may be allowed up to a maximum of 15% above the cost of the meal.~~

17.5 - Expenses Not Reimbursed

~~Fines for parking or other traffic violations shall not be reimbursed.~~

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~~Charges for gasoline, lubrication, repairs, towing, and such other expenditures associated with the use of a personal vehicle shall not be reimbursed.~~

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18.0 -- Longevity Pay Program

18.1 -- Benefit Schedule

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~~The Township shall provide five hundred dollars (\$500.00) longevity pay to full-time employees after five (5) years of service. An additional five hundred dollars (\$500.00) will be paid after each additional five (5) years of service.~~

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18.2 -- Payment

~~The longevity payment shall be added to the eligible employee's base annual wage and pro-rated into the biweekly payroll schedule. Partial payments when five (5) year anniversary dates occur will be prorated in that year based on the employee's anniversary date~~

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18.03 -- Eligibility

~~Full-time employees hired after 09/15/98 longevity pay is not authorized. (Added 09/15/98)~~

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19.0 - Insurance Coverage

19.1 - Life Insurance

A group life term insurance policy in the minimum amount of \$50,000 is provided by the Township for all full-time employees and Elected Officials. (Amended January 1, 2012)
All life insurance policies provide a double indemnity clause for accidental death. This policy is effective date of hire or election to office.

Additional Life Insurance for employees and their immediate family members may be purchased. The total cost of the additional insurance must be paid by the employee. Payment may be made through payroll deduction. This insurance may be continued at the employee's expense following separation from township employment.

19.2 - Miscellaneous Insurance

All employees are covered by the Township for liability, unemployment and worker's compensation

Policy Regarding on the Job Injuries:

- A. The Township of White Lake will continue to pay the difference between worker's compensation and base pay to each employee qualifying under this section up to a maximum of (6) months. The employee may apply to the Township Supervisor for an extension. Provided, however, that it is not intended that any employee is to receive more than a full year's pay as a result of this policy.
- B. In the event of a disputed worker's compensation claim, the Township will pay the difference between worker's compensation and base pay for the period if any, that the claim is settled or recognized as compensable under worker's compensation, subject to the provisions of Section A above. (Amended 2/2006)
- C. An employee who is off work because of an on-duty accident or illness and is receiving Worker's Compensation will lose their healthcare or seniority after two (2) years except that their seniority and health insurance will continue if they have made an application for a disability retirement within the two (2) year period and have cooperated and provided timely information as requested by MERS. Until a final disposition is made regarding that request, and as long as the employee meets the obligation above, their seniority and healthcare will continue.

The employee will not lose seniority in any instance where the employee's application for disability is denied, and the employee subsequently returns to work. (Amended 8/31/11)

Insurance herewith shall cease when an employee retires or otherwise terminates employment.

20.0 - Health Insurance Program

20.1 - Health Insurance

The Township provides health insurance (one per family) for all full-time employees through Blue Cross/Blue Shield of Michigan. This program includes a drug prescription and vision plan. The township has the right to self-insure and/or utilize plans. The township reserves the right to change all insurance carriers as long as the benefits are equivalent. (Effective 1/1/2009)

Full-time employees will have the option to choose between two health insurance plans, a Blue Care Network HMO and a Blue Cross Blue Shield Simply Blue PPO.

Employee contributions for the HMO plan are \$25 for a Single plan, \$37 for a 2-Person plan, and \$50 for a Family plan. Employee contributions for the PPO plan are \$50 for a Single plan, \$75 for a 2-Person plan and \$100 for a Family plan. Payments under these plans will not continue into retirement. (Amended 3/15/2022)

The Township will pay two thousand four hundred (\$2,400) dollars cash per year incentive to eligible employees who elect to decline the Township medical plan. Employees may opt out of the township's health insurance plan at any time during the plan year. The cash incentive will then be prorated for the months the employee was not insured. The payment will be paid to eligible employees in December of each year. (Amended 12/17/96 & 09/15/98)

If an employee's spouse or parent is also an employee or retiree of the Township and is receiving any form of health care from White Lake Township, the employee shall not be entitled to the cash incentive.

Employees can only enroll for coverage or change existing coverage during open enrollment or when there is a qualified family status change. (Amended 1/1/2009)

Employees are required to enroll within thirty (30) days from the date of employment if they choose to enroll in the Township's group insurance plans. Any employee failing to enroll within that period cannot enroll thereafter until the annual open enrollment period each year.

Township Board Trustees may enroll in the Township's health insurance plan. Coverage is available for Trustee, spouse or family at the Trustees expense, payable in advance of any coverage. (Amended 12/18/01)

20.2 - Retiree Insurance:

The Township will provide hospitalization for retiring employees hired before January 1, 2010, that meet the following criteria. (Amended 09/15/98)

1. 25 years of service and 50 years of age
2. 10 years of service and 60 years of age

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- 3. Employees hired after 09/15/98 will be eligible only if their years of service are with White Lake Township.

Health insurance is available for spouses at the eligible retiree's expense, payable in advance of any coverage.

The Township will provide supplemental medical insurance for eligible retirees who are 65 years of age or older and have 10 years or more continuous employment with the Township. The retiree must be enrolled in Medicare to apply for the Medicare Advantage Plan offered by the Township. An eligible employee's spouse can continue to be enrolled in the Township's group at the retiree's expense. Coverage must be paid in advance of any coverage.

Retiree health insurance is eliminated for employees hired after January 1, 2010. A health care savings program will be provided for full time employees hired after January 1, 2010. (Amended 10/1/08 and 9/1/2011)

Retiree health insurance is eliminated for the public safety group (Elected Officials, Deputies, Police Chief and Fire Chief) if elected or hired after October 15, 2019. It will be replaced with a health care savings account.

The Township will carry medical benefits for eligible full-time employees and full-time elected officials in the Public Safety group and their for spouses of full-time in-house elected officials at retirement, if the employee or elected official was hired on or before October 15, 2019, and if they meet 25 years of service and 50 years of age or 8 years of service and 60 years of age. (Added 12/18/01)

Commented [PP9]: Added for clarity

~~Health insurance is available for spouses at the eligible retiree's expense, payable in advance of any coverage.~~

Commented [PP10]: Moved this paragraph and one below up because it flowed better.

~~The Township will provide supplemental medical insurance for retirees who are 65 years of age or older and have 10 years or more continuous employment with the Township. The retiree must be enrolled in Medicare to apply for the Medicare Advantage Plan offered by the Township. An employee's spouse can continue to be enrolled in the Township's group at the retiree's expense. Coverage must be paid in advance of any coverage.~~

~~Township Board Trustees may enroll in the Township's health insurance plan. Coverage is available for Trustee, spouse or family at the Trustees expense, payable in advance of any coverage. (Amended 12/18/01)~~

Commented [PP11]: Moved this under health insurance. Does not belong under the retiree category.

20.32 - Dental Insurance

A dental insurance family policy is provided at Township expense for full-time employees. The policy provides one hundred (100%) percent of treatment cost for preventive, diagnostic (except radiographs) and emergency palliative (Class I) services, and seventy-five percent (75%) of the balance of Class I benefits paid by the dental plan and fifty percent (50%) of treatment costs paid by the dental plan on Class II benefits. The coverage includes fifty percent (50%) of Class III benefits orthodontic dental service up to age nineteen (19). Maximum contract benefit is \$1,250 per person total per contract year for Class I and Class II benefits. The dental plan payment for Class III benefits shall not exceed a lifetime maximum of \$1,250.00 per eligible person. (Amended 06/01/2022)

The Township reserves the right to change insurance carriers as long as the benefits are equivalent or better.

20.43 - Voluntary Benefits

Supplemental insurance including critical illness and accident insurance is available for full time employees. The Township does not sponsor this program or endorse it but cooperates with employees who desire to avail themselves of this insurance on a strictly voluntary basis through payroll deductions authorized by the employee. This insurance may be continued by the employee through direct payment after retirement.

21.0 - Deferred Compensation

The Township offers two 457 (b) plans through VOYA and MERS. Full-time township employees may contribute to either or both plans voluntarily. Contribution limits are established by the IRS annually.

Employees hired after 2011, and on the Tier 2 MERS pension are eligible to receive 2% matching into the 457 (b) plan from the Township. To be eligible, the employee must also contribute at least 2% into the plan. (Amended 3/15/2022)

22.0 - Personnel Records

Employee personnel files shall be established and managed by ~~the~~ Human Resources ~~Manager~~.

~~The~~ Human Resources ~~Manager~~ should be informed by the employee of any record change requirements due to marriage, divorce, address change, dependent change, etc.

23.0 - Miscellaneous Provisions

23.1 - Social Security

All Township employees, except those paid on a fee or contract labor basis, shall be covered by Social Security Benefits.

23.2 - Credit Union

Employees may participate in a payroll deduction plan to deposit savings with the Pontiac Municipal Credit Union. Authorization for payroll deductions can be obtained from the Township Clerk.

23.3 - Garnishments

Law requires compliance to the garnishment statutes. When served by such orders, the Township must withhold that portion of an employee's wages to satisfy a garnishment order. Only an order from a court of competent jurisdiction can supersede garnishment demands.

23.4 - Personal Injury

Any employee injured while on Township business or property shall report such injury without delay to their immediate supervisor. An investigation of such incident shall be made to determine liability, equipment failure, lack of training and/or faulty operational procedures.

23.5 - Property Damage

Public or private property damage resulting from an employee's actions shall be reported, in writing, without delay so that an investigation and/or assessment of such damage can be made.

23.6 - Citizen Inquiries

Employees should exercise great care in responding to citizen's inquiries, to ensure that an accurate and timely response is provided. Prompt attention shall be given a citizen's request for information and/or service. The response shall be made in a courteous and professional manner. If an employee cannot respond to a citizen query, the citizen shall be courteously referred to an employee who can respond.

23.7 - Public Criticism

Employees, including retirees collecting a pension, shall not publicly criticize or ridicule a Township official, other employee, the Township government or any policies, programs or actions, when such criticism or ridicule impairs the operation of the Township government or any department thereof when:

- a) The employee knows such criticism or ridicule is false or who makes it with disregard for its truth or falsehood.
- b) The employee has not, before making such criticism or ridicule, made a reasonable effort to communicate the criticism to proper supervisory personnel.
- c) The employee has received an order not to make the criticism or ridicule public, and it has been explained to the employee why making the criticism or ridicule public would tend to impair the operations of the Township government, the effectiveness of a department or the maintenance of discipline or employee morale.

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WHITE LAKE TOWNSHIP
FAMILY AND MEDICAL LEAVE ACT POLICY

POLICY:

This addition to the leave of absence policy is incorporated into the existing leave of absence policy pursuant to the implementing regulations for the Family and Medical Leave Act of 1993 (FMLA) (29 C.F.R. 825.301).

This policy is not meant to be all-inclusive and merely highlights the provisions of the FMLA, which are subject to detailed and specific implementing regulations. This policy is not meant to conflict with either the FMLA or its implementing regulations, should there be any inconsistency between this policy, the FMLA or the implementing regulations, the statute and the regulations control.

ELIGIBILITY:

Employees are entitled to up to twelve (12) weeks' unpaid job protected leave for certain family and medical reasons if they have worked for at least one (1) year and for 1,250 hours over the previous twelve (12) months. This is based on a 40-hour work week and would be adjusted depending on the number of hours in the employees' work week.

INTERMITTENT OR REDUCED LEAVE:

An employee may take leave intermittently (sporadic utilization in daily or hourly increments) or on a reduced leave schedule. An employee utilizing FMLA in accordance with this provision may be required to transfer temporarily to a position with equivalent pay and benefits that better accommodates recurring periods of leave. An employee may not take intermittent leave following the birth or placement of a child.

REASONS FOR TAKING FMLA LEAVE:

- To care for the employee's child after birth or placement for adoption for state supervised foster care.
- To care for the employee's spouse, son or daughter or parent who has a serious health condition; or
- For a serious health condition that makes the employee unable to perform the employee's job.
- Any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on "covered active duty"; or has been notified of an impending call or order active duty in the Armed Forces.

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ADVANCE NOTICE AND MEDICAL CERTIFICATION:

The employee is required to provide advance leave notice and medical certification should FMLA leave be desired by the employee. An FMLA leave may be denied if the notice and certification requirements are not met.

- The employee must ordinarily provide thirty (30) days advance notice when the leave is "foreseeable".
- If thirty (30) days' notice is not practical, taking into account all the facts and circumstances in the individual case, then notice must be given within one (1) or two (2) business days of when the need for leave becomes known to the employee.
- Leave requests must be in writing and must set forth the reasons, anticipated duration, and anticipated start of the leave with medical certification attached.
- The Township may require an employee to obtain a second medical opinion at Township expense. If the opinion of the two health care providers differs, the Township may require a third opinion, at Township expense, from a health care provider mutually agreed upon by the employer and employee.
- Medical treatment must be scheduled so as to minimize loss of work time. Appointments scheduled during work hours must have written verification from the provider of the health care service that such provider does not offer appointment hours, which do not conflict with the employees' shift hours and does not offer Saturday hours.

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JOB BENEFITS:

- For the duration of FMLA leave, health insurance coverage will be maintained. Employee contributions will be required through payroll deduction or by direct payment to the Township.
- **Because FMLA time is otherwise unpaid, an** employee is NOT entitled to seniority or benefit accrual during periods **for sick, personal, and vacation time during periods** of unpaid leave but will not lose benefits already accrued prior to the start of the leave. Paid time off will **not only** accrue while on FMLA **for the first 30 days**.
- Employees will be returned to their original or equivalent position upon return from FMLA leave.

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- ~~Employees paid time off such as sick days, personal days, and days, and vacation time will be charged for FMLA leave pursuant to the statutory option granted to the employer. Employees will be allowed to reserve 1 week of vacation time while on FMLA. Unpaid FMLA will not be granted until all other paid time off is used except for the reserved 1 week of vacation.~~
- ~~The reserved 1 week of vacation may be retained while on FMLA and short-term disability. However, if the leave will extend into the next year, the employee may elect to use the reserved vacation prior to being placed on leave, so they don't lose their vacation time until all paid time off to which an employee is entitled is exhausted. Per the Personnel Policies and Procedures manual, they may only roll over 15 hours of vacation, which must be used by March 31st of the new year.~~
- ~~Township employee provisions and current contracts do now allow sick time use for a family member's illness. Employees must first use all accrued vacation, personal, and comp time for a qualified family member FMLA leave, before sick time can be used.~~
- ~~Accrued benefit time, no matter when earned, will be charged for FMLA leave time taken.~~
- The FMLA does not require an employee ~~actually askask~~ for FMLA leave in order that the employer be permitted to charge paid time off programs if the purpose for the leave is a purpose contemplated by the law.
- ~~Because FMLA leave time is otherwise unpaid, benefit time on FMLA leave time does not accrue except as may be required under applicable collective bargaining agreements.~~
- FMLA leave will be based on a ~~rolling basis. calendar year. Ex: 4 weeks used in current year would leave 8 weeks in the next year. FMLA would reset once the employee exhausted the 12 weeks and once again meets the hours worked requirement in the eligibility section.~~

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Commented [PP1]: MAPE and other contracts say employee must be allowed to keep equivalent of 1 week of vacation if they have it to keep.

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Commented [PP5R2]: We are allowing the 1 week vac time as req'd in the barg agreements.

ATTENDANCE RULES:

- Absence permitted by the FMLA will not be counted under the attendance policy as absence incidents.

NOTICE OF EMPLOYER EXPECTATIONS AND OBLIGATIONS OF EMPLOYEE:

- Paid and unpaid leave pursuant to the FMLA will be counted against the employee's FMLA entitlement.
- An employee must furnish to the employer medical certification of necessity for the leave within fifteen (15) days of any request for FMLA leave. The forms required are the US Department of Labor Certification of Health Care Provider forms. If the medical certification is found to be incomplete the employee will be provided a reasonable opportunity to cure such deficiency. In the case of foreseeable leave, failure to provide medical certification will cause the leave to be denied until the required certification is provided. When the need for FMLA is not foreseeable, certification must be provided at least fifteen (15) days after the employee gives notice of the need for the leave or as soon as practical under the facts and circumstances requiring the leave. Employees are also required to complete a HIPPA authorization.
- Within five (5) days after the employee requests or the Township learns of the need for FMLA leave, the Township will provide a written notice stating whether the leave has been approved, and how much of the leave will be an FMLA leave. If the leave is not approved, the Township will provide written notice of the reason for denial.
- The Township may designate a leave as FMLA if the employee's leave qualifies as an FMLA Leave. The employee is required to complete the necessary medical certification.
- The employer requires exhaustion of all paid leave prior to taking unpaid leave, with the exception of 1 week of vacation-
- If the employee has an obligation to pay part of that employee's health care premiums as of the time of the FMLA leave, the employee must make provisions with the personnel department to continue such payments during the leave.
- Upon return to work, the employee may be required to submit a fitness for duty certificate on the same basis as exists under current return from medical absences.
- If an employee is designated as a "key employee", the employee will be advised at the time an FMLA leave is requested. Upon determination by the employer that substantial and grievous economic injury to the operations of the employer will occur, reinstatement of such key employee may be denied. Adverse effects on health care entitlement may also occur.
- A non-key employee will be reinstated to the same or an equivalent job upon return from leave.

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Commented [BF5]: Need to keep this as discretionary. There are cases that have found post pregnancy cases as discriminatory.

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- Should an employee on FMLA leave decide not to return to work, the employer is entitled to recover its share of health plan premium paid by the employer during such a period of FMLA leave subject to certain exceptions.
- The Township will invoke FMLA concurrently with Workers' compensation, ~~and long-term disability.~~

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**CHARTER TOWNSHIP OF WHITE LAKE
Earned Sick Time Policy
For Full Time and Part Time Employees**

Purpose

The Earned Sick Time Act replaces the Paid Medical Leave Act. This benefit is intended to provide an opportunity for eligible full-time, part-time and temporary employees to accrue paid sick leave to be used in accordance with the Earned Sick Time Act.

Application

This Policy establishes the parameters of the Township of White Lake Policy and is not intended to amend, expand or reduce, the benefits provided to employees in accordance with Township Policy or an applicable collective bargaining agreement.

Policy

The Township of White Lake is required to adhere to State of Michigan Earned Sick Time Act. An act to require certain employers to provide certain employees with paid medical leave for personal or family health needs, as well as purposes related to domestic violence and sexual assault and to specify the conditions for accruing and using paid medical leave. Eligible employees shall include any individual engaged in service to the Township of White Lake except as noted herein.

Eligible Employees

Full-time, part-time and seasonal or temporary employees including employees provided through a temporary service or similar entity. Employees working at least 30 hours in a calendar year will be eligible to earn and accrue sick time.

Accrual of Earned Sick Time for Part-Time Employees

Accrual of sick time begins on February 21, 2025 or upon the commencement of the employee's employment, whichever is later in accordance with the Earned Sick Time Act. Employees will accrue one (1) hour of sick time for every thirty (30) hours worked. Employees shall be allowed to use at least (72) hours of paid sick time in a calendar year.

A **part-time** employee is required to wait until the **390th** calendar day after commencing employment before using accrued earned sick time.

Unused sick time will carry over from year to year **unless the part-time employee leaves employment with the Township for more than two (2) months. Unused sick time for part-time employees** but is not compensable at termination of employment.

Accrual of Earned Sick Time for Full-Time Employees

See section 14.4 (Sick Time Accrual for Full-Time Non-Union Employees of the Personnel Policies and Procedure manual. Union Employees should refer to their respective collective bargaining agreement,

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Leave Usage

An employee may use earned sick time accrued for any of the following:

- An eligible employee or an eligible employee’s family member’s mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or preventative medical care.
- If the eligible employee or his or her family member is a victim of domestic violence or sexual assault, for the medical care of psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- For meetings at a child’s school or place of care related to the child’s health or disability, or the effects of domestic violence or sexual assault on the child.
- For the closure of employee’s workplace or a school or childcare of employee’s child due to public health emergencies.
- Earned Sick Time shall not be considered as a right which an employee may use at his/her discretion but shall be allowed only in case of necessity. All full-time employees are required to use earned sick time concurrent with FMLA time if eligible for FMLA – see the FMLA policy.

In order to receive compensation while absent on Earned Sick Time (EST),

- For leaves that are unforeseeable, an employee shall notify his/her supervisor within one (1) hour of the start of his/her shift that he/she will not be in to work, unless proof is presented that it was impossible for him/her to make contact.
- For leaves that are foreseeable, employees are required to give 7 days’ notice prior to the day missed to their supervisor or as soon as possible. This provision shall not diminish the right of the Township of White Lake to require doctor’s certificates or statements within three days for each instance of EST in which abuse is reasonably suspected.

Documentation

If an employee uses earned sick time due to sexual assault or domestic violence, the Township may require documentation showing that the leave was used for that purpose. Satisfactory documentation includes:

- (a) a police report.
- (b) a signed statement from a victim and witness advocate; or
- (c) a court document.

The Township does not require that the documentation explains the details of the violence or sexual assault or the details of any medical condition. Any information the Township of White Lake has on the violence, sexual assault, or medical condition will be kept confidential.

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Medical certification will not normally be required to substantiate earned sick time of three consecutive calendar days or less.

Family Members

Under the Earned Sick Time Act family members include all of the following:

A biological, adopted or foster child, stepchild or legal ward, or a child to whom the eligible employee stands in loco parentis (i.e., is the legal guardian).

A biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an eligible employee or an eligible employee’s spouse or an individual who stood in loco parentis when the eligible employee was a minor child.

An individual to whom the eligible employee is legally married under the laws of any state.

A grandparent.

A grandchild.

A biological, foster, or adopted sibling.

An individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

Payment of Sick Time Leave

Eligible employees using earned sick time shall be paid at a pay rate equal to their base hourly wage in effect as of the date of earned sick time usage.

Leave Increments

Employees using EST for eligible absences must use their leave time in 30-minute increments.

Presumption

The Township of White Lake is in compliance with the Earned Sick Time Act with those employees that are already provided with at least 40 hours of paid leave. Paid leave includes vacation, sick, personal, and paid time off. Those employees will not receive additional PML.

Full-time employees will ~~however~~ be allowed to use sick time under this law as designated for personal or family health needs, as well as purposes related to domestic violence and sexual assault and other conditions under the law.

This policy shall not reduce an employee’s benefits as provided under the collective bargaining agreement.

Commented [PP1]: It does reduce some employees benefit because no additional sick time was given. MAPE and non-union employee would have to use vacation time to meet the 65 hours that should have been allotted. We currently only receive 60 hours for MAPE and non-union employees.

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3.1 (b) Personnel Officer's Duties

Change to be all encompassing of the law.

3.2.(b) Confidentiality

Clean up of some language and clarify what is allowed by law.

3.2.(c) Freedom of Information Act Requests

Corrected language.

3.3 Classification Compensation

Request to change to in-house approval required instead of Board.

3.6 New Position Procedure

Delete and refer readers to Personnel Policy section for more details.

3.7 (a) Notice of Vacancy

Correction – should be 5 days per union policy.

3.7 (b) Publication

Clean up to reflect modern times and current best practices.

3.7 (e) Selection

Clean up of process language.

3.9 Employee Evaluation

6 months' probation is incorrect; it is 1 year in bargaining agreements. Other than that, clarify evaluation requirements for new employees and add eval period for current employees when transferring to a new position or department.

3.10 – 3.10 (a) and (b) Employee Discipline

Refers to collective bargaining agreement and removed grievance Committee since we don't need this for at-will employees and the grievance procedure is outlined in the collective bargaining agreements for union employees.

3.12 Collective Bargaining

Adding Deputy Supervisor for clarity even though the deputy is technically able to cover the Supervisors duties as requested.

4.7 (b) General Purchasing Policies

No. 6.c. & d. Clean up from last update changes that we forgot to add based on the increased approval limit.

4.7(c) Procurement Methods

No. 1 & 2. Clean up from last update changes that we forgot to add based on the increased approval limit and language clean up.

5.2 Building Access

Changes to reflect keyless entry and to set a process for new buildings based on our current practices.

5.3 Security

Changes to reflect keyless entry and to set a process for new buildings based on our current practices.

5.5 (c) Phone Calls

Most people have cell phones and should use their personal phone to make calls out of the country.

6.3 (b) Public Notice Responsibility

Correcting SAD hearings to Assessor.

White Lake Charter Township

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White Lake Charter Township

Administrative Policies and Procedures

1.0 - Introduction

1.1 - Purpose

This Administrative Policies and Procedures manual is adopted to provide for the efficient and uniform application of administrative policies and procedures in White Lake Charter Township, where such procedures have not been provided for under state law.

2.0 - Township Board Administration

2.1 - Township Board Powers

The Township Board of White Lake Charter Township retains the power to determine the administrative policies and procedures for White Lake Charter Township, except where the laws of the state of Michigan have assigned such power to a specific elected township official. The authority to adopt any administrative policy or determine appropriate procedures not provided for in this manual or provided for by State law shall be retained by the Township Board. The Township Board also reserves the right to alter, modify, amend or repeal any or all provisions of this administrative policies and procedures manual.

2.2 - Authority Delegated from the Board

In the interest of promoting the efficient operation of the township and pursuant to MCLA 41.96, as well as implied powers of the Township Board, the White Lake Charter Township Board assigns to various township elected and appointed officials the authority to exercise the following non-statutory administrative responsibilities, in accordance with the specific policies and procedures contained herein.

2.3 - Interpretation Authority

The Township Supervisor shall provide interpretations of the provisions of the administrative policies and procedures manual. These interpretations shall be considered authoritative and binding unless the interpretation is appealed to the Township Board. Any such appeal be made at the next regular meeting of the Township Board. The Township Board may uphold, overturn or alter all or a part of any interpretations made pursuant to this section.

2.4 - Board Meeting Administration

2.4 (a) - Posting Meetings

The Township Clerk shall be responsible for posting all regular and special meetings of the Township Board in conformance with the Michigan Open Meetings Act. The posting of all meetings of the various township boards and commissions that are required to conform to the Open Meetings Act and the Americans with Disabilities Act (ADA) shall be the responsibility of the Township Clerk.

The Township Clerk is responsible for accommodating requests to provide various forms of media to comply with the Americans with Disabilities Act (ADA) for the hearing and verbally impaired, and the blind. Request for special accommodations must be made no later than 5 days in advance of the scheduled board meeting.

2.4 (b) - Meeting Agenda

The Township Supervisor and Clerk shall prepare the proposed agenda at least five working days prior to every Township Board meeting. Any board member or department head who desires to have an item placed on the agenda will make a request to the Supervisor. That request must be in writing with explanatory memo, supporting documentation and must be received by the Supervisor's Office by 12:00 p.m. seven working days prior to the meeting (this will always fall on a Friday). When the need to place an item on the agenda arises after this deadline, the business item may be added to the agenda by a majority vote of the Board. A copy of the proposed agenda shall be posted and emailed to the Township Board at least four working days prior to the Board meeting.

The agenda shall be approved by majority vote following the roll call of the Board at each Board meeting. Subject to change by the Supervisor, the agenda should contain the following:

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of meeting agenda
5. Approval of consent agenda
6. Approval of prior meetings minutes
7. Presentations/Proclamations/Appointments (as needed)
8. Public comment (not to exceed 3 minutes)
9. Public hearings (as needed)
10. Resolutions (as needed)
11. Study session
12. Old business
13. New business
14. FYI (as needed)
15. Board member comments
16. Closed session (as needed)
17. Adjournment

2.4 (c) - Consent Agenda

The Supervisor and Clerk shall prepare a consent agenda for the Board, which shall be provided to each board member prior to the meeting. The consent agenda should contain all routine items of business such as, but not limited to, the following:

1. List of bills
2. Revenue and expense report
3. Check disbursement report
4. Budget amendments (as needed)
5. Acceptance of utility easements (as needed)
6. Acceptance of deeds (as needed)
7. Departmental reports
8. Notification of emergency expenditures if over \$10,000
9. Committee reports (as needed)

Approval of the consent agenda shall be accomplished by a single majority vote without discussion. Any board member may request that an item be removed from the consent agenda and be placed on the regular agenda under new business for discussion.

2.4 (d) - Board Rules

All Board meetings shall be conducted in accordance with Robert's Rules of Order, 9th edition, dated 1990, to the extent reasonably practical.

2.4 (e) - Public Participation

Members of the public shall have an opportunity, under Public Comment, to address the Board for no more than three minutes on any item that is not on the agenda.

Members of the public may also address a specific agenda item at the time that the item is taken up by the Board. The member of the public may speak only once for up to three minutes per agenda item. When all persons who wish to address that agenda item have been heard, the Supervisor shall announce that public comment on the agenda item is concluded. Board members shall then discuss the agenda item, and no further public comment shall be entertained.

There shall be no sharing of minutes during public comment. Neighborhood spokespersons may be allowed more time to speak on behalf of their community if the board decides more time is needed.

2.4 (f) - Consultants

The Township Board reserves to itself the authority to appoint the following consultants:

- 1. Attorney
- 2. Auditor
- 3. Engineer
- 4. Labor negotiator
- 5. Planner
- 6. Risk manager
- 7. Information technology

A letter of agreement shall be executed between the Board and each consultant that will address the following:

- 1. Term of the agreement
- 2. Description of services
- 3. Method of payment (retainer, hourly or by project)
- 4. Schedule of payment
- 5. Documentation of services provided
- 6. Method of resolving disputes
- 7. Which township officials are authorized to direct work or assign tasks to consultant

The term of the agreement with any consultant shall not exceed the end of the current Board's term of office.

The Board may establish a line item for consulting services within the cost center of each township official who is authorized to assign tasks to a consultant. The official may incur costs in utilizing a consultant up to the amount appropriated by the Board.

2.4 (g) - Litigation

The initiation of any lawsuit, litigation, claim for injunctive relief or writ of mandamus shall require a majority vote of the Township Board, except when there are extenuating circumstances, as defined below.

Extenuating circumstances are defined as an emergency situation or a situation in which a violation of any state, federal or local ordinance constitutes a public nuisance or otherwise endangers the public and in which the continued existence of such a condition, emergency or violation shall be detrimental to the health, safety and welfare of the township.

Extenuating circumstances also include any case where the continued existence of any condition, emergency or violation may jeopardize the legal position of the township in securing the intended remedy in any lawsuit, litigation, or other proceeding.

The initiation of a lawsuit, litigation or other proceeding for extenuating circumstances shall be allowed only upon the written directive of the Township Supervisor. In the event that such action is taken, the matter shall be brought to the Board's attention at its next meeting.

2.4 (h) - Control of Day-to-Day Administration

To promote efficient administration, the Township Board authorizes the Supervisor to provide day-to-day direction and control over all township activities that are not assigned by state law to another official, and to provide a liaison between the Board and the various township departments.

Board members should make all requests or complaints directed at department heads or employees to the township Supervisor. Any directives, complaints or requests made by a member of the Board directly to a department head or employee, other than from an elected official with statutory authority over the department head or employee, shall be brought to the attention of the Supervisor prior to initiating any response.

2.4 (i) – Communication to the Board of Trustees

The Supervisor's office will notify the Township Board of all appropriate community invitations or communications in a timely manner.

2.4 (j) – Proclamations and Tributes by the Township Board

Board members will be given the opportunity to sign proclamations or tributes that will be presented on behalf of the Township Board. Board members will be notified of the deadline by which he/she must sign the document to ensure the proclamation or tribute is ready for timely presentation. A Board member who fails to meet the deadline waives his/her right to sign the document.

3.0 - Personnel Administration

3.1 - Personnel Officer

3.1 (a) - Designation of Personnel Officer

To provide for efficient and uniform administration of personnel matters, the Township Board appoints the Supervisor as the township personnel officer.

3.1 (b) - Personnel Officer's Duties

The personnel officer and/or their designee shall do all of the following:

1. Develop job descriptions for all township positions. The descriptions will comply with all state and federal employment law~~the requirements of the ADA.~~
2. Update job descriptions as needed and review the accuracy and currency of all job descriptions at least once every three years.
3. Recruit applicants for position vacancies in accordance with the Employee Selection Policy Section.
4. Provide all new employees with a current copy of the township Personnel Policies and Procedures Manual.
5. Monitor changes in state and federal law that have an impact on township personnel practices.
6. Recommend to the Township Board necessary changes in the Personnel Policies and Procedures Manual and provide all employees with copies of amendments to the policies.
7. Provide interpretations of the township personnel policies and procedures when requested by department heads or employees. The interpretation of the personnel officer shall be considered final unless an appeal of the interpretation is filed with the Township Board.
8. Determine appropriate pay grade or compensation for all employees, subject to Board policies and appropriations.
9. Authorize department heads to impose employee sanctions that exceed the severity of a verbal or written warning.
10. Develop and implement a standard employee evaluation form for use by department heads in periodically evaluating the performance of employees under their supervision.
11. Authorize the use of extended leave by employees pursuant to the township Personnel Policies and Procedures Manual.
12. Monitor township and union compliance with collective bargaining agreements.
13. Conduct exit interviews of all terminating employees following a voluntary separation from township employment.

3.2 - Employee Record keeping

3.2 (a) - Personnel Records

The Township Supervisor's Human Resources ~~representative~~-~~Manager~~ shall maintain a permanent personnel record of each township employee. Each employee's personnel file shall contain the following:

1. Personal data, including full name, social security number, current address, education, training, skills profile, medical history and resume or application.
2. Performance evaluations
3. Use of authorized leaves
4. Commendations and/or disciplinary actions
5. Record of information receipt or coverage
6. Tax withholding information
7. Beneficiary information
8. Record of positions held and wage rates
9. Insurance and pension records

3.2 (b) - Confidentiality of Personnel Files

The contents of the employee personnel files shall be considered confidential. With reasonable advance notice to Human Resources, an employee may examine the contents of his or her personnel file under the direct supervision of the Human Resources representative or the Manager. Board members and the personnel officer shall be provided viewing of any personnel file except for HIPPA protected medical records, social security numbers, and other private personal data. The contents of an employee's personnel file shall not be removed by anyone. Confidential information contained in a personnel file shall be released to others only with the written authorization of the employee. Personnel files will be kept for at least five years following an employee's termination.

3.2 (c) - Freedom of Information Act Requests

Requests for copies of documents contained in the personnel files that are made pursuant to the Freedom of Information Act will be released only after confidential information that may be contained on the document is deleted. The Human Resources representative or the FOIA Officer Manager may contact the township attorney for advice in responding to a Freedom of Information Act request involving personnel records. Pursuant to the Michigan Freedom of Information Act, the FOIA Officer Deputy Supervisor, after consulting with the Township Attorney, shall notify in writing any party requesting confidential information that the request is denied.

3.3 - Classification and Compensation

The Township Board shall establish an equitable compensation system for township employees. The Board shall determine a pay range for all township positions.

New employees shall be assigned to the first salary step of the position pay range. With the unanimous approval of the three in-house elected officials Township Board, a department head may authorize a new employee with prior years of comparable experience to be placed in an appropriate salary step.

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Deputy Appointments will be subject to a two (2) step wage scale with a starting wage and 1 year step increase as approved by the board. These positions are at will appointees of the Township Supervisor, Township Clerk and Township Treasurer. (Amended June 29, 2021)

3.4 - Employee Safety

The Building Official is hereby appointed as the township safety officer. It shall be the duty of the safety officer to assess the general working conditions of the township on a continual basis. Any conditions that create a safety hazard shall be corrected immediately. The safety officer shall report to the Township Board any unsafe condition that will require a modification of any Board adopted policy or procedure or the expenditure of funds exceeding \$100.00 to eliminate that condition.

3.5 - Authorized Work Force

The Township Board shall determine the number of employees assigned to the various township offices. At its discretion, the Board may declare a moratorium on filling any vacancies.

3.6 - New Position Procedure

~~See Section 4.5 Request to Create New Position Classification in the Personnel Policies & Procedures manual. The following procedure shall be used to authorize new positions:~~

~~The department head shall discuss the need for the new position with the Supervisor.~~

~~If the Supervisor agrees that the proposed position should be recommended to the Board, the department head shall submit a draft job description along with pay scale, and written position justification to the Supervisor, who may approve, modify, or reject the draft job description and/or position justification. Following the approval of the Supervisor, the proposed job description, position justification and pay scale shall be submitted to the Township Board for final approval.~~

~~If the Supervisor does not agree to recommend creating the proposed position, the department head may appeal the decision to the Township Board. The Board may concur with the recommendation of the Supervisor or may approve creating the new position and direct the Supervisor to develop a job description for the position.~~

~~The Township Board may accept or reject the implementation of the new position. The Board shall not create any new position without prior adoption of any necessary budget amendments.~~

3.7 - Employee Selection

The Supervisor and/or their designee (s) shall utilize the following procedures in filling any vacant employment positions except the Deputy Clerk, Deputy Treasurer, and Administrative Assistant to the Supervisor:

3.7 (a) - Notice of Vacancy

A notice of position vacancy shall be ~~developed, and developed and~~ posted ~~internally-house~~ so that existing employees have an opportunity to apply based on the current job description and discussions with the department head. The posting shall provide the title, brief position description, education and experience requirements, current pay grade, application deadline and the township's equal employment opportunity policy. ~~This shall be posted on the bulletin board for five seven (57) days.~~

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3.7 (b) - Publication

The position vacancy notice shall be ~~posted on the Township's employment opportunity web page, published in the local newspaper~~ and/or other appropriate ~~job search~~ publications, ~~as determined by the Human Resources representative and the Township Personnel Officer.~~

3.7 (c) - Screening

The applications or resumes submitted will be screened with the department head, and a list of qualified candidates will be developed.

3.7 (d) - Interviews and Tests

Interviews will be conducted with the department head's participation. Additional screening procedures, such as employment testing, routine physical examination and drug testing shall be included. At least three non-related references shall be contacted.

3.7 (e) - Selection

The ~~Township Personnel Officer~~Supervisor and/or their designee-(s), with input from the department head, shall select the candidate that best meets the job prerequisites for education, experience, personal traits and management style, if appropriate.

If desired under certain circumstances, ~~t~~he selected candidate may be submitted to the Township Board for concurrence of decision or for additional selection input.

3.8 - Employee Supervision

Department heads shall provide direction to employees in a manner that complies with the provisions of this Administrative Policies and Procedures Manual, as well as all federal and state laws, township ordinances and the township Personnel Policies and Procedures Manual.

3.9 - Employee Evaluation

All new employees covered by a bargaining agreement shall be considered probationary orientation employees for a period of at least one (1) year~~six months~~ following their initial date of employment. During the probationary orientation period, employees will be evaluated on an on-going basis and shall receive a formal written evaluation at the end of three months, ~~and at the end of six months~~, and at the start of 11 months. A probationary orientation employee may be discharged without recourse to the appeal process. All non-orientation employees will be evaluated by their department head ~~at one-year intervals~~, within one month of the employee's anniversary date. Department heads shall be evaluated by the Supervisor.

Employees new to a position but not new to the Township will be evaluated at 3 months and 6 months.

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3.10 - Employee Discipline

Department heads may administer verbal or written warnings pursuant to guidelines in the employees' respective bargaining agreement, ~~adopted in the township Personnel Policies and Procedures Manual~~.

3.10 (a) - Suspension or Discharge

The application of suspension or discharge shall be authorized by the personnel officer, pursuant to guidelines in the employees' respective bargaining agreement~~adopted in the township Personnel Policies and Procedures Manual~~.

3.10 (b) - Appeal

A suspension or discharge may be appealed or grieved pursuant to guidelines adopted in the township Personnel Policies and Procedures Manual~~the employees collective bargaining agreement~~.

~~3.11 - Grievance Committee~~

~~The Grievance Committee shall be composed of three persons serving concurrent two (2) year terms. Selection of the committee membership shall be made as follows:~~

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- ~~1. The chairperson of the committee shall be a member of the Township Board, appointed by the Township Board.~~
- ~~2. A full-time employee selected by the full-time employees.~~
- ~~3. A citizen selected by the first two members.~~

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~~4. Part-time employees and on-call firefighters will be represented by the above committee. (Added 02/03/98)
The Grievance Committee, when convened to consider a grievance, shall consist of all three members.~~

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3.12 - Collective Bargaining

The Township Board delegates to the Supervisor, Deputy Supervisor, and/or his HR designee, Clerk, Treasurer, and the Township Labor Attorney the authority to represent the Township Board in collective bargaining negotiating sessions. Prior to beginning negotiations, the Township Board shall meet in closed session to develop negotiation strategy regarding wages, hours, conditions of employment and any non-mandatory topic to which the Township Board agrees to negotiate. Any proposed agreement shall be brought to the Township Board for its ratification or rejection.

3.13 - Employee Recognition

Department heads shall bring any incidences of meritorious conduct by any township employee, volunteer or appointed official to the attention of the Supervisor. Upon recommendation by the Supervisor, the Township Board shall recognize meritorious actions that the Board deems worthy through the adoption of resolutions of tribute.

3.14 - Ethical Standards

All elected and appointed officials, employees and volunteers shall fulfill their duties with the utmost attention to serving the best interests of the township citizens, and no official, employee or volunteer shall participate in a decision or transaction on behalf of the township that would result in a direct financial benefit to the township official, employee or volunteer.

Any official, employee or volunteer who believes that he or she may be placed in a potential conflict of interest shall immediately notify the Township Supervisor, and any subsequent action shall be in conformance with state law.

No employee shall accept employment that conflicts with performing his or her township duties.

No officer or employee shall solicit, accept or receive, directly or indirectly, any gift or consideration, whether in the form of money, service, loan, travel, entertainment, hospitality, thing or promise, or in any other form, under circumstances in which it can reasonably be inferred that the gift is intended to influence him or her in the performance of their official duties or is intended as a reward for any official action on their part.

Township of White Lake and ~~sub-grantees~~subgrantees will maintain a written code of standards of conduct governing the performance of their employees engaged in the award and administration of contracts. No employee, officer or agent of White Lake Township shall participate in selection, of in the award or administration of a contract supported by Federal Funds if a conflict of interest real or apparent is involved. Such a conflict would arise when:

- i. the employee, officer, or agent,
- ii. any member of his immediate family,
- iii. his or her partner, or,
- iv. an organization which employs, or is about to employ any of the above, has a financial or other interest in the firm selected for award. The grantee's or ~~sub-grantee's~~subgrantee's officers, employees, or agents will neither solicit nor accept gratuities, favors or anything of monetary value

from contractors, potential contractors, or parties to sub-agreements. Grantee and sub grantees may set minimum rules where the financial interest is not substantial, or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by State or local law or regulations, such standards or conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the grantee's and ~~sub-grantee's~~subgrantee's officers, employees, or agents, or by contractors or their agents. The awarding agency may in regulation provide additional prohibitions relative to real apparent or potential conflicts of interest.

1. A public officer or employee shall not divulge to an unauthorized ~~person,~~person confidential information acquired in the course of employment in advance of the time prescribed for its authorized release to the public.
2. A public officer or employee shall not represent his or her personal opinion as that of an agency.
3. A public officer or employee shall use personnel resources, property, and funds under the officer or employee's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.
4. A public officer or employee shall not solicit or accept a gift or loan of money, goods, services, or other thing of value for the benefit of a person or organization other than White Lake Township which tends to influence the manner in which the public officer or employee or other public officer or employee performs official duties.
5. A public officer or employee shall not engage in a business transaction in which the public officer or employee may profit from his or her official position or authority or benefit financially from confidential information which the public officer or employee ~~has-obtained~~obtained or may obtain by reason of that position or authority. Instruction, which is not done during regularly scheduled working hours, except for annual leave or vacation time, shall not be considered a business transaction pursuant to this subsection if the instructor does not have any direct dealing with or influence on the employing or contracting facility associated with his or her course of employment with White Lake Township.
6. Except as otherwise provided by State law, a public officer or employee shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge or the officer or employee's official duties of when that employment may tend to impair his or her independence of judgment or action in the performance of official duties.
7. Except as otherwise provided by State law, a public officer or employee shall not participate in the negotiation or execution of contracts, making of loans, granting of sub sidles, fixing of rates, issuance of permits or certificates, or other regulation

or supervision relating to a business entity in which the public officer or employee has a financial or personal interest.

8. No public servant shall be a party, directly or indirectly, to any contract between himself and the public entity of which he is an officer or employee, except as provided by State law.
9. No public servant shall directly or indirectly solicit any contract between the public entity of which he is an officer or employee, and
 - a. himself;
 - b. any firm (meaning a co-partnership or other unincorporated association) of which he is a partner, member, or employee;
 - c. any private corporation in which he is a stockholder owning more than 1% of the total outstanding stock of any class where such stock is not listed on a stock exchange or stock with a present total market value in excess of \$25,000.00 where such stock is listed on a stock exchange or of which he is a director, officer, or employee, or
 - d. any trust of which he is a beneficiary or trustee; nor shall he take any part in the negotiations for such a contract or the renegotiation thereof or amendment thereto or in the approval thereof, nor shall he represent either party in the transaction except as provided by State law.

4.0 - Financial Administration

4.1 - Accounts Payable

4.1 (a) - Department Head Authorization

All requests for payments, i.e., invoices or expense vouchers, shall be processed in accordance with the Processing of Claims section of this manual, and shall be approved by the department head responsible for the cost center to which the expense shall be posted. The department head shall indicate that the expense is authorized and correct by affixing the account number and his or her initials to the invoice. All approved bills must be submitted to the Clerk's office for processing.

4.1 (b) - Petty Cash

The Treasurer shall maintain petty cash for small emergency purchases, reimbursements to employees or to pay for a service where payment is demanded prior to delivery.

Petty cash will not be used for purchases that exceed the amount approved by the Township Board. A copy of each receipt and a receipt signed by the recipient of a petty cash disbursement shall accompany all disbursements.

The amount of petty cash to be retained shall be the amount approved by the Township Board.

4.2 - Payroll

The township payroll will be administered in accordance with the Personnel Policies and Procedures Manual.

4.3 - Cash Receipts

4.3 (a) - Authorization to Receive Cash

The Treasurer's office has exclusive authorization to receive cash.

4.3 (b) - Fiduciary Bonds

All employees of the Treasurer's office, authorized to receive cash, shall be bonded to the amount of \$10,000.00.

4.3 (c) - Receipts

A pre-numbered township receipt shall be issued for all cash, including checks, received by a township employee. The receipt shall include the amount received, name of the payer, and purpose.

4.3 (d) - Deposits

Total cash collected shall be reconciled to the sum of the pre-numbered receipts and shall be deposited at least weekly in the appropriate township bank account. The Treasurer and Deputy Treasurer are authorized to make bank deposits.

4.3 (e) - Bank Reconciliation

The cash balances of the various fund ledgers shall be reconciled to the bank statements monthly. The cash balances should be the result of the cash receipts and disbursement activities and shall be derived from the same accounting records used in preparing the financial reports discussed in the Financial Reporting section of this manual.

4.4 - Financial Reporting

4.4 (a) - Periodic Expenditure and Revenue Report

The Clerk shall prepare a monthly financial report for the Board. The report will be current through the last day of the previous month and shall be presented to the Board at its regularly scheduled Board meeting each month. The financial report for each fund will show the following information for revenues and expenditures:

1. Account number
2. Description
3. Amended budget
4. Current period
5. Year to date
6. Budget balance

4.4 (b) - Investment Performance Report

The Treasurer shall prepare a monthly report of all interest-bearing activities, including the name of the financial institution and type of investment.

4.4 (c) - Financial Reports Review

The Supervisor, Clerk and Treasurer shall review the financial reports prior to the Board meeting and shall recommend to the Board any necessary budget amendments or fund transfers.

4.5 - Inventory of Fixed Assets

4.5 (a) - Responsibility

The Clerk shall maintain an inventory of the township's fixed assets that are tangible, have an expected useful life of at least one year and have a value of at least ~~\$10,000.00~~\$5,000.00 (Amended 12/30/03)

Commented [PP3]: Change at the request of the Clerk's office and accounting department. Will reduce workload. OK with auditors.

4.5 (b) - Updating

The Clerk shall add or remove fixed assets from the inventory at the time of acquisition or disposal. The inventory shall include the following information on each asset:

1. Acquisition date
2. Name and address of vendor
3. Description
4. Location
5. Acquisition cost (if gift, estimated fair value at time of donation)
6. Date and method of authorized disposition*
7. Permanent identification number

4.5 (c) - Inventory Responsibility

Department heads shall annually inventory all assets assigned to their department and submit the inventory to the Clerk's office.

4.5 (d) - Disposal of Fixed Assets

Department heads shall make note of the annual inventory, or shall notify the Clerk sooner if desired, of any equipment that would be appropriate for disposal. The Clerk shall prepare a list of all such equipment recommended for disposal and shall submit the list to the Supervisor. The Supervisor will submit the recommended disposal of fixed assets list to the Board for approval. The Board shall determine the method of disposal, which may include sealed bids, auction, negotiated sale, gift or disposal. Township officials and employees are not eligible to purchase township fixed assets by negotiated sale without the approval of the Board. An elected official shall refrain from voting, with the unanimous consent of the Board, on any negotiated sale involving the elected official.

4.6 - Budgeting

4.6 (a) - Designation of Budget Officer

The Supervisor shall be the township budget officer and shall be responsible for the development and administration of the township budget.

4.6 (b) - Timetable

The proposed budget shall be developed according to the following schedule

<u>Date</u>	<u>Activity</u>
Jul. 1	Budget policies developed by Township Board
Jul. 15	Informational meeting for department heads
Aug. 1	Department heads submit proposed revenue and expenditure plans to budget officer
Aug. 15	Budget officer meets with department heads
Sep. 1	Budget officer presents proposed budget to Township Board

- Oct. 1 Township Board adopts tentative budget
- Nov. 1 Budget public hearing held by Township Board
- Nov. 1 General Appropriations Act adopted

(Note: Events which require Township Board action shall be completed at the first Board meeting of the month indicated.)

4.6 (c) - Adoption

Unless noted in the General Appropriations Act, all township funds are adopted on a cost center basis.

4.7- Procurement Policy

4.7 (a) – Purpose

1. The Procurement Policy establishes standards and guidelines for the procurement of supplies, equipment, vehicles, construction, and services for the Charter Township of White Lake. These policies have been developed within the limits set by the Charter Township Act and are furnished to ensure that supplies, equipment, and services are obtained efficiently and economically.
2. Under the Charter Township Act, the Township Supervisor is established as the Purchasing Agent for the Township. The Supervisor may delegate such duties to some other officer or employee.
3. Interpretation of the requirements contained herein shall be made by the Township Supervisor. Any revisions of these policy requirements shall be made by the Township Board. Any requests for revisions shall be made through the Township Supervisor.
4. The Supervisor’s Office shall be responsible for the administration of the procurement system of the Township. The functions of purchasing shall be managed by the Township Supervisor.

4.7 (b) - General Purchasing Policies

Notwithstanding any other provision in these policies, applicable State and Federal law/regulations shall prevail regarding procurement under regulated grants to the Township of public funds.

1. Procurement of all goods, services, and equipment shall be in accordance with the following schedule, except in the case of emergency expenditures:
 - a. Purchases up to \$1,000 may be made by any department head within their departmental budget, with notice to the Township Supervisor within seventy-two (72) hours.

- b. Purchases from \$1,001 to \$5,000 must have prior approval of the Township Supervisor.
 - c. Purchases from \$5,001 to \$10,000 must have prior approval of the Township Supervisor and the Township Clerk or Township Treasurer. The Township Board shall be informed of purchases over \$5,000.
 - d. Purchases over \$10,000 must have prior approval of the Township Board, with the exception of pass-thru expenditures which were pre-paid by the customer and approved by the Supervisor, i.e., grinder pumps or other items for a development or project.
2. Emergency Expenditures – when necessary to protect the health, safety and welfare of the community, the Township Supervisor may make or authorize expenditures higher than \$10,000 after receiving consent of the Township Clerk or Township Treasurer. If neither is available, consent must be obtained by at least one Township Board member for a total of two.
3. Procurement of shared services, bulk purchases and commonly purchased items shall be standardized across departments when such standardization would be economical for the Township through the realization of economies of scale, administrative efficiency, group discounts or the consolidation of maintenance contracts.
- In order to achieve standardization of procurement and greater internal and administrative control, the Township Supervisor shall consult using departments to determine their particular requirements and shall prescribe those standards which meet the needs of the majority of the departments and the minimum requirements of each. The Township Supervisor may initiate purchases of goods and services on behalf of Township departments necessary to standardize administrative processes and controls or achieve interoperability.
4. All procurement transactions within the Township, regardless of whether by: quote; sealed bid; negotiation or other format allowed under this policy, shall be conducted in a manner that provides maximum open and free competition.
5. Whenever possible, in keeping with free and open competitive procedures, Township businesses shall be considered for contracts.
- a. In such cases where the lowest bid is received from a non-township business and the next lowest qualified bid is received from a township vendor, whose price is within five percent (5%) of that lowest qualified bid, the township vendor may be invited to match the lowest qualified bid when the township vendor meets all other bid requirements.
 - b. In the case of tie bids where all the items are equal, awards will be made to the vendor nearest to the requested delivery site. In situations where both vendors are the same distance and same price, consider the possibility of collusion.

- c. If collusion is suspected, an alternative source should be investigated to fill the department's needs and a re-bid should be instituted.
 - d. In all cases of tie bids, local vendors will be awarded the order, if at all possible.
6. Goods determined to be of surplus nature, i.e., those items deemed of no further use to the Township and/or which are obsolete, worn out or scrapped, shall be subject to disposal in the following manner:
- a. Prior to the sale or disposal of goods and equipment no longer of use to a department, the Department Head shall notify Township Supervisor and Clerk of the availability of the surplus item. The item shall be offered to other Township departments prior to sale or disposal.
 - b. An item with a market value of less than \$500 shall be disposed of at the discretion of the Department Head and is subject to item 4.7 (b) 6. a. above.
 - c. An item with a fair market value of more than \$500 and less than \$105,000 at the time of disposal, as established by the Township Supervisor, shall be disposed of with the approval of the Township Supervisor and one other full-time elected official.
 - d. An item with a fair market value in excess of \$105,000 at the time of disposal as established by the Township Supervisor shall be disposed of with the approval of the Township Board by the best and most efficient means, taking into account such factors as storage, handling costs and advertising.
7. The solicitation of offers and requests for proposals shall include a clear and accurate description of the requirements for the goods or services to be procured. The description should not contain features that unduly restrict competition. A "brand name or equal" description may be used as a means to define the performance or other solicitation requirements of the procurement.
8. Procurement awards should only be madegiven to qualified vendors who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement. Contractor integrity, past performance, financial ability to perform the contract and references may be used as guides for determining contractor ability.
9. No purchase shall be subdivided for the purpose of circumventing any dollar value limitations established by this policy.

4.7 (c) - Procurement Methods

In order to allow department and staff flexibility as to how procurement shall be made, the following types of procurement where specifically allowed, may be used to purchase goods, services and equipment as justified by both the requesting department and the Township Supervisor:

1. Purchase Order – through local vendors already pre-approved by the Township Supervisor, designated departmental employees may purchase products up to \$1,0500. All designated employees are required to use due diligence in purchasing and all purchases are subject to the review and approval of the Township Supervisor and department head.
2. Charge/Credit Card Purchases – departments with authorized charge cards may purchase necessary products up to \$1,0500 if approved by their department head. All employees authorized to use department charge cards are subject to the review of the department head and the Township Supervisor. All purchases must go through the Township Supervisor's Office. Including, but not limited to, travel arrangements, hotel stays, conventions, etc. An e-mail is to be sent the same day to the Township Supervisor stating the company/vendor name, amount of purchase and account number to be used for the purchase. No employee's personal credit card shall be used unless in case of an emergency.
3. Telephone Quotes – the Township Supervisor or his/her designee may solicit bid quotations over the phone from selected vendors (3 or more) describing the product needed. Telephone quotes are limited to total purchases of up to \$5,000.
4. Written Quotes – the Township Supervisor or his/her designee may solicit written quotes from vendors (3 or more) by describing the product in writing and receiving written quotes via hand delivery, first-class mail, electronic mail or fax. Written quotes are limited to total purchases of up to \$25,000. In the event time is of the essence, this amount may be higher.
5. Open Sealed Bids – the Township Supervisor or his/her designee may advertise, through the newspaper or professional trade magazines, for sealed bids to be opened in a public forum. Bid specifications would be made available to potential vendors and the awarding of the bid would be by authorization of the Township Board. Open sealed bids are intended for total purchases over \$25,000.
6. Invited Sealed Bids – the Township Supervisor or his/her designee may seek bids from a restricted list of qualified vendors. Bid specifications would be made available to potential vendors and the awarding of the bid would be by authorization of the Township Board. Invited sealed bids are intended for total purchases over \$25,000 where the specifications or scope of work are limited to a small number of qualified firms.
7. Request for Qualification – the Township Supervisor or his/her designee, may solicit, either through open advertising or a restricted list of qualified vendors, statements of qualifications from vendors seeking to perform professional or technical services for the Township.

Contracts awarded by this method must be authorized by a majority roll call vote of the Township Board.

Types of services which may be procured under this method include architectural, engineering, legal, information technology, mechanical, electrical, and financial and municipal consulting. Competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to the negotiation of fair and reasonable compensation.

A committee of three (3) members shall be established by the Township Supervisor to review applicants and make a recommendation to the Township Board.

The reviewing committee shall consider the concerns expressed in Michigan House Concurrent Resolution No. 206, adopted in 1987, urging political jurisdictions of the State to select the services of a design professional based upon qualification.

8. Single Source Purchase – single source purchasing refers to purchases from one selected supplier. Awarding contracts through single source purchasing is subject to the review of the Township Board and allowed only under any of the following situations:
 - a. The item is available from a single source only. The Department Head shall document in writing, after a good faith review of available sources, that there is only one source of the required good or service. All documentation shall be reviewed by the Township Supervisor, or
 - b. The purchase from a single source is approved by a majority vote of the Township Board, or
 - c. The procurement is for a product that is part of a system in which selection of an alternative brand would alter the ability of the using department to operate and/or maintain the system. Examples of this type of single source are the self-contained breathing apparatus used by the Fire Department, electrical equipment, pumps, fittings and meters used by the Water and Sewer Departments, safety equipment and firearms used by the Police Department, and computer and phone system equipment.
 - d. Due diligence is required in selecting a manufacturer and supplier for those types of products purchased under this provision of single source purchases. Purchases over \$10,000 must be approved by the Township Board.

9. Government Contract – whenever a product has had its price pre-determined at a government rate through the Federal, State or other local government or agency, this product may be purchased without going through the required bid process.

Use of government contracts must be jointly agreed to by the department head and the Township Supervisor. *Contracts up to \$5,000* must be approved by the Township Supervisor. Contracts from \$5,001 up to \$10,000 must be approved by the Township Supervisor and the Township Clerk or the Township Treasurer. The Township Board shall be notified of Contracts over \$5,000. Contracts over \$10,000 must be approved by the Township Board.

10. Emergency Procurement – in the case of an emergency, and subject to the review of the Township Supervisor, employees may make purchases without the constraints placed by the above methods. Subject to the following:
 - a. Emergencies are procurement needs that could not have been anticipated under an effective departmental procurement plan and without such procurement the proper functions of the department or the health and safety of the public will be jeopardized.
 - b. In the event of an emergency procurement, the department is required to notify the Township Supervisor immediately, provide documentation of the purchase, along with an explanation of the emergency.
11. Lease and Lease Purchase – in purchases of products, departments shall consider the possibility of leasing equipment as an alternative to purchasing. Equipment obtained through a lease is subject to the same competitive procurement standards as a purchase.
12. Petty Cash – departments may use petty cash for purchases up to \$75.00. Reimbursement from the Treasurer’s Office will be made with documentation and receipt of purchase. Tax Exempt Certificate should be taken with ~~employee~~employees when purchasing with Petty Cash so no tax is charged. Every effort should be made to avoid any such purchases when a check or credit card can be made available.

4.7 (d) – Purchasing Functions and Responsibilities of Township Supervisor

1. The Township Supervisor has the authority to obligate the Township to contracts for the purchase of supplies, services, material, and equipment.
2. The Township Supervisor or his/her designee shall:
 - a. Have the sole authority to issue Purchase Orders and shall do so within the directions set by this policy.
 - b. Coordinate the purchasing of all departments and shall, to the extent that it is practical, combine specifications for the purchases of equipment and supplies under single purchases where such consolidation is economical for the Township.
 - c. Monitor the compliance of Township department purchasers with the Township Purchasing Policy and Procedures, including the maintenance of economy, efficiency, and accountability.
 - d. Ensure that department orders and requisitions have been authorized by the using department.
 - e. Establish and maintain lists of qualified bidders.
 - f. Establish and maintain purchasing forms, issue, and execute purchase orders and maintain purchase records.

- g. Provide for the gainful disposal of any surplus or scrap items, and in accordance with the provisions of Section 4.7 (b) 6.
- h. Be responsible for locating and ordering goods and services that meet the legitimate needs and specifications of using departments in a timely, ~~economic~~economic, efficient and ethical manner.
- i. Procure for the Township goods and services of the highest quality and lowest price.
When these two objectives conflict, the Agent must judiciously determine the balance of the two that will be of the greatest benefit to the Township.
The criteria for judging quality may include the quality of the goods or service as well as the vendor's reliability, delivery terms and record, quality of service, capacity to furnish required quantities, interoperability of components and experience.
- j. Secure for the Township all federal tax exemptions to which it is entitled, whenever applicable.
- k. Decide choice of vendor and purchase terms.
In the event that such choices conflict with the preferences of using departments, the Township Supervisor shall choose those standards which meet the needs of the majority of departments while satisfying the legitimate minimum requirements of each.
- l. Document vendors who default on their quotations, misuse Township bid lists or specifications for purposes other than intended by the Township or fail to deliver specified goods and services.
The Township Supervisor may disqualify them from receiving future bid lists from the Township for a period of time set by the Township Board.
- m. Notify Township Departments of surplus equipment or goods that are available to them.
- n. Have the authority to make emergency expenditures.

4.7 (e.) – Purchasing Functions and Responsibilities of Departments

Departments have ~~the~~ responsibility to effectively determine their purchase needs in accordance with their budgets.

- 1. Specifically, it is incumbent upon departments to:
 - a. Make no purchase without the appropriate authorization as provided in this Section 4.7.
 - b. Determine that prospective orders can be accommodated within the appropriate activity of the Township budget.
 - c. Ensure that all departmental orders have been signed by the authorized person.

- d. Furnish the Township Supervisor with clear and complete specifications for required goods and services, as well as information on vendors' terms of purchase, including any relevant information that would assist the Township Supervisor.
In cases of competitive bidding, using departments shall provide information on the amount of any security or performance bond required with the bids.
- e. In procurement where the department is soliciting bids or quotes, provide the Township Supervisor with all necessary documentation of the process.
- f. Upon receipt of proper approval, the department heads will be authorized to place the order. To that end, and in the interest of economy, departments must plan their procurement.
- g. Department heads shall maintain detailed requisitions or estimates of their requirements in goods and contractual services.
- h. Keep the Township Supervisor advised, as much in advance as possible, of unusually large or uncommon demands.
- i. Maintain adequate inventories of supplies and materials.
- j. Not unnecessarily encumber Township funds by paying in cash for purchases and seeking subsequent reimbursement for such purchases from the Treasurer's Office.
The ability to purchase goods and services with cash and receive reimbursement should occur rarely and, if abused, may be revoked by the Township Supervisor.
- k. Inspect all goods and materials received to determine whether they conform to the order in terms of specifications, quantity, and quality.
- l. Notify the Township Supervisor prior to any deviations from the Purchase Order in the goods received, including specifications, quantity, and quality.

4.7 (f) – Sealed Bid Process

In soliciting, reviewing and awarding bids for either open or invited sealed bids the following procedures shall apply.

1. Public Notice – Adequate public notice of the invitation for bids shall be given a reasonable time before opening of bids. At a minimum, fourteen (14) calendar days, excluding Township recognized holidays, shall be allowed for the return of bids.
Public notice may include publication in a newspaper of general circulation at a reasonable time prior to bid opening. The public notice shall state the place, date, and time of bid opening. If open bids are not solicited by newspaper advertisement, notice thereof shall be posted at the Township Hall.
2. The sealed bids shall be received by the Clerk's Office. Sealed bids shall be reviewed at the Clerk's Office at a predetermined time as scheduled by the Township Clerk. Sealed bids shall be opened by the Township Supervisor and/or Clerk or their designee in the

presence of a representative from the department that is soliciting the bids or the designing engineer if appropriate.

3. Bids shall be turned over to the using department for evaluation and recommendation to the Township Board. The using department's recommendation shall include a synopsis and tabulation of all bids for Board review.
4. After tabulation, all bids may be inspected by the competing bidders.
5. Bid acceptance and Bid Evaluation – Bids shall be unconditionally accepted without alteration or correction, except as authorized by the Township Board.
6. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose.

Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs.

The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluations that are not set forth in the invitation for bids.

7. Rejection of Bids – The Township Board shall have the right to reject any or all bids and may, by majority vote, waive irregularities in bidding.
8. Award – The contract shall be awarded by written notice generally to the lowest qualified and responsive bidders whose bid meets the requirements and criteria set forth in the invitation for bids. If the lowest bid is not selected, the department must submit written justification to the Township Board.
9. In the event the lowest responding and qualified bid for a construction project exceeds budgeted funds and such bid does not exceed such funds by more than five percent (5%), the Township Supervisor is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and qualified bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the invitation for bids.
10. All bidding processes, including any using department's request to depart from the lowest bid, shall be documented and forwarded to the Township Supervisor.
11. Bonding – If required, the contractor shall, at the time of the execution of the contract, file a bond executed by a surety company authorized to do business in the State of Michigan, to the Township, conditioned to pay all laborers, mechanics, subcontractors and suppliers as well as all just debts, dues and demands incurred in the performance of such work and shall file a performance bond when one is required.

The said contractor shall also file evidence of public liability insurance in an amount satisfactory to the using department and agree to hold the Township harmless from loss or damage caused to any person or property by reason of the contractor's negligence.

12. All proposals and deposits of certified or cashier's checks may be retained until the contract is awarded and signed. If any successful bidder fails or refuses to enter into the contract awarded to him within fifteen (15) calendar days after he has been notified, or to file any bond required within the same time, the deposit accompanying his proposal may be forfeited to the Township and the Township Board may, at its discretion, award the contract to the next qualified bidder. Exception: All deposits except for the top three bidders shall be returned within ten (10) days of bid opening.

4.7 (g) - Ethics and Standards of Conduct in Relations with Vendors

The relations between the Township and vendors are formed by mutual needs. The best efforts shall be invested to build working relationships of reciprocal confidence and benefit in the interests of the Township. In addition to Federal and State laws that govern business ethics, the following standards of conduct shall be observed:

1. All vendors shall be treated equitably. Procurement decisions shall be based on all pertinent business information only, including price, quality, specifications, and previous service record.
2. Board members, employees and agents of the Township shall be prohibited from furnishing, directly or indirectly, to any prospective bidder information that would give any vendor an unfair advantage over other prospective vendors.
3. Procurement records shall be retained by the Township Clerk for public review.
4. Employees shall promptly notify his/her supervisor in writing of any actual or possible conflict of interest pertaining to himself/herself and shall withdraw from further participation, on the Township's behalf, in the business transaction involved. Township Board members must disclose any actual or possible conflict to the Township Board.
5. Any potential conflict of interest shall be reported by the employee's supervisor to the Township Supervisor prior to bidding.
6. A Township employee or any member of a Township employee's immediate family who holds a financial interest in a disclosed blind trust shall not be deemed to have a conflict of interest with regard to matters pertaining to that financial interest.
7. No Township Board member or employee shall accept or solicit any gift, gratuity, or other benefit from vendors to the Township, current or prospective, extended for the purpose of influencing a favorable award.

It shall be unethical for any person to offer, give, or agree to give any Township employee a gratuity or an offer of employment for the purpose of obtaining a favorable award.

8. In cases where a sitting trustee, or any entity in which the trustee is an owner, stockholder, member, director, employee or has any other financial or management interests therein submits a bid on a proposed contract let for bid by the Township, the trustee shall also submit a notarized certification with the bid documents certifying the following:
 - a. The trustee, or trustee's entity, has no actual or potential conflict of interest arising out of the performance of the contract, if chosen as the lowest qualified bidder. In the event such a conflict should arise at any time, the trustee shall immediately disclose the full nature of the conflict to the Supervisor.
 - b. The trustee or trustee's entity certifies that no "insider" information has been provided to the trustee, or trustee's entity, or any other information not available to competing vendors in the request for bid which would give an unfair advantage.
 - c. The certification shall be submitted on forms provided by the Township. Submission of a false certification shall be deemed malfeasance in office.
9. Kickbacks – It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
10. Contemporaneous Employment – It shall be unethical for any Township employee who is participating directly in the procurement process to become or to be, while such a Township employee, the employee of any person contracting with the Township.
11. The Township Board may grant a waiver from the employee conflict of interest provision or the contemporaneous employment provision upon making a written determination that:
 - a. The contemporaneous employment or financial interest of the Township employee has been publicly disclosed; and
 - b. The Township employee will be able to perform the procurement or contract functions without actual or apparent bias or favoritism; and
 - c. The award will be in the best interests of the Township
12. It shall be unethical for any employee or former ~~employee~~ knowingly ~~employee~~ to use confidential information for actual or anticipated personal gain, or for the actual or anticipated personal gain of any other person.
13. Sanctions – In concert with Township bargaining agreements and employee policies, the Township Board may impose any one or more of the following sanctions for violations of the ethical standards in this Section:

- a. Township Employees,
 - 1. oral or written warnings or reprimands; or
 - 2. suspension with or without pay for a specified period of time; or
 - 3. termination of employment
 - 4. legal sanctions
- b. Contractors,
 - 1. written warnings or reprimands; or
 - 2. termination of contracts; or
 - 3. debarment or suspension
 - 4. legal sanctions

4.7 (h) - Ineligibility of Iran-Linked Businesses

- 1. In accordance with Act 517, Public Acts of 2012 ("Act 517"), an "Iran-linked business", as defined by Act 517, is ineligible to submit a bid to the Township to provide any goods, services or for any other purpose.
- 2. Any bid submitted to the Township shall include a certification that the bidder is not an Iran-linked business.
- 3. This policy shall be effective so long as the provisions of Act 517 are effective.

4.8 - Expense Reimbursements

4.8 (a) - Request Form

The township shall reimburse all officials and employees for necessary expenses incurred in performing their duties. All requests for expense reimbursement shall be made on the proper expense reimbursement form.

4.8 (b) - Reimbursement Rates

Travel shall be reimbursed at the mileage rates authorized by resolution of the Township Board. Mileage Reimbursement: IRS standard mileage rate. (amended 8/19/08)

~~Meal Reimbursement: \$75 per day with gratuity included, \$40 for a half day with gratuity included, but alcohol is excluded. (amended 4/21/20)~~

~~Reasonable meals and lodging expenses will be reimbursed up to the amounts authorized by resolution of the Township Board.~~

~~Any reimbursement in excess of the amounts authorized shall be approved by the Township Board prior to incurring the expenses.~~

~~Reasonable lodging, parking, and meal allowances (see per diem), shall be provided for expenses incurred by employees while attending approved training, conferences, or professional development events outside of Oakland County. See sections 4.8(c), 4.8(d), 4.8(e) and 4.8(f).~~

4.8 (c) - Per Diem

~~Employees are eligible to receive a meal per diem only when meals are not provided as part of the training or conference registration agenda. Per-diem and reimbursement claims must be~~

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submitted in accordance with standard expense reporting procedures and managed by the accounting department under the supervision of the Township Clerk.

When a meal is provided by the event organizer (e.g., breakfast, lunch, or dinner included in their registration fee), employees shall not receive a per diem or reimbursement for that meal.

If a meal is not provided during the event, employees must submit agendas or any other event materials as requested, to the Clerk's office at the time of registration to receive the designated per diem amount.

Per diem rates shall be calculated in accordance with the standard schedules established by Oakland County, the State of Michigan, or the U.S. General Service Administration, as applicable. The Clerk shall determine the schedule that serves in the best interest of the Township and shall notify the Township Board annually of the applicable schedule.

4.8 (de) - Personal Expenses

Receipts shall accompany any reimbursement requests, i.e. parking. Commuting from residence to the township hall or the employee's official workstation shall not be eligible for reimbursement. Board and committee members shall not receive mileage to attend Board meetings that are a statutory duty of their office. Personal expenses for meal reimbursements shall not exceed the amounts approved by the Township Board within the adopted per diem schedule. Per diem shall be the primary method of payment for meals when traveling. No meal expenses shall be charged to the township credit card without prior authorization. Personal expenses that are unnecessary in conducting township business, such as entertainment and alcohol consumed, shall not be eligible for reimbursement.

4.8 (ed) - Travel Advances

Travel advances may be requested from the Clerk's office fifteen days in advance of anticipated travel date. Receipts of all expenses incurred shall be submitted within five business days after concluding the trip, and any approved excess travel advance shall be reimbursed to the township.

4.8 (f) – Other Expenses Not Reimbursed

Fines for parking or other traffic violations shall not be reimbursed.

When using a personal vehicle for travel, charges for vehicle maintenance items, and other expenditures associated with the use of the employee's personal vehicle shall not be reimbursed.

4.9 – Investments

4.9 (a) - Authorized Institutions

The township Treasurer is authorized to invest surplus funds in Michigan banks, savings and loan associations, and credit unions that belong to the Federal Deposit Insurance Corporation or are insured by the National Credit Union Administration.

Lawful investment instruments that are not available from the above-named financial institutions may be purchased from brokerage firms that are licensed by the United States Securities and Exchange Commission.

Financial institutions shall be selected on the basis of their record of satisfactory performance, financial stability and anticipated yields.

4.9 (b) - Authorized Instruments

The Treasurer is authorized to invest in the following instruments:

1. Bonds, securities and other obligations of the United States or an instrumentality of the United States in which the principal and interest is fully guaranteed by the United States
2. Certificates of deposit
3. Savings accounts
4. High grade commercial paper, rated within the three highest grades by at least two national rating services; the term to maturity may not be more than 270 days, and no more than 50% of any fund may be invested in commercial paper at any time
5. Bankers acceptances of United States banks
6. United States government or federal agency obligation repurchase agreements
7. Money market mutual funds composed of investment vehicles which are permitted under state law for direct investments
8. Oakland County Investment Pool

The Treasurer shall select investment instruments that protect principal as the primary goal. While it is also highly desirable to optimize yield, the most important objectives are the safety of the investment and liquidity to meet the township's cash needs.

4.9 (c) - Notice of Investment Policy

The senior management of any firm, dealer, broker, or financial institution shall be given a copy of the township's investment policies prior to the Treasurer investing or depositing any township funds in such institution.

4.9 (d) - Performance Reports

The Treasurer shall report to the Board at least quarterly regarding the status of township investments, including the name of the financial institution, type of investment instrument, date of maturity and rate of return.

4.10 - Audits

The Township Board will engage a certified public accountant to annually audit the financial systems of the township. An audit contract shall not exceed the current Board's term of office. The request for proposals for audits shall require:

1. Proposal due date
2. Date award will be made
3. Date contract begins
4. Length of audit contract
5. Audit period covered
6. Earliest date that audit work may begin
7. Due date for audit report
8. Funds to be audited
9. Requirement of unqualified opinion or clear statement of reason for qualifications
10. Financial statements and other information to be provided by township

11. Other services to be performed by auditor if any
12. Procedures for determining adequacy of internal controls and accounting
13. Authorization to disclose any irregularities
14. Audit shall be performed in accordance with generally accepted auditing standards set forth by the American Institute of Certified Public Accountants
15. Audit shall be reviewed with the Township Board
16. Number of copies that will be provided
17. Auditor's qualifications
18. References for ~~firm~~ firms and individuals performing the audit
19. Estimated hours required, current rates and total anticipated amount

5.0 - Property Management

5.1 - Hours of Business

The township hall shall be open to the public at 8:00 a.m. and shall be closed at 5:00 p.m. on every normal business day.

5.2 - Building Access

~~Building access for General Township employees is controlled by the Supervisor and designated staff via a keyless entry system. The Public Safety building access is controlled by the Police Chief and designated staff also via a keyless entry system. Access will be granted to employees upon hire during the onboarding process. The first person arriving each morning should make sure that all public access doors are unlocked.~~

~~Prior to leaving at the close of business, each employee must will make sure his or her workstation or office is secure by locking drawers, file cabinets, cash drawers and interior doors (if not controlled by a keyless entry system). Each employee must also ensure by checking that computers, typewriters, calculators and lights are turned off; filing cabinets and cash drawers are locked, lights are turned off (unless on a timer), with the exception of designated security lights, and that windows are closed and doors are locked. This includes employees who work outside of normal business hours.~~

~~The last person in each department to leave their office at night shall check to see that the copier and other office machines are turned off; all doors and common area windows are locked; all lights are turned off, except for designated security lights.~~

~~Persons working after hours are responsible for turning off the lights and office machines used and checking that all doors and windows are secure.~~

~~Exterior doors will be controlled by the keyless entry system. However, if an employee notices an exterior door isn't secure when exiting a building that is closed for business, they must notify the Supervisor, Deputy Supervisor, or the police department immediately. If the employee must leave before the door can be secured, they must notify the police department to monitor the unlocked door until the door can be secured.~~

~~Outside lights shall be turned on prior to any evening meeting and shall be turned off by the person responsible for the meeting.~~

Commented [PP4]: Assuming new building will have outside lights on a timer so this is not needed.

5.3 - Security

5.3 (a) - Keys

The Clerk and Supervisor are authorized to have ~~physical and distribute~~ keys to the ~~building main~~ doors. ~~Employees shall only have access to buildings via the keyless entry system. If a key is lost, the appropriate department head shall be informed immediately. A replacement key shall be issued. If the Supervisor has reason to believe that a missing key may be used for unauthorized entry, new locks will be installed.~~ Upon termination of employment ~~the Supervisor/designee or Police Chief/designee shall delete the employees access to the campus buildings., the employee shall return his or her office keys to the Department Head. The Clerk and Supervisor shall consult with each other if a physical key needs to be duplicated. No person shall duplicate a key without authorization from the township Supervisor.~~ No person shall make a key, or their key card/wrist band available to any unauthorized person.

Each department head shall determine who shall be issued a key card/wristband to the department's door or any secured facilities, such as a safe, cash drawer or filing cabinet, within the department.

5.3 (b) - Valuables

Employees ~~that shall not~~ keep money or other valuables in their desks or ~~at their~~ workstations do so at their own risk. The ~~T~~ township shall not be responsible for the loss of any employee's personal property.

5.4 - Safety

No boxes, files or other items shall be stored in hallways, stairs, and landings of any Township building. Flammable liquids and power equipment shall not be stored in the township hall. Other flammable materials will not be stored in utility or furnace rooms.

In the event of a fire, all employees will immediately exit the building and follow the latest White Lake Township Emergency Action Plan.

5.5 - Use of Township Equipment, Labor or Premises

5.5 (a) - Lost or Damaged Equipment

Any lost or damaged equipment shall be reported immediately to the employee's department head.

5.5 (b) - Personal Use of Township Property

The personal use of the township premises, equipment, machines, tools, supplies and postage are not permitted.

5.5 (c) - Phone Calls

Employees are permitted to make brief personal ~~local~~ phone calls within the U.S. Personal calls outside of the U.S. must be made on the employees' personal phone.

~~Employees are permitted to make brief personal long distance phone calls with the permission of the immediate supervisor, but the calls must be billed to their home phone or reported to the Clerk's office on the Long Distance Phone Call Report for end of month billing.~~

Commented [PP5]: This is outdated, no extra charges for non local calls unless they are out of the country.

5.5 (d) - Copier

Employees are permitted occasional use of the township copier for personal business with permission from their department head.

5.5 (e) - Bulletin Boards

Employees who wish to post notices on township bulletin boards must have the prior approval of the Supervisor, Clerk or Treasurer.

5.5 (f) - Computers

Employees are permitted use of the Township Networked Computers for familial messages as long as the nature of the message shall not consist of any message or material that may be discriminatory based on Race, Color, Religion, Sex, National Origin, or any disability covered by the Americans with Disabilities Act. Further, no message or material may be transmitted that may be offensive to others or be in violation of the Personnel Policies and Procedures Section 5.1 (Sexual Harassment) or Section 23.7 (Public Criticism). Employees are prohibited from installing any software on Township Computers without prior approval of the Township Supervisor. (Added 11/16/99)

5.6 – General Township Vehicle Use – See Appendix A (Attachment)

6.0 - Public Information

6.1 - Public Contact

6.1 (a) - Courtesy

The primary goal of the township is to serve the residential and business citizens of White Lake Township. It is the policy of White Lake Charter Township that all officials and employees will respond to requests for township information from members of the public with courtesy and efficiency. All officials and employees shall communicate with the public in such a way that the image of the township government as friendly, courteous, and efficient is fostered and maintained.

All visitors to the township offices shall be greeted in a friendly, helpful manner.

Telephone calls to the township shall be handled in a polite business-like manner. The name of the township employee who handles the call should be provided to the caller for future reference.

Department heads shall make every effort to see visitors who need their assistance. When workload or other commitments do not allow for an immediate meeting, the visitor will be asked to make an appointment at a mutually convenient time.

6.1 (b) - Complaints and Problems

If a citizen has a problem that is outside the jurisdiction or responsibility of the official or employee, the citizen will be directed to the appropriate office or official.

Complaints or other concerns received from a citizen shall be received with courtesy. The official or employee will make every effort to resolve a complaint or problem, within the official's or employee's scope of authority. Department heads will be notified of all complaints.

The township Supervisor shall also be notified in writing of any citizen complaint arising from official or employee conduct or the administration of a department or Township Board policy or procedure. The notice shall include the name, address, and phone number of the citizen, the nature of the complaint and how the complaint was resolved. The Supervisor may make a subsequent inquiry with the citizen to ensure that the issue was resolved to the citizen's satisfaction.

6.2 - Public Information Officer

The Supervisor shall be the public information officer for the township and shall be responsible for supervising the township newsletter, preparing public service announcements and media releases on township government events, and responding to inquiries from the media or referring contact to other appropriate township officials. Department heads will notify the public information officer of all media contacts.

6.3 - Public Notices

6.3 (a) - Meeting Notices

The Township Clerk shall be responsible for posting all regular, special and rescheduled Board meetings in conformance with the Open Meetings Act, ADA and other state laws. The chairperson of each Township Board or commission will notify the Clerk of all special and rescheduled meetings.

6.3 (b) - Public Notice Responsibility

The associated department shall also be responsible for publishing and mailing all public notices required by state law, including:

<u>Meeting</u>	<u>Department</u>
1. Board of review meetings	Assessing
2. Budget public hearings	Clerk
3. Planning commission/zoning Board hearings	Planning
4. Zoning Board of appeals variance hearings	Planning
5. Special assessment district hearings	Assessing Supervisor
6. Election notices	Clerk
7. Master plan adoption and amendments	Planning
8. Truth-in-Taxation notice	Clerk
9. Board meeting minutes synopsis	Clerk

6.4 - Freedom of Information Act (FOIA) Requests

Individuals making FOIA requests shall follow the White Lake Township Freedom of Information Act Procedures and Guidelines posted on the Township website.

6.5 - Incoming Mail

The Clerk's office shall receive all incoming mail. Correspondence shall be sorted and distributed to the various township offices. Mail addressed to the Township Board shall be forwarded to the Clerk, who shall provide a copy to each Board member. Correspondence addressed to the Board, but requiring action typically handled by a particular official, shall be immediately forwarded to that official as well.

6.6 - Outgoing Mail

The Township Board shall approve the design of all department letterhead stationery. Statements made on township stationery may be construed as the official position of White Lake Township, so all officials and employees should take every precaution that written statements are made within the scope of their authority. Township stationery shall only be used for official township business.

Department heads shall provide the Township Board, via the Supervisor, with a copy of all correspondence that addresses a citizen complaint or when the content may result in a lawsuit to the township or in the Board reviewing or implementing a township policy. Where a department head is unsure of the necessity to provide the Board with a copy of correspondence, department heads should err on the side of caution.

All department correspondence should be considered as a public document unless the contents are specifically excluded from disclosure by state law. Copies of correspondence will be provided to any Board member on request.

6.7 - Confidential Information

Officials and employees shall not release any information to the media or to members of the general public, which would be a violation of a citizen's right to privacy.

All information clearly marked "Confidential" should be held in strict confidence by each individual receiving same.

7.0 - Public Works

7.1 - Capital Improvement Plan

7.1 (a) - Responsibility

The township Supervisor shall be responsible for the development and updating of the township capital improvement plan. The capital improvement plan will be reviewed annually, with such review completed at least two months prior to initiating the development of the proposed township operating budget.

7.1 (b) - Scope

The capital improvement plan shall address the medium and long-range needs of the township regarding building, lands, major equipment, and infrastructure. The capital improvement plan shall prioritize such needs for the next five years beyond the current fiscal year.

7.1 (c) - Content

Department heads and elected officials shall submit any suggested projects to be included in the capital improvement plan to the Township Supervisor, who shall develop a capital improvement plan that includes the following information on each project:

- 1. Priority in order of need
- 2. Justification for priority ranking
- 3. Estimated year project will be commenced
- 4. Estimated year project will be completed
- 5. Total estimated acquisition or construction cost
- 6. Method of financing acquisition or construction
- 7. Annual debt service from project
- 8. Estimated annual operating expenses after completion
- 9. Method of financing operating expenses

7.1 (d) - Public Hearings

The Township Supervisor shall hold a public hearing on the capital improvement plan prior to submitting the capital improvement plan to the Township Board. The Township Board may hold additional hearings on the capital improvement plan. Prior to beginning the development of the proposed budget for the ensuing fiscal year, the Township Board shall adopt the capital

improvement plan as recommended or following any alterations it deems advisable. All parties involved in the development of the proposed budget shall address any implications of the capital improvement plan to the proposed budget.

7.2 - Management of Public Works Projects

7.2 (a) - Responsibility

The township Supervisor shall manage all public works conducted by the township.

7.2 (b) - Needs Assessment

The Supervisor shall review the condition of existing township improvements to identify any necessary or desirable repairs or maintenance, identify the need for any new public improvements, and bring such matters to the attention of the Board, if such needs are to be addressed in the current fiscal year. Such items should be included in the township capital improvement plan, if proposed to be addressed in one or more future fiscal years.

7.2 (c) - Preliminary Study

On its own motion or by the presentation of a petition complying with state law, the Board may authorize a preliminary study of a proposed public works project. The Board shall retain one or more consultants as necessary to develop a feasibility study consisting of plans describing the improvement, the location of the improvement and an estimated cost of the improvement on a fixed or periodic basis, as appropriate. The feasibility study shall be received by the Board and filed with the township Clerk.

7.2 (d) - Financing

The Township Board shall determine the method by which the public improvement shall be financed. If the Township Board resolves to tentatively establish a special assessment district, the township Clerk shall give notice of the hearings as provided by law, and the Board shall proceed with creating the special assessment district as provided by law.

If the Township Board determines that borrowing shall be necessary to finance the project, the Treasurer shall contact the Municipal Financial Advisor to initiate approval. The Township Board shall appoint bond counsel to advise the township on all aspects of borrowing and to render a written opinion on the marketability of the bonds.

7.2 (e) - Requests for Proposals

The Township Board shall request proposals from firms interested in contracting to construct, alter, repair, or maintain the public improvement. The township shall utilize its competitive bidding procedures in awarding contracts for public improvements.

The Board shall require the posting of a performance bond by any contractor, as specified in the request for proposal, for all projects that anticipate a total contract cost exceeding \$10,000.00.

7.2 (f) - Project Manager

The township Supervisor shall act as liaison between the contractor, consultants and the Board, or may delegate this responsibility in writing to a department head. The Supervisor shall notify the Board of any significant problems or issues that may arise in the project.

The Supervisor is authorized to sign minor change orders that will result in a decrease in the project cost or that will increase the project cost no more than \$5000.00. The Board will be notified of all change orders. All major change orders shall be approved by the Board.

The Supervisor shall require waivers of liens and sworn statements prior to authorizing the payment for any work performed. The waivers and sworn statements shall be filed by the township Clerk.

The Supervisor is authorized to act as the Board's agent to resolve any problems or disputes arising from the project. The Board shall be notified of all problems or disputes, as well as the nature of the resolution. The Supervisor shall bring any major problems or disputes to the attention of the Board prior to acting, if the time required to notify the Board does not jeopardize the successful completion of the project.

7.2 (g) - Closing Out a Project

At least 10% of the total contract cost shall be retained by the township until final approval is given by the Board. Prior to closing out the project and issuing the contractor final payment, the Board shall authorize final payment based upon the recommendation of the project manager.

8.0 - Identity Theft Prevention Program

8.0 (a) - Purpose

To establish an Identity Theft Prevention Program designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the Program in compliance with the Federal Trade Commission's Red Flags Rule (Part 681 of Title 16 of the Code of Federal Regulations) implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003.

8.0 (b) - Definitions

1. *Identifying information* means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including; name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer's Internet Protocol address, or routing code.
2. *Identify theft* means fraud committed or attempted using the identifying information of another person without authority.
3. *A covered account* means:
 - a. An account that the Township offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions, such as credit card accounts, mortgage loans, automobile loans, margin accounts, cell phone accounts, utility accounts, checking accounts and savings accounts; and
 - b. Any other account that the Township offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the Township from identity theft, including financial, operational, compliance, reputation or litigation risks.

- 4. A *red flag* means a pattern, practice or specific activity that indicates the possible existence of identity theft.

8.1 - Policy

8.1 (a) – Identification of Red Flags

The Township identifies the following red flags, in each of the listed categories:

1. Presentation of Suspicious Documents
 - a. Identification document or card that appears to be forged, altered or inauthentic;
 - b. Identification document or card on which a person’s photograph or physical description is not consistent with the person presenting the document;
 - c. Other document with information that is not consistent with existing customer information (such as if a person’s signature on a check appears forged); and
 - d. Application for service that appears to have been altered or forged.

2. Presentation of Suspicious Personal Identifying Information
 - a. Identifying information presented that is inconsistent with other information the customer provides (example: inconsistent birth dates);
 - b. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a credit report);
 - c. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
 - d. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
 - e. Social security number presented that is the same as one given by another customer;
 - f. An address or phone number presented that is the same as that of another person;
 - g. A person fails to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
 - h. A person’s identifying information is not consistent with the information that is on file for the customer.

3. Suspicious Account Activity or Unusual Use of Account
 - a. Change of address for an account followed by a request to change the account holder's name;
 - b. Payments stop on an otherwise consistently up-to-date account;
 - c. Account used in a way that is not consistent with prior use (example: very high activity);

- d. Mail sent to the account holder is repeatedly returned as undeliverable;
- e. Notice to the Township that a customer is not receiving mail sent by the Township;
- f. Notice to the Township that an account has unauthorized activity;
- g. Breach in the Township's computer system security; and
- h. Unauthorized access to or use of customer account information.

4. Alerts from Others

- a. Notice to the Township from a customer, identity theft victim, consumer reporting agency, law enforcement or other person regarding possible identity theft in connection with covered accounts held by the Township.

8.1 (b) – Detecting Red Flags

1. New Accounts

In order to detect any of the Red Flags identified above associated with the opening of a new account, Township personnel will take the following steps to obtain and verify the identity of the person opening the account:

- a. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
- b. Verify the customer's identity (for instance, review a driver's license or other identification card);
- c. Review documentation showing the existence of a business entity; and/or independently contact the customer.

2. Existing Accounts

In order to detect any of the Red Flags identified above for an existing account, Township personnel will take the following steps to monitor transactions with an account:

- a. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
- b. Verify the validity of requests to change billing addresses; and
- c. Verify changes in banking information given for billing and payment purposes.

8.1 (c) - Preventing and Mitigating Identity Theft

In the event Township personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

1. Prevent and Mitigate

- a. Monitor an account for evidence of Identity Theft;

- b. Contact the customer;
- c. Change any passwords, security codes or other security devices that permit
- d. access to accounts;
- e. Not open a new account;
- f. Close an existing account;
- g. Reopen an account with a new number;
- h. Notify the Township Supervisor for determination of the appropriate step(s) to take;
- i. Notify law enforcement; and/or
- j. Determine that no response is warranted under the particular circumstances.

2. Protect customer identifying information

In order to further prevent the likelihood of identity theft occurring with respect to Township accounts, the Township will take the following steps with respect to its internal operating procedures to protect customer identifying information:

- a. Ensure that its website is secure or provide clear notice that the website is not secure;
- b. Ensure complete and secure destruction of paper documents and computer files containing customer information;
- c. Ensure that office computers are password protected and that computer screens lock after a set period of time;
- d. Keep offices clear of papers containing customer information;
- e. Request only the last 4 digits of social security numbers (if any);
- f. Ensure computer virus protection is up to date; and
- g. Require and keep only the kinds of customer information that are necessary for utility purposes.

8.1 (d) – Program Updates

This Program will be periodically reviewed and updated to reflect changes in risks to customers and the soundness of the Township from Identity Theft. The Township Supervisor’s Office will consider the Township’s experiences with Identity Theft situation, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the Township maintains and changes in the Township’s business arrangements with other entities. After considering these factors, the Township Supervisor will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Township Supervisor will present the Township Board with his/her recommended changes and the Board will make a determination of whether to accept, modify or reject those changes to the Program.

8.1 (e) – Program Administration

1. Oversight

Responsibility for developing, implementing, and updating this Program lies the Township Supervisor’s Office. The Township Supervisor, or his designee, will be responsible for the Program administration, for ensuring appropriate training of Township staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

2. Staff Training and Reports

Township staff responsible for implementing the Program shall be trained either by or under the direction of the Township Supervisor in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected. Township staff is required to provide reports to the Supervisor’s Office on incidents of Identity Theft, the Township’s compliance with the Program and the effectiveness of the Program.

3. Specific Program Elements and Confidentiality

For the effectiveness of Identity Theft prevention Programs, the Red Flag Rule envisions a degree of confidentiality regarding the Township’s specific practices relating to Identity Theft detection, prevention, and mitigation. Therefore, under this Program, knowledge of such specific practices shall be limited to the Supervisor’s Office and those employees who need to know them for the purpose of preventing Identity Theft. Because this Program is to be adopted by a public body and thus publicly available, it would be counterproductive to list these specific practices here. Therefore, only the Program’s general red flag detection, implementation and prevention practices are listed in this document.

APPENDIX A

5.6. GENERAL TOWNSHIP VEHICLE USE – WHITE LAKE TOWNSHIP

1.0 - Vehicles

The following Vehicle Use Policy (“Policy”) covers the use of Township owned vehicles (“Township vehicle(s)”), other than Public Safety Vehicles. White Lake Township has the authority to determine who shall drive a Township vehicle, to establish Township vehicle operator standards and to revoke the right to drive for failure to meet the standards. These policies also apply to drivers using their personal vehicles while on Township business.

1.1 - General Provisions

1.1 (a) **Authorized Drivers:** Township vehicles are only to be driven by authorized persons who are employees of the Township.

- 1.1 (b) **Official Business:** Township vehicles are to be used only for official Township business and driven within the Detroit Metro Area.
- 1.1 (c) **Trips Outside the Township or Detroit Metro Area:** Trips outside the Township must be approved by the Department Head. The Township Supervisor must be notified via email of all usage outside of the Detroit Metro area.
- 1.1 (d) **Use of Personal Vehicle:** When a Township vehicle is not available, an employee's personal vehicle may be used. In this instance, mileage will be reimbursed per the reimbursement policy listed in the Township Administrative Policies and Procedures.
- 1.1 (e) **Passengers:** Township Vehicle passengers are limited to other employees, Township officials or authorized Township guests when traveling for Township business.
- 1.1 (f) **Lunch Use:** Use of Township vehicles for lunch is dependent upon circumstances. Lunch breaks will be taken at the closest available location and/or in route to an assignment. Use of a personal vehicle, where possible, should be given priority.
- 1.1 (g) **Taking a Township Vehicle Home:** Employees as determined by the Department Head, may be allowed to take a Township vehicle to their residence due to the nature of their work, such as responding to emergency calls. Employees who do not respond to emergency calls may also on occasion be allowed to take a Township vehicle to their residence if the situation permits. Department Heads will be responsible for determining if the situation is justified. The use of a Township vehicle is not an employee fringe benefit and personal use is prohibited.

The Township Supervisor shall have the exclusive use of a Township vehicle at all times during his employment as Township Supervisor. The Township shall be responsible for the costs of insurance, operation, maintenance, and repair. (Amended 9/20/2005)

Designated employees may also be provided with the use of a Township vehicle for personal use. This includes employees who have vehicle use included in their employment agreement.

1.2 - Driving a Township Vehicle

Employees are only allowed to drive a Township vehicle or a personal vehicle for Township business if:

- 1.2 (a) **Valid Driver's License:** They have a valid driver's license and the correct license/endorsement for the type(s) of Township vehicles driven and provide proof in the form of a copy to Human Resources. They must inform the Human Resources Department of the loss or modification of a valid driver's license by suspension, revocation, expiration, modification, or any other vehicle-related violation. They must have their driver's license with them while they are driving a Township vehicle.
- 1.2 (b) **Proof of Personal Automobile Insurance:** They have provided the Human Resources Department with a copy of their personal automobile insurance to show they are eligible to drive their personal vehicle for Township business.
- 1.2 (c) **Clean Driving Record:** They do not have any of the grounds for revocation/disqualification as provided in section 1.3 below.

1.2 (d) Follow this Policy: They have read and are familiar with the provisions in this policy.

1.3 - Driver Screening Process

- 1.3 (a) **Automatic Revocation/Disqualification:** The circumstances noted below will be cause for automatic revocation of Township vehicle driving privileges or in the event of a new hire, driving privilege disqualification:
1. Conviction of a driving-related felony.
 2. Suspension or revocation of license due to an unsatisfactory driving record as defined by the Michigan Department of State.
 3. An at-fault crash resulting in a fatality (an at-fault crash means the driver was fined, sued, and as a result received an adverse judgement, or the driver’s insurance company settled for damages to another party, or the driver settled out of court or otherwise was determined to be liable).
 4. If a driver had any of the following circumstances in the **prior five years:**
 - Accumulated more than six points on their driving record.
 - Convicted of any alcohol/drug related offense.
 - Convicted of driving while license was suspended or revoked.
 5. If driver had any of the following circumstances in the **prior year:**
 - Accumulated more than three points on their driving record.
 - Convicted of any alcohol/drug related offense.
 - Convicted of driving while license was suspended or revoked.

1.3 (b) **Lack of Driver’s License/Insurance**
Drivers that do not have a valid driver’s license and/or proof of insurance will be prohibited from driving a Township Vehicle and/or driving their personal vehicle on Township business, and may lose other reimbursement, compensation, and/or allowance related to vehicle expenses. If this prohibition prevents an employee from performing his/her assigned job responsibilities, employment action (temporary or permanent) could occur. Employment action could include, but not be limited to transfer, reassignment, demotion, suspension, or discharge.

1.3 (c) **Monitoring**
Employee driving records will be screened and routinely monitored by automatic subscription received through the Michigan Department of State. (See also, Township Authority and Responsibilities 1.6 (a).)

1.4 - Operating Standards

- 1.4 (a) **Windows are Clean:** Before operating a Township vehicle the windows must be clean and free of mud, snow, or frost.
- 1.4 (b) **Obey all Traffic Laws:** Employees and their passengers must obey all traffic safety laws and regulations and must wear seat belts. Use headlights, hazard lights (blinkers) or

roof flasher when necessary. The driver is responsible for safe, courteous, and economical use of the Township vehicle.

1.4 (c) Handsfree Communication: Only hands-free communications shall be allowed while operating a Township vehicle.

1.4 (d) Maintenance:

1. No employee will knowingly operate a vehicle found to be in violation of a state safety code or the law.
2. Employees operating Township vehicles are responsible for routine up-keep and cleanliness including fuel and all other fluids as needed, checking tire pressure, washing, and vacuuming of the interior.
3. The employee shall report all mechanical problems or malfunctions to the Maintenance department who shall be responsible for maintenance of the Township vehicle.
4. The Maintenance department shall maintain mechanical vehicle inspection records along with records for repairs (recall or otherwise) for the life of the vehicle. Records for repairs not conducted by the Maintenance department shall be forwarded to the Maintenance department upon receipt to be maintained. Once a vehicle has been decommissioned, the Maintenance department shall send the vehicle records to the Clerk's office to be maintained per the appropriate record retention schedule.
5. Vehicles, tools, and equipment (if applicable) will be inspected for cleanliness and general condition on a regular basis. Employees should see their Department Head for an inspection form. Employees who routinely fail inspection of vehicles and or equipment may be subject to disciplinary action.

1.4 (e) Vehicle Expenses: Expenses shall be monitored by the accounting department by reviewing gas card statements.

1.4 (f) Parking: Township vehicles are to be parked in a Township authorized location during non-working hours. When parking a Township vehicle, remove the key from the ignition, lock the vehicle, and ensure the vehicle is parked in a safe location. Avoid double-parking, blocking entrances or parking in a manner that may result in fines. Vehicles shall not be left running and unattended.

1.4 (g) Accidents: Unless physically unable to do so, employees should contact the police to report all accidents and wait at the scene of the accident for the police to arrive. The employee shall request an accident report number from the officer. Employees should not accept responsibility for the accident or guarantee payment to another party without Township authorization.

1.4 (h) Reporting Accidents: Employees shall promptly report any accident, damage, or traffic violation resulting from the accident to their Department Head who will in turn notify the Supervisor, Human Resources, and the Clerk's office. The Clerk's office is responsible for filing the appropriate insurance claims for the incident.

1.4 (i) Breakdowns: Employees whose vehicle becomes inoperable while in use shall call for towing assistance. If available, warning devices such as flares or reflective triangles shall be placed to reduce the potential for another collision. The vehicle shall be towed to the Township parking lot unless otherwise directed by Maintenance or the employee's

Department Head. The employee shall move to a safe location but remain with the vehicle (in non-injury situations) while waiting for assistance to arrive.

- 1.4 (j) **Fines:** Employees are responsible for paying any fines they receive while driving a Township vehicle or personal vehicle on Township business.
- 1.4 (k) **Working on a Road Right Away:** Employees shall use traffic lights or flashers if a vehicle is parked in the public road right away or if the employee is working outside of a vehicle in the public road right away.

1.5 - Prohibited Conduct

- 1.5 (a) **No Impairment or Extreme Fatigue:** Employees shall not be impaired by alcohol or drugs (legal or otherwise), or by extreme fatigue while driving or riding in a Township vehicle. Employees must immediately inform their Department Head if they have driving limitations due to health problems, are taking prescription medication that may impair their ability to drive or have any driving restrictions.
- 1.5 (b) **Transporting Alcohol or Drugs:** No alcohol or drugs shall be transported in a Township vehicle.
- 1.5 (c) **Vaping, Smoking, or Smokeless Tobacco:** No vaping, smoking, or smokeless tobacco shall be allowed in a Township vehicle.
- 1.5 (d) **Distracted Driving:** Drivers may not read maps/documents, text, program GPS devices, use cell phones, laptops, or any other type of portable media device while operating a Township vehicle. Drivers must pull over to a safe location and park the vehicle if they need to use a portable device or read a document.
- 1.5 (e) **Unauthorized Passengers or Drivers:** Employees shall not have an unauthorized passenger in a Township vehicle or allow someone else to drive unless they become unable to drive due to an emergency or unforeseen impairment.

1.6 - Township Authority and Responsibilities

- 1.6 (a) The Township will continuously evaluate an employee's eligibility to drive Township vehicles and as well, their eligibility to drive on behalf of the Township for business via the Michigan Department of State driving record subscription.
- 1.6 (b) The Township may at their discretion revoke an Employee's use of Township vehicles, and an employee's ability to drive on behalf of the Township, either temporarily or permanently, based on an employee's driving record or for other reasons, such as health concerns, disciplinary action, violations of Township vehicle operating standards, etc.
- 1.6 (c) The Township may at their discretion require that an alcohol or drug test be taken immediately if an employee is involved in an accident and there is suspicion that the employee may be impaired. Human Resources will arrange a time and location for the test.

1.7 - Policy Compliance and Directives

1.7 (a) Failure to comply with this policy may result in discipline, up to and including dismissal.

1.7 (b) This policy may be supplemented by department directives after consultation with the Township Supervisor.

White Lake Charter Township Administrative Policies and Procedures

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**TOWNSHIP OF WHITE LAKE
NAMING RIGHTS POLICY**

REASON FOR POLICY

This document describes the policies and general procedures governing the purchase of naming rights to Township buildings, parks, recreation facilities, water towers, or other public places ("Public Facilities"). These guidelines are developed to support, coordinate and manage the process to ensure consistency and uniformity in naming buildings, structures and spaces, whether on a permanent or temporary basis.

STATEMENT OF POLICY

Approval of the naming of White Lake Public Facilities is vested with the White Lake Township Board of Trustees. The administration of this policy is the responsibility of the Supervisor or his/her designee. The Supervisor will forward naming rights agreements with a recommendation to the Township Board.

At no time should promises or commitments regarding naming rights be made in advance of final approval by the Township Board. Written agreements must be signed by the purchaser(s) and shall outline any terms or conditions regarding naming rights prior to submittal.

This policy is not intended to create a right for any person or entity to be granted naming rights on facilities, or an obligation, promise or commitment on the part of the Township to grant such rights. The Township maintains full discretion and reserves the right to reject for any reason, or no reason at all, any request to purchase naming rights.

DEFINITION

Naming Rights: An individual, family, private business or corporation may purchase the right to name, or place its name on, a fixed asset, which naming right is granted in return for cash or other revenue support for a specified period of time.

Exclusions: Categories of facilities eligible for naming rights may be added to or excluded from this list by the Township Board.

Public Facilities: Buildings including the interior and exterior spaces, sports fields, open spaces, parks, playgrounds, shelters, sport courts, trails, park benches, water fountains, flowerbeds, sports equipment, brick pavers, decorate walls, and water towers.

REGULATIONS REGARDING NAMING RIGHTS OF PUBLIC FACILITIES

- In granting naming rights, due regard shall be taken of the need to maintain an appropriate balance between commercial considerations and the Township's stewardship role for the Public Facilities.
- The naming rights shall be for a specified fixed term to be negotiated on a case-by-case basis.

- The plan for display of the names of individual(s)/corporation(s) being recommended, be it on an interior plaque or by incorporation of exterior signage, shall be included in the proposal submitted to the Township Board, and will comply with the Township’s Sign Ordinance.
- When a company changes its name, the naming rights may be changed to reflect the new name by mutual agreement. The cost to change the name of the sign will be the responsibility of the company.
- The proposed name/naming rights purchaser must support the image and values of the Township of White Lake and the community. In general, the following industries and products are not eligible for naming rights – religious and political organizations; or companies whose business is substantially derived from the sale of alcohol, tobacco, firearms, pornography, gambling or lewd and lascivious behavior.
- The Township of White Lake shall not relinquish to the purchaser any aspect of the Township’s right to manage and control the facility being named. The Township Board may, however, impose maintenance obligations on the purchaser.
- Proceeds received from the naming rights sale are to be used for the purposes determined by the Township Board.
- The sale must not result in additional cost to the Township of White Lake.
- Naming rights may be renewed by mutual agreement with the purchaser and Township Board.
- The purchaser of naming rights may revoke the naming rights at any time with the understanding that no refund or reduction of their financial commitment will occur. The Township may terminate naming rights or any naming rights agreement where continuation of the relationship would bring the Township into disrepute.

IMPLEMENTATION PROCEDURES

An initial list of the proposed naming opportunities will be developed by the Supervisor. The Supervisor will submit the list, with a recommendation, to the Township Board for action. The initial list of proposed naming opportunities is to include a description of the space, amenity, or facility proposed for naming. This list may be amended by the Township Board at any time.

Upon receipt of a naming rights request, the Supervisor will negotiate and secure a naming rights agreement for a specified Public Facility. The Supervisor will submit the proposed agreement for Township Board consideration. The naming rights agreement must be executed for the granting of the naming rights consistent with the terms and conditions set forth in this policy and containing any other terms as may be deemed necessary or appropriate by the Township.

If approved by the Township Board, the Purchaser shall contribute the funds to the Township.



POLICE DEPARTMENT

CHARTER TOWNSHIP OF WHITE LAKE

MATTHEW IVORY
CHIEF OF POLICE

May 8, 2026

Rik Kowall, Township Supervisor
White Lake Township

RE: XYBIX SYSTEMS DESK PURCHASE

As the township is preparing to relocate the 911 dispatch center into a newly constructed public safety building, the move presents an opportunity to replace aging furniture and implement a modern console system specifically engineered for emergency communications environments. Dispatch personnel routinely work extended shifts in a high-stress environment that requires continuous monitoring of multiple systems, rapid response times, and uninterrupted concentration. Standard office furniture is not designed to support the operational demands of a 24-hour public safety communications center. Specialized dispatch consoles are necessary to ensure dispatcher comfort, system reliability, and efficient workspace organization.

After evaluating available public safety console manufacturers, Xybix Systems has been identified as the preferred solution for agencies throughout Oakland County. The Southfield Police Department currently utilize Evans dispatch consoles; however, due to the larger console footprint and base design of the Evans units, the manufacturer was unable to accommodate the number of dispatcher positions required within the available floor space of the new communications center. Evans was unable to provide full ADA compliance in the event of expanding dispatch and averaged \$60,000 per desk. Xybix consoles provide a more space-efficient configuration, allowing for ADA compliance as well as future expansion, while still meeting the operational and technological requirements at a lower cost.

Xybix Systems provided a quote for three dispatch workstations to be installed in the new communications center facility. Each workstation will feature a two-tiered console design to maximize operational efficiency and improve ergonomic functionality for dispatch personnel during extended shifts. The proposed consoles will also include integrated CPU storage cabinets, which will improve accessibility for IT maintenance and troubleshooting while helping protect equipment from accidental damage, dust accumulation, and overheating. This design supports better cable management, airflow, and overall workstation organization within the dispatch environment.

The total quoted cost for the three dispatch consoles, including shipping and delivery, is \$95,169.99. This investment will provide durable, mission-critical furniture specifically designed for 24/7 public safety operations and will support the long-term operational needs of the new 911 dispatch center.

It is my recommendation that the board approve the purchase of three Xybix dispatch consoles for the new 911 communications center. This investment will ensure the new communications center is properly equipped to support emergency operations for many years while providing dispatch personnel with a safe, efficient, and professional workspace.

Sincerely,



Matthew Ivory
Chief of Police

Xybix Systems
 8207 SouthPark Circle
 Littleton CO 80120
 Phone: 303-683-5656
 Fax: 303-683-5454
 alib



Quote No. Section 11, Item D.

Quote Date: 4/29/2026
 Revision: G
 Orig Create Date: 4/27/2026
 Expires: 7/26/2026
 Opp #: 0029617

Quote

Terms: 50% DEP;40% INSTALL;10% PUNCH

Page: 1 of 3

<p>QUOTE TO: Acct: WHILAKWHMI Anna Cross White Lake Township Police Department 7525 Highland Road White Lake MI 48383-2998</p> <p>Phone: 248-698-4403 Email: across@whitelakepolice.com</p>	<p>SHIP TO: White Lake Township Police Department TBD White Lake, MI 48383 USA</p> <p>Salesperson: AMANDA SCHWARTZ Phone: (720) 326-1165 Email: amandas@xybix.com</p>
--	--

*Standard 2025-4 Price List
 Product Line: Eagle Line w/axys
 Install Type: Standard
 Empty Room
 Tax Exempt*

- 04.27.26: R5 - Updated CPU cabs & CPU sizes, relabeled WS1&3, added SIL's and grounding - AB
- 12.22.25: Updated to current price list and expiration date - AB
- 05.16.24: R4 - Added Future Workstations and Adjusted Layout-CW
- 05.03.24: R3 - Removed Beam, Moved Workstations Away from Wall- CW
- 04.16.24: R2 - Rotated WS3 to the Right - CW
- 04.03.24: R1 - Updated to (3) Consoles, Removed Peds, Arcylic, and Updated Console Features - CW
- 03.27.24: R0 - Drawing Creation - CW

SHIP TO ADDRESS TBD
 **Shipping & Freight may vary depending upon delivery address.

TARIFF SURCHARGE:
 A temporary fee due to increased costs from international tariffs impacting material pricing.

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
1.00	12343.	Panel System Priced by the Linear Foot: Grade 3 Fabric 12343-1-SS - 29-48in - 35.5 LF @ \$308.000/LF 12343-1-DS - 29-48in - 24.0 LF @ \$417.000/LF Upper Tiles Fabric Color: TBD Grade 3 G2 Lower Tiles Fabric Color: TBD Grade 3 G2 Panel Trim Color: Black	1.00	EA	\$32,136.00	36.00 %	\$20,567.04	\$20,567.04
2.00	14487-3D.	Adj. Table Worksurface - Corner Dual Surface - 84L x 84R - Cable Management Included	3.00	EA	\$3,284.00	48.00 %	\$1,707.68	\$5,123.04
3.00	15702	L5 Table Base	3.00	EA	\$9,940.00	48.00 %	\$5,168.80	\$15,506.40

Xybix Systems
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 Phone: 303-683-5656
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Page: 2 of 3

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
4.00	16744.	Monitor Mount 3 - Rollervision - Corner Dual Surface - 84L x 84R	4	3.00 EA	\$7,782.00	48.00 %	\$4,046.64	\$12,139.92
		16674 - Std VESA Mount Qty = 1 Total: \$444.00 16676 - Std VESA Mount 2 HI 2 Knuckle Qty = 4 Total: \$4,352.00						
5.00	15095	Cable, HDMI, Male/Male, 25 ft, Black	8	27.00 EA	\$133.00	48.00 %	\$69.16	\$1,867.32
5.01	16130-8	Datadock 2 - Keyboard Snap-In Cable Organizer Includes: 8 - USB Ports 1 - RJ45 Port	6	3.00 EA	\$902.00	48.00 %	\$469.04	\$1,407.12
6.00	17069	Grounding Kit Xybix Install R56 Compliant, For New Stations	8	3.00 EA	\$1,874.00	48.00 %	\$974.48	\$2,923.44
6.01	17005	Grounding Kit Install Tools	31	1.00 EA	\$0.00	0.00 %	\$0.00	\$0.00
6.02	17051	Power Bar, Grounding R56, 10 Outlet, 15 ft, Black Sticker, Includes Mounting Clips	8	3.00 EA	\$199.00	48.00 %	\$103.48	\$310.44
6.03	17050	Power Bar, Grounding R56, 10 Outlet, 15 ft, Orange Sticker, Includes Mounting Clips	10	3.00 EA	\$199.00	48.00 %	\$103.48	\$310.44
7.00	16708.	Axys Control System with Fan Base Price: \$2,273.00 16707AXS - Heat - \$724.00 16709AXS - Task Lights - \$290.00 16769AXS - Axys Status Light 1 HI - \$1,176.00	38	3.00 EA	\$4,463.00	48.00 %	\$2,320.76	\$6,962.28
10.00	12033-3D-FT.	Flip Top Return Worksurface - 27.25Wx36D	18	2.00 EA	\$839.00	48.00 %	\$436.28	\$872.56
10.01	12033-3D-FT.	Flip Top Return Worksurface - 45.25Wx36D	28	1.00 EA	\$839.00	48.00 %	\$436.28	\$436.28
11.00	17030	Cable Bridge, Corner, Left	19	3.00 EA	\$311.00	48.00 %	\$161.72	\$485.16
11.01	17031	Cable Bridge, Corner, Right	20	2.00 EA	\$311.00	48.00 %	\$161.72	\$323.44
11.02	15485-3D-FT.	CPU Cabinet - ERGO ACCESS Under Work Surface 27.25Wx34.5D With Flip Top Hinge	21	2.00 EA	\$2,085.00	48.00 %	\$1,084.20	\$2,168.40
11.03	15491-3D-FT.	CPU Cabinet - ERGO ACCESS Under Work Surface 45.25Wx34.5D With Flip Top Hinge	25	1.00 EA	\$2,337.00	48.00 %	\$1,215.24	\$1,215.24

Xybix Systems
 8207 SouthPark Circle
 Littleton CO 80120
 Phone: 303-683-5656
 Fax: 303-683-5454
 alib



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Quote

Terms: 50% DEP;40% INSTALL;10% PUNCH

Page: 3 of 3

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price		
90.00	16139	Installers Kit Eagle Line	23	3.00 EA	\$0.00	0.00 %	\$0.00	\$0.00		
99.00	Other	Other Charges & Services	24	1.00 EA	\$0.00	0.00 %	\$0.00	\$0.00		
Line (24) - Miscellaneous Charge -										
Description								Ext. Price		
1.) Installation								13,469.00		
2.) Freight - Full Truck								3,999.17		
3.) Tariff Adjustment Fee 7.0%								5,083.30		
List Price Total:					\$132,235.00			Lines Total:	\$72,618.52	
									Line Miscellaneous Charges Total:	\$22,551.47
									Taxes Total:	\$0.00
									Quote Total:	\$95,169.99

Note 1:
 All quoted taxes are estimated. Any applicable taxes, fees, permits, etc. must be added to this quote.

Note 2:
 Where installation is listed on quote it is based in non-union labor and on one trip for installation only. Client is responsible for coordination of Technicians and other Vendors/Contractors. Waiting time will be charged at the rate of \$75 per man hour straight time and \$115 per man hour for OT plus subsistence expenses.
 Additionally, this quote is based upon a remodel in an existing space and/or new building - completely finished with a Certificate of Occupancy. Any project where the General Contractor is still on the job is subject to additional charges.

We appreciate this opportunity to provide this quote. Our goal is to substantially improve working conditions for your valuable staff. We look forward to meeting with you to review this proposal in detail. In the meantime please don't hesitate to call us with any questions.

GENERAL ELECTRICAL NOTES

1. Xybix CANNOT recommend the number of circuits or power requirements for your stations. Please consult with an electrical engineer, your architect, local or city electrician for compliance with local electrical codes.
2. Some radio and phone equipment manufacturers have specific electrical requirements, so consult with them as well.
3. Most common set up is typically three circuits per station: (2) 20-Amp UPS circuits & (1) 20-Amp non-UPS circuit. Please contact Xybix to discuss other solutions if this is not a feasible.
4. Non-UPS/Building Power circuit is used for connecting non-critical equipment (MyClimate, adjustable table fans, task lights, USB charging, etc.). UPS circuits are used for connecting critical equipment (Computers, monitors, radios, or other critical equipment).
5. (6) outlets for the two UPS circuits and (2) outlets for non-UPS building power circuit is the most common application. If possible, the wires should be fed through the ceiling to the room. The ceiling should be cut out to allow the wires to be fed through the ceiling. The ceiling should be cut out to allow the wires to be fed through the ceiling. The ceiling should be cut out to allow the wires to be fed through the ceiling.
6. Another option is to have receptacles in the wall at each station and the Xybix panel system will hide it. When placed at the correct height it will be easy to access. Xybix will plug into these receptacles using custom made power bars. These have 15-25ft cords and 6 or 10 outlets on each one. Xybix typically supplies 4-6 of these per station, depending on layout and equipment (see "Electrical Diagram" document). Xybix will supply orange and black labels on the power bars to help differentiate between UPS (orange) and building power (black) circuits. Typically, there is one black labeled power bar per station and all others will be labeled orange.
7. Xybix's standard equipment does not require any specific grounding. We recommend that you contact your radio supplier for grounding requirements. However, if you are using a radio that requires specific grounding, please contact your radio supplier for grounding requirements. The simplest one (Standard Grounding) grounds the panel frames to a bus bar in the CPU cabinet. The more extensive one (R-56) meets the latest Motorola R-56 grounding standard. This option grounds almost everything that is metal in the station. The project electrical will need to attach the grounding network to the bus bar to complete the attachment to the building ground.

HOLE LOCATION

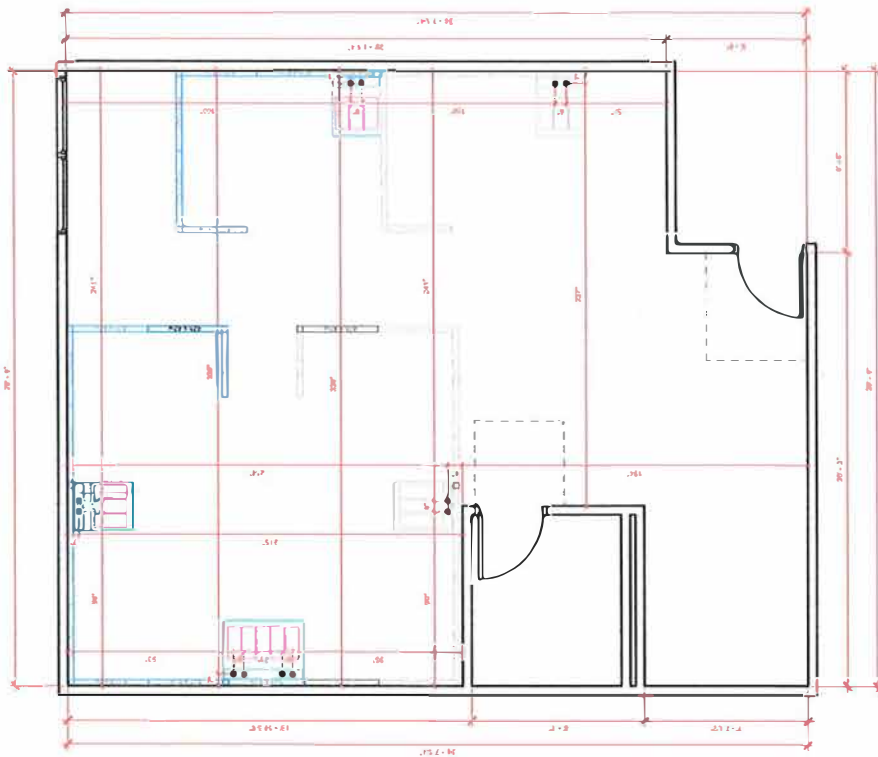
RECOMMENDED 2" DIA. HOLE
 FOR CPU CABINET CENTER



ALL WALL PENETRATIONS TO BE VERIFIED PRIOR TO DRILLING HOLES

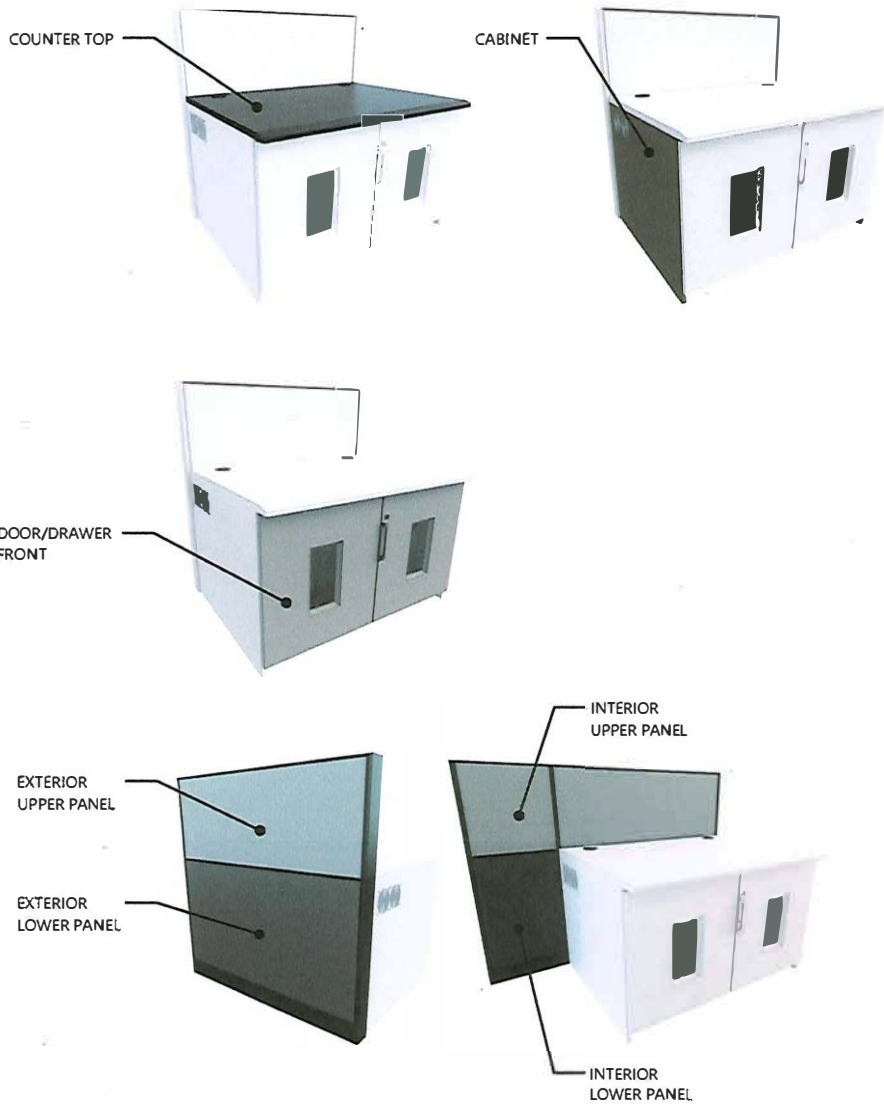
HOLE LOCATION PLAN LEGEND

3/8" = 1'-0"



HOLE LOCATION PLAN - 5501 LD FL. 0005
 3/8" = 1'-0"

FINISH LOCATIONS



FINISH SELECTIONS

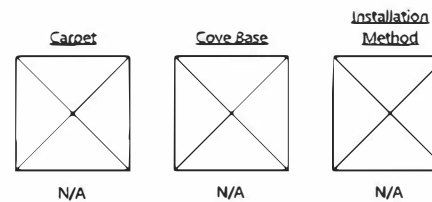
FINISHES ARE NOT GUARANTEED TO BE AVAILABLE AT TIME OF ORDER DUE TO STOCK OR MANUFACTURER DISCONTINUING PRODUCT WITHOUT NOTICE

Panel Trim : Black
 Interior Upper Panel :
 Interior Lower Panel :
 Exterior Upper Panel :
 Exterior Lower Panel :
 Counter Top :
 Door & Drawer Front :
 Cabinet :
 Edgeband :
 Handle : Eagle Silver



CARPET SELECTIONS

Carpet : .N/A
 Cove Base : .N/A
 Installation Method : .N/A



8207 SouthPark Circle
 Littleton, CO, 80120
 1.800.786.2810 F.303.683.5454
 www.xybix.com

Sales : Amanda Schwartz
 Email : AmandaS@xybix.com
 Designer : Ali Bengtson
 Email : AliB@xybix.com

White Lake Township Police Department
 TBD
 White Lake, MI 48383

Opportunity: 0029617

Carpet Opp: N/A

Drawing Name:
 FINISH SELECTION

SHEET: D10.0 SCALE: 3/8" = 1'-0"

NOTE: This design & layout is the property of XYBIX Systems, Inc. & is not to be used in any written manner without express written permission by XYBIX Systems, Inc.

Sign-Off Initials: REV 5

CABLE EXTENSIONS (PER POSITION)

POSITION(S) TYPE: WS 1-3



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Email : AliB@xybix.com

White Lake Township Police Department
TBD
White Lake, MI 48383

DUAL SURFACE DATADOCK CABLES (For Keyboard, Mouse and Phone connections)



CABLE ADAPTOR TYPE	DUAL USB (2) (Cable Managed to CPU Cabinet) Keyboard & Mouse	CHARGE ONLY - DUAL USB (2) (Cable Managed to Power Outlet) Cell Phone charging	CAT6 (Max 2) (Cable Managed to CPU Cabinet) Phone ONLY not for Networking	***Datadock has (5) additional slots for expansion if more than (8) USB's and (1) CAT6 is needed. Please note that additional cables will be charged separately.***
QUANTITY	8 Total	N/A	1 Total	

MONITOR SURFACE CABLES

CABLE TYPE	VGA Male / Female Extension Standard Connection for monitors	DVI-D Male / Female Extension Typical for Hi-Resolution	DVI-I 19" Max Length Male / Female Extension Typical for Hi-Resolution	HDMI Male / Male Extension Typical for Hi-Resolution
QUANTITY				9 EA.
CABLE TYPE	Display Port Male / Male Extension Typical for Hi-Resolution	Display Port to Mini Display Port	USB	AUDIO Typical for Speakers
QUANTITY				

KEYBOARD SURFACE CABLES (ONLY applies for Monitor or Touchscreen sitting on Keyboard Surface)

CABLE TYPE	VGA Male / Female Extension Standard Connection for monitors	DVI-D Male / Female Extension Typical for Hi-Resolution	DVI-I 19" Max Length Male / Female Extension Typical for Hi-Resolution	HDMI Male / Male Extension Typical for Hi-Resolution	Display Port Male / Male Extension Typical for Hi-Resolution	USB Keyboard & Mouse	CAT6 Phone ONLY
QUANTITY							

OPTIONAL ITEMS FOR MONITOR SURFACE (EX: CABLE ADAPTORS, USB'S)

CABLE ADAPTOR TYPE	_____	_____	_____	_____
	TO	TO		
QUANTITY				

Opportunity: 0029617

Carpet Opp: N/A

Drawing Name:
CABLE SHEET

SHEET: D11.0 SCALE:

NOTE: This design & layout is the property of XYBIX Systems, Inc. & is not to be used in any written manner without express written permission by XYBIX Systems, Inc.

Sign-Off Initials: _____ REV 5

If different cable connector types are required it is your responsibility to contact your Designer or Sales Rep. You agree that any changes to this order following receipt of sign-off drawing and PO may result in additional cost that will be expensed to the client.

Signature: _____ Date: _____

STATUS INDICATOR LIGHTS



Xybix status indicator lights provide managers and users the ability to see the status of team members for better responsiveness and management.

FEATURES & SPECS

1-4 tier options available (5-6 color tier options for additional cost)

- Programmable color sequences steady/flashing alert can be easily changed on site
- Easily sync with phone or manual switch
- Multiple usage configurations available
- LED light provides long life, reliability & low wattage use
- Light is gray when not in use preventing false indication
- Multiple pole heights for mounting placement options
- 12V dc power draw with the use of Xybix's MyClimate controller

Customer is responsible to ensure they can connect the Status light to the equipment they plan on connecting.

Xybix will install and provide power to the Status Light ONLY. Please consult with your technicians that install and/or maintain your equipment to ensure proper connectivity and function

X: _____

Date: _____



8207 SouthPark Circle
Littleton, CO, 80120
1.800.788.2810 F.303.683.5454
www.xybix.com

Sales : Amanda Schwartz

Email : AmandaS@xybix.com

Designer : Ali Bengtson

Email : ALB@xybix.com

White Lake Township Police Department
T8D
White Lake, MI 48383

Opportunity: 0029617

Carpet Opp: N/A

Drawing Name:
STATUS INDICATOR
LIGHT SPECS

SHEET:	SCALE:
D13.0	

NOTE: This design & layout is the property of XYBIX Systems, Inc. & is not to be used in any written manner without express written permission by XYBIX Systems, Inc.

Sign-Off Initials:	REV
x _____	5

**White Lake Township
Community Development Department**

To: Rik Kowall, Supervisor
Township Board of Trustees

From: Hannah Kennedy-Galley, Building Specialist

Date: May 12, 2026

Re: Request to Approve Laserfiche Consulting Services and Cloud Upgrade

I am respectfully asking the Township Board to consider approving the request to engage MCCI for consulting services and implementing a software upgrade for Laserfiche.

Laserfiche is a core software heavily used by several Township departments as a digital record archive repository. Support for our current system, Laserfiche 10.3, has ceased as of December 2022. This alone poses an IT security risk, as our system has not received any bug fixes, security patches, or technical support since. In addition to this, our Laserfiche repository needs a major revamp. When the system was initially implemented, there was a lack of standard operating procedure regarding entries and metadata in the system. Over time, this has made the system hard to navigate due to inconsistent data entry.

To address these concerns, I am proposing:

1. Engagement of MCCI’s consulting services to provide expertise in planning, implementation, configuration, and knowledge transfer.
2. Upgrade of the Laserfiche software platform to Laserfiche Cloud.

Scope of Services

The consulting services would include, but may not be limited to:

- Current system assessment
- Creating filing workflows with OCR
- Metadata template setup
- Records management implementation
- Discovery sessions with each Department
- Admin & user training

The software upgrade will provide improvements in:

- System performance and stability
- Security and compliance
- Reporting and analytics capabilities

- Integration with BS&A
- User experience and operational efficiency

Pricing

Consulting Services (one time fee)	\$36,000.00
Laserfiche Cloud Recurring Annual Support/Subscription	\$12,055.00
Total Estimated Cost	\$48,055.00

* This cost includes MCCI’s Supplemental Support Services Subscription, which provides additional training and services. The Supplemental Support Services (MMSS) can be canceled after the first year, which will result in a lower annual subscription fee in the following year.

Approval of this request is expected to provide the following benefits:

- Reduced operational inefficiencies
- Improved system reliability and supportability
- Enhanced security and compliance readiness
- Increased productivity for end users
- Reduced long-term maintenance risks and costs

Requested Approval

If the Board agrees, I would like **to request approval to proceed with MCCI’s proposed consulting services and Laserfiche Cloud recurring annual support subscription for 2026, not to exceed \$48,055.00, subject to attorney review.**

This Master Services Agreement No. 20903 (this "**Agreement**") is effective on date of last signature ("**Effective Date**") and is made by and between MCCi, LLC, a Florida limited liability company, with its principal office located at 3717 Apalachee Parkway, Suite 201, Tallahassee, FL 32311 ("**Company**") and Client (defined herein). Company and Client may each be referred to individually herein as a "**Party**" or collectively as the "**Parties**".

The terms "**Client**" in this Agreement shall also include Client's "**Affiliates**," defined as a legal entity that directly or indirectly controls, is controlled by, or is under common control with the applicable Party. It is agreed that Client's Affiliates who are a party to the applicable Order (defined below) shall enjoy the same rights, benefits and obligations set forth in this Agreement as are applicable to Client.

As used in this Agreement, "Company" means the Company Affiliate providing the Services (defined below) to the Client in the applicable Order.

The Parties hereto intending to be legally bound hereby, agree as follows:

1. Scope of Service

Company and Client may develop and enter into one or more sales orders, attached hereto or incorporated by reference, incorporating a description of the specific goods and/or services requested by Client and agreed to be performed or otherwise provided by Company (and as modified in writing by the Parties, each an "**Order**"). Company will provide to Client those goods and/or services described as its obligation in the Order (collectively, the "**Services**"). If applicable, each Order will also describe items specifically required to be delivered by Company to Client (each a "**Deliverable**"), and the acceptance criteria, if any, for each of the Deliverables. Further, each Order will set forth, among other things, tasks to be performed by the Parties and roles and responsibilities of each Party. Each Order shall specifically identify this Agreement and indicate that it is subject to the terms hereof. Unless provided to the contrary in the applicable Order, to the extent there are any conflicts or inconsistencies between this Agreement and any Order or Client purchase order, except in regard to Sections 2 or 3 herein, the provisions of the applicable Order shall govern and control. Use of pre-printed forms, including, but not limited to email, purchase orders, shrink-wrap or click-wrap agreements, except those that may appear in the applicable Order, acknowledgements or invoices, is for convenience only and all pre-printed terms and conditions stated thereon, except as specifically set forth in this Agreement, are void and of no effect. No amendment or modification to this Agreement will be valid unless set forth in writing and formally approved by authorized representatives of both parties. To the extent that there are any conflicts or inconsistencies between this Agreement and any Client-entered third-party government purchasing agreement ("**Purchasing Vehicle**"), the provisions of the Purchasing Vehicle shall govern and control.

No change order, notice, direction, authorization, notification or request (each a "**Change Order**") will be binding upon Client or Company, nor will such Change Order be the basis for any claim for additional compensation by Company, until Client and Company have agreed in writing to the same.

Each Company Affiliate will only be liable for those obligations expressly set forth in the applicable Order to which it is a party and the applicable Affiliate will invoice client for the same. In no event will a Company Affiliate be liable for any of the obligations or liabilities of any other Company Affiliate pursuant to this Agreement.

2. Fees

Client shall pay to Company the fees and other compensation and or reimbursement set forth in each Order. The Client acknowledges that it may incur expenses as associated with non-refundable items (e.g., airline tickets, training/install charges, hotel reservations, rental cars, and the like), in the event that (i) Client cancels or reschedules performance, after Company has made the applicable arrangements; or (ii) If Client is not prepared upon Company's arrival, which results in cancellation, delays, and/or the need to reperform any Deliverables.

3. Invoicing and Payment

Unless otherwise stated in an Order, Company will invoice Client for all fees, charges and reimbursable expenses on a monthly basis and upon completion of each Order.

Client agrees to pay all undisputed invoices and undisputed portions of a disputed invoice in full within thirty (30) days from the date of each invoice. Failure to pay invoices by the due date, unless Company has been informed by said due date that an invoice is being contested and the reason therefor, may result in the imposition of interest charges to the extent allowable by law as well as any associated legal and collection fees incurred.

In all events, Client shall be liable for full payment for Services and/or Deliverables and reimbursement of Company's expenses incurred through the effective date of termination. If Client cancels or suspends an Order, pursuant to this Agreement and only if allowed hereunder, between completed milestones, Company will invoice Client for a pro-rated share of the completed portion of each milestone(s) for Deliverables performed through the date of such termination or delay. If Services are resumed or Deliverables continued, Company will recommence invoicing per the applicable Order.

To the extent that Client is not exempt and/or has not communicated its tax status to Company, Client further agrees to pay amounts equal to any federal, state or local sales, use, excise, privilege or other taxes or assessments, however designated or levied, relating to any amounts payable by Client to Company under this Agreement or any other Agreement between the Parties, exclusive of taxes based on Company's net income or net worth. Client understands and accepts that any pricing set forth in an Order does not include such taxes.

Payments for recurring software maintenance support, subscriptions and/or other service packages ("**Recurring Services**") are non-refundable.

4. Term and Termination

This Agreement will commence on the Effective Date and will be effective for the longer of (i) a one (1) year period or (ii) the term of the original Order and will continue for one (1) year periods and continue in full force and effect, unless terminated by either Party as set forth below. Notwithstanding the foregoing, if at any point an Order, Recurring Services, or similar underlying work document be active, then the terms of this Agreement shall govern the Order or similar underlying work document until termination or expiration of the same. Termination of this Agreement or any Order hereunder may occur upon any of the following:

- (a) Thirty (30) days after a Party's receipt of written notice from the other Party that this Agreement or the Services, in whole or in part under an Order, shall be terminated; or
- (b) Thirty (30) days after a Party notifies the other in writing that they are in breach or default of this Agreement, unless the breaching Party cures such breach or default within such thirty (30) day period; or
- (c) Fifteen (15) days after the filing of a petition in bankruptcy by or against either Party, any insolvency of a Party, any appointment of a receiver for such Party, or any assignment for the benefit of such Party's creditors (a "**Bankruptcy Event**"), unless such Party cures such Bankruptcy Event within the fifteen (15) day period; or
- (d) If Client is a city, county, or other government entity the following applies: If Client's governing body fails to appropriate sufficient funds to make payments due and to become due during Client's next fiscal period, Client may, subject to the terms herein, terminate the applicable Order as of the last day of the fiscal period for which appropriations were received (each an "**Event of Non-appropriation**"). Client agrees to deliver notice of an Event of Non-appropriation to Company at least 30 days prior to the end of Client's then-current fiscal period, or if an Event of Non-appropriation has not occurred by that date, promptly upon the occurrence of any such Event of Non-appropriation. If this Agreement is terminated following an Event of Non-appropriation, Client agrees (but only to the extent permitted by applicable law) that, for a period of one (1) year from the effective date of such termination, Client shall not purchase or otherwise acquire any technology performing functions similar to those performed by the Recurring Services from a third party.

Notwithstanding anything to the contrary, despite expiration, non-renewal, or termination of this Agreement, unless the Parties have executed a master agreement that supersedes this Agreement, if at any time there is any active Order, or Company is providing any services to Client, the terms of this Agreement will continue to apply to the applicable Order or services.

5. Working Arrangements

All Services shall be performed remotely, unless otherwise agreed to by the Parties.

Client will ensure that all Client's personnel, vendors, and/or subcontractors who may be necessary or appropriate for the successful performance of the Services and/or delivery of a Deliverable will, on reasonable notice: (i) be available to assist Company Personnel by answering business, technical and operational questions and providing requested documents, guidelines and procedures in a timely manner; (ii) participate in the Services as reasonably necessary for performance under an Order; and (iii) be available to assist Company with any other activities or tasks required to complete the Services in accordance with the Order.

6. Company Personnel

Neither Company nor its Personnel (defined below) are or shall be deemed to be employees of Client but instead are independent contractors to Client. Company shall be responsible for the compensation of its Personnel, in addition to any applicable employment taxes, workmen's compensation and any other taxes, insurance or provisions associated with the engagement of such Personnel.

In addition, Company shall be responsible for all acts or omissions of its Personnel.

Company may utilize independent subcontractors in satisfying its obligations under this Agreement (collectively with Company employees "**Personnel**"). Company remains responsible for all acts and omissions of all Personnel.

Upon receipt of notice from Client that any Company Personnel is not suitable, Company shall remove such person from the performance of Services and will provide a qualified replacement as quickly as reasonably possible.

Unless a particular Company Personnel member has been identified as a key resource to the relevant Order, Company at its sole discretion may reassign, if and as necessary, other appropriately qualified Company Personnel to the relevant Order as long as such assignment will not affect Company's fee for the Services defined or ability to satisfy its Deliverables.

Neither Party is a legal representative of the other nor does a Party have the authority, either express or implied, to bind or obligate the other in any way.

7. Non-Solicitation

To the extent permitted by law, during the term of this Agreement and for a period of twelve (12) months thereafter, neither Party shall knowingly (i) induce or attempt to induce any then-current employee or independent contractor of the other Party to terminate his or her employment or other relationship with the non-soliciting Party or (ii) solicit or hire any former employee or independent contractor that had been employed or engaged by the non-soliciting Party during the previous twelve (12) months. Notwithstanding the foregoing, either Party may solicit for employment, offer employment to, employ, or engage as a consultant or advisor, any of the other Party's personnel who: (i) had no previous direct contact with the soliciting Party's personnel in connection with, and during the performance of, the Services hereunder, or (ii) have responded to

a general, publicly-available advertisement for employment by the hiring Party (including its Affiliates), or (iii) make unsolicited approaches or inquiries to such Party (including its Affiliates) regarding employment opportunities. The current engaging Party, in its sole discretion, may waive this provision in writing for an individual. Except for government entities, In consideration for such waiver, the soliciting Party agrees to pay a placement fee equal to fifty (50) percent of such person's new total annual compensation. This placement fee shall be due immediately upon such person's commencement of services.

8. Data Privacy

In the event that Company, in the course of providing Services to Client, receives, stores, maintains, processes or otherwise has access to "**Personal Information**" (as defined by the State Data Protection Laws (defined below) and/or European Union Directives, and including, but not limited to, an individual's name and social security number, driver's license number or financial number) then Company shall safeguard this information in accordance with these laws. Company may disclose Personal Information and other Client provided information for business purposes only on a need-to-know basis and only to (i) Company Personnel, (ii) any third-party service providers that have agreed to safeguard Personal Information and other Client provided information in a like manner as Company safeguards such information, and (iii) with other entities authorized to have access to such information under applicable law or regulation. Company may disclose Personal Information when necessary to protect its rights and property, to enforce its terms of use and legal agreements, as required or permitted by law, or at the request of law enforcement authorities and the courts, and pursuant to a subpoena. Company shall have no duty to notify Client of such compliance with law. Company takes reasonable and appropriate measures to maintain the confidentiality and security of Personal Information and to prevent its unauthorized use or disclosure. To the extent that Company experiences a Security Breach as defined under the applicable State Data Protection Laws for information generated in connection with this Agreement or any Order hereto, Company shall notify Client in writing within five (5) business days of confirming the same.

9. Confidential Information

The Parties acknowledge that in the course of Company providing Services for Client hereunder, each may receive Confidential Information (as defined below) of the other Party. Any and all Confidential Information in any form or media obtained by a Recipient (defined below) shall be held in confidence and shall not be copied, reproduced, or disclosed to third parties for any purpose whatsoever except as necessary in connection with the performance hereunder. Each Recipient further acknowledges that it shall not use such Confidential Information for any purposes other than in connection with the activities contemplated by this Agreement. All consultants assigned by Company to Client will sign appropriate forms of confidentiality agreements on or prior to their start date.

"**Confidential Information**" means any and all confidential information of a Party disclosed to the other Party, including, but not limited to, research, development, proprietary software, technical information, techniques, know-how, trade secrets, processes, clients, employees, consultants, pricing information and financial and business information, plans and systems. Confidential Information shall not include information which: (i) was known to the Party receiving the information (the "**Recipient**") prior to the time of disclosure by the other Party (the "**Disclosing Party**"); (ii) at the time of disclosure is generally available to the public or after disclosure becomes generally available to the public through no breach of this Agreement or other wrongful act by the Recipient; (iii) was lawfully received by Recipient from a third party without any obligation of confidentiality; or (iv) is required to be disclosed by law or order of a court of competent jurisdiction or regulatory authority.

The obligations set forth in this Section shall survive termination of this Agreement for a period of three (3) years thereafter.

10. Intellectual Property

Unless otherwise specified in any Order, or subject to a third-party license agreement, title to all materials, Services, and/or Deliverables, including, but not limited to, reports, designs, programs, specifications, documentation, manuals, visual aids, and any other materials developed and/or prepared for Client by Company under any Order, to the extent that the same are custom and unique in application to Client, (whether or not such Order is completed) ("**Works**"), and all interest therein shall vest in Client and shall be deemed to be a work made for hire and made in the course of the Services rendered hereunder. Company shall retain a non-exclusive, royalty-free, world-wide, perpetual license to use, sell, modify, distribute, and create derivative works based upon any of the foregoing Works in its information technology professional services business, provided that in so doing Company shall not use or disclose any Client Confidential Information or Deliverables custom and unique to Client. To the extent that title to any such Works may not, by operation of law, vest in Client or such Works may not be considered works made for hire, all rights, title and interest therein are hereby irrevocably assigned to Client. All such Works shall belong exclusively to Client, except as set forth herein, with Client having the right to obtain and to hold in its own name, copyrights, registrations, or such other protection as may be appropriate to the subject matter, and any extensions and renewals thereof. Company agrees to give Client and any person designated by Client, reasonable assistance, at Client's expense, required to perfect the rights defined in this Section. Unless otherwise requested by Client, upon the completion of the Services to be performed under each Order or upon the earlier termination of such Order, Company shall promptly turn over to Client all Works and Deliverables developed pursuant to such Order, including, but not limited to, working papers, narrative descriptions, reports, and data.

Notwithstanding the foregoing, the following shall not constitute the property of Client: (i) Company software, including but not limited to any proprietary code (source and object), or that which is subject to third-party license agreements with Company and/or Client; (ii) those portions of the Deliverables which include information in the public domain or which are generic ideas, concepts, know-how and techniques within the computer design, support and consulting business generally; and (iii) those portions of the Deliverables which contain the computer consulting knowledge, techniques, tools, routines and sub-routines, utilities, know-how, methodologies and information which Company had prior to or acquired during the performance of its Services for Client and which do not contain any Confidential Information of Client conveyed to Company. Should Company, in performing any Services hereunder, use any computer program, code, or other materials developed by it independently of

the Services provided hereunder (“Pre-existing Work”), Company shall retain any and all rights in such Pre-existing Work. Company hereby grants Client a paid up, royalty free, world-wide, non-exclusive license to use outputs generated by the Company software and Pre-existing Work for its internal business needs for the term of each applicable Order.

Client understands and agrees that Company may perform similar services for third Parties using the same Personnel that Company may use for rendering Services for Client hereunder, subject to Company’s obligations respecting Client’s Confidential Information.

11. Warranty

(a) General Representation and Warranty.

Client represents and warrants that it shall have all rights and licenses, including, without limitation those related to data, software and the like, of third parties, necessary or appropriate for Company to access or use such data and/or third-party products and agrees to produce evidence of such rights and licenses upon the reasonable request of Company.

(b) Services Warranty.

EXCEPT AS EXPRESSLY PROVIDED IN THIS SECTION, THE APPLICABLE EXHIBITS AND/OR ORDERS, COMPANY DOES NOT MAKE OR GIVE ANY REPRESENTATION OR WARRANTY, WHETHER SUCH REPRESENTATION OR WARRANTY BE EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, QUALITY, OR FITNESS FOR A PARTICULAR PURPOSE OR ANY REPRESENTATION OR WARRANTY FROM COURSE OF DEALING OR USAGE OF TRADE.

(c) General Warranty.

Company shall perform the Services in compliance with all applicable federal and state laws and regulations and industry codes, including but not limited to (i) federal and state anti-kickback laws and regulations, (ii) federal and state securities laws, meaning that Company agrees that Client may be a publicly traded company and Company shall instruct Company Personnel that federal and state securities laws prohibit the purchase, sale, or pledge of Client stock while in possession of any material, non-public information, (iii) the Foreign Corrupt Practices Act of 1977, (iv) federal and state privacy and data protection laws, including, but not limited to, Health Insurance Portability and Accountability Act of 1996 and the Health Information Technology for Economic and Clinical Health Act (collectively, “State Data Protection Laws”), and (v) Company also represents that it uses E-Verify to verify the work authorization of all newly hired employees.

12. Indemnification and Limitation of Liability

(a) Indemnification.

To the extent caused by Company, Company shall indemnify, defend, and hold Client harmless against any loss, damage, or costs (including reasonable attorneys' fees) in connection with third party claims, demands, suits, or proceedings (“Claims”) for bodily injury or tangible property damage arising out of Company’s performance within the scope of its responsibilities under this Agreement or by a third-party alleging that the use of any Deliverable (expressly excluding third party software and/or cloud host provider) as provided to Client under this Agreement or any Order hereto and used in accordance with this Agreement and relevant documentation, infringes any third party’s intellectual property rights perfected in the United States. Notwithstanding the foregoing, Company shall not be required to indemnify Client to the extent the alleged infringement: (i) is based on information or requirements furnished by Client, (ii) is the result of a modification made by an entity other than Company, or (iii) arises from use of a Deliverable in combination with any other product or service not provided or approved in writing by Company. If Client is enjoined from using the Deliverable or Company reasonably believes that Client will be enjoined, Company shall have the right, at its sole option, to obtain for Client the right to continue use of the Deliverable or to replace or modify the same so that it is no longer infringing. If neither of the foregoing options is reasonably available to Company, then this Agreement may be terminated at either Party’s option, and Company’s sole liability shall be subject to the limitation of liability provided in this Section.

(b) Indemnification Procedure.

Client shall give Company (i) prompt written notice of the Claim; (ii) sole control of the defense and settlement of the Claim (provided that Company may not settle any Claim unless it unconditionally releases Client of all liability and does not otherwise negatively impact Client’s rights, including, without limitation, those in its intellectual property); and (iii) at Company’s cost, all reasonable assistance.

(c) Limitation of Liability.

Except for a breach of intellectual property rights, a third party’s end user and/or terms of use agreement, and to the extent caused by the applicable Party:

(i) IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR SPECIAL, EXEMPLARY, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOST REVENUES, PROFITS, SAVINGS OR BUSINESS) OR LOSS OF RECORDS OR DATA, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED TO SUCH PARTY IN ADVANCE OR COULD HAVE BEEN REASONABLY FORESEEN BY SUCH PARTY, AND WHETHER IN AN ACTION BASED ON CONTRACT, WARRANTY, STRICT LIABILITY, TORT (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE), OR OTHERWISE. EXCEPT FOR A PARTY’S PAYMENT OBLIGATIONS; (ii) EACH PARTY’S MAXIMUM AGGREGATE LIABILITY FOR ALL CLAIMS, LOSSES, OR OTHER LIABILITY ARISING OUT OF, OR CONNECTED WITH, THIS AGREEMENT, THE SERVICES, DELIVERABLES AND/OR SOFTWARE PROVIDED HEREUNDER OR CLIENT’S USE OF ANY SUCH SERVICES, DELIVERABLES, AND/OR SOFTWARE, AND WHETHER BASED UPON CONTRACT, WARRANTY, STRICT LIABILITY, TORT (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE), OR OTHERWISE, SHALL IN NO CASE EXCEED THE AGGREGATE AMOUNTS PAID TO COMPANY BY CLIENT UNDER THE APPLICABLE ORDER, GIVING RISE TO SUCH CLAIM DURING THE LAST TWELVE (12) MONTHS. UNLESS PROVIDED OTHERWISE IN AN ORDER, THIS LIMITATION OF LIABILITY SHALL APPLY TO ALL AGREEMENTS BETWEEN THE PARTIES, REGARDLESS OF WHETHER EXECUTED PRIOR TO OR SUBSEQUENT TO THIS AGREEMENT.

EACH PARTY'S ENTIRE LIABILITY AND CLIENT'S REMEDIES UNDER THIS AGREEMENT SHALL BE SUBJECT TO THE LIMITATIONS CONTAINED IN THIS SECTION. THE LIMITATIONS ON WARRANTY AND LIABILITY SPECIFIED IN THE WARRANTY AND INDEMNIFICATION AND LIMITATION OF LIABILITY SECTIONS HEREOF WILL SURVIVE AND APPLY EVEN IF ANY LIMITED REMEDY HEREIN IS FOUND TO HAVE FAILED OF ITS ESSENTIAL PURPOSE.

The Parties acknowledge that the limitation of warranties and liabilities as set out in this Agreement are an essential basis of this Agreement and that the prices agreed to be paid by Client for Services reflect these limitations.

13. Insurance

During the term of this Agreement, Company shall carry, at its sole expense, insurance coverage to include at a minimum the following:

- Workers Compensation: State statutory limits and \$1,000,000 employers' liability
- Comprehensive General Liability: \$2,000,000 per occurrence and \$4,000,000 in the aggregate
- Professional Liability and Errors & Omissions: \$1,000,000 per occurrence and \$3,000,000 in the aggregate
- Cyber and Technical Errors and Omissions: \$3,000,000 in the aggregate

Company, at Client's request, will name Client as an additional insured under the Comprehensive General Liability policy. Company represents that Client is automatically included as an additional insured under the Errors and Omissions and Cyber and Technical Errors and Omissions policies for vicarious liability, but no modified certificate of insurance will be provided.

14. Notices

All notices, demands, and other communications required or permitted hereunder or in connection herewith shall be in writing and shall be deemed to have been duly given if delivered (including by receipt verified electronic transmission) or five (5) business days after mailed in the Continental United States by first class mail, postage prepaid, to a Party at the following address, or to such other address as such Party may hereafter specify by notice:

<u>If to Company</u>	<u>If to Client:</u>
MCCi, LLC	White Lake Charter Township
3717 Apalachee Parkway	7525 Highland Road
Suite 201	White Lake, MI 48383
Tallahassee, FL 32311	Attn: Trish Pergament
Attn: Legal Department	Email: ppergament@whitelaketwp.com
Email: legal@mccinnovations.com	

15. Miscellaneous

(a) EULA (End User License Agreement) Provisions.

Client acknowledges that they are responsible for adhering to any third-party End User License Agreements, acceptable use policies, and/or terms and conditions or similar requirements ("EULA"). This applies, without limitation, to MCCi affiliate licensed software regardless of the means of provision. Except for a Company Affiliate providing the foregoing, Company shall not be responsible for such products except related services provided directly by Company.

(b) Use of Open-Source Code.

Except as disclosed in the Order, Company does not distribute nor otherwise use any open-source or similar software in a manner that would obligate Company to disclose, license, make available or distribute any of its material proprietary source code as a condition of such use. For purposes of this Agreement, "Open Source" shall mean any software or other Intellectual Property that is distributed or made available as "open-source software" or "free software" or is otherwise publicly distributed or made generally available in source code or equivalent form under terms that permit modification and redistribution of such software or Intellectual Property. Open Source includes, but may not be limited to, software that is licensed under the GNU General Public License, GNU Lesser General Public License, Mozilla License, Common Public License, Apache License, or BSD License, as well as all other similar "public" licenses.

(c) Client Software Customizations.

Client may choose to customize their software internally without Company's help. Company is not responsible for any damages caused by Client's customization of the software. Company will not be held responsible for correcting any problems that may occur from these customizations.

(d) Company Software Configuration Services.

Client may elect to contract with Company to configure Client's software. In these situations, Client acknowledges they are responsible for testing all software configurations and as such, waives any and all liability to Company for any damages that could be related to these software configurations.

(e) Compliance with Laws.

To the extent applicable to the Parties each Party shall comply with and give all notices required by all applicable federal, state, and local laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on use of the Services, Deliverables and/or software and the performance of this Agreement.

(f) Equal Opportunity.

To the extent applicable to the Parties each shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a), and the posting requirements of 29 CFR Part 471, appendix A to subpart A, if applicable. These regulations prohibit discrimination against qualified individuals

based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin.

(g) Excluded Parties List.

To the extent required by law and applicable to Client, Company agrees to promptly report to Client if an employee or contractor is listed by a federal agency as debarred, excluded or otherwise ineligible for participation in federally funded health care programs.

(h) Boycotts.

Company is not engaged in and will not engage in a boycott prohibited under United States and/or applicable State laws.

(i) E-Verify

Company uses E-Verify to verify the work authorization of all newly hired employees.

(j) Force Majeure.

If either of the Parties hereto are delayed or prevented from fulfilling any of its obligations under this Agreement by force majeure, said Parties shall not be liable under this Agreement for said delay or failure. "Force Majeure" means any cause beyond the reasonable control of a Party including, but not limited to, an act of God, an act or omission of civil or military authorities of a state or nation, epidemic, pandemic, fire, strike, flood, riot, war, delay of transportation, or inability due to the aforementioned causes to obtain necessary labor, materials or facilities.

(k) Audit Rights.

With reasonable notice and at a convenient location, Client will have the right to audit Company's records to verify the accuracy of invoicing to Client.

In addition, should any of Client's regulators legally require access to audit the Services, Company will, to the extent legally required by such regulators, provide access for the same. All results of such audits shall be Company Confidential Information.

Client shall bear all costs associated with audits.

(l) Assignment.

Neither Party may assign or otherwise transfer any of its rights, duties, or obligations under this Agreement without the prior written consent of the other Party. Either Party, however, without any requirement for prior consent by the other, may assign this Agreement and its rights hereunder to any entity who succeeds (by purchase, merger, operation of law or otherwise) to all or substantially all of the capital stock, assets, or business of such Party, if the succeeding entity agrees in writing to assume and be bound by all of the obligations of such Party under this Agreement. This Agreement shall be binding upon and accrue to the benefit of the Parties hereto and their respective successors and permitted assignees.

(m) Modification.

This Agreement may be modified only by a written amendment executed by duly authorized officers or representatives of both Parties.

(n) Provisions Severable.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, then such provision shall be severed from this Agreement and the remaining provisions will continue in full force.

(o) Dispute Resolution.

Should a dispute arise between Company and Client involving their respective responsibilities, limitations, or the working relations between the Parties under this Agreement or any Order, then the Parties will make reasonable efforts to amicably resolve the dispute. Prior to entering arbitration as set forth below, the Parties agree that any dispute will initially be referred to their senior management for resolution within ten (10) business days of receipt of notice specifying and asking for the intervention of the Parties' superiors. If the dispute is still unresolved after such ten (10) business day period, the Parties agree, at the written request of either Party, to submit the dispute to a single arbitrator for resolution by binding arbitration under the rules of the American Arbitration Association, and that any award of the arbitrator shall be enforceable under any court having jurisdiction thereof. In any such action, the Parties will bear their own costs and will share equally in the costs and fees assessed by the American Arbitration Association for its services.

(p) Interpretation.

The descriptive headings of this Agreement and of any Order under this Agreement are for convenience only and shall not affect the construction or interpretation of this Agreement. As used herein, "include" and its derivatives (including, "e.g.") shall be deemed to mean "including but not limited to." Each Party acknowledges that this Agreement has been the subject of active and complete negotiations, and that this Agreement should not be construed in favor of or against any Party by reason of the extent to which any Party or its professional advisers participated in the preparation of this Agreement.

(q) Publicity.

Company may use the name of Client, the existence of this Agreement and the nature of the associated services provided herein for marketing purposes, except that such use shall not include any Client Confidential Information as defined in this Agreement.

(r) Entire Agreement.

This Agreement and all Order(s) attached hereto constitute the complete and exclusive statement of the agreement between the Parties and supersedes all proposals, oral or written, and all other prior or contemporaneous communications between the Parties relating to the subject matter herein.

(s) Counterparts.

This Agreement may be executed in several counterparts, each of which will be deemed an original, and all of which taken together will constitute one single agreement between the Parties with the same effect as if all the signatures were upon the same instrument. The counterparts of this Agreement may be executed and delivered by facsimile or other electronic signature (including portable document

format) by either of the Parties and the receiving Party may rely on the receipt of such document so executed and delivered electronically or by facsimile as if the original had been received.

(t) Governing Law.

This Agreement, any claim dispute or controversy hereunder (a "Dispute") will be governed by (i) the laws of the State of Florida, or (ii) if Client is a city, county, municipality or other governmental entity, the law of state where Client is located, in all cases without regard to its conflicts of law. The UN Convention for the International Sale of Goods and the Uniform Computer Information Transactions Act will not apply. In any Dispute, each Party will bear its own attorneys' fees and costs and expressly waives any statutory right to attorneys' fees.

(u) Survival.

Sections 2 (Fees), 3 (Invoicing and Payment), 6 (Company Personnel), 7 (Non-solicitation), 8 (Data Privacy), 9 (Confidential Information), 10 (Intellectual Property), 11 (Warranty), 12 (Indemnification and Limitation of Liability), 14 (Notices), 15 (Miscellaneous), and all other terms that by their context are intended to survive, whether in or under this Agreement, shall survive termination or expiration of this Agreement.

(v) Bench Trial.

The Parties agree to waive, to the maximum extent permitted by law, any right to a jury trial with respect to any Dispute.

(w) No Class Actions.

NEITHER PARTY SHALL BE ENTITLED TO JOIN OR CONSOLIDATE CLAIMS BY OR AGAINST EACH OTHER, SUCH PARTY'S PROVIDERS, AND/OR CLIENTS, OR PURSUE ANY CLAIM AS A REPRESENTATIVE OR CLASS ACTION OR IN A PRIVATE ATTORNEY GENERAL CAPACITY.

(x) Limitation Period.

Neither Party shall be liable for any claim brought more than two (2) years after the cause of action for such claim first arose.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

MCCi, LLC

WHITE LAKE CHARTER TOWNSHIP ("Client")

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

7525 HIGHLAND ROAD
WHITE LAKE, MI 48383

LASERFICHE PLATFORM CHANGE ORDER

Pursuant to Master Services Agreement No. 20903 ("**Agreement**"):

This Order, designated as Addendum No. 1, is entered into as of _____, ("**Order Effective Date**"), by and between MCCi and Client and is hereby incorporated into the Agreement and made a part thereof. If there is any conflict between a provision of the Agreement and this Order, the Order will control. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement. This Order supersedes any previous quotes or proposals received. Use of pre-printed forms, including, but not limited to, email, purchase orders, shrink-wrap or click-wrap agreements, acknowledgements, or invoices, is for convenience only, and all unilaterally issued and/or pre-printed terms and conditions stated thereon, except as specifically set forth in this Order, are void and of no effect.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum No. 1 to be executed by their respective duly authorized representatives as of the Addendum Effective Date.

MCCi, LLC

WHITE LAKE CHARTER TOWNSHIP ("Client")

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



3717 Apalachee Parkway, Suite 201
 Tallahassee, FL 32311
 850.701.0725
 850.564.7496 fax

Bill to: Trish Pergament
ppergament@whitelaketwp.com
Ship to: Trish Pergament
ppergament@whitelaketwp.com
cc AP Contact: anoble@whitelaketwp.com
Cloud Admin: Trish Pergament
ppergament@whitelaketwp.com

Client Name: White Lake Charter Township
Client Address: 7525 Highland Road, White Lake, MI 48383
Quote Number: 41135
Order Type: Platform Change

Quote Date: April 6, 2026

<i>Product Description:</i>	<i>Qty.</i>	<i>Unit Cost</i>	<i>Annual Total</i>
<u>LASERFICHE CLOUD ANNUAL SUBSCRIPTION - BASIC</u>			
<input checked="" type="checkbox"/> Laserfiche Cloud Professional User Subscription (5-49 Users)	8	\$870.00	\$6,960.00
<input checked="" type="checkbox"/> Laserfiche Cloud Participant User Subscription (10-199 Users)	15	\$125.00	\$1,875.00
<input checked="" type="checkbox"/> Laserfiche Cloud Quick Fields Complete with Agent Subscription (10-Pack)	1	Included*	Included*
<input checked="" type="checkbox"/> Laserfiche Cloud Direct Share, Up to 200MB	1	Included*	Included*
<input checked="" type="checkbox"/> Laserfiche Cloud Starter Audit Trail Subscription	1	Included*	Included*
<input checked="" type="checkbox"/> Smart Fields (Up to 1,000 Extractions Per Year)	1	Included*	Included*
<i>Laserfiche Annual Recurring Subscription Subtotal</i>			<i>\$8,835.00</i>
<u>MCCI SUPPLEMENTAL SUPPORT SERVICES SUBSCRIPTION</u>			
<input checked="" type="checkbox"/> MCCI Managed Support Services for Laserfiche (MMSS) <i>Client needs are estimated based on the current components provided herein: up to 15 hours that will expire at the end of your renewal term.</i>	1	\$2,295.00	\$2,295.00
<input checked="" type="checkbox"/> MCCI Learning Management System (LMS) for Laserfiche Cloud (5-9 Users)	1	\$925.00	\$925.00
<i>MCCI Supplemental Support Services Annual Recurring Subscription Subtotal</i>			<i>\$3,220.00</i>
GRAND TOTAL - RECURRING ANNUAL SUPPORT/SUBSCRIPTION			\$12,055.00

EXISTING MCCi SUPPORT/SUBSCRIPTION CREDIT

<input checked="" type="checkbox"/> Managed Support Services	-1
<input checked="" type="checkbox"/> MCCi Learning Management System (LMS) for Laserfiche On-Premise (10-24 Users)	-1
<input checked="" type="checkbox"/> MCCi Supplemental Support/Subscription Services Credit Proration	1

Existing MCCi Supplemental Support/Subscription Credit Total **(\$316.29)**

GRAND TOTAL - ESTIMATED EXISTING SUPPORT CREDIT **(\$316.29)**

TOTAL LASERFICHE PROJECT COST **\$11,738.71**

**Products shown as "Included" will be implemented and configured ONLY if the applicable MCCi Service Package(s) is included in this order, or product(s) can be implemented and configured at a later date with the purchase of the applicable service package(s).*

All Quotes Expire 30 Days from Quote Date

This is NOT an invoice. Please use this confirmation to initiate Client's purchasing process.

RECURRING SERVICES

The Recurring Services portion of this Order will be based on the pricing at the time of renewal. In the event that a manufacturer increases its prices for recurring annual services, the increase will be passed along to the Client. No more than once per year, MCCi may adjust its recurring annual services to coincide with current U.S. inflation rates; any increase will not exceed the cumulative increase in the Consumer Price Index (CPI) occurring since the last price increase. Please note that if you subscribe to volume-based solutions, additional user licenses may increase the cost of those items at the time of your next annual renewal. Recurring Services portion of this Order and/or applicable Addendum will renew upon payment of annual renewal invoice.

SALES TAX

Sales tax will be invoiced where applicable and is not included in the fee quote above.

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PRODUCT ORDER TERMS

MCCi will process Product Orders as follows:

Product/Service Description	Timing of Product Order
All Software/Solutions, Recurring Annual Support/Subscription, and Supplemental Support Services	Within 30 days of receipt of Order

The act of MCCi processing orders determines the start date of annual Recurring Service periods. Establishment of start dates for 3rd party manufacturer products are subject to each manufacturer's current policy.

BILLING TERMS

MCCi will invoice Client as follows:

Product/Service Description	Timing of Billing
All Software/Solutions, Recurring Annual Support/Subscription, and Supplemental Support Services	<ul style="list-style-type: none">▪ Initial Sale: Upon delivery of software or activation of the subscription▪ Annual Renewal: 75 days in advance of expiration date

SUPPLEMENTAL SUPPORT PACKAGES

As Client's first-tier solution provider, MCCi provides multiple options for technical support. Client's annual renewal covers application break/fix support, version downloads, and continued educational resources. MCCi offers supplemental support packages to cover remote training, basic configuration services, and maintenance of existing business processes. MCCi's Managed Support Services (MMSS) or Process Administration Support Services (MPASS & MPASS2) packages are strongly encouraged to be included with every renewal. Supplemental Support Packages are annual subscriptions and pricing is based on the package purchased and an advanced discounted block of hours, which expire on the same date as Client's annual renewal. MMSS pricing for the advanced block of hours is based on MCCi's Support Technician II hourly rate discounted by 10%. MPASS and MPASS2 pricing for the advanced block of hours is based on MCCi's Application Support Analyst hourly rate discounted by 10%.

LASERFICHE

Description	MCCi's Managed Support Services	MCCi's Process Administration Support Services	
	MMSS	MPASS	MPASS2
Easy access to MCCi's team of Certified Technicians for application break/fix support issues (i.e., error codes, bug fixes, etc.) ⁺	■	■	■
Remote access support through web conferencing service ⁺	■	■	■
Access to product update version and hotfixes (Client Download) ⁺	■	■	■
24/7 access to the Laserfiche Support Site and Laserfiche Answers discussion forums ⁺	■	■	■
Additional Remote Basic Training	■	■	■
Additional System Settings Consultation	■	■	■
Assistance with Implementation of Version Updates	■	■	■
Annual Review (upon Client's request) of Administration Settings	■	■	■
Priority Offering of Laserfiche CPPs & Laserfiche Empower Registration Scholarships	■	■	■
Configuration and maintenance of <i>basic</i> business processes and MCCi packaged solution utilizing Laserfiche Forms and Workflow	■	■	■
Configuration of Laserfiche Quick Fields sessions	■	■	■
Basic Records Management Module Overview Training	■	■	■
Administration Configuration Services	■	■	■
Dedicated Certified Professional		■	■
Proactive recurring consultation calls upon the Client's request		■	■
Annual Review of business process configurations			■
Institutional Knowledge of Client's Solution			■
Maintenance of MCCi/Client configured <i>complex</i> business processes			■
Ability to schedule after-hours upgrades Monday-Friday 8 am to 10 pm ET and Saturday-Sunday from 12 pm to 4 pm ET			■
Basic JavaScript, CSS, and Calculations for Laserfiche Forms ⁺			■

⁺ Client's Support/Subscription Renewal includes these benefits, regardless of whether a supplemental package is purchased.

^{*} Excludes the development of new integrations, large-scale development projects, and SQL queries. Excludes maintenance of custom-built integrations, or any item not purchased from MCCi.

^{**} **Hours:** MCCi allows clients to use their hours for a multitude of services, if a request will not start a service that cannot be completed with the hours available. None of the packages listed above are intended to be utilized to configure a new *complex* business process. In those instances, a separate SOW is required.

CLIENT RESPONSIBILITIES (All Packages)

- For self-hosted (applications hosted by Client) solutions: Configuring/maintaining backups and any general network, security, or operating system settings outside of Client’s solution.
- Managing application-level security.
- Managing and creating retention policies related to Records Management Module.
- Providing an IT contact (internal or third-party) for MCCi to work with as necessary.
- Providing remote access capabilities as needed. If the Client requests MCCi to have unattended access, the Client assumes all responsibility for the related session(s). The Client will work with MCCi to set up user profiles, user tags, etc. to allow desired security rights/access.
- Creating/providing process diagrams (and any other necessary paperwork/examples).

SUPPLEMENTAL SUPPORT PACKAGE DEFINITIONS

ADDITIONAL REMOTE TRAINING

Additional web-based training is conducted to train new users or as refresher training for existing users.

ADDITIONAL SYSTEM SETTINGS CONSULTATION

MCCi offers additional best practices consultation that includes recommendations for adding additional departments, additional types of indexing, etc.

REMOTE IMPLEMENTATION OF VERSION UPDATES

While Client’s renewal includes version updates, implementation of those updates is sometimes overlooked. With the addition of MMSS, MCCi is at Client’s service to directly assist with implementing software updates such as minor updates, quick fixes or point releases. Dependent on the complexity and the Client’s specific configurations, major software upgrades may or may not be covered and should be discussed with Client’s Account Management Team.

ANNUAL SYSTEM REVIEW & ANALYSIS

MCCi will access Client’s system to review how Client’s organization uses Client’s solution, to identify potential issues, and to make recommendations for better use of the system. This analysis may be performed annually and is an optional service that will be completed only if requested by the Client.

LASERFICHE CERTIFICATIONS

Priority offering of complimentary Laserfiche certifications, based on availability.

LASERFICHE CONFERENCE REGISTRATION

Priority offering of complimentary Laserfiche Empower registration, based on availability.

CONFIGURATION AND MAINTENANCE OF BASIC BUSINESS PROCESS

Utilizing Laserfiche Forms and Workflow, MCCi will assist with the configuration and maintenance of *basic* business processes. A basic business process requires minimal configuration and virtually no institutional knowledge of the Client’s business process, allowing an MCCi Application Support Analyst to assist with configuration, support, and maintenance of the process. Examples include Filing Workflows, simple Forms, or approval/notification workflows that have few routing steps, no integration, and little to no database lookups.

MAINTENANCE OF MCCi PACKAGED SOLUTION: MCCi will assist with maintenance with a solution MCCi has created for a market that has a specific business process automation use.

CONFIGURATION OF LASERFICHE QUICK FIELDS SESSIONS

Using Client’s current Quick Fields modules, MCCi will configure Quick Fields sessions, excluding custom scripting, custom calculations, etc.

BASIC RECORDS MANAGEMENT MODULE OVERVIEW TRAINING

MCCi will provide refresher overview training of the records management module. Initial training cannot be performed under this support level.

ADMINISTRATION CONFIGURATION SERVICES

MCCi will assist with administration configuration services, including setting up users, metadata, security, etc.

DEDICATED LASERFICHE CERTIFIED PROFESSIONAL

While on MCCi’s **MMSS** level, Client will have access to MCCi’s team of Certified Support Professionals; with **MPASS** and **MPASS2**, Client will have a representative dedicated to Client’s organization.

SCHEDULED RECURRING CONSULTATION CALLS

Upon Client’s request, Client’s **MPASS** representative will schedule recurring calls with Client to discuss Client’s current and upcoming projects. This helps us stay on the same page with Client and ensure tasks and project milestones are being completed.

ANNUAL REVIEW OF BUSINESS PROCESS CONFIGURATIONS

MCCi will review Client’s business processes to see how Client’s organization uses the solution, to identify potential issues, and to make recommendations for better use of the system. This analysis may be performed annually and is an optional service that will be completed only if requested by the Client.

INSTITUTIONAL KNOWLEDGE OF CLIENT SOLUTION

Turnover within Client’s organization can happen, and it is important to have a plan. Who will help Client’s new solution administrator get up to speed on Client’s processes and solutions in place? Leave that to us. MCCi documents Client’s specific organization’s usage and implemented business processes, integrations, etc., and can assist with the knowledge transfer to the new solution administrator if needed.

MAINTENANCE OF MCCI/CLIENT CONFIGURED COMPLEX BUSINESS PROCESSES

The assigned representative can maintain MCCi- or Client-configured *complex* business processes. A *complex* business solution is a large business process with an extensive configuration that is mission-critical to the organization. For example, minor tweaks, updates due to upgrades, process improvements, etc. can be requested. For creation of new complex Forms, Workflow, and Transparent Records Management configurations, please discuss a Business Process Configuration Service with Client’s Account Executive or Account Manager.

ABILITY TO SCHEDULE AFTER-HOURS UPGRADES

Avoid MCCi’s after-hours premium charge for upgrades. MPASS2 clients can schedule these anytime Monday-Friday from 8 am to 10 pm ET and Saturday and Sunday from 12 pm to 4 pm ET.

BASIC JAVASCRIPT, CSS AND CALCULATIONS FOR LASERFICHE FORMS

Excludes complex scripting.

BASIC LASERFICHE WEBLINK/PUBLIC PORTAL CUSTOMIZATION

MCCi will help customize Client’s WebLink/Public Portal to meet Client’s needs.

MCCI'S LEARNING MANAGEMENT SYSTEM (LMS) FOR LASERFICHE*

MCCi LMS is a powerful resource to enhance your operations by viewing Laserfiche trainings and easily create custom videos tailored to your specific use cases. With MCCi LMS you'll be able to:

- Learn how to use the Laserfiche solution with ever-increasing content of training videos
- Develop training materials specific to your agency's workflows
- Streamline onboarding of new employees
- Improve knowledge sharing across your team

**The LMS subscription gate is based on Laserfiche user counts*

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MCCi ASSUMPTIONS

TECHNICAL SUPPORT

Clients may contact MCCi support via MCCi's Online Support Center, email (support@mccinnovations.com), or telephone 866-942-0464. Support is available Monday through Friday (excluding major holidays) from 8:00 AM to 5:00 PM local time within the continental United States

PROFESSIONAL SERVICES

CHANGE ORDER PROCESS

Any deviations from the contract will be documented in a Change Order that Client must execute.

CONFIGURATION ASSISTANCE

Many of MCCi's packages list remote configuration assistance for up to a certain number of days. This is based on total days, not business days.

TRAVEL

MCCi will schedule travel in consecutive days for most engagements unless otherwise stated or agreed upon.

SCHEDULING

All rates are based on normal business hours, Monday through Friday from 8:00 AM to 5:00 PM local time within the continental United States. If scheduling needs to occur after business hours, additional rates may apply.

RETURN POLICY

Any product returns are subject to the manufacturer's return policy.

LIMITED LIABILITY

If the Master Agreement is silent on each party's limited liability, or there exists no master agreement, except for breach of any intellectual property right, or end user terms of use, and/or license agreement, liability is limited to the amount of dollars received by MCCi directly associated with this Order in the twelve (12) months prior to the date of the Claim. If the applicable agreement provides for a limitation of liability, then such limitation applies to the greatest extent allowed.

THIRD PARTY PRODUCTS

MCCi does not warrant third-party products procured on behalf of Client. If there are any product warranties provided by a third-party/manufacturer, any remedy should be requested directly from third-party and MCCi has no liability associated therewith. Clients are required to comply with third-party's terms and conditions, including any end-user license agreement or acceptable use policy..

PRE-EXISTING INTELLECTUAL PROPERTY (IP)

The following products noted below are deemed Pre-existing IP as defined in the Master Agreement and are not considered "Works Made for Hire" and as such all rights, title or interest remains with MCCi. Client shall retain a non-exclusive, royalty-free, world-wide, license to use the product(s) as such product(s) is integrated into the solution purchased from MCCi and for the term of the applicable subscription(s) by Client.

- Laserfiche PowerPack by MCCi
- Laserfiche EnerGov Integration by MCCi
- Laserfiche Neogov Integration by MCCi
- GoFiche Suite for Avante/Rio/Subscription
- Common Web Service API for Laserfiche

- GovBuilt software

CLIENT SOLUTION CUSTOMIZATIONS

Client may also choose to customize their system internally without MCCi's help. MCCi is not responsible for any damage caused by the user's customization of the system not performed by MCCi. MCCi will not be held responsible for correcting any problems that may occur from these customizations. Routine updates as provided by software manufacturers may affect any customizations made by entities other than MCCi. If MCCi's help is required to correct/update any customizations made by any entity other than MCCi, appropriate charges will apply.

CLIENT INFORMATION TECHNOLOGY ASSISTANCE

For MCCi to excel in providing the highest level of service, Client must provide timely access to technical resources. Client must provide adequate technical support for all MCCi installation and support services. If Client does not have "in-house" technical support, it is Client's responsibility to make available the appropriate Information Technology resources/consultant when needed.

FEES

Client acknowledges their pre-approval for any Order Expenses, defined below, quoted, and will reimburse Company for all reasonable out-of-pocket travel, living and other ancillary expenses paid or incurred by Company in connection with the Services ("Order Expenses"). If relevant, and provided to Company, Company will make commercially reasonable efforts to conform to Client's expense policy. If a dispute occurs regarding Company's invoicing of Order Expenses not in conformity with Client's expense policy and greater than five (5) percent of a specific invoice, such dispute will be subject to investigation and correction; otherwise, Client agrees to reimburse Company for the full amount of expenses invoiced.

Client acknowledges that the price of the license and/or subscription for the use of a third-party licensed product is subject to increases during the term of the license and/or subscription or at the time of renewal. If Company is reselling a license and/or subscription of a third-party product to Client, then Company will provide Client at least 15 days prior to written notice (an email will be sufficient) of an increase in the price of the license and/or subscription. If Client does not agree to pay such increase in the license and/or subscription, Client must provide written notice to Company within 15 days of the date of the notice of such increase. Upon receipt of such notice, Company will cancel Client's license and/or subscription to the third-party licensed product.

In all events, Client shall be liable for full payment for Services and/or Deliverables and reimbursement of Company's expenses incurred through the effective date of termination. If Client cancels or suspends this Addendum, pursuant to the Agreement and only if allowed hereunder, between completed milestones, Company will invoice Client for a pro-rated share of the completed portion of each milestone(s) for Deliverables performed through the date of such termination or delay. If Services are resumed or Deliverables continued, Company will recommence invoicing as applicable.

WARRANTY

Company warrants that all Services shall be performed by personnel with relevant skill sets and familiarity with the applicable subject matter, in a professional, competent, and workman-like manner.

Company's delivery of a Deliverable to Client shall constitute a representation by Company that it has conducted a review of the Deliverable and believes it meets the written specifications, if any, set forth in this Addendum. Client shall then have the right to conduct any review of the Deliverable as Client shall deem necessary or desirable. If Client, in its reasonable discretion, determines that any submitted Services or Deliverable does not meet the specifications, set forth in the hereunder, Client shall have five (5) business days after Company's submission to give written notice to Company specifying the deficiencies in reasonable detail. Company shall use reasonable efforts to promptly cure any such deficiencies. After completing any such cure, Company shall resubmit the Deliverable for review as set forth

above. Notwithstanding the foregoing, if Client fails to reject any Deliverable within five (5) business days, the Deliverable shall be deemed accepted.

COMPANY DOES NOT WARRANT THAT THE SERVICES OR DELIVERABLES WILL BE UNINTERRUPTED OR ERROR-FREE, PROVIDED THAT COMPANY SHALL REMAIN OBLIGATED PURSUANT TO THIS SECTION. IF THE SERVICES FAIL TO CONFORM TO THE FOREGOING WARRANTY IN ANY MATERIAL RESPECT OR TO THE SPECIFICATION SET FORTH IN THIS ORDER, CLIENT'S INITIAL REMEDY WILL BE FOR COMPANY, AT ITS EXPENSE, TO PROMPTLY USE COMMERCIALY REASONABLE EFFORTS TO CURE OR CORRECT SUCH FAILURE. UPON FAILURE OF THE FOREGOING, CLIENT'S REMEDIES, AND COMPANY'S ENTIRE LIABILITY, AS A RESULT OF SUCH FAILURE, SHALL BE SUBJECT TO THE LIMITATIONS SET FORTH IN THE MASTER SERVICES AGREEMENT. THE FOREGOING WARRANTY IS EXPRESSLY CONDITIONED UPON (I) CLIENT PROVIDING COMPANY WITH PROMPT WRITTEN NOTICE OF ANY CLAIM THEREUNDER PRIOR TO THE EXPIRATION THEREOF, WHICH NOTICE MUST IDENTIFY WITH PARTICULARITY THE NON-CONFORMITY; (II) CLIENT'S FULL COOPERATION WITH COMPANY IN ALL REASONABLE RESPECTS RELATING THERETO, INCLUDING, IN THE CASE OF MODIFIED SOFTWARE, ASSISTING COMPANY TO LOCATE AND REPRODUCE THE NON-CONFORMITY; AND (III) WITH RESPECT TO ANY DELIVERABLE, THE ABSENCE OF ANY ALTERATION OR OTHER MODIFICATION OF SUCH DELIVERABLE BY ANY PERSON OR ENTITY OTHER THAN COMPANY. COMPANY ALSO DOES NOT WARRANT ANY THIRD-PARTY PRODUCTS PROCURED ON BEHALF OF CLIENT. IF THERE ARE ANY PRODUCT WARRANTIES PROVIDED BY THE MANUFACTURER OF THE PRODUCT, ANY REMEDY SHOULD BE REQUESTED DIRECTLY FROM MANUFACTURER AND COMPANY HAS NO LIABILITY ASSOCIATED THEREWITH.

EXCEPT AS EXPRESSLY PROVIDED IN THIS ORDER OR THE AGREEMENT, COMPANY DOES NOT MAKE OR GIVE ANY REPRESENTATION OR WARRANTY, WHETHER SUCH REPRESENTATION OR WARRANTY BE EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, QUALITY, OR FITNESS FOR A PARTICULAR PURPOSE OR ANY REPRESENTATION OR WARRANTY FROM COURSE OF DEALING OR USAGE OF TRADE.

In the event that Client asserts any claim for warranty services hereunder and such claim relates to any matter that is mutually determined by the Parties not to be Company's responsibility hereunder (including any problem with Client's computer hardware or software that was not caused by any Services performed by Company), Client shall pay Company for all costs incurred for all evaluation, correction or other services performed by Company relating to such claim on a time and materials basis at Company's then-standard rates.

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LASERFICHE CLOUD ASSUMPTIONS

The following assumptions are current as of the date of order. Manufacturer's terms and conditions are subject to change.

REQUIREMENTS

Laserfiche Cloud is not recommended for clients with less than 10 mb/s download and upload speed. Client is responsible for ensuring they meet these requirements.

LASERFICHE CLOUD AGREEMENT

As part of Client's account activation process, Laserfiche requires acceptance of the Laserfiche Cloud Agreement, which is made available by Laserfiche during the activation process, or can be supplied by MCCi upon request.

- By accepting this Order, Client acknowledges Laserfiche's Cloud Agreement and agrees to abide by its terms and absolve MCCi of any Laserfiche Cloud product-related liability.

LASERFICHE SOFTWARE SUPPORT PLAN

MCCi acts as first-tier support and works with Laserfiche, who would provide second-tier level support when needed. Laserfiche software support plans are bundled Laserfiche Cloud systems. All software support plans are on a yearly subscription basis and accompany the applicable software product designed, developed, created, written, owned, or licensed by Laserfiche. Laserfiche Cloud system subscribers are advised to export data from their Laserfiche system prior to cancellation or any other termination.

ACTIVE LASERFICHE SOFTWARE SUPPORT PLAN BENEFITS INCLUDE:

- Easy remote access to MCCi's team of Laserfiche Gold Certified Support Technicians
- Continued access to Client's Laserfiche solution

POLICIES

- Laserfiche Cloud subscriptions are annual, prepaid and non-refundable.
- The annual term start date for new systems is established by Laserfiche at the time MCCi submits an order to Laserfiche on Client's behalf. This is not contingent upon a completed implementation.
- For expansion purchases, the applicable service period is prorated to match Client's existing or future service period, which is dependent on Laserfiche's then current policy and the timing of the expansion order vs. the Client's annual service period renewal date (i.e. prorating for less than 4 months may not be permissible due to the timing of renewal invoicing.)

LATE PAYMENTS

- If payment is not received before Client's renewal date, Client's Laserfiche software support plan expires. Please allow up to five (5) business days after receipt of payment for MCCi to process renewal payment to Laserfiche.
- Impact of Expiration:
 - Client will be able to access MCCi Support Technicians for 30 days post expiration. However, if there are support issues that require Laserfiche involvement, these issues cannot be resolved until Client's support is renewed.
 - Access to Client's Laserfiche Cloud solution will be deactivated after 30 days (or based on Laserfiche's then current policy).
- Cloud products cancelled 30+ days before the renewal date will not be charged a cancellation fee.

- Cloud products cancelled 1 – 30 days before or on the renewal date will be charged a 10% cancellation fee based on the total annual Laserfiche Cloud subscription cost.
- Cloud products cancelled 1 – 30 days after the renewal date will be charged a 50% cancellation fee based on the total annual Laserfiche Cloud subscription cost.
- Cloud products cancelled 30+ days after the renewal date are nonrefundable.
- Subscribers are advised to export data from their Laserfiche system prior to cancellation or any other termination.

Cloud Renewal Cancellation Timeframe	Cancellation Fee
30+ days before the renewal date	No Fee
1-30 days before or on the renewal date	10% Cancellation Fee
1-30 days after the renewal date	50% Cancellation Fee
30+ days after the renewal date	Non-Refundable

OVERAGE FEES FOR DATA STORAGE/BANDWIDTH

If additional data storage or bandwidth is needed mid-term, additional charges will apply. MCCi recommends reviewing this annually and pre-purchasing any additional storage/bandwidth based on anticipated needs.

DATA RESTORATION SERVICES

Laserfiche Cloud backups are solely intended for recovering the multitenant SaaS platform from a systemwide outage event. Clients are responsible for their own data backups for incremental/snapshot purposes, if desired. On an exception basis and subject to written approval from Laserfiche, Client may receive assistance to restore data which it may have lost as a result of its own actions. Additional fees may apply.

LASERFICHE SOLUTION PROVIDER OF RECORD

As Client’s current Solution Provider of Record, Laserfiche’s policy dictates that MCCi is the only Laserfiche Solution Provider that has access to Client’s support account, along with the ability to process subscription renewals and initiate additional purchases on Client’s behalf. Unless Client decides to cancel Client’s contract with MCCi or work with Laserfiche to formally change Client’s Laserfiche Solution Provider of Record, future purchases and subscription renewals will be processed and provided by MCCi.

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INITIAL MCCI CONSULTING SERVICES ORDER

Pursuant to Master Services Agreement No. 20903 ("**Agreement**"):

This Order, designated as Addendum No. 2, is entered into as of _____, ("**Order Effective Date**"), by and between MCCi and Client and is hereby incorporated into the Agreement and made a part thereof. If there is any conflict between a provision of the Agreement and this Order, the Order will control. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement. This Order supersedes any previous quote or proposals received. Use of pre-printed forms, including, but not limited to, email, purchase orders, shrink-wrap or click-wrap agreements, acknowledgements, or invoices, is for convenience only, and all unilaterally issued and/or pre-printed terms and conditions stated thereon, except as specifically set forth in this Order, are void and of no effect.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum No. 2 to be executed by their respective duly authorized representatives as of the Order Effective Date.

MCCi, LLC

WHITE LAKE CHARTER TOWNSHIP ("Client")

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

RATE CARD

If the accumulation of Task Order(s) exceeds the fee quote in the corresponding order or the effort incurred on an individual Task Order exceeds its allocated funding, MCCi will require written confirmation that additional funding has been approved prior to proceeding.

PRICING



3717 Apalachee Parkway, Suite 201
 Tallahassee, FL 32311
 850.701.0725
 850.564.7496 fax

Client Name: White Lake Charter Township
Quote Number: 40986
Bill To: Trish Pergament
ppergament@whitelaketwp.com
Ship To: Hannah Kennedy-Galley
HKennedy@whitelaketwp.com

Rate Card		
Role	Unit	List Price
MCCi Consulting Services		
Project Manager, Certified	Per Hour	\$285.00
Project Manager	Per Hour	\$225.00
Senior Project Manager	Per Hour	\$285.00
Systems Engineer	Per Hour	\$225.00
Business Analyst	Per Hour	\$225.00
Trainer	Per Hour	\$225.00
Records Manager, Certified	Per Hour	\$225.00
Solutions Architect	Per Hour	\$285.00
Program Manager	Per Hour	\$315.00
Senior Solutions Architect	Per Hour	\$325.00
Process Consultant	Per Hour	\$285.00
Project Coordinator	Per Hour	\$190.00
Developer	Per Hour	\$300.00
Weekend/After Hours Developer	Per Hour	\$450.00
Onsite Resource/Single Day (Includes Travel Expenses. Excludes Developer Role.)	Per Day (Minimum 4 Hour Day)	\$4,500.00
Onsite Resource/Multiple Consecutive Days (Includes Travel Expenses. Excludes Developer Role.)	Per Day (Minimum 4 Hour Day)	\$3,000.00
Remote Training (Workflow training and installation excluded)	Per Day (Minimum 4 Hour Day)	\$2,415.00
Remote Training, Developer (Workflow training and installation excluded)	Per Day (Based on a 4 Hour Day)	\$3,015.00
Weekend/After Hours Premium (If Laserfiche Support Team is utilized during the Reservation period, an additional \$250.00 per hour will be applied.)	Per 4 Hour Reservation	\$500.00
Weekend/After Hours Premium Hourly Rate	Per Hour	Role Rate x 1.5
Not To Exceed Total		\$36,000.00

BILLING SCHEDULE

All Services will be billed monthly for work completed during the previous month at the rates defined in the Rate Card above. **ANY TIME OR DOLLAR ESTIMATES GIVEN ON A TIME AND MATERIALS PROJECT ARE STRICTLY ESTIMATES.** Client is responsible for all hours worked by MCCi.

OVERVIEW

This Consulting Services Agreement (including its appendices hereto, the “MCS”) is subject to Client’s Master Legal Agreement with MCCi and will serve as an Exhibit to the Order. If there is any conflict or inconsistency between the provisions of this MCS and the Master Legal Agreement, the definition within the Master Legal Agreement shall apply unless the discrepancy is specifically called out within this MCS at which time the term of this MCS shall control solely with respect to such conflict or inconsistency. All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Master Legal Agreement. In consideration of the foregoing and of the mutual covenants and promises set forth herein, MCCi and Client agree as follows:

SERVICES PROVIDED

Client is requesting ongoing consulting services to assist them with their business process automation goals through a flexible staffing arrangement, enabling Client to move forward with projects related to MCCi-implemented solutions. MCCi’s consulting services are designed to be highly collaborative and effectively extend Client’s team.

The types of assistance may include:

1. Project & Program Management
2. Business Process Requirements Gathering and Task Order drafting
3. Recurring Status and Strategy Meetings
4. Configuration of Client-Owned Solution Components
5. Training on Solution Components and/or configured Business Processes
6. Integration/Developer Assistance

SERVICE PERIOD

Begins on [07/15/26](#) and expires on [07/14/27](#) (the “Service Period”). All work will be stopped on any open Appendix(s) upon the expiration of the Service Period. Additionally, no new work will be initiated after the expiration of the Service Period, even if uncommitted funding remains on this MCS. To continue work past the expiration of the Service Period, either a Change Order or a new MCS is required.

ASSUMPTIONS

The following assumptions serve as the basis for this MCS. Any service or activity not described in this MCS is not included in the scope of services to be provided. Variations to the following may impact the MCS cost and/or schedule justifying a change order.

SERVICES

MCCi's services under this MCS and its corresponding appendix(s) are the time worked by our personnel assigned to the Task Order described in the respective appendix to augment Client's staff and all work products developed as a result of the work being performed ("Services"). MCCi will be working under the day-to-day direction of Client's Project Manager who will work with MCCi's Project Manager to coordinate worker's utilization (where and how they work) for the duration of the engagement. Client will also be responsible for the accuracy and approval of Task Orders.

DELIVERABLE ACCEPTANCE CRITERIA

- Client shall have the right to conduct any review of the Services.
- If Client, in its reasonable discretion, determines that any Services does not meet the agreed upon expectations, Client shall have five (5) business days after MCCi's submission to give written notice to MCCi specifying the deficiencies in reasonable detail.
- **Notwithstanding the foregoing, if Client fails to reject any Service within five (5) business days, such Services shall be deemed accepted.**

ASSIGNMENT OF WORK

- Task Order 01-Program Management and Consulting: Client acknowledges that (i) at times it needs the assistance of MCCi to scope out certain tasks, to perform general staffing services, or assist in the preparation of more detailed project plans, (ii) at times it requests or requires recurring status updates and/or meetings, and (iii) such work performed by MCCi personnel will be considered billable Services. These Services will be billed under a generic Task Order referenced as "Task Order 01-Program Management and Consulting" per the Rate Card.
- Task Order(s): Additional Task Orders to be incorporated into the MCS will include a description of the Services to be performed, an estimated timeline, the roles identified to perform the Services and an allocation of the funding available within the MCS.

GENERAL

- If either party identifies a business issue during the performance of Services, MCCi and Client must jointly establish a plan to resolve the issues with potential impact analysis of timeline and budget within five (5) business days of identification.
- Any necessary business decision resulting from the identified business issues must be made by Client within five (5) business days from request.
- Client is responsible for ensuring that adequate hardware/infrastructure is in place and capable of handling the extra resources that may be required by the Services.
- Client is responsible for ensuring that the required software licensing is available.
- If the Services require MCCi to access or use any third party software products provided or used, Client warrants that it shall have all rights and licenses of third parties necessary or appropriate for MCCi to access or use such third party products and agrees to produce evidence of such rights and licenses upon the reasonable request of MCCi and to indemnify, hold harmless and defend MCCi from and against any claims, actions, demands,

lawsuits, damages, liabilities, settlements, penalties, fines, costs and expenses (including reasonable attorneys' fees) to the extent arising from MCCi's access to or use of such third party products.

- Through the course of this project, MCCi may choose to utilize the third-party service Asana (<http://www.asana.com>) for project management and team collaboration. Documentation and correspondence exchanged between MCCi and Client may be stored in Asana.
- Client will ensure that all Client's personnel who may be necessary or appropriate for the successful performance of the Services will, on reasonable notice: (i) be available to assist MCCi' personnel by answering business, technical and operational questions and providing requested documents, guidelines and procedures in a timely manner; (ii) participate in the Services as reasonably necessary for performance under this MCS; and (iii) be available to assist MCCi with any other activities or tasks required to complete the Services in accordance with this MCS.
- Client shall provide the following to MCCi personnel: (i) a suitable and adequate work environment, including space for work and equipment for performance of the Services; (ii) access to and use of Client's facilities and relevant information, including all necessary security access, software, hardware, and documentation; and (iii) timely assistance in the correction of any hardware or software problems that would affect the performance of Services.
- Scheduling of MCCi's resources will be mutually agreed upon between MCCi and Client. MCCi will assign an MCCi Project Manager, who will be the primary contact for the Client and will be responsible for scheduling.
- Services may be performed remotely or onsite as agreed upon between MCCi and Client.
- Client is responsible for handling internal funding/purchase order requirements related to the MCS.

LIMITED LIABILITY

If the Master Agreement is silent on each party's limited liability, or there exists no master agreement, except for breach of any intellectual property right, or end user terms of use, and/or license agreement, liability is limited to the amount of dollars received by MCCi directly associated with this Order in the twelve (12) months prior to the date of the Claim. If the applicable agreement provides for a limitation of liability, then such limitation applies to the greatest extent allowed.

MCCi also does not warrant any third-party products procured on behalf of Client. If there are any product warranties provided by the manufacturer of the product, any remedy should be requested directly from manufacturer and MCCi has no liability associated therewith.

TASK ORDER 01 TO ADDENDUM 2: PROGRAM MANAGEMENT AND CONSULTING

This Task Order is incorporated by reference to the Consulting Services Agreement (the "MCS") by and between MCCi and Client.

Committed Funding: \$8,000.00 will be committed against the MCS fee quote

Tasks to be performed by MCCi may include:

- Project & Program Management
- Business Process Requirements Gathering and Task Order drafting
- Recurring Status and Strategy Meetings
- Other consulting services

Period of Performance: Service Period as defined in the MCS

Point of Contact:

- Client project manager: TBD
- MCCi project manager TBD

At MCCi's sole discretion, if and as necessary, other Team Roles and/or appropriately qualified MCCi personnel may be assigned to this Task Order.

Acknowledgement:

Your signature represents approval to this Task Order.

MCCi, LLC "MCCi"

WHITE LAKE CHARTER TOWNSHIP "Client"

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

TASK ORDER 02 TO ADDENDUM 2

This Task Order is incorporated by reference to the Consulting Services Agreement (the "MCS") by and between MCCi and Client.

Estimated Committed Funding: \$10,500.00 will be committed against the MCS fee quote.

MCCi will be assisting Client with the following Task(s):

- Discovery Sessions with each Department
- Laserfiche On-prem to Cloud migration

Period of Performance:

- Estimated start date: TBD
- Estimated completion date: TBD

Team Roles:

- Client Project Manager: TBD
- MCCi Project Manager: TBD
- MCCi System Engineer: TBD
- MCCi Trainer: TBD

At MCCi's sole discretion, if and as necessary, other appropriately qualified MCCi personnel may be assigned to this Task Order.

Acknowledgement:

Your signature represents approval to this Task Order, including all stated deliverables, timelines, and the applicable project costs.

MCCi, LLC "MCCi"

WHITE LAKE CHARTER TOWNSHIP "Client"

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

TASK ORDER 03 TO ADDENDUM 2

This Task Order is incorporated by reference to the Consulting Services Agreement (the "MCS") by and between MCCi and Client.

Estimated Committed Funding: \$10,500.00 will be committed against the MCS fee quote.

MCCi will be assisting Client with the following Task(s):

- Records Management Implementation
- Create Filing Workflow (with OCR)
- Metadata Template Setup
- Merge Building Folders into Community Development Folders

Period of Performance:

- Estimated start date: TBD
- Estimated completion date: TBD

Team Roles:

- Client Project Manager: TBD
- MCCi Project Manager: TBD
- MCCi System Engineer: TBD
- MCCi Trainer: TBD

At MCCi's sole discretion, if and as necessary, other appropriately qualified MCCi personnel may be assigned to this Task Order.

Acknowledgement:

Your signature represents approval to this Task Order, including all stated deliverables, timelines, and the applicable project costs.

MCCi, LLC "MCCi"

WHITE LAKE CHARTER TOWNSHIP "Client"

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

TASK ORDER 04 TO ADDENDUM 2

This Task Order is incorporated by reference to the Consulting Services Agreement (the "MCS") by and between MCCi and Client.

Estimated Committed Funding: \$3,500.00 will be committed against the MCS fee quote.

MCCi will be assisting Client with the following Task(s):

- Admin and User Training

Period of Performance:

- Estimated start date: TBD
- Estimated completion date: TBD

Team Roles:

- Client Project Manager: TBD
- MCCi Project Manager: TBD
- MCCi System Engineer: TBD
- MCCi Trainer: TBD

At MCCi's sole discretion, if and as necessary, other appropriately qualified MCCi personnel may be assigned to this Task Order.

Acknowledgement:

Your signature represents approval to this Task Order, including all stated deliverables, timelines, and the applicable project costs.

MCCi, LLC "MCCi"

WHITE LAKE CHARTER TOWNSHIP "Client"

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

TASK ORDER 05 TO ADDENDUM 2

This Task Order is incorporated by reference to the Consulting Services Agreement (the "MCS") by and between MCCi and Client.

Estimated Committed Funding: \$3,500.00 will be committed against the MCS fee quote.

MCCi will be assisting Client with the following Task(s):

- BS&A Integration

Period of Performance:

- Estimated start date: TBD
- Estimated completion date: TBD

Team Roles:

- Client Project Manager: TBD
- MCCi Project Manager: TBD
- MCCi System Engineer: TBD
- MCCi Trainer: TBD

At MCCi's sole discretion, if and as necessary, other appropriately qualified MCCi personnel may be assigned to this Task Order.

Acknowledgement:

Your signature represents approval to this Task Order, including all stated deliverables, timelines, and the applicable project costs.

MCCi, LLC "MCCi"

WHITE LAKE CHARTER TOWNSHIP "Client"

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

**CHARTER TOWNSHIP OF WHITE LAKE OAKLAND COUNTY, MICHIGAN
APPROVING THE SPECIAL LIQUOR LICENSE APPLICATION
FOR ROCK THE FARM
RESOLUTION NO. 26-013**

At a meeting of the Township Board of the Charter Township of White Lake, County of Oakland, State of Michigan, held in the Township Annex, 7527 Highland Road, in accordance with the Open Meetings Act, Public Act 267 of 1976 as amended, on the 19th day of May 2026 at 6:30 p.m. with those present and absent being:

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Parks and Recreation Committee has requested Township Board approval to apply for a one-day liquor license to sell beer and wine from the Michigan Liquor Control Commission (MLCC) at an event scheduled for Friday, June 26th, 2026, at Fisk Farm; and

WHEREAS, the Parks and Recreation Committee will operate beer and wine sales in conformance with all applicable laws as established in the provisions of the one-day liquor license.

NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF WHITE LAKE, OAKLAND COUNTY, MICHIGAN hereby approves of applying for a one-day liquor license from the MLCC for sale of beer and wine at an event on Friday, June 26th, 2026, at Fisk Farm.

BE IT FURTHER RESOLVED the Supervisor and required staff are authorized to sign the necessary documents associated with the application.

ADOPTED: AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

I, Anthony L. Noble, the duly elected and acting Clerk of the Charter Township of White Lake, hereby certify this to be a true and complete copy of Resolution No. 26-013, adopted at a regular meeting of the Township Board held on the 19th day of May 2026.

Anthony L. Noble, Clerk
Charter Township of White Lake



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Mailing Address: P.O. Box 30005, Lansing, MI 48909
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: Section 11, Item F.
 (For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a Regular Special meeting of the Membership Board of Directors

called to order by _____ on _____ (Date) at _____ (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ (Name of Organization)

for a Special License to serve alcohol on _____ (Event Date or Dates)

to be located at _____ (Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.
 (Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership Board of Directors at a Regular Special meeting held on _____ (Date)

 Print Name & Title of Authorized Officer

 Signature of Authorized Officer

 Date



(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: WHITE LAKE TOWNSHIP		
Applicant address: 7525 HIGHLAND RD.		
City: WHITE LAKE		Zip Code: 48383
Contact name: KELLY LANG	Phone: 248-698-3300	Email: KLANG@WHITELAKETWP.COM
Alternate contact name: RIK KOWALL	Phone: 248-698-3300	Email: RKOWALL@WHITELAKETWP.COM
1. Has the applicant organization previously received a Special License? <input checked="" type="radio"/> Yes <input type="radio"/> No		Leave Blank - MLCC Use Only
<p>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.</p> <p>Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</p>		
2. Has the applicant organization been established for one (1) year or longer? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Date the applicant organization was established (month/day/year): TOWNSHIP est. 1836		
3. Is the applicant organization a municipality? <input checked="" type="radio"/> Yes <input type="radio"/> No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 9180 HIGHLAND RD	
City, township, or village where event will be held: WHITE LAKE	County: OAKLAND ▼
1. Will you submit your completed application at least ten (10) business days before your event? <input checked="" type="radio"/> Yes <input type="radio"/> No	
It is strongly recommended that you submit the application as soon as you know the date of your event(s).	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) <input type="radio"/> Yes <input checked="" type="radio"/> No	
5. Is the event location outdoors or partially outdoors? <input type="radio"/> Yes <input type="radio"/> No	
If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form.	
366	feet X 295 feet = square feet
Width	Length
Describe type and height of the barrier that will be used to enclose the outdoor area: Entire area is enclosed with 4ft. high chain link fence with one gate to enter and exit that will be monitored at all times	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: The Township event will be staffed with CERT Team (Community Emergency Response Team) under the direction of the White Lake Township Police Department. Beer and wine will be served from the barn where only people proving they are 21 years old can enter	



FENCE

GATE

366 ft.

295 ft.

BAND

PARKING

BEER
BARN

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? Yes No

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If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? Yes No

If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? Yes No

If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption **AND** for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? Yes No

11. Is the event location within the commons area of a Social District? Yes No

If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to [MCL 436.1551\(3\)](#). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	06/26/2026		Describe event being held: Outdoor Summer Concert	
	Date			
	6:00pm	9:00pm	Special License will be used for: <input checked="" type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

2			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

3			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

4			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

5			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

6			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>	
x Number of Special Licenses:	
= Special License Fees: <i>MLCC Fee Code: 4008</i>	
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>	
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>	
= TOTAL FEES DUE:	\$ 50

If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

Leave Blank - MLCC Use Only

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Make checks payable to:
State of Michigan

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of my knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. By signing this application, we are freely and voluntarily consenting and submitting to inspections of the licensed premises in accordance with MCL 436.1217(2)-(3) and R 436.1011(4). We also understand that providing **false or fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Supervisor Rik Kowall _____ 5/5/2026
 Print Name and Phone Number of President _____ Signature of President _____ Date _____

Kelly O'Brien-Lang _____ 5/5/2026
 Print Name of Notary _____ Signature of Notary _____ Date _____

Notary Public, State of Michigan, County of Acting in the County of

My commission expires 03/02/2033

Patricia Pergament 248-698-3300 _____ 5/6/26
 Print Name and Phone Number of Secretary _____ Signature of Secretary _____ Date _____

Kelly O'Brien-Lang _____ 5/6/26
 Print Name of Notary _____ Signature of Notary _____ Date _____


Notary Public, State of Michigan, County of Acting in the County of

My commission expires 03/02/2033

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

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Name of law enforcement agency: WHITE LAKE TOWNSHIP POLICE DEPARTMENT	
Name & title of reviewing officer: POLICE CHIEF MATT IVORY	
Phone number of officer: 248-698-1042	Email of officer: mivory@whitelakepolice.com
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input checked="" type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input checked="" type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
 Signature of Reviewing Officer	
5/6/20 Date	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
_____ Signature of Clergy Member or Superintendent	
_____ Date	

***Please note: the Commission has the sole and only right to approve or deny this request for a Special License.**

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
_____ Signature of Authorized Signer for Licensee	
_____ Date	

Fisk Farm: 9180 Highland Rd

Parking Lot

12-14-476-002

354.32
303.92

GATE

BEER
BARN

OUT
BUILDINGS

OUT BUILDINGS

PAVILION

CARRIAGE
HOUSE

FOOD

SCHOOL HOUSE

STAGE?

12-14-476-002

FARM
HOUSE

STAGE?

● OUTSIDE POWER

GATE

42.68

278.68