



Board of Trustees

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

Joseph W. Colaianne, Trustee
Matthew J. Germane, Trustee
Glenn E. Harper, Trustee
Joseph M. Petrucci, Trustee

**Board Regular Meeting Agenda
Tuesday, August 6, 2019
7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Meeting Agenda
 - a. Approval of Meeting Agenda
5. Call to the Public
6. Approval of Consent Agenda
 - a. Approve Payment of Bills
 - b. Board of Trustees - Special Meeting - Jul 30, 2019 7:00 PM
 - c. Approve 07-30-19 Closed Session Minutes
 - d. Approve Five-Year METRO Act Permit Extension (01/20/25) for Frontier Communications
 - e. Approve Budget Amendment (\$270) for Finance Intern Stipend (101-192-709.200)
 - f. Ratify Hiring A. Vettraino (\$10.10/hour), Part-Time Seasonal Worker (07/31/2019)
7. Presentation
 - a. Gibbs Planning Group - Retail Market Analysis Update
8. Applicant
 - a. Newberry Place - Conceptual PD
9. Pending & New Business
 - a. Road Commission Agreement - Strategic Crack Sealing
 - b. DTE Street Light LED Conversion
 - c. Resolution - Transfer of Real Property
10. Board Reports
11. Closed Session
 - a. To consult with the Township Attorney regarding trial or settlement strategy
12. Information / Discussion
 - a. FY20 1st Quarter Financial Report
 - b. Manager's Report
13. Adjournment

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case

Subject: Approve Payment of Bills

Date: July 30, 2019

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$270,658.56. The bills are available in the Finance office for review.

Notable invoices include:

\$21,187.89 - Chloride Solutions, LLC - (Dust Control)

\$16,761.00 - Huron Cemetery Maintenance Inc - (Annual Maintenance Pmts 2 - 4 of 4)

\$162,540.63 - Livingston County Drain Commission - (July 2019 Sewer System O & M)

\$34,836.00 - MI Municipal Risk Management Authority - (7/1/19 - 7/1/20 Retention Fund & General Fund Contributions)

Financial Impact

All expenses are covered under the adopted FY20 budget.

Attachments

Bills for 08.06.19 (PDF)

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
59EAST	59 EAST \$5 CAR WASH	07/09/2019	1046	FOA	2 CAR WASHES	
42249	P.O. BOX 356	08/06/2019		N		10.00
07/09/2019	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/06/2019		N		10.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-239-930.000	REPAIRS & MAINTENANCE	10.00
VENDOR TOTAL:		10.00

ALLSTAR	ALLSTAR ALARM LLC	07/15/2019	261068	FOA	8/1/19 - 10/31/19 - MONITORING AT TO	
42211	8345 MAIN STREET	08/06/2019		N		627.00
07/15/2019	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		08/06/2019		Y		627.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	627.00
VENDOR TOTAL:		627.00

AMERICAN	AMERICAN PLANNING ASSOCIATION	07/17/2019	083993-1977	FOA	10/1/19 - 9/30/20 GROUP MEMBERSHIP	
42268	LOCK BOX 4291	08/06/2019		N		365.00
07/17/2019	CAROL STREAM IL, 60197-4291	/ /	0.0000	N		0.00
		08/06/2019		N		365.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-804.000	MEMBERSHIP & DUES	365.00
VENDOR TOTAL:		365.00

ANYNETWORK	ANYNETWORK.COM, LLC	06/14/2019	061419	FOA	CCTV SYSTEM AT PARKS	
42274	2484 HUNTER RD	08/06/2019		N		5,618.00
06/14/2019	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		08/06/2019		Y		5,618.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-751-970.009	SETTLERS PARK	2,247.20
401-751-970.008	HERITAGE PARK	3,370.80
		5,618.00

VENDOR TOTAL: 5,618.00

APPLIED	APPLIED IMAGING	07/19/2019	1376233	FOA	4/21/19 - 7/20/19 OVERAGES ON RICOH	
42256	7718 SOLUTION CENTER	08/06/2019		N		385.96
07/19/2019	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00

Attachment: Bills for 08.06.19 (3105 : Approve Payment of Bills)

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

		08/06/2019		N		385.96
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-299-930.000	REPAIRS & MAINTENANCE	385.96
VENDOR TOTAL:		385.96

CHAPPLE	CHAPPLE ELECTRIC	07/25/2019	123568	FOA	LIGHT REPAIRS	
42265	11220 TORREY RD	08/06/2019		N		495.00
07/25/2019	FENTON MI, 48430	/ /	0.0000	N		0.00
		08/06/2019		N		495.00

Open						
GL NUMBER	DESCRIPTION	AMOUNT				
101-265-930.000	REPAIRS & MAINTENANCE	495.00				
VENDOR TOTAL:		495.00				

CHETS	CHETS RENT-ALL	07/18/2019	9062276	FOA	RENTAL OF MOWER	
42243	2616 CROOKS ROAD	08/06/2019		N		429.82
07/18/2019	ROCHESTER HILLS MI, 48309	/ /	0.0000	N		0.00
		08/06/2019		N		429.82

Open						
GL NUMBER	DESCRIPTION	AMOUNT				
101-751-802.000	LAWN/SNOW MAINTENANCE	429.82				
VENDOR TOTAL:		429.82				

CHLORIDESO	CHLORIDE SOLUTIONS, LLC	07/05/2019	488	FOA	DUST CONTROL	
42250	672 NORTH M-52	08/06/2019		N		5,057.97
07/05/2019	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		08/06/2019		Y		5,057.97

Open						
GL NUMBER	DESCRIPTION	AMOUNT				
101-463-969.002	ROAD CHLORIDE	5,057.97				

CHLORIDESO	CHLORIDE SOLUTIONS, LLC	07/13/2019	494	FOA	DUST CONTROL	
42251	672 NORTH M-52	08/06/2019		N		16,129.92
07/13/2019	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		08/06/2019		Y		16,129.92

Open						
GL NUMBER	DESCRIPTION	AMOUNT				
101-463-969.002	ROAD CHLORIDE	16,129.92				
VENDOR TOTAL:		21,187.89				

Attachment: Bills for 08.06.19 (3105 : Approve Payment of Bills)

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
CINTAS	CINTAS CORPORATION	07/22/2019	4026267355	FOA	MATS	
42248	P.O. BOX 630910	08/06/2019		N		39.57
07/22/2019	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/06/2019		N		39.57

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	39.57
VENDOR TOTAL:		39.57

CITYOFFENT	CITY OF FENTON	07/11/2019	3612	FOA	BACTERIOLOGICAL SAMPLES	
42185	301 S LEROY ST	08/06/2019		N		16.00
07/11/2019	FENTON MI, 48430	/ /	0.0000	N		0.00
		08/06/2019		Y		16.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	16.00
VENDOR TOTAL:		16.00

CBS	COMPLETE BATTERY SOURCE - BRIGHTON	07/22/2019	362725BRI	FOA	BATTERIES FOR COMPUTER UPC BACKUP AT	
42258	6480 GRAND RIVER	08/06/2019		N		127.26
07/22/2019	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		08/06/2019		Y		127.26

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	127.26
VENDOR TOTAL:		127.26

5888	FOSTER, SWIFT, COLLINS & SMITH	07/16/2019	765571	FOA	JUNE 2019	
42208	313 S. WASHINGTON SQUARE	08/06/2019		N		6,267.54
07/16/2019	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		08/06/2019		Y		6,267.54

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-826.000	LEGAL FEES	2,497.50
101-400-826.000	LEGAL FEES	337.50
401-444-826.000	LEGAL FEES	3,342.54
101-101-826.000	LEGAL FEES	90.00
VENDOR TOTAL:		6,267.54

HAYAA-F	HARTLAND AREA YOUTH ATHLETIC ASSOC	08/01/2019	081519	FOA	PAYMENT DUE 8/15/19 PER AGREEMENT	
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
41621	HAYAA - FOOTBALL	08/06/2019		N		440.00
08/01/2019	P.O. BOX 359 HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/06/2019		N		440.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	440.00
VENDOR TOTAL:		440.00

HAYAA-B	HARTLAND AREA YOUTH ATHLETIC ASSOC.	08/06/2019	081519	FOA	AUGUST 2019 PAYMENT PER AGREEMENT	
41510	HAYAA - BASEBALL	08/06/2019		N		1,000.00
08/06/2019	P.O. BOX 110 HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/06/2019		N		1,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	1,000.00
VENDOR TOTAL:		1,000.00

HCSA	HARTLAND COMMUNITY SOCCER ASSN	08/01/2019	081519	FOA	PAYMENT DUE 8/15/19 PER AGREEMENT	
41609	HARTLAND COMMUNITY EDUCATION	08/06/2019		N		845.36
08/01/2019	9525 HIGHLAND RD HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/06/2019		N		845.36

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	845.36
VENDOR TOTAL:		845.36

0001	HARTLAND TOWNSHIP GENERAL FUND	07/23/2019	072319	FOA	JUNE 2019 MOBILE HOME TAX DISBURSEME	
42254		08/06/2019		N		264.00
07/23/2019		/ /	0.0000	N		0.00
		08/06/2019		N		264.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	264.00
VENDOR TOTAL:		264.00

HYL	HARTLAND YOUTH LACROSSE	08/01/2019	081519	FOA	PAYMENT DUE 8/15/19 PER AGREEMENT	
41615	P.O. BOX 56	08/06/2019		N		440.00
08/01/2019	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/06/2019		N		440.00

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	440.00

VENDOR TOTAL: 440.00

0678	HURON CEMETERY MAINTENANCE INC	07/29/2019	2233	FOA	ANNUAL MAINTENANCE PMT 2 OF 4	
42259	764 N MILFORD RD	08/06/2019		N		5,587.00
	P.O. BOX 112					
06/01/2019	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		08/06/2019		Y		5,587.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
209-000-802.000	LAWN/SNOW MAINTENANCE	5,587.00

0678	HURON CEMETERY MAINTENANCE INC	07/29/2019	2236	FOA	ANNUAL MAINTENANCE PMT 3 OF 4	
42260	764 N MILFORD RD	08/06/2019		N		5,587.00
	P.O. BOX 112					
07/01/2019	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		08/06/2019		Y		5,587.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
209-000-802.000	LAWN/SNOW MAINTENANCE	5,587.00

0678	HURON CEMETERY MAINTENANCE INC	08/01/2019	2247	FOA	ANNUAL MAINTENANCE PMT 4 OF 4	
42261	764 N MILFORD RD	08/06/2019		N		5,587.00
	P.O. BOX 112					
08/01/2019	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		08/06/2019		Y		5,587.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
209-000-802.000	LAWN/SNOW MAINTENANCE	5,587.00

VENDOR TOTAL: 16,761.00

ITRIGHT	I.T. RIGHT	07/10/2019	20160681	FOA	PC BASIC	
42205	PO BOX 160	08/06/2019		N		670.00
07/10/2019	BATH MI, 48808	/ /	0.0000	N		0.00
		08/06/2019		N		670.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-970.000	CAPITAL OUTLAY	670.00

ITRIGHT	I.T. RIGHT	07/17/2019	20160751	FOA	10FT PATCH	
42252	PO BOX 160	08/06/2019		N		5.10

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
07/17/2019	BATH MI, 48808	/ /	0.0000	N		0.00
		08/06/2019		N		5.10

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-740.000	OPERATING SUPPLIES	5.10

VENDOR TOTAL: 675.10

IIMC	INT'L INSTITUTE OF MUNICIPAL CLERKS	07/18/2019	062419	FOA	ANNUAL MEMBERSHIP THRU 9/30/20	
42219	8331 UTICA AVE, #200	08/06/2019		N		170.00
06/24/2019	RANCHO CUCAMONGA CA, 91730	/ /	0.0000	N		0.00
		08/06/2019		N		170.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-804.000	MEMBERSHIP & DUES	170.00

VENDOR TOTAL: 170.00

WICKMAN	JAMES WICKMAN	07/26/2019	072619	FOA	MILEAGE REIMBURSEMENT/MEAL PER DIEMS	
42277		08/06/2019		N		181.80
07/26/2019	,	/ /	0.0000	N		0.00
		08/06/2019		N		181.80

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-957.000	EDUCATION/TRAINING/CONVENTION	58.80
101-172-957.000	EDUCATION/TRAINING/CONVENTION	123.00
		181.80

VENDOR TOTAL: 181.80

JCIJONES	JCI JONES CHEMICALS, INC	07/24/2019	795062	FOA	767 GALLONS HYPOCHLORITE SOLUTION	
42264	MSC#729	08/06/2019		N		1,951.10
07/24/2019	P.O. BOX 830674	/ /	0.0000	N		0.00
	BIRMINGHAM AL, 35283-0674	08/06/2019		N		1,951.10

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.001	WATER TREAT. CHEMICALS	1,951.10

VENDOR TOTAL: 1,951.10

1120	KIZCAM	07/08/2019	17386	FOA	REGULAR & WINDOWED ENVELOPES	
42217	3280 W GRAND RIVER	08/06/2019		N		142.38
07/08/2019	HOWELL MI, 48855	/ /	0.0000	N		0.00
		08/06/2019		Y		142.38

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	142.38

VENDOR TOTAL: 142.38

0220	LIVINGSTON COUNTY TREASURER	07/23/2019	072319	FOA	JUNE 2019 MOBILE HOME TAX DISBURSEME	
42255	200 E. GRAND RIVER	08/06/2019		N		1,320.00
07/23/2019	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/06/2019		N		1,320.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	1,320.00

VENDOR TOTAL: 1,320.00

2909	LIVINGSTON CTY.DRAIN COMMISSIO	07/30/2019	3063	FOA	JULY 2019 SEWER SYSTEM O & M	
42276	2300 E. GRAND RIVER	08/06/2019		N		162,540.63
	STE. 105					
07/30/2019	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/06/2019		N		162,540.63

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	162,540.63

VENDOR TOTAL: 162,540.63

MMRMA	MI MUNICIPAL RISK MANAGEMENT AUTHOR	07/02/2019	070219	FOA	7/1/19 - 7/1/20 RETENTION FUND CONTR	
42172	DRAWER #64458	08/06/2019		N		12,000.00
07/02/2019	DETROIT MI, 48264--045	/ /	0.0000	N		0.00
		08/06/2019		N		12,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-910.000	INSURANCE	6,240.00
536-000-910.000	INSURANCE	2,400.00
590-000-910.000	INSURANCE	3,360.00
		<u>12,000.00</u>

MMRMA	MI MUNICIPAL RISK MANAGEMENT AUTHOR	07/02/2019	7/2/19	FOA	7/1/19 - 7/1/20 GENERAL FUND CONTRIB	
42173	DRAWER #64458	08/06/2019		N		22,836.00
07/02/2019	DETROIT MI, 48264--045	/ /	0.0000	N		0.00
		08/06/2019		N		22,836.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
101-299-910.000	INSURANCE					11,874.72
536-000-910.000	INSURANCE					4,567.20
590-000-910.000	INSURANCE					6,394.08
						22,836.00

VENDOR TOTAL: 34,836.00

LCDPA	MICHIGAN.COM	07/01/2019	070119	FOA	8/1/19 - 1/31/20 SERVICE	
42168	PO BOX 742520	08/06/2019		N		100.01
07/01/2019	CINCINNATI OH, 45274-2520	/ /	0.0000	N		0.00
		08/06/2019		N		100.01

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-804.000	MEMBERSHIP & DUES	100.01

VENDOR TOTAL: 100.01

MUELLER	MUELLER CO	07/17/2019	4065380	FOA	HOT ROD LP DATA LOG 5' WIRE	
42221	23418 NETWORK PLACE	08/06/2019		N		2,834.53
07/17/2019	CHICAGO IL, 60673-1234	/ /	0.0000	N		0.00
		08/06/2019		N		2,834.53

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	2,834.53

MUELLER	MUELLER CO	07/19/2019	4067311	FOA	EZ READER YEARLY MAINTENANCE	
42245	23418 NETWORK PLACE	08/06/2019		N		884.52
07/19/2019	CHICAGO IL, 60673-1234	/ /	0.0000	N		0.00
		08/06/2019		N		884.52

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.000	SOFTWARE MAINTENANCE	884.52

VENDOR TOTAL: 3,719.05

ORKIN	ORKIN	08/01/2019	183671108	FOA	PEST CONTROL @ HERO TEEN CENTER	
42272	21068 BRIDGE ST.	08/06/2019		N		65.88
08/01/2019	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00
		08/06/2019		N		65.88

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	65.88

ORKIN	ORKIN	08/01/2019	183672848	FOA	PEST CONTROL @ TOWNSHIP HALL	
42273	21068 BRIDGE ST.	08/06/2019		N		66.85
08/01/2019	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00

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

		08/06/2019		N		66.85
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	66.85

VENDOR TOTAL: 132.73

1180	PETER'S TRUE VALUE HARDWARE	07/23/2019	K48944	FOA	PAPER TOWELS, POLYCUT BLADES	
42253	3455 W. HIGHLAND ROAD	08/06/2019		N		18.44
07/23/2019	MILFORD MI, 48380	/ /	0.0000	N		0.00
		08/06/2019		N		18.44

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	18.44

VENDOR TOTAL: 18.44

PREISS	PREISS COMPANIES LLC	07/11/2019	12427	FOA	RESTORATION WORK - 11073 MATTHEW LN	
42202	8211 CLYDE ROAD	08/06/2019		N		3,021.00
07/11/2019	FENTON MI, 48430	/ /	0.0000	N		0.00
		08/06/2019		Y		3,021.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	3,021.00

VENDOR TOTAL: 3,021.00

REDWING	RED WING BUSINESS ADVANTAGE ACCT	07/10/2019	20190710015955	FOA	WORK BOOTS FOR N. VERMILLION	
42206	P.O. BOX 844329	08/06/2019		N		206.99
07/10/2019	DALLAS TX, 75284-4329	/ /	0.0000	N		0.00
		08/06/2019		N		206.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-740.000	OPERATING SUPPLIES	206.99

VENDOR TOTAL: 206.99

STAPLES	STAPLES	07/13/2019	8055011638	FOA	MISC SUPPLIES	
42203	PO BOX 660409	08/06/2019		N		42.94
07/13/2019	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/06/2019		N		42.94

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	42.94

Attachment: Bills for 08.06.19 (3105 : Approve Payment of Bills)

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
OPEN						
STAPLES 42266 07/27/2019	STAPLES PO BOX 660409 DALLAS TX, 75266-0409	07/27/2019 08/06/2019 / / 08/06/2019	8055168791 0.0000	FOA N N N	MISC SUPPLIES	227.99 0.00 227.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	227.99
VENDOR TOTAL:		270.93

SCADA 42263 07/25/2019	UTILITIES INSTRUMENTATION SERVICE 2290 BISHOP CIRCLE EAST DEXTER MI, 48130	07/25/2019 08/06/2019 / / 08/06/2019	530357516 0.0000	FOA N N N	HOOK UP FLOW METER AT WELL 6	2,353.00 0.00 2,353.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	2,353.00
VENDOR TOTAL:		2,353.00

VICTORY 42275 07/29/2019	VICTORY PAINTING ,	07/29/2019 08/06/2019 / / 08/06/2019	072919 0.0000	FOA N N N	EXTERIOR PAINTING OF HERO TEEN CENTE	3,700.00 0.00 3,700.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
401-265-970.220	OLD TOWNSHIP HALL CAPITAL OUTLAY	3,700.00
VENDOR TOTAL:		3,700.00

TOTAL - ALL VENDORS: 270,658.56

FUND TOTALS:	
Fund 101 - GENERAL FUND	48,528.60
Fund 209 - CEMETERY	16,761.00
Fund 401 - CAPITAL PROJECTS FUND	12,660.54
Fund 536 - WATER SYSTEM FUND	18,154.61
Fund 577 - CABLE TV FUND	675.10
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	172,294.71
Fund 701 - TRUST AND AGENCY	1,584.00

Attachment: Bills for 08.06.19 (3105 : Approve Payment of Bills)

HARTLAND TOWNSHIP BOARD SPECIAL MEETING DRAFT MINUTES
July 30, 2019-7:00 PM

1. Call to Order - THE MEETING WAS CALLED TO ORDER BY SUPERVISOR WILLIAM FOUNTAIN AT 7:00 PM

2. Roll Call

PRESENT: Larry N. Ciofu, William Fountain, Kathie Horning, Joe Colaianne, Matt Germane (7:07 PM), Joe Petrucci

ABSENT: Glenn Harper

Also present was Township Manager James Wickman. Trustee Germane joined the meeting via conference call at 7:07 p.m.

3. Approval of Meeting Agenda

a. Approval of Meeting Agenda

Move to approve the agenda for the July 30, 2019 Hartland Township Board Meeting as presented.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Ciofu, Fountain, Horning, Colaianne, Petrucci
ABSENT:	Germane, Harper

4. Call to the Public

No one came forward.

5. Approval of Consent Agenda

Move to approve the consent agenda for the July 30, 2019 Hartland Township Board Meeting as presented.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Ciofu, Fountain, Horning, Colaianne, Petrucci
ABSENT:	Germane, Harper

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Board of Trustees - Regular Meeting - Jul 2, 2019 7:00 PM
- d. 7-2-19 Closed Session Meeting Minutes

6. Closed Session

- a. To review the written legal opinion of the Township Attorney, subject to attorney-client privilege

Move to go into closed session to review the written opinion of the Township Attorney, subject to attorney-client privilege. Roll call vote taken. Motion passed 5-0-2.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Ciofu, Fountain, Horning, Colaianne, Petrucci
ABSENT:	Germane, Harper

Board is in closed session at 7:02 p.m.

Board came out of closed session at 8:47 p.m.

Move to proceed with the actions discussed in closed session.

HARTLAND TOWNSHIP BOARD SPECIAL MEETING DRAFT MINUTES
July 30, 2019-7:00 PM

RESULT:	APPROVED [5 TO 0]
MOVER:	Joe Colaianne, Trustee
SECONDER:	Joe Petrucci, Trustee
AYES:	Ciofu, Fountain, Horning, Colaianne, Petrucci
ABSENT:	Harper
AWAY:	Germane

7. Adjournment

Move to adjourn the meeting at 8:50 p.m.

RESULT:	APPROVED [5 TO 0]
MOVER:	Joe Petrucci, Trustee
SECONDER:	Joe Colaianne, Trustee
AYES:	Ciofu, Fountain, Horning, Colaianne, Petrucci
ABSENT:	Harper
AWAY:	Germane

Minutes Acceptance: Minutes of Jul 30, 2019 7:00 PM (Approval of Consent Agenda)

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry N. Ciofu

Subject: Approve 07-30-19 Closed Session Minutes

Date: July 31, 2019

Recommended Action

Move to approve the closed session meeting minutes for July 30, 2019.

Discussion

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

Financial Impact

Attachments

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Andrew Kumar

Subject: Approve Five-Year METRO Act Permit Extension (01/20/25) for Frontier Communications

Date: July 31, 2019

Recommended Action

Move to authorize the Supervisor to sign the Metro Act Right of Way permit extension with Frontier Communications.

Discussion

Frontier Communication's current METRO Act Permit issued by the Township is set to expire on 1/20/20. This extension is for a term to end on 1/20/25.

Previous application documents for the Frontier Communications METRO Act permit, along with the original permit, are attached.

Financial Impact

We are set to receive approximately \$13,000 in Metro Act money this year. A portion of this comes from Frontier Communications, who like the other utilities, pays for the use of the Rights of Way within our township.

Attachments

Frontier Communications METRO Act Permit Extension 1-20-20 (PDF)

Frontier - Metro Act - 1-20-15 (PDF)

Hartland Township
Clerk

JUL 17 2019

Hartland, Michigan



224 W. Exchange
Owosso, MI 48867
Phone: 989-723-0277
Fax: 989-723-5939

July 15, 2019

Larry Ciofu
Township Clerk
Hartland Township
2655 Clark Road
Hartland, MI 48353

METRO ACT RIGHT OF WAY EXTENSION

Dear Mr. Ciofu:

This is a letter agreement which extends the existing METRO Act Permit issued by the Hartland Township to Frontier Communications ("Frontier") which expires on 1/20/2020. The extension is for a term to end on 1/20/2025.

If this is agreeable, please sign two copies of the extension letter agreement in the place provided below and return to Frontier at the address on this letterhead. Upon receipt, Frontier will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and Frontier 5-year extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Mr. Bob Stewart via e-mail, Robert.E.Stewart@ftr.com or 989-723-0277.

Agreed to by and on behalf of the
(Municipality Name)

Frontier Communications including
Frontier North Inc., Frontier
Midstates Inc., and Frontier
Communications of Michigan Inc.
Acknowledges receipt of this Permit
Extension granted by the municipality

By: _____
Signature

By: _____
Robert E. Stewart

Its: _____

Its: State Director – Government Affairs

Date: _____

Date: _____

Attachment: Frontier Communications METRO Act Permit Extension 1-20-20 (3110 : Frontier Communications METRO Act Permit Extension)

MASTER COPY

METRO Act
Unilateral Form

HARTLAND TOWNSHIP

RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT

This permit issued this 20 day of January, 2015, ~~2014~~ by Hartland Township.

1 Definitions

1.1 Date of Issuance shall mean the date set forth above.

1.2 Manager shall mean the Municipality's [Mayor/Manager/Supervisor/Village President] or his or her designee.

1.3 METRO Act shall mean the Metropolitan Extension Telecommunications Right-of Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.

1.4 Municipality shall mean Hartland Township, a Michigan municipal corporation.

1.5 Permit shall mean this document.

1.6 Permittee shall mean Frontier North Inc. and Frontier Midstates Inc. ("Frontier"), a telecommunications provider as defined in Section 102 of the Michigan telecommunications act, 1991 PA 179, and whose primary address is 224 W Exchange, Owosso, MI 48867.

1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public Right-of-Way does not include a federal, state, or private right-of-way.

1.8 Telecommunications Facilities or Facilities shall mean the Permittee's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, two-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby issues a permit under the METRO Act to Permittee for access to and ongoing use of the Public Right-of-Way within the Municipality to construct, install and maintain Telecommunication Facilities on the terms set forth herein.

2.1.1 Exhibit A may be modified by Manager upon written request by Permittee.

2.1.2 Any decision of Manager on a request by Permittee for a modification may be appealed by Permittee to Municipality's legislative body.

2.2 Overlapping. Permittee shall not allow the wires or any other facilities of a third party to be overlapped to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Permittee Contacts. The names, addresses and the like for engineering and construction related information for Permittee and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Permittee's local office (in or near Municipality) is included in the official, business contact list filed with the Municipality.

3.1.2 If Permittee's engineering drawings, as-built plans and related records for the Telecommunications Facilities will not be located at the preceding local office, the location, address, phone number and contact person (title or department) for them will be the engineering contact included in the official, business contact list filed with the Municipality.

3.1.3 The name, title, address, e-mail address and telephone number of Permittee's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities are included in the official, business contact list filed with the Municipality.

3.1.4 The address, phone number and contact person (title or department) at Permittee's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunications Facilities is included in the official, business contact list filed with the Municipality.

3.1.5 Permittee shall at all times provide Manager with the phone number at which a live representative of Permittee (not voice mail) can be reached 24-hour a day, seven (7) days a week, in the even of a public emergency.

3.1.6 Permittee shall immediately notify Municipality in writing as set forth in Part 12 of any inaccuracies or changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As Built Records. Permittee, without expense to Municipality, shall, upon forty-eight hours (48) notice, provide Municipality "as built" maps, records, plans and specifications showing the Telecommunications Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Permittee shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunications Facilities.

4 Use of Public Right-of-Way

4.1 No Burden on Public Right-of-Way. Permittee, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Permittee's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Permittee, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Permittee shall do so within a reasonable time period. Municipality will attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.

4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Permittee over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or

franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.

4.3 Restoration of Property. Permittee, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Permittee's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Permittee's option, better) condition as that which existed prior to the disturbance. In the event that Permittee, its contractors or subcontractors fail to make such repair within a reasonable time, after notice to the Permittee and an opportunity to cure, Municipality may make the repair and Permittee shall pay the costs Municipality incurred for such repair.

4.4 Marking. Permittee shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Permittee's lines on alternate poles which shall state Permittee's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Permittee's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried fiber optic cable beneath; and (3) stakes or other appropriate above ground markers with Permittee's name and a toll-free number indicating that there is buried fiber telephone cable below. Bored underground portions of the Telecommunication Facilities (fiber) shall have a conducting wire at the same depth as the fiber cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunications Facilities located in conduit including conduit of others used by Permittee, shall be marked at its entrance into and exit from each manhole and handhole with the Permittee's name and a toll-free telephone number.

4.5 Tree Trimming. Permittee may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Permittee shall dispose of all trimmed materials. Permittee shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.

4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Permittee shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Permittee's use, or the facilities of all users of the poles are required to go underground then Permittee shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Permittee may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Permittee shall obtain any and all permits required by Municipality in the event

that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.

4.7 Pavement Cut Coordination. Permittee shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Permittee to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

4.8 Compliance with Laws. Permittee shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Permittee shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Permittee shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Permittee shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended.

4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Permittee's Facilities in the vacated Public Right-of-Way, Permittee shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Permittee shall relocate its Facilities to such alternate route as Municipality, applying reasonable engineering standards, shall specify.

4.10 Relocation. If Municipality requests Permittee to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, Permittee shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality, applying reasonable engineering standards, shall specify. The work shall be completed within a reasonable time period.

4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Permittee if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality will attempt to provide notice to Permittee. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Permittee shall be responsible for repair at its sole cost and expense of any of its Facilities

damaged pursuant to any such action taken by Municipality.

4.12 Miss Dig. If eligible to join, Permittee shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 53 of the Public Acts of 1974, as amended, MCL § 460.701 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.

4.13 Underground Relocation. If Permittee has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Permittee shall relocate its Facilities underground in the same location at Permittee's sole cost and expense.

4.14 Identification. All personnel of Permittee and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Permittee's name, their name and photograph. Permittee shall account for all identification cards at all times. Every service vehicle of Permittee and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Permittee's name and telephone number.

5 Indemnification

5.1 Indemnity. Permittee shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, reasonable attorneys' fees) arising out of or resulting from the acts or omissions of Permittee, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Permittee's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Permittee, its officers, agents, employees, contractors, successors and assigns.

5.2 Notice, Cooperation. Municipality will notify Permittee promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality will cooperate with Permittee in every reasonable way to facilitate the defense of any such claim. Municipality will consult with Permittee respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.

5.3 Settlement. Municipality will not settle any claim subject to indemnification under this Part 5 without the advance written consent of Permittee, which consent shall not be unreasonably withheld. Permittee shall have the right to defend or settle, at its own expense, any claim against Municipality for which Permittee is responsible hereunder.

6 Insurance

6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Permittee shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Permittee may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.

6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).

6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) each accident. Notice of a possible claim must be reported during the policy period. Any possible claim which becomes an insurable claim within three (3) years after the policy.

6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).

6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.

6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

6.2 Additional Insured. Municipality may be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Permittee shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.

6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.

6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Permittee shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.

6.5 Contractors. Permittee's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automotive liability and workers' compensation and employer liability insurance which complies with all the terms of this Part 6. In the alternative, Permittee, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Permittee's policies).

6.6 Insurance Primary. Permittee's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Permittee's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

7.1.1 Five years from the Date of Issuance; or

7.1.2 When the Telecommunication Facilities has not been used to provide any telecommunications services for a period of one hundred and eighty (180) days by Permittee or a successor or an assignee of Permittee; or

7.1.3 When Permittee, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or

7.1.4 Upon either Permittee or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of

time provided elsewhere in this Permit) after delivery of such notice; or

7.1.5 Unless manager grants a written extension, one year from the Date of Issuance if prior thereto Permittee has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Date of Issuance if by such time construction and installation of the Telecommunications Facilities is not complete.

8 Performance Bond or Letter of Credit

8.1 Municipal Requirement. Municipality may require Permittee to post a bond (or letter of credit, at the Permittee's determination) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Permittee or its successors and assigns shall, upon request, remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Permittee shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Permittee's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Permittee, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Permittee as set forth in Part 12m title to the portions described in such notice shall vest in Municipality.

11 Assignment. Permittee may assign or transfer its rights under this Permit, or the persons or entities controlling Permittee may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Permittee's business, or by other means, subject to the following:

11.1 No such transfer or assignment or change in the control of Permittee shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Date of Issuance until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.

11.2 After the completion of such construction, Permittee must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,

11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Permittee's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Permittee shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

11.3 Permittee may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

12.1 Notices. All notices under this Permit shall be given in writing as follows:

12.1.1 If to Municipality:

Hartland Township
2655 Clark Road
Hartland, MI 48353

12.1.2 If to Permittee:

Frontier Communications
Robert Stewart
224 W. Exchange
Owosso, MI 48867

12.2 Change of Address. Permittee and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof, in writing, to the other as set forth above.

13 Other items

13.1 No Cable, OVS. This Permit does not authorize Permittee to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).

13.2 Effectiveness. This Permit shall become effective when Permittee has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acknowledgement of receipt, below.

13.3 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].

13.4 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Permittee and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.

13.5 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

HARTLAND TOWNSHIP

By: [Signature]

Title: SUPERVISOR

Date: 1-20-15

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

Acknowledgement of Receipt: Permittee acknowledges receipt of this Permit granted by Municipality

Frontier North Inc. and Frontier Midstates Inc.

By: 

Robert E. Stewart

Title: State Director – Government Affairs

Date: 1/26/15

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

METRO Act Permit Application Form

APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCLA SECTIONS 484.3101 TO 484.3120

BY

FRONTIER NORTH INC. and FRONTIER MIDSTATES INC. collectively ("Frontier")

("APPLICANT")

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Communications Division of the Michigan Public Service Commission at 517-241-3627 or via its web site at http://www.michigan.gov/mpsc/0,1607,7-159-16372_22707---,00.html.

45 Days to Act—Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCLA 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows [municipalities should adapt as appropriate—unless otherwise specified service should be as follows]:

- Three (3) copies (one of which shall be marked and designated as the master copy) with the Municipal Clerk.
 - Keep one signed permit on file with your Municipal Clerk.
 - Send one signed permit to Frontier at the following address:

Bob Stewart
 State Director – Government Affairs
 224 W. Exchange
 Owosso, MI 48867
 phone: 989-723-0277

- Municipalities should notify the Michigan Public Service Commission of permit approvals or denials. A letter indicating the details of the permit, such as the name of the telecommunications provider, the application date, and the date of approval

or denial. The letter should include the municipal contact name and phone number, and should be sent to the attention of:

Ms. Robin Ancona, Director
Telecommunications Division
Michigan Public Service Commission
7109 W. Saginaw St.
Lansing, MI 48917

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

By

FRONTIER NORTH INC. and FRONTIER MIDSTATES INC. collectively ("Frontier")

("APPLICANT")

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCLA 484.3115(3).

Frontier is exempt from the application fee requirements of Section 5(3) of the METRO Act, MCLA 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: December 5, 2014

Applicant's legal name: **Frontier North Inc. and Frontier Midstates Inc.**
 Location: **Owosso, MI 48867**
 Telephone Number: **989-723-0277**
 Fax Number: **989-723-5939**
 Corporate website: **www.frontier.com**

**Mailing Address for all correspondence regarding Metro Act
Application and Permit:**

Bob Stewart
 State Director -- Government Affairs
 224 W. Exchange
 Owosso, MI 48867
 phone: 989-723-0277

Also, please see attached official list of key Frontier business contacts, including mailing addresses, e-mail addresses and telephone numbers.

1.2 Type of Entity: (Check one of the following)

- Corporation
- General Partnership
- Limited Partnership
- Limited Liability Company
- Individual
- Other, please describe: _____

1.3 Assumed name for doing business, if any: **Frontier Communications**

1.4 Description of Entity:

- 1.4.1 Jurisdiction of incorporation/formation;
- 1.4.2 Date of incorporation/formation;
- 1.4.3 If a subsidiary, name of ultimate parent company;
- 1.4.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

Name: Frontier Communications Corporation
(parent)
 Incorporated: Delaware
 Date of Incorporation: November 12, 1935
 Parent Company: None
 Chairman and Chief Executive Officer: Maggie Wilderotter
 President and Chief Operating Officer: Daniel McCarthy
 Chief Financial Officer: John Jureller
 Corporate Secretary: Mark Nielson
 Treasurer: John Gianukakis

Name: Frontier North Inc. (subsidiary)
 Incorporated: Wisconsin
 Date of Incorporation: June 18, 1992
 Parent Company: Frontier Communications Corporation
 President: Daniel McCarthy
 Secretary: Mark Nielson
 Treasurer: John Gianukakis

Name: Frontier Midstates Inc. (subsidiary)
 Incorporated: Georgia
 Date of Incorporation: February 11, 1956
 Parent Company: Frontier Communications Corporation
 President: Daniel McCarthy
 Secretary: Mark Nielson
 Treasurer: John Gianukakis

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

Additional information is publicly available within the Applicant's most recent annual report filed with the Michigan Department of Consumer and Industry Services or online at <http://investor.frontier.com/annual-proxy.cfm>.

1.5 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Consumer and Industry Services and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information.

This information is publicly available within the Applicant's most recent annual report filed with the Michigan Department of Consumer and Industry Services or online at <http://investor.frontier.com/annual-proxy.cfm>.

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? **No**.

If yes, describe:

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: *Yes* [No]

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; or

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: *Yes* [No]

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.

Frontier holds a license, copies attached, to provide basic local exchange service, therefore no financial information is required to be supplied with this application.

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

If no financial statements are provided, please explain and provide particulars.

Frontier holds a license, copies attached, to provide basic local exchange service; therefore, no financial information is required to be supplied with this application.

2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain.

Attached are copies of Frontier's licenses, formerly GTE North Incorporated and Contel of the South, Inc., d/b/a GTE Systems of Michigan, to render basic local exchange service issued by the Michigan Public Service Commission.

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

FRONTIER NORTH INC. and FRONTIER MIDSTATERS INC. collectively FRONTIER is licensed by the State of Michigan to provide basic local exchange telecommunications services. As such, Frontier has poles, wires, cables, and terminal equipment located within the public rights-of-way of your community.

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).

In compliance with Section 484.3106(7) of the Michigan METRO Act, Michigan Public Service Commission route map Opinion and Order¹, and the METRO Authority Route Map Minimum Requirements², Verizon previously filed with your community a CD which contained *confidential and proprietary* route maps, in electronic format, showing the location of Frontier facilities within your community. The maps may be viewed using a free software program ("Bentley View") available at www.bentley.com. Within ninety (90) days after substantial completion of any new construction within your community's rights-of-way, Frontier will provide legible route maps showing the location of new facilities installed in the public rights-of-way, the location of existing facilities to which the new

¹ Michigan Public Service Commission Opinion and Order regarding the format for submission of METRO Act route maps, Cause No. U-13869, November 25, 2003.

² Michigan METRO Authority Route Map Minimum Requirement Instructions and Guidelines, June 12, 2008.

facilities are attached, and the linear feet of additional facilities installed in the public rights-of-way.

2.4 Please provide an anticipated or actual construction schedule.

No construction is being requested with this permit.

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

Frontier North Inc. and Frontier Midstates Inc. (collectively "Frontier").

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

Frontier maintains its own facilities with its employees or by contractors under the supervision of Frontier employees. See attached official list for key employee contacts. Frontier is an incumbent telecommunications service provider.

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

3.1 Address of Applicant's nearest local office;

See attached official list for key employee business contacts within Frontier, which includes office locations.

3.2 Location of all records and engineering drawings, if not at local office;

See attached official list for key employee business contacts within Frontier, which includes office locations.

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

See attached official list for key employee business contacts within Frontier.

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

3.4.2.1 Combined overall limits;

3.4.2.2 Combined single limit for each occurrence of bodily injury;

3.4.2.3 Personal injury;

3.4.2.4 Property damage;

3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;

3.4.2.6 Independent contractor liability;

3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

See attached ACORD Certificate of Insurance which meets, and/or exceeds liability requirements.

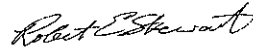
3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

Please see attached contact list. Frontier's construction manager is the primary contact regarding the installation of facilities within your community including construction work performed by contractors.

4 CERTIFICATION:

All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

**Frontier North Inc. and Frontier
Midstates Inc.**



Robert E. Stewart.
State Director – Government Affairs

Date: December 5, 2014

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

Robert E. Stewart
Government Affairs



224 W Exchange
Owosso, MI 48867

HARTLAND TOWNSHIP
2655 Clark Road
Hartland, MI 48353

Subject: Renewal of Frontier Metro Act Telecommunications Right-of-Way Permit

In accordance with Section 5 (3) of the Metropolitan Extension Telecommunications Right-of-Way Oversight Act, Public Act 48 of 2002, ("Metro Act"), Frontier North Inc. and Frontier Midstates Inc. (collectively, "Frontier") hereby applies to renew the Metro Act Unilateral Form Right-of-Way Telecommunications Permit ("Permit") previously granted by your community.

For your review, attached are the Metro Act Permit Application Form, the Right-of-Way Permit, a revised Frontier contact list, and the required certificate of insurance. Per Section 7.1.1, the Right-of-Way Permit is for a term of five (5) years from the date of issuance. The Permit is the Michigan Public Service Commission ("PSC") approved Safe Harbor Unilateral Permit Form with one modification. Per Section 5. (3) of the Metro Act, Frontier is exempt from the \$500.00 Permit application fee.

Upon your community's review and approval of the enclosed Unilateral Form Right-of-Way Telecommunications Permit, please perform the following:

- a) Please have a designated representative of your community sign the Unilateral Permit Form – Right-of-Way Telecommunications Permit.
- b) Ensure signature is made below your community's name. Please do not sign under the Frontier signature block.
- c) Please mail a copy of the permit to him at the following address:

Frontier Communications
Attn: Robert (Bob) Stewart – State Director
224 W. Exchange
Owosso, MI 48867

Your community should notify the Michigan Public Service Commission of permit approvals or denials. A letter should be sent indicating the details of the permit, such as the name of the telecommunications provider, the application date, and the date of approval or denial. The letter

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

Page 2 of 2

should include the municipal contact name and phone number, and should be sent to the attention of:

Ms. Robin Ancona, Director
Telecommunications Division
Michigan Public Service Commission
7109 W. Saginaw St.
Lansing, MI 48917

Thank you for your prompt assistance regarding the renewal of Frontier's Telecommunications Right-of-Way Permit. If you have any questions, please call me at 989-723-0277.

Sincerely,



Robert E. Stewart
Government Affairs

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

Frontier Contact List
Michigan Metro Act - December 2014

Function	Name	Mailing Address	Office	Fax	e-mail
Engineering Managers	Robin Williams (Alpena, Muskegon, Mt Pleasant, Imlay City)	3249 Forest Rd Gaylord, MI 49735	989-732-8503	989-732-8551	Robin.williams@ftr.com
	Tom Mack (Three Rivers)	3216 Imperial Pkwy Lafayette, IN 47909	765-423-3088	765-423-3570	t.mack@ftr.com
	Mark Winters (Adrian)	8001 W Jefferson Ft Wayne, IN 46804	260-461-2896	260-461-2369	mark.winters@ftr.com
Construction Manager	Stewart Bates	345 Pine St Alma, MI 48801	989-463-0443	989-463-1331	Stewart.bates@ftr.com
24-Hour Contact	Frontier Repair Resolution Center	1-800-921-8101 Press 4			
Customer Service Manager	George Meskowski (Muskegon, Three Rivers)	601 N US 131 Three Rivers, MI 49093	269-273-2400	574-295-7044	George.meskowski@ftr.com
	Sarah Norat-Phillips (Imlay City)	311 S Cedar Imlay City, MI 48444	810-724-1989	810-724-8750	Sarah.norat-phillips@ftr.com
	Lisa Mecheau (Alpena)	223 Lockwood St Alpena, MI 49707	989-356-8280	989-354-8994	Lisa.mecheau@ftr.com
	Ron Ray (Mt Pleasant)	1430 S Isabella Rd Mt Pleasant, MI 48858	989-772-3322	989-772-0024	Ronald.ray@ftr.com
	Ed Marshall (Adrian)	340 South Main St Adrian, MI 49221	517-265-0604	NA	Edward.marshall@ftr.com

Attachment: Frontier - Metro Act - 1-20-15 (3110 : Frontier Communications METRO Act Permit Extension)

State Director – Govt Affairs (1)	Bob Stewart	224 W. Exchange Owosso, MI 48867	989-723-0277	989-723-5939	robert.e.stewart@ftr.com
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(1) All official notices from the Community should be directed to this contact person.

Frontier North Inc. and Frontier Midstates Inc.
124 W. Allegan, Suite 1100
Lansing, MI 48933



August 1, 2010

Dear Municipality:

In July 1, 2010, Frontier Communications completed the transaction to purchase Verizon North, Inc, and Verizon North Systems, Inc, dba Contel of the South, Inc. ("Verizon")

Pursuant to our METRO Right-of-Way Telecommunications Permit (the "Permit"), Frontier North Inc. and Frontier Midstates Inc. accepts transfer and assignments of the Permit from Verizon. This transfer and assignment is pursuant to the Permit under Section 11.

Should you have any questions concerning this matter, please contact Bob Stewart at (517) 484-3667 or email at robert.e.stewart@ftr.com.

Sincerely,

A handwritten signature in cursive script that reads "Robert E. Stewart".

Robert E. Stewart
State Director, Governmental Affairs and Regulatory

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Dryden-Hogan

Subject: Approve Budget Amendment (\$270) for Finance Intern Stipend (101-192-709.200)

Date: July 31, 2019

Recommended Action

Move to approve the payment of \$250.00 to Joshua Betcher for his intern work with the Finance Department, and the necessary budget amendment as presented.

Discussion

Joshua Betcher will soon be completing his summer intership with the Finance Department, having worked 180 hours over the course of 9 weeks. Joshua just finished his Junior year at Cedarville University, OH and is majoring in Accounting. Josh began his internship at the start of the annual financial audit on June 3, 2019 and his last day working with us is August 5. Josh was exposed to a number of different municipal finance functions, including the audit, internal controls, payroll, accounts payable and utility billing. He actively assisted in the reconciliations of bank statements, month-end journal entries necessary for the completion of the FY20 financials and several cost/expense analyses related to natural gas, benefit premium increases and sewer rate changes.

The accounting intern position is unpaid; however, based on the excellent work performed by Mr. Betcher, a \$250 stipend (plus social security) is requested to recognize his substantive work effort in the Finance Office. In order to cover this unbudgeted expense, a reappropriation is requested from the General Fund Contingencies line item (890.000).

Joshua will be starting his senior year at Cedarville University, Cedarville, OH at the end of August and plans to sit for the CPA exam upon completion of his studies. I believe that his experience here with Hartland Township has provided him with excellent accounting and auditing examples to aid him in the successful completion of that rigorous exam. Please join me in wishing him well as he finishes his Bachelors of Arts in Accounting.

Financial Impact

This stipend will be covered by General Fund Contingencies.

08/06/14 101-192-709.200 · ACCOUNTING INTERN STIPEND \$250.00

08/06/14 101-192-715.000 · EMPLOYERS SOC SEC \$20.00

08/06/14 101-299-890.000 · CONTINGENCIES (\$270.00)

Total: \$0.00

Attachments

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert West

Subject: Ratify Hiring A. Vettraino (\$10.10/hour), Part-Time Seasonal Worker (07/31/2019)

Date: July 31, 2019

Recommended Action

Ratify the hiring of Alex Vettraino on 07/31/2019 at the rate of \$10.10 per hour as part time Seasonal Worker for the Department of Public Works, pending the results of a background check.

Discussion

Public Works has been seeking a replacement seasonal employee due to the unexpected departure of a seasonal employee last month. Mr. Vettraino was selected as an excellent candidate to fill this position based upon his skill set, relevant work history and attitude. He has sufficient experience in much of the work he will be tasked with. A background check is pending.

Financial Impact

Attachments

Vettraino Redacted Application (PDF)

APPLICATION FOR EMPLOYMENT

This Township is an equal opportunity employer and will not discriminate against any applicant on the basis of any characteristic that is protected by state or federal law. Michigan law requires that a person with a disability or handicap requiring accommodation to perform the essential duties of the job must notify the employer in writing within 182 days of the date that the need is known or should have been known. Federal law has no such requirement.

Position Applied For: _____

Date of Application _____

Date you Can Start: _____

Please note that this application will only remain active for 3 months, after which the applicant would need to re-apply.

Name: Vettrano Alexander D
Last First Middle

Social Security #: _____

Present Address: _____
Street City State Zip

Permanent Address: _____
Street City State Zip

Telephone #: Home _____ Work (____) _____

Are you 18 years or older? Yes No

Are there any hours or days of the week you cannot work? _____ If so, when? _____

Salary Desired _____ Type of Employment: _____ Full-time _____ Part-time

Are you employed now? Yes May we contact your present employer? _____

Have you ever applied to this Township before? NO Where? _____

Under what name? _____ When? _____

Attachment: Vettrano Redacted Application (3112 : Hiring DPW Seasonal Worker)

CURRENT AND MOST RECENT FORMER EMPLOYERS: (Most Recent One First)

DATE MONTH/YEAR	NAME, ADDRESS AND TELEPHONE NO. OF EMPLOYER	SALARY: STARTING/ ENDING	LAST POSITION HELD/ RESPONSIBILITIES	REASON FOR LEAVING
From: To: Current			Server, cooks assistant	
From: 6/2018 To: Current			Work site at cleanup	
From: To:				
From: To:				
From: To:				

Attachment: Vettraino Redacted Application (3112 : Hiring DPW Seasonal Worker)

May We Contact The Employers Listed? Yes No
If not, which one(s)? _____

* * * *

Please read the following statement carefully before signing to indicate your understanding:

I understand that, prior to being offered employment, I may be requested to take an employment examination. In the event that I have a disability that will affect my ability to take the test, I will so inform the Township prior to the administration of the test so that a reasonable accommodation can be made. The Township reserves the right to require medical documentation regarding the need for accommodation.

I further understand that I will be required to take a drug/alcohol test prior to being employed and that cooperating in the administration of this test and passing it are conditions for employment.

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements or omitted information on this application may result in termination.

I authorize investigation of all statements contained in this application for any employment-related purpose. I release the listed references and all employers, except those specifically excepted,* to provide you with any and all applicable information they may have. I hereby release these references and former employers from all liability for any information they may give to you.

I agree that any action or suit against the Township arising out of my employment or termination of employment, including, but not limited to, claims arising under state or federal civil rights statutes, must be brought within 182 days of the event giving rise to the claims or be forever barred. I waive any limitations period to the contrary.

07/16/2019 _____
Date Signature

Alex Vettraino

*Employers specifically excepted: _____

For Employer Use Only

Interviewed By: _____ Date: _____ Hired: Yes No

Starting Date: _____ Position: _____ Wage: _____

Attachment: Vettraino Redacted Application (3112 : Hiring DPW Seasonal Worker)

EDUCATION:

	NAME AND ADDRESS OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECT/ MAJOR
Elementary School	St Patrick School 1001 Charles Orndorff Dr Brighton Mi 48116	8	Yes	
High School	Marlton HS 10635 Dunham Rd Marlton Mi 48353	4	Yes	
College				
Specialized Training				

Do you have US Military experience? NO Date Entered _____

Branch: _____ Rank: _____ Date Discharged _____ Honorably? _____

Are you lawfully entitled to be employed in the United States? Yes

Have you ever been convicted of a crime except a minor traffic violation? ✓ No _____ Yes _____
(The response to this question will be considered in the context of its job-relatedness only.)

If so, please state citation, date and place where offense occurred. _____

Please provide any additional information such as special skills, training, management experience, equipment operation or qualifications you feel will be helpful to us in considering your application. _____

REFERENCES: Three individuals not related to you, whom you have known for at least one year:

Emergency Contact: _____
Name Street City/State Telephone No.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Troy Langer

Subject: Gibbs Planning Group - Retail Market Analysis Update

Date: July 31, 2019

Recommended Action

Board review and questions

Discussion

On June 13, 2019, the Planning Commission discussed the retail market analysis, which indicated that Hartland Township could support an additional 20-25 acres of retail/restaurants through the year 2035.

The Planning Commission examined approximately 200 acres of land that is currently undeveloped; and where a site plan has not been approved for the property. The Planning Commission discussed these properties at their June 13th meeting.

Since that meeting, the Planning Director has discussed the undeveloped commercially zoned properties with the Township Manager. The Township Manager suggested including an approximately 17.66 acre parcel, located west of the Shops at Waldenwoods. As a result, the list of properties that are undeveloped and commercially zoned has been modified. A new list is attached with this memorandum.

For the purposes of this meeting, the Planning Staff has examined properties that are indicated as Commercial on the Future Land Use Map. Similarly, these properties are undeveloped and do not have an approved site plan associated with the property.

Gibbs Planning Group has reviewed the report and prepared an updated copy, which was distributed to the Planning Commission at the May 23rd Planning Commission meeting.

In summary, the report has the following findings that Hartland can support the following increase in square footage of retail/restaurants and the amount of additional sales:

Presently	116,800 square feet of retail/restaurants	\$35.4 million in sales.
By 2025	133,700 square feet of retail/restaurants	\$43 million in sales.
By 2035	159,500 square feet of retail/restaurants	\$50.7 million in sales.

A general planning principal on development is for every acre of land, 10,000 square feet of commercial/restaurant could be developed. In cases of extreme wetlands/natural features, sometimes that figure can be as low as 6,000-8,000 square feet of commercial/restaurant development per acre of land.

As indicated in the Retail Market Analysis, an additional 20-25 acres of commercial retail/restaurant development could be supported in Hartland Township through the year 2035.

Financial Impact

Attachments

Retail Market Analysis staff report 06.19.2019 (PDF)

1. Hartland Retail Revised 05.14.2019 PDF Only (PDF)



Board of Trustees

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

Joseph W. Colaianne, Trustee
 Matthew J. Germane, Trustee
 Glenn E. Harper, Trustee
 Joseph M. Petrucci, Trustee

MEMORANDUM

Date: June 19, 2019
 To: Hartland Township Planning Commission
 From: Planning Department
 Subject: **Retail Market Analysis – Gibbs Planning Group**

Overview of the Proposed Use

On June 13, 2019, the Planning Commission discussed the retail market analysis, which indicated that Hartland Township could support an additional 20-25 acres of retail/restaurants through the year 2035.

The Planning Commission examined approximately 200 acres of land that is currently undeveloped; and where a site plan has not been approved for the property. The Planning Commission discussed these properties at their June 13th meeting.

Since that meeting, the Planning Director has discussed the undeveloped commercially zoned properties with the Township Manager. The Township Manager suggested including an approximately 17.66 acre parcel, located west of the Shops at Waldenwoods. As a result, the list of properties that are undeveloped and commercially zoned has been modified. A new list is attached with this memorandum.

For the purposes of this meeting, the Planning Staff has examined properties that are indicated as Commercial on the Future Land Use Map. Similarly, these properties are undeveloped and do not have an approved site plan associated with the property.

Gibbs Planning Group has reviewed the report and prepared an updated copy, which was distributed to the Planning Commission at the May 23rd Planning Commission meeting.

In summary, the report has the following findings that Hartland can support the following increase in square footage of retail/restaurants and the amount of additional sales:

Presently	116,800 square feet of retail/restaurants	\$35.4 million in sales.
By 2025	133,700 square feet of retail/restaurants	\$43 million in sales.
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A general planning principal on development is for every acre of land, 10,000 square feet of commercial/restaurant could be developed. In cases of extreme wetlands/natural features, sometimes that figure can be as low as 6,000-8,000 square feet of commercial/restaurant development per acre of land.

As indicated in the Retail Market Analysis, an additional 20-25 acres of commercial retail/restaurant development could be supported in Hartland Township through the year 2035.

Recommendation

No action is necessary. However, the goal is to have the Planning Commission review the updated retail market analysis and be prepared to discuss and have questions prepared for a return visit from Gibbs Planning Group.

Attachments:

1. Retail Market Analysis PDF Only (Hard copies available upon request)
2. List of Commercial Zoned/Future Land Use Designated Undeveloped Properties PDF Only
3. Hartland Township Zoning Map PDF Only
4. Hartland Township Future Land Use Map PDF Only

Retail Market Analysis

Hartland Township, Michigan



Prepared for:
Hartland Township

Prepared by:
Gibbs Planning Group

10 April 2019

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

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Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

INTRODUCTION

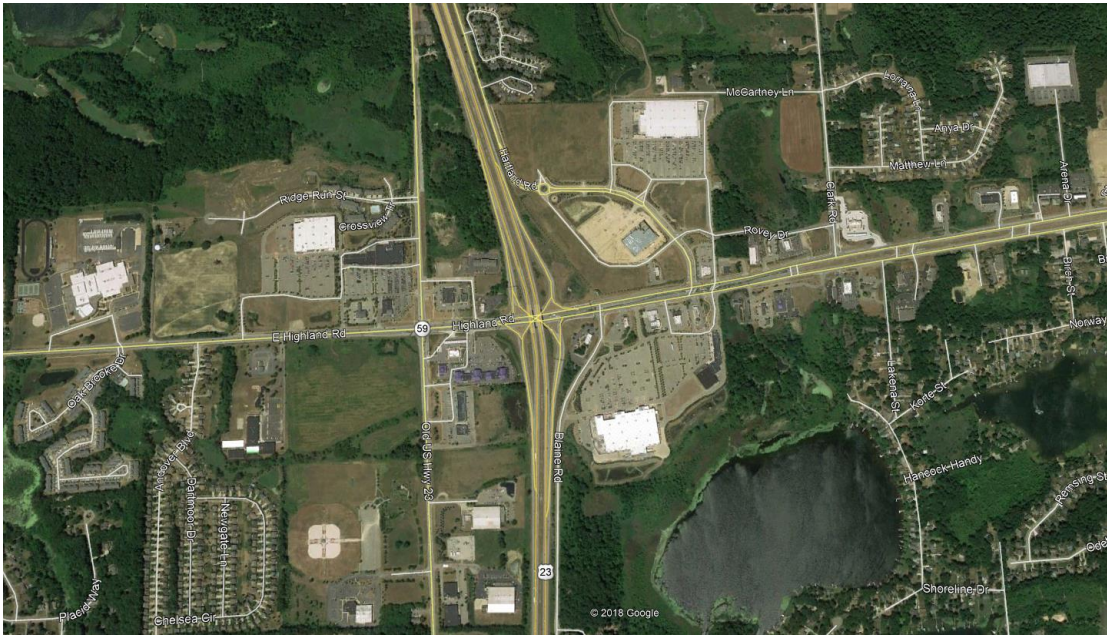


Figure 1: Aerial photo of Hartland Township's center-US 23 and M-59 Highways (Source: Google Earth).

Executive Summary

This study finds that Hartland Township can presently support approximately 117,000 additional square feet (sf) of retail and restaurant development potentially generating over \$35 million in new sales. By 2025, the township will be able to support up to an additional 134,000 sf of development. Finally, by 2035, Hartland will be able to support approximately 160,000 sf of additional commercial generating \$51 million in sales. The supportable retail includes apparel, home furnishings, home improvement, a pharmacy, restaurants and sporting goods. If developed, this 160,000 sf of new commercial would require approximately 20-25 acres of vacant land to implement or, it could be absorbed by existing businesses through expanded operations.

This estimated demand is in addition to both existing and proposed commercial and retail centers presently approved by the Township including the Hartland Towne Center's proposed 300,000 sf of undeveloped commercial space. The center's potential expansion includes a large anchor that would expand Hartland's existing trade area and induce additional commercial demand for the township overall. Should the Towne Center not expand, Hartland would retain a demand for approximately 250,000 - 300,000 sf of new retail development. Alternatively, the additional retail sales could also be absorbed by existing businesses through expanded operations.

This study further finds that Hartland's primary trade area has a population of 36,300 people, increasing under current trends to 37,900 people by 2023. Median household income in the primary trade area is \$88,900, which is higher than county and state averages. Housing greatly favors owner-occupied units, which comprise 84.1 percent of all housing, compared to 9.6 percent renter-occupied households; the vacancy rate is 6.3 percent. The primary trade area has a labor base of 8,200 employees.

Table 1: 2018, 2025 and 2035 Additional Supportable Retail

<i>Retail Category</i>	<i>Est. 2018 Supportable SF</i>	<i>Est. 2025 Supportable SF</i>	<i>Est. 2035 Supportable SF</i>
Retail			
Apparel Stores	7,700 sf	8,500 sf	9,600 sf
Auto Parts Stores	2,700 sf	3,300 sf	4,200 sf
Beer, Wine & Liquor Stores	2,600 sf	2,900 sf	3,400 sf
Book & Music Stores	1,700 sf	1,900 sf	2,100 sf
Department Store Merchandise	10,900 sf	13,000 sf	16,100 sf
Electronics & Appliance Stores	5,300 sf	5,700 sf	6,400 sf
Furniture Stores	6,600 sf	7,100 sf	7,900 sf
General Merchandise Stores	8,800 sf	9,600 sf	10,800 sf
Hardware/Home Improvement Stores	12,000 sf	14,800 sf	19,000 sf
Home Furnishings Stores	4,200 sf	4,500 sf	5,100 sf
Jewelry Stores	2,300 sf	2,500 sf	2,800 sf
Miscellaneous Store Retailers	3,600 sf	4,200 sf	5,100 sf
Pharmacy	12,900 sf	14,600 sf	17,200 sf
Shoe Stores	1,900 sf	2,100 sf	2,400 sf
Specialty Food Stores	3,000 sf	3,500 sf	4,300 sf
Sporting Goods & Hobby Stores	4,900 sf	5,600 sf	6,600 sf
Retailer Totals	91,100 sf	103,800 sf	123,000 sf
Restaurants			
Bars, Breweries & Pubs	2,100 sf	2,200 sf	2,600 sf
Full-Service Restaurants	13,400 sf	15,800 sf	19,400 sf
Limited-Service Eating Places	8,800 sf	10,300 sf	12,700 sf
Special Food Services	1,400 sf	1,600 sf	1,800 sf
Restaurant Totals	25,700 sf	29,900 sf	36,500 sf
Retail & Restaurant Totals	116,800 sf	133,700 sf	159,500 sf

Table 1: The leading supportable retail categories are pharmacy, hardware/home improvement, department store merchandise and full-service restaurants.

Background

Gibbs Planning Group, Inc. (GPG) has been retained by Hartland Township to conduct a retail feasibility analysis to determine how much retail is supportable in the Township.

GPG addressed the following issues in this study:

- What is the existing and planned retail market in the greater Hartland area?
- What is the primary trade area for Hartland Township?

- What are the population, demographic and lifestyle characteristics in the primary trade area, currently and projected for 2023?
- What is the current and projected growth for retail expenditures in the primary trade area, now, in 2025 and 2035?
- How much additional retail and restaurant square footage is supportable in the Hartland Township? What sales volumes can development achieve in or near the study area?

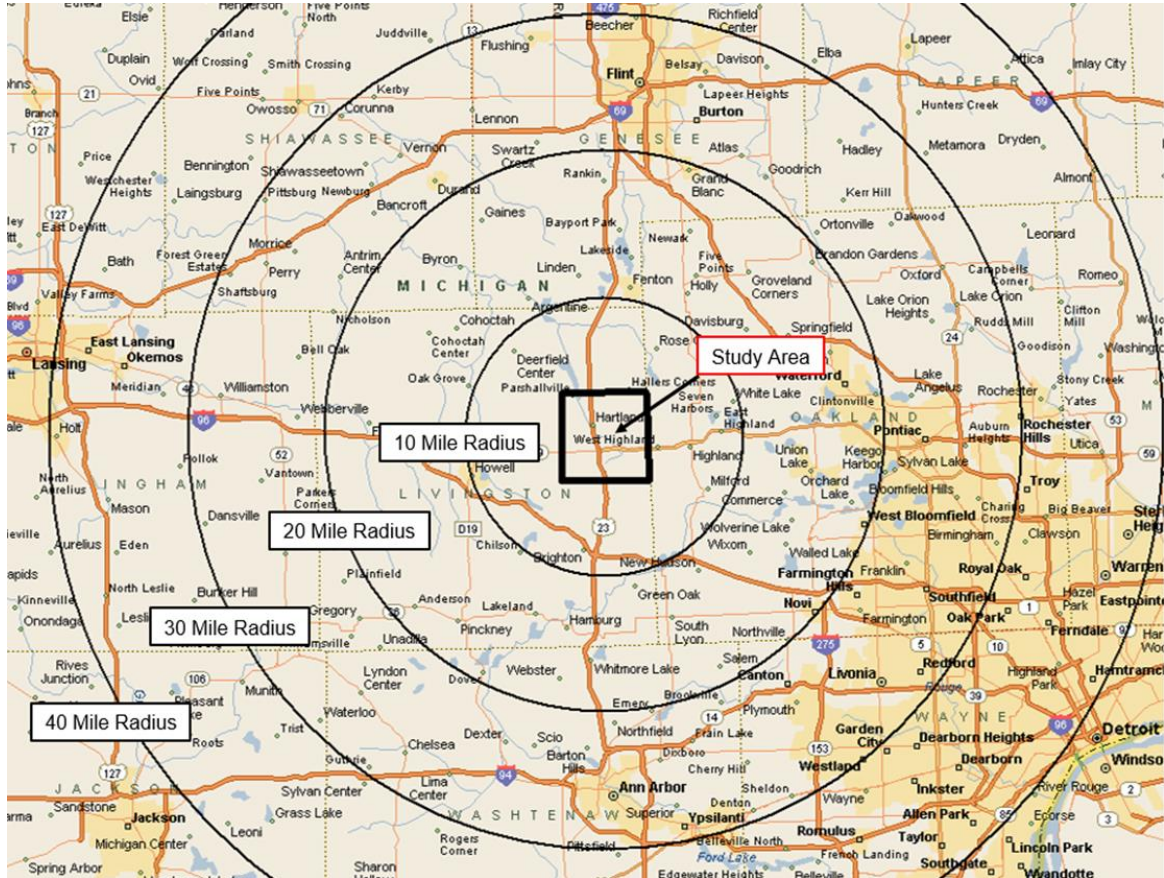


Figure 2: Hartland Township is centrally located in the State of Michigan between Detroit, Lansing, Flint and Ann Arbor.

Methodology

To address the above issues, GPG defined a trade area that would serve the retail in Hartland based on geographic and topographic considerations, traffic access/flow in the area, relative retail strengths and weaknesses of the competition, concentrations of daytime employment and the retail gravitation in the market, as well as our experience defining trade areas for similar markets. Population, consumer expenditure and demographic characteristics of trade area residents were collected by census tracts from the U.S. Bureau of the Census, U.S. Bureau of Labor Statistics and Esri (Environmental Systems Research Institute).

Finally, based on the projected consumer expenditure capture (demand) in the primary trade area of the gross consumer expenditure by retail category, less the current existing retail sales (supply) by retail category, GPG projects the potential net consumer expenditure (gap) available to support existing and new development. The projected net consumer expenditure capture is based on

household expenditure and demographic characteristics of the primary trade area, existing and planned retail competition, traffic and retail gravitational patterns and GPG's qualitative assessment of Hartland Township. Net potential captured consumer expenditure (gap) is equated to potential retail development square footage, with the help of retail sales per square foot data provided by Dollars and Cents of Shopping Centers (Urban Land Institute and International Council of Shopping Centers), qualitatively adjusted to fit the urbanism and demographics of the study area.



Figure 3: Hartland Township has two community shopping centers. The Shops at Waldenwoods (on the left) is anchored by Target and Kroger, and also includes Hallmark, Subway, Grondin's Hair Center and the popular pizza restaurant Tony Saccos. Hartland Plaza (on the right) features anchor tenants Rural King and Dollar Tree, as well as inline tenants such as Gus's Carry Out, Great Clips, Red Olive Restaurant and El Cerro Grande Mexican Restaurant.

For the purposes of this study, GPG has assumed the following:

- Other major retail centers may be planned or proposed in the shown trade areas, but only the existing built or approved by the township retail is considered for this study. The quality of the existing retail trade in the study area is projected to remain constant. Gains in future average retail sales per square foot reflect higher sales per sf in newly developed retail and selected increases in sales by individual retail categories.
- No major regional retail centers will be developed within the trade area of this analysis through 2035 for the purposes of this study, except as presently approved by the Township including the Towne Center Square.
- The Hartland region's economy will continue at normal or above normal ranges of employment, inflation, retail demand and growth.
- Hartland Township's zoning policies will allow infill and redevelopment projects with current and innovative standards, and the existing infrastructure (water, sewer, arterial roadways, etc.) can support additional commercial development.
- Annual population growth for the primary trade area is estimated to be 0.84 percent from 2018 to 2023.
- Employment distribution is projected to remain constant, without a spike or decline in employment by NAICS categories.

- The projected lease and vacancy rate model is based on our proprietary econometric model of the relationship between changes in employment and changes in vacancy and lease rates. Data was gathered from the U.S. Census Bureau, Esri, CBRE and local brokerage services.
- Any new construction in the study area will be planned, designed, built and managed to the best practices of the American Institute of Architects, American Planning Association, American Society of Landscape Architects, Congress for New Urbanism, International Council of Shopping Centers and The Urban Land Institute.
- Parking, signage and visibility for new development projects or businesses will meet or exceed the industry standards.
- Infill or new commercial development projects in the study area will open with sustainable amounts of retail and anchor tenants, at planned intervals and per industry standards.

Trade Areas

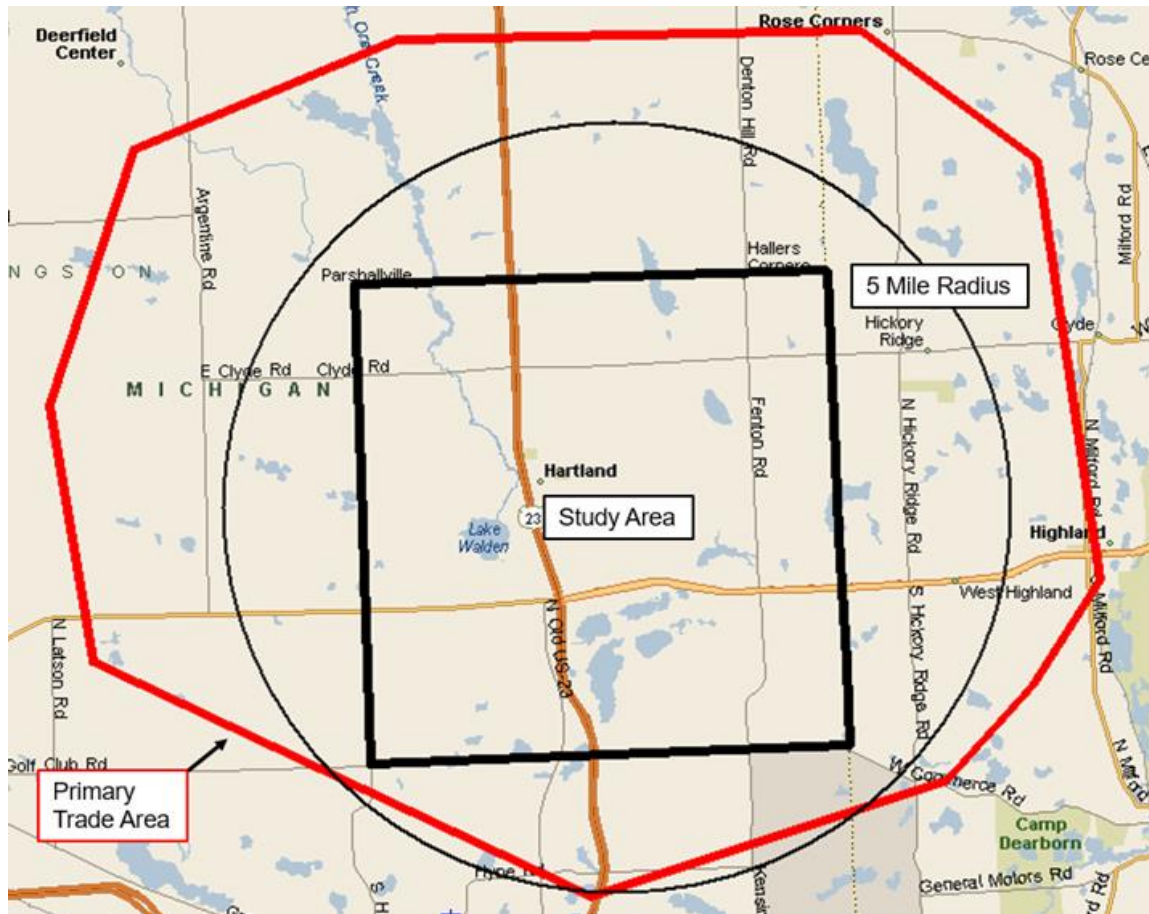


Figure 4: Hartland Township's primary trade area encompasses approximately 109-square-miles.

Based on GPG's site evaluation, the existing retail hubs, population clusters, highway access, and the retail gravitation in the market, as well as our experience defining trade areas for similar communities, it was determined that consumers in the Hartland primary trade area generate demand to support a variety of retailers. This potential will continue to increase over the next five

years, sustained by on-site residential development and average annual household income growth of 3.57 percent.

The primary trade area is the consumer market where the study area has a significant competitive advantage because of access, design, lack of quality competition and traffic and commute patterns. This competitive advantage equates to a potential windfall in the capture of consumer expenditure by the retailers in the study area. GPG defined a primary trade area by topography, vehicular access, strength of retail competition and residential growth patterns instead of standardized “drive-times.” Consumers inside the primary trade area will account for up to 60 to 70 percent of the total sales captured by retailers in Hartland Township.

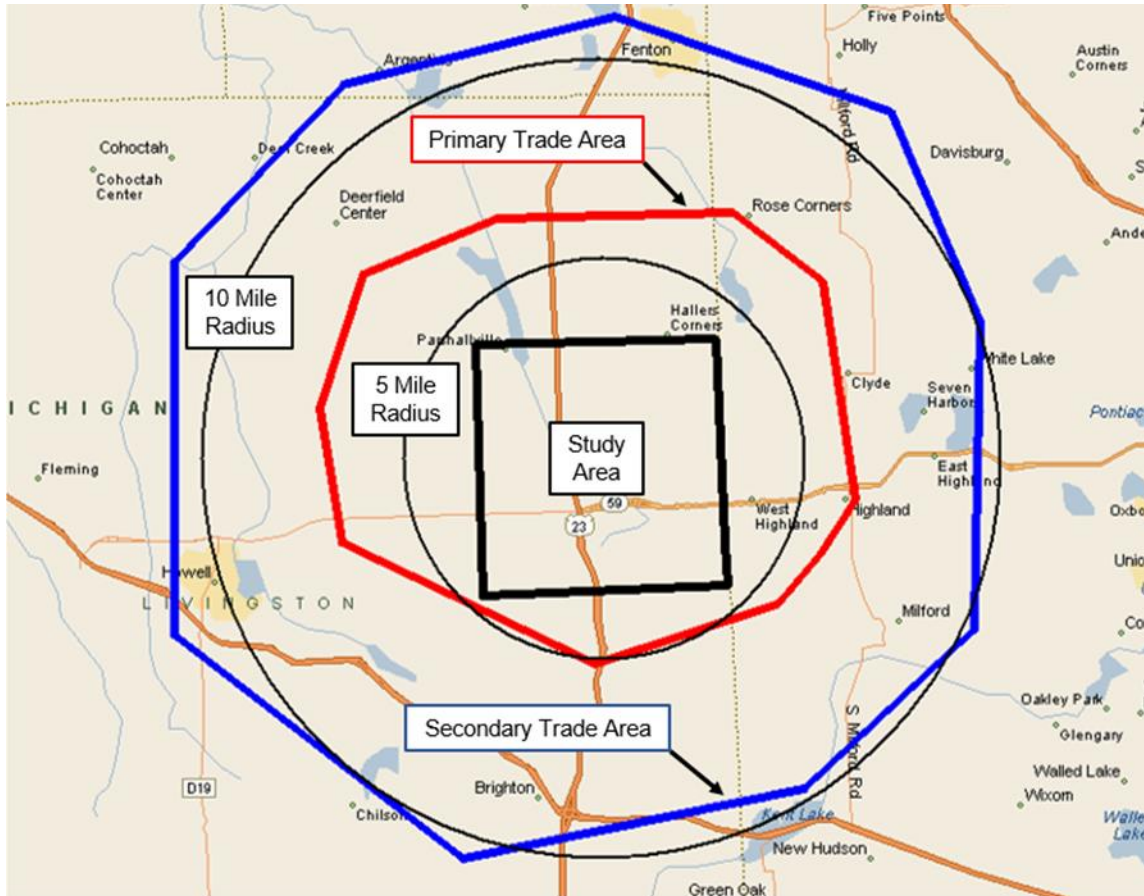


Figure 5: The primary and secondary trade area map of Hartland Township. The secondary trade area is shown above outlined in blue. Secondary trade area residents can conveniently reach the study area, but it will not be their preferred shopping destination.

The following borders approximately delineate the primary trade area:

- North - Center Road
- South - West Commerce Road & Morgan Lake
- East - Buckhorn Lake Road & Eleanor Street
- West - Gulley Road & North Latson Road & Mack Road

Hartland’s secondary or community-oriented trade area (Figure 5) extends in all directions to include residents and workers who because of convenient access may in the future generate

expenditure for Hartland Township retailers. The boundaries of the secondary or community-oriented trade area extend north to Murray Lake, Ponemah Lake and Mill Pond, east to Ormond Road and Driftwood Drive, south to Kent Lake and the Brighton State Recreation Area, and west to Peavy Road and Oak Grove Road. Residents who live in the secondary, but not the primary, trade area will shop at Hartland Township retailers frequently, but the area will not be their primary shopping destination. Consumer expenditure by these residents will account for 10 to 20 percent of retail sales.

Demographic Characteristics

Using data from Esri (Environmental Systems Research Institute) and the U.S. Census Bureau, GPG obtained the most recent Hartland area population and demographic characteristics (2018), and those projected for 2023 for the defined trade areas, Livingston County, and the State of Michigan.

Table 2: Demographic Comparisons

<i>Characteristics</i>	<i>Primary Trade Area</i>	<i>Secondary Trade Area</i>	<i>Livingston County</i>	<i>State of Michigan</i>
2018 Population	36,300	147,400	193,700	10,057,200
2023 Population	37,900	153,100	203,300	10,182,800
2018-23 Projected Annual Growth Rate	0.84%	0.76%	0.97%	0.25%
2018 Households	13,000	56,400	72,600	3,957,600
2023 Households	13,600	58,700	76,400	4,015,500
2018-23 Projected Annual HH Growth Rate	0.90%	0.82%	1.03%	0.29%
Persons Per Household 2018	2.79	2.60	2.65	2.48
Median Age	43.2	43.2	42.9	40.2
2018 Median Household Income	\$88,900	\$80,500	\$79,700	\$53,700
2018 Average Household Income	\$107,500	\$100,400	\$98,700	\$74,100
2023 Median Household Income	\$102,300	\$92,100	\$90,400	\$60,900
2023 Average Household Income	\$128,100	\$118,500	\$116,500	\$87,600
% Households w. incomes \$75,000+	59.5%	54.1%	53.6%	35.4%
% Bachelor's Degree or higher	37.5%	37.6%	35.3%	28.6%

Table 2: This side-by-side table compares and contrasts the primary trade area demographic statistics with those of the secondary trade area, Livingston County and the State of Michigan.

Hartland's primary trade area has an estimated 2018 population of 36,300 people, which will increase at an annual rate of 0.84 percent to 37,900 by 2023. This population growth rate is higher than that for the secondary trade area and State of Michigan, but lower than for Livingston County. The number of households in the primary trade area will increase from 13,000 to 13,600, holding 2.79 people per household. Median household income is \$88,900 and is expected to increase to \$102,300 by 2023. Average household income in the primary trade area is \$107,500, while 59.5 percent of households earn over \$75,000 per year - higher than the county and state figures. Displaying higher levels of education than the state, 37.5 percent of residents over the age of 25 have earned a bachelor's degree or higher, compared to 28.6 percent for Michigan. The median age is older than the state at 43.2.

The secondary trade area demonstrates a lower growth rate in households than that for the primary trade area and county, but a much higher growth rate than that for the State of Michigan. There are 147,400 residents increasing by 0.76 percent annually to 153,100 by 2023. This growth rate is also lower than the annual growth rate for the primary trade area and county, and higher than that for the State of Michigan. The number of households is 56,400, increasing to 58,700 by 2023. Median household income in the secondary trade area is \$80,500 and the average household income is \$100,400, both of which are higher than the state's figures. Median household incomes are expected to increase to \$92,100 by 2023, while average household incomes will have grown by 18.0 percent to \$118,500. Educational attainment of a bachelor's degree or higher is at 37.6 percent and 54.1 percent of households earn more than \$75,000 annually. The median age is 43.2.

Approximately 93.7 percent of primary trade area homes are occupied, and the median home value is estimated to be \$267,600. Of all households, 84.1 percent are owner-occupied, a number that has decreased 0.6 percent since 2010 and is expected to increase to 84.4 percent by 2023. Renter-occupied households have increased from 9.0 percent in 2010 to 9.6 percent in 2018 and are expected to slightly decrease to 9.3 percent by 2023. The vacancy rate has basically stayed the same from 2010 through 2018 and is expected to stay constant through 2023. The percentage of housing units valued at over \$200,000 is expected to increase from 72.2 percent to 81.3 percent - coinciding with an increase in the median home value to \$301,300 by 2023.

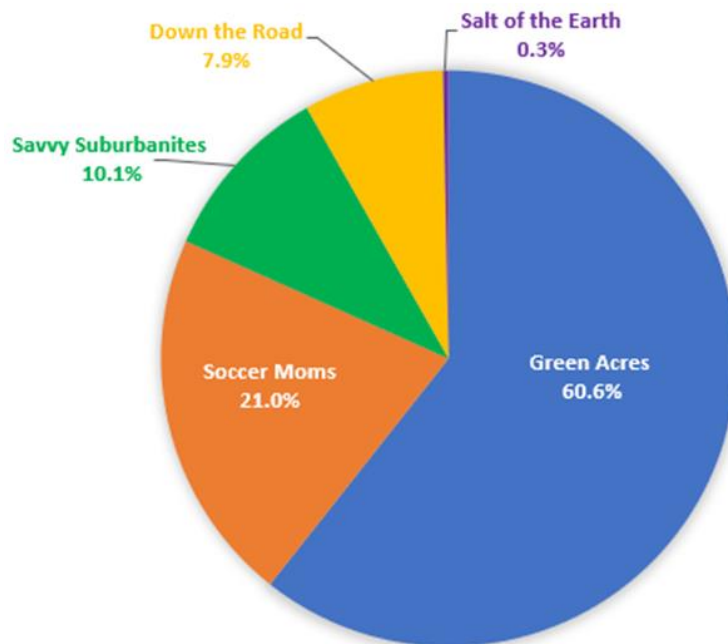



Figure 6: The relative proportions of the Tapestry Lifestyle segments found in the primary trade area.

Tapestry Lifestyles

Esri has developed Tapestry Lifestyles, which is an attempt to create 65 classifications, or lifestyle segments, that help determine purchasing patterns. These segments are broken down to the U.S. Census Block Group level and used by many national retailers to help determine future potential locations. The following Table 3 details the Tapestry Lifestyles found in the primary trade area.

Table 3: Tapestry Lifestyles

Lifestyle	Trade Area Statistics	Short Description
 <p>Green Acres</p>	<p>Population 17,200</p> <p>Households 7,900</p> <p>Median HH Income \$76,800</p> <p>60.6% Primary Trade Area Households Market Share</p> <p>3.2% National Households Market Share</p>	<p>The <i>Green Acres</i> lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs.</p> <p>Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a variety of sports: hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.</p>
 <p>Soccer Moms</p>	<p>Population 5,900</p> <p>Households 2,700</p> <p>Median HH Income \$90,500</p> <p>21.0% Primary Trade Area Household Market Share</p> <p>2.9% National Market Share</p>	<p><i>Soccer Moms</i> is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.</p>
 <p>Savvy Suburbanites</p>	<p>Population 3,000</p> <p>Households 1,300</p> <p>Median HH Income \$108,700</p> <p>10.1% Primary Trade Area Households Market Share</p> <p>3.0% National Households Market Share</p>	<p><i>Savvy Suburbanites</i> residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the city's cultural events.</p>

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)



Lifestyle	Trade Area Statistics	Short Description
 <p>Down the Road</p>	<p>Population 2,000</p> <p>Households 1,000</p> <p>Median HH Income \$36,000</p> <p>7.9% Primary Trade Area Households Market Share</p> <p>1.1% National Households Market Share</p>	<p><i>Down the Road</i> is a mix of low-density, semirural neighborhoods in large metropolitan areas; half are located in the South, with the rest chiefly in the West and Midwest. Almost half of householders live in mobile homes; more than two-fifths live in single-family homes. These are younger, diverse communities, with the highest proportion of American Indians of any segment.</p> <p>These family-oriented consumers value their traditions. Workers are in service, retail trade, manufacturing, and construction industries, with higher proportions in agriculture and mining, compared to the US. This market has higher unemployment, much lower median household income and home value, and more than a fifth of households with income below poverty level.</p>
 <p>Salt of the Earth</p>	<p>Population 90</p> <p>Households 40</p> <p>Median HH Income \$17,000</p> <p>0.3% Primary Trade Area Households Market Share</p> <p>2.9% National Market Share</p>	<p><i>Salt of the Earth</i> residents are entrenched in their traditional, rural lifestyles. Citizens here are older, and many have grown children that have moved away. They still cherish family time and also tending to their vegetable gardens and preparing homemade meals.</p> <p>Residents embrace the outdoors; they spend most of their free time preparing for their next fishing, boating, or camping trip. The majority has at least a high school diploma or some college education; many have expanded their skill set during their years of employment in the manufacturing and related industries. They may be experts with DIY projects, but the latest technology is not their forte. They use it when absolutely necessary but seek face-to-face contact in their routine activities.</p>

Table 3: The top five Tapestry Lifestyle groups profiled above portray a mostly affluent population in a more rural setting.

The primary trade area’s most prominent lifestyle group is “*Green Acres*,” which represent 60.6 percent of households. *Green Acres* residents tend to live in rural enclaves in metropolitan areas. The average household size is 2.70, and most households are composed of older married couples without children.

Over 60 percent of this this group is college educated. Their unemployment is low at 3.8 percent, while labor participation rate is high at 66.8 percent. This group’s income is derived not only from wages and salaries but also from self-employment, investments and retirement. They are cautious consumers who focus on quality and durability. Their purchasing choices reflect their country life, including a variety of vehicles from trucks and SUVs to ATVs and motorcycles. As homeowners, they favor DIY home improvement projects and gardening. While their economic outlook is professed as pessimistic, these consumers are comfortable with debt (primarily as home and auto loans and investments).

Residents in this group primarily live in single-family, owner-occupied housing, with a median value of \$235,500. They are significantly above the national percentage of home ownership; 86.1

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

percent own a home compared to 62.7 percent in the US. The median household income of \$76,800 is also much higher than the U.S. median of \$56,100. Their median net worth is an impressive \$267,700, which is significantly higher than the US median of \$93,300. In terms of occupation, office and administrative support employs the most workers in this group followed by management.



Figure 7: The Township's new 10-screen Emagine Entertainment movie theater, which opened on December 15, 2018, is one of the company's most state-of-the-art theaters. It features heated plush reclining seats, wall-to-wall screens, laser projectors with high-contrast lenses and immersive Dolby Atmos sound systems.

Employment Base

The employment picture found in the primary trade area reflects a concentrated services and retail trade sector foundation, comprising 64.6 percent of total employment. Compared to the secondary trade area, the percentage of employees in the primary trade area engaged in the construction and transportation sectors is high and the FIRE (Finance, Insurance & Real Estate) sector is low.

Table 4: Employment Comparison by Sector (SIC)

<i>Sector</i>	<i>Primary Trade Area</i>	<i>Secondary Trade Area</i>	<i>Livingston County</i>	<i>State of Michigan</i>
Agriculture and Mining	2.7%	1.6%	1.9%	1.3%
Construction	7.9%	4.4%	5.8%	3.1%
Manufacturing	7.4%	8.9%	16.2%	12.1%
Transportation	4.5%	2.2%	1.5%	2.4%
Communication	0.7%	0.6%	0.3%	0.7%
Utility	0.4%	0.2%	0.2%	0.5%
Wholesale Trade	4.9%	2.9%	3.2%	6.2%
Retail Trade	26.0%	29.9%	25.2%	20.8%
Finance, Insurance & Real Estate	4.3%	9.4%	7.7%	5.5%
Services	38.6%	35.6%	32.3%	42.2%
Government	2.5%	4.0%	5.5%	5.0%
Unclassified	0.8%	0.1%	0.1%	0.2%

Table 4: Services and Retail Trade comprise the bulk of primary trade area employment.

As shown in Table 4 above, the services sector employs the largest percentage (38.6 percent) of people in the primary trade area. This proportion of primary trade area workers engaged in the

services sector is slightly higher than that for the secondary trade area and county, but lower than that for the state. Within the primary trade area's services sector, the largest percentage (15.3 percent of total employment in the primary trade area) work in other services, followed by 12.3 percent in health services and 8.3 percent in educational institutions and libraries.

Table 5: Drive Time and Trade Area Employment by Industry Sector

<i>Employment Sector</i>	<i>5-Minute Drive Time</i>	<i>10-Minute Drive Time</i>	<i>Primary Trade Area</i>
Agriculture & Mining	40	200	220
Construction	130	500	650
Manufacturing	150	540	600
Transportation	10	190	370
Communication	20	50	60
Utility	0	10	30
Wholesale Trade	50	310	400
Retail Trade	680	2,055	2,105
Home Improvement	10	130	140
General Merchandise Stores	10	20	20
Food Stores	220	450	520
Auto Dealers, Gas Stations, Auto Aftermarket	30	380	340
Apparel & Accessory Stores	5	5	5
Furniture & Home Furnishings	5	30	10
Eating & Drinking Places	350	810	840
Miscellaneous Retail	50	230	230
Finance, Insurance & Real Estate	85	420	350
Banks, Savings, & Lending Institutions	30	200	120
Securities Brokers	5	20	20
Insurance Carriers & Agents	30	130	130
Real Estate, Holding, Other Investment Offices	20	70	80
Services	800	2,830	3,160
Hotels & Lodging	40	80	130
Automotive Services	20	110	80
Motion Pictures & Amusements	130	400	440
Health Services	120	310	330
Legal Services	10	30	30
Education Institutions & Libraries	210	760	830
Other Services	270	1,140	1,320
Government	30	140	210
Unclassified Establishments	10	10	10
Total Employment	2,005	7,255	8,165

Table 5: Hartland Township can capture daytime expenditure from workers within a 10-minute drive time by offering a convenient collection of restaurants and shops.

As the second leading category of employment, retail workers account for 26.0 percent of employment within the primary trade area. Within this category, eating & drinking places is the leading subcategory of employment comprising 10.3 percent of total employment, followed by food stores (6.4 percent) and auto dealers, gas stations, auto aftermarket (4.2 percent). However, the fact that retail is the second largest employment sector in Hartland Township's primary trade area does not necessarily mean that there is an oversupply of retail in the area; the size and scale

of retailers may require a significant number of workers, but this is not indicative of how well these retailers are supplying goods and services to the surrounding community.

Daytime employment plays a large role in supporting retail. The primary trade area is estimated to have 8,165 employees; an estimated 1,600 of them are office employees who are known to expend at much higher rates, often eating out for lunch and shopping on the way to and from work. The mix of employees throughout the ten-minute drive time varies from the primary trade area most noticeably in the services industry sector, with an additional 330 employees within the primary trade area compared to the primary trade area. Services, retail and manufacturing employ the most people by industry inside the ten-minute drivetime with 2,830, 2055 and 540 jobs, respectively. With only 7,255 workers within a ten-minute drive time, there appears to be a fair amount of captive daytime consumers close to the study area,

Table 6: Ten Minute Drive-Time Worker Expenditure

<i>Category</i>	<i>Weekly Expenditure</i>	<i>Annual Expenditure</i>	<i>Office Worker Expenditure</i>	<i>Non-Office Worker Expenditure</i>	<i>Total Expenditure</i>
Prepared Food & Beverage					
Limited & Full-Service Restaurants	\$40	\$2,300	\$3,680,000	\$4,812,405	\$8,492,405
Drinking Places	\$20	\$900	\$1,440,000	\$1,883,115	\$3,323,115
Retail Goods					
General Merchandise, Apparel, Home Furnishings, Electronics	\$70	\$3,600	\$5,760,000	\$7,532,460	\$13,292,460
Grocery	\$30	\$1,600	\$2,560,000	\$3,347,760	\$5,907,760
Convenience Items	\$20	\$1,000	\$1,600,000	\$2,092,350	\$3,692,350
Total	\$180	\$9,400	\$15,040,000	\$19,668,090	\$34,708,090

Table 6: Employees within ten minutes of Hartland expend \$34.7 million dollars annually.

Consumer expenditure from daytime employment compliments that captured in the evenings and on weekends by households in the trade area. “*Office Worker Retail Spending in a Digital Age*,” published by the International Council of Shopping Centers in 2012, provides insight into the impact of office worker employment. Weekly office worker expenditure, adjusted for 2018 dollars, is estimated at \$180. Weekly non-office worker expenditure is estimated at 37 percent of office workers. Non-office workers are estimated to have slightly less disposable income, to have multiple work locations including at home, and typically are on the road more during their workweek. Retail purchases (general merchandise, apparel, home furnishings, electronics, grocery and convenience items) make up the majority of the office worker dollars, at \$120 per week. Restaurant expenditures (full service, limited service and drinking places) account for the balance at \$40 per week. Annualized, each office worker expends \$9,400 before, during and after work.

The annual impact of 7,255 workers within ten minutes of Hartland Township’s village center is \$34.7 million. This expenditure breaks down to include \$11.8 million in prepared food and beverage establishments, \$5.9 million in grocery purchases, \$13.3 million in retail sales and \$3.7 in convenience items. Catering to the daytime worker crowd with fast-casual restaurants, convenient on-street parking and extended evening hours may increase the worker expenditure captured by study area retailers.

TRADE AREA CHARACTERISTICS

Location

The Hartland's commercial primary trade area, which covers 109 square miles, is located in southeastern Michigan. Its irregular shape stretches approximately five miles north to Center Road, east to Buckhorn Lake Road down to Eleanor Street, south to West Commerce Road across to Morgan Lake, and west to Gulley Road up to North Latson Road and Mack Road. These boundaries are approximately 35 miles east of Lansing, 20 miles south of Flint, 20 miles north of Ann Arbor and 35 miles northwest of Detroit. US 23 (running north-south) bisects the trade area, while M-59 (running east-west) goes through its lower half. Lakes are abundant in the trade area, which include Lobdell Lake, Silver Lake and Runyan Lake in the north, White Lake and Woodruff Lake in the east, Big Crooked Lake and Woodland Lake in the south, and Thompson Lake and Indian Lake in the west.

Hartfield Township is in the very center of the largely rural primary trade area. The northern section of the trade area features the Tyrone Hills Golf Club and a few relatively small manufacturing facilities. The eastern section of the trade area has significant residential development south of Clyde Road. Many single-family homes surround Charlick Lake, Woodruff Lake and the Prestwick Village Golf Club, and there is a large mobile home park (called the "Highland Green Estates") just west of North Milford Road.

The southern section of the trade area has moderate residential development and is home to two Hartland public schools (Hartland Lakes Elementary School and Hartland Farms Intermediate School) and the Huntmore Golf Club. The western section of the trade area is sparsely populated and is mostly comprised of golf courses and widely dispersed single-family homes, farms and undeveloped farmland. Lastly, the primary trade area has a Walk Score of 51, which classifies it as "somewhat walkable".

Table 7: Traffic Counts

<i>Location</i>	<i>Traffic Count, AADT</i>	<i>Year</i>
U.S. Route 23 at M-59	51,700	2015
U.S. Route 23 north of Clyde Road	46,400	2017
M-59 at Fenton Road	36,900	2017
M-59 at Tipsico Lake Road	29,100	2014
Hickory Ridge Road at Commerce Road	11,600	2016
Hartland Road north of M-59	6,300	2013
Clyde Road at Parshallville Road	5,500	2016
Denton Hill Road at Holtforth Road	1,900	2016
North Hacker Road at Golf Club Road	1,600	2015
Middle Road at Hickory Ridge Road	1,600	2012
Lone Tree Road at Rowe Road	1,200	2012
Pleasant Valley Road north of Commerce Road	1,200	2015

Table 7. The traffic chart shows the heaviest traffic on U.S. Route 23 and M-59, both of which run through the center of Hartland Township (source: <https://semcog.org>).

Access

Regional linkage is strong in the primary trade area. US-23 (running north-south) connects the primary trade area to Fenton and Brighton, while M-59 (running east-west) connects the primary trade area to Howell and Highland. Furthermore, there are several local roads surrounding the Township that make it easily accessible. Of these local roads, the most traffic enters Hartland Township from the north via Hartland Road, from the south via North Hacker Road, from the west via Clyde Road, and from the east via Hickory Ridge Road.

Traffic volumes seen in Table 7 confirm the routes with the best access, the main commuting routes of US-23, M-59 and Hickory Ridge Road. With convenient road capacity, existing and future retailers will be exposed to a significant number of consumers; however, appropriate signage is necessary to guide patrons to their ultimate shopping destination.

Hartland Towne Square

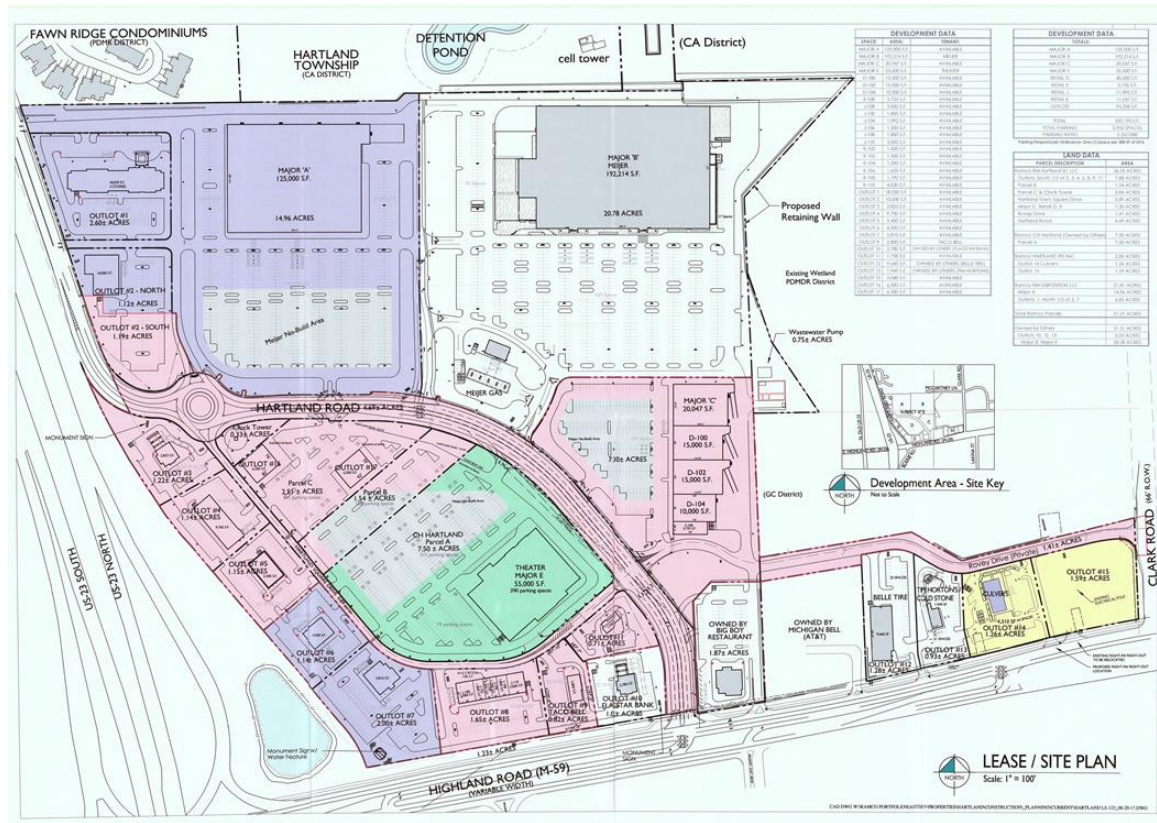


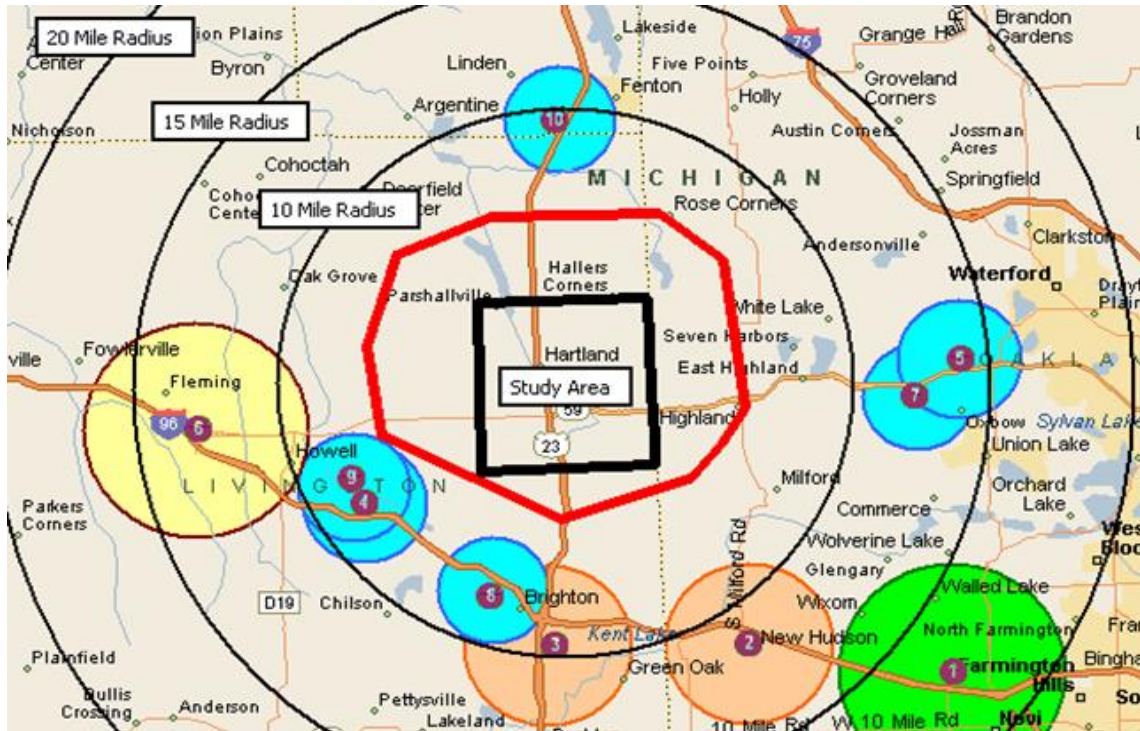
Figure 8: Hartland Towne Square approved PUD master plan.

The Hartland Towne Square shopping center is approved by the Township to build a 550,000 sf open air community center on 80 acres located at the northeast corner of Highland Road and US 23. Currently, the center includes a 190,000 sf Meijer, new state-of-the-art 55,000 sf Emagine Theater, as well as Belle Tire, Flagstar Bank and Tim Hortons. Under the approved PUD plan (shown above), the center is entitled to add a 125,000 sf anchor space, 20,000 sf junior anchor space, 70,000 sf of retail and an additional 80,000 sf of outparcels available for retail, restaurant, hotel or other commercial uses. This study's findings assume the Towne Square will be completed as presently approved as a 550,000 sf center including the proposed 125,000 sf retail anchor.

Historic Hartland Village

Hartland’s historic village is located directly east of US 23, one and a half miles north of M-59. It is tucked away in a picturesque residential neighborhood and features quaint buildings housing local businesses, the Hartland Music Hall and the Cromaïne Library. The Hartland Music Hall’s building is an Early Greek Revival architecture constructed in 1858. Today, it is used extensively for the Hartland Players’ and Encore Youth Theater’s rehearsals and performances, as well as for special events sponsored by Hartland Community Education. The Cromaïne Library is an impressive example of early American Federalist architecture and has served the residents of the Hartland Consolidated School district and surrounding townships since 1927. The village’s historic walkable character could potentially attract additional unique retailers and restaurants.

Other Shopping Areas



Retail Center Name	Shopping Center Type	Retail Size (sf)	Distance to Study Area
1. Twelve Oaks Mall	Regional Center	1,500,000 sf	17 miles
2. Lyon Towne Center	Power Center	520,000 sf	11 miles
3. Green Oak Village Place	Community Center	500,000 sf	9 miles
4. Livingston Commons	Power Center	370,000 sf	8 miles
5. White Lake Marketplace	Power Center	360,000 sf	14 miles
6. Tanger Outlets Howell	Outlet Center	350,000 sf	13 miles
7. Village Lakes	Community Center	300,000 sf	12 miles
8. Brighton Mall	Power Center	290,000 sf	7.5 miles
9. Grand River Plaza	Community Center	220,000 sf	8 miles
10. Silver Pointe	Community Center	160,000 sf	9.5 miles

Figure 9 & Table 8: Map and table of the competing regional, power, outlet and community shopping centers.

1. Twelve Oaks Mall



Figure 10: In terms of gross leasable area and total stores, the Twelve Oaks Mall is one of the largest shopping centers in the State of Michigan.

Twelve Oaks Mall was developed in 1977 as a joint venture between A. Alfred Taubman, Homart Development, and the Dayton-Hudson Corporation. Initially only anchored by Hudson's, Sears opened shortly thereafter, followed by Lord & Taylor and JCPenney. Twelve Oaks Mall is one of four regional Taubman malls built in Metro Detroit during the late 1970s, the other three being Lakeside Mall, Briarwood Mall, and the Fairlane Town Center. Today, Twelve Oaks Mall features 1.5 million sf of retail space and over 180 stores. Currently, the anchor tenants of the Twelve Oaks Mall are JC Penney, Nordstrom, Lord & Taylor, Sears, and Macy's. Some of its other notable retailers and restaurants are Abercrombie & Fitch, Apple, California Pizza Kitchen, Coach, Fossil, H&M, Johnston & Murphy, lululemon athletica, and Pottery Barn. The Twelve Oaks Mall is located 17 miles southeast of the center of Hartland Township.

2. Lyon Towne Center

Sprawling over 78 acres, Lyon Towne Center is a 520,000 sf power center that contains a 230,000 sf Walmart Supercenter and 150,000 sf Lowe's Home Improvement. This center also includes several outparcels with restaurants such as Starbucks, Applebee's, McDonalds, Jet's Pizza and Leo's Coney Island. The Lyon Towne Center benefits from excellent visibility and accessibility, as it is visible from I-96 and located right off the I-96 Milford Road exit. It is located 11 miles southeast of Hartland Township.

3. Green Oak Village Place



Figure 11: Petco (on left) and Rollin Stone Wood Fire Pizza (on right) are just two of several stores and restaurants that have opened at the Green Oak Village Place in the past year.

Green Oak Village Place is a large, 500,000 sf, community shopping center. This \$100 million center opened in stages between 2006 and 2008, and now spans 68-acres. It was developed,

and is still owned, by Lormax Stern and REDICO. Green Oak Village Place has six anchor stores: Dick's Sporting Goods, JCPenney, HomeGoods, DSW Shoe Warehouse, Barnes & Noble and TJMaxx. Additionally, it features over fifty inline tenants, such as Pier 1 Imports, Victoria's Secret, Ann Taylor Loft, Five Below, Kerby's Coney Island, Rolling Stone Wood Fire Pizza and Salsarita's Fresh Cantina. Green Oak Village Place was honored three years running with the "People Choice Award" for shopping in Livingston County. It enjoys near complete occupancy and is located 9 miles south of the center of Hartland Township.

4. Livingston Commons Shopping Center

Located across Grand River Avenue from the Grand River Plaza shopping center, Livingston Commons is a 370,000 sf community center. It benefits from being in one of the strongest retail corridors in Livingston County, as there is over 1.5 million sf of retail space within a 0.75-mile radius of Livingston Commons. This center also benefits from being situated just off of the newly constructed full access Latson Road exit on I-96, allowing for easy access for consumers in all directions. The tenants of Livingston Commons are Wal-Mart Supercenter, Lowe's Home Improvement, PetSmart, and restaurants that occupy separate small outparcels, including KFC, White Castle, Red Olive Restaurant, Bob Evans, Culver's, Panera Bread and Tim Hortons. Livingston Commons is 8 miles southwest of the center of Hartland Township.

5. White Lake Marketplace



Figure 12: White Lake Marketplace features a 150,000 sf Walmart Supercenter and 120,000 sf Home Depot.

Owned by Gershenson Realty & Investment, White Lake Marketplace is a 360,000 sf power center located on Highland Road. The tenants of this shopping center are Walmart Supercenter, Home Depot, Jo-Ann Fabrics and Crafts, Bed Bath & Beyond, OfficeMax, Maurices, Gamestop, Bath & Body Works, Taco Bell and Applebee's. White Lake Marketplace is currently 99 percent leased and managed by Mid America Real Estate. It is located 14 miles east of Hartland Township.

6. Tanger Outlets Howell

What is now Tanger Outlets Howell originally opened in 1996 as the Kensington Valley Factory Shops. The outlet mall was renamed in 2002 when it was bought by the Tanger REIT (Real Estate Investment Trust) for \$37.5 million. For years, Tanger Outlets Howell has been the number one attraction in Livingston County, as it draws over 2 million visitors each year. It consists of 60 outlet stores that total 350,000 sf. These stores include apparel, accessories & jewelry, home furnishings and specialty stores such as Banana Republic Factory, Polo Ralph Lauren Factory Store, H&M, Zale's The Diamond Store Outlet, Kitchen Collection and Pandora.

Last spring and summer, Tanger Outlets Howell hosted a total of seven food truck rallies and added a 9-hole miniature golf course. Tanger Outlets Howell is located 13 miles west of the center of Hartland Township.



Figure 13: Several popular outlet stores have moved into Tanger Outlets Howell during the past two years, including H&M (on left) and Levi's Outlet (on right).

7. Village Lakes Shopping Center

Located in the City of White Lake on M-59, the Village Lakes is a 300,000 sf community shopping center. It is anchored by a 120,000 sf Kroger Marketplace (which opened in 2016), Hobby Lobby, JCPenney and Marshalls. Some of its other tenants are Ulta Beauty, Waterfall Jewelers, Famous Footwear and The Root Restaurant and Bar. Village Lakes is currently 99 percent leased. It benefits from excellent visibility, as 45,000 vehicles per day pass it on M-59. This shopping center is managed by Mid America Real Estate and is located 12 miles east of Hartland Township.

8. Brighton Mall

The Brighton Mall originally opened in 1970 as an enclosed mall, with an A&P supermarket, Grant City department store and twenty-five inline tenants. It struggled, and by the early 1990s was largely vacant. As a result, in 1996, the entire indoor mall was demolished and rebuilt as a series of big box tenants. Today, the Brighton Mall is a 290,000 sf power center that features Marshalls, Bed Bath & Beyond, Jo-Ann Fabrics and Craft Stores, Gardner-White Furniture, Michaels, Aldi, Best Buy and PetSmart. This power center also includes outparcels with the restaurants Panera Bread, McDonalds and Starbucks. The Brighton Mall benefits from excellent visibility, as it is exposed to 86,000 vehicles per day along I-96 and 38,000 vehicles per day along Grand River Avenue. The Brighton Mall is located 7.5 miles south of the center of Hartland Township.

9. Grand River Plaza

Built in 1992, Grand River Plaza is a 220,000 sf community center. It is located on the north side of Grand River Avenue, across from the Livingston Commons shopping center. In the summer of 2018, Carson's closed its 73,000 sf location in this center, and its former location still sits vacant. With Carson's closed, Grand River Plaza's remaining anchor tenants are Dunham's Sports, Big Lots and Family Farm & Home. Some of its smaller tenants are Toys for Tots, Asian Fusion, GNC, Kolt Jewelers and Perfect Edge Hockey. Its current occupancy rate is only 61 percent. Grand River Plaza is located 8 miles southwest of the center of Hartland Township.



Figure 14: Although Carson's closed its 73,000 sf location at the Grand River Plaza in the summer of 2018, shortly thereafter Family Farm & Home opened a 28,000 sf store in the shopping center.

10. Silver Pointe Shopping Center

Located in the City of Fenton, across from a separately owned 190,000 sf Walmart Supercenter, Silver Pointe is a 160,000 sf community shopping center. Anchored by VC's Grocery and Dunham's Sports, its other tenants include Bath & Body Works, Payless ShoeSource, GNC, Sally Beauty Supply and Painting with a Twist. The Silver Pointe shopping center is owned and managed by Brixmor, and its current occupancy rate is 81 percent. It is 9.5 miles north of the center of Hartland Township.

SUMMARY of FINDINGS

This study finds that Hartland Township's area can presently support up to 116,800 additional square feet (sf) of retail and restaurant development, which could potentially generate over \$35.4 million in new sales. By 2025, the primary trade area will be able to support up to an additional 133,700 sf of retail and restaurant development which could generate \$43 million in new sales, Finally, by 2035, the Hartland will be able to support up to an additional 159,500 sf of retail and restaurant development with the potential to generate \$50.7 million in new sales.

This supportable commercial is in addition to existing and approved commercial development in Hartland, including the remaining 300,000 sf of the Hartland Towne Center. The center's potential expansion includes a large anchor that would expand Hartland's existing trade area and induce additional demand for the township overall. Should the Towne Center not expand, Hartland would retain a demand for approximately 250,000 - 300,000 sf of new retail development. Alternatively, the additional retail sales could also be absorbed by existing businesses through expanded operations.

By 2035, this new commercial development could include:

- **Corner Stores:** Two to three corner stores at 1,500 to 2,500 sf, located at main intersections surrounding the study area. Locating these stores along the busiest entryways provides the best access for these types of stores.
- **Convenience Centers:** Two to three 15,000 to 20,000 sf convenience centers located as close to residents as possible. The convenience center(s) can be located in the first floor of a mixed-use building as long as they can be seen from the primary road. These centers can include a wide range of retailers such as apparel, books & music stores, electronics, financial services, pharmacy and a full-service restaurant.

- **Neighborhood Center:** One 100,000 sf neighborhood center should a grocery store be attracted to the site. This center could support a department store, and its remaining gross leasable area should feature a wide variety of retailers including general merchandise, apparel, electronics, furniture, jewelry, pharmacy, sporting goods, bars and fast-casual and full-service restaurants.
- **Town Center:** One 160,000 sf town center which differentiates from a lifestyle center by incorporating a mixture of land uses such as civic, office, residential and hospitality. The center would be arranged in a walkable street-grid and feature anchor tenants as well as apparel, books and music, department store merchandise, electronics, furniture and home furnishings, general merchandise, jewelry, gifts, pharmacy and other health and beauty stores, specialty food, sporting goods and a critical mass of dining options.

A detailed examination of the supportable sf of retail uses is found in the following Table 9:

Table 9: 2018, 2025 and 2035 Supportable Retail Table
Hartland Township Primary Trade Area

Retail Category	Est. 2018 Supportable SF	2018 Sales/SF	Est. 2018 Retail Sales	Est. 2025 Supportable SF	Est. 2025 Retail Sales	Est. 2035 Supportable SF	Est. 2035 Retail Sales
Retailers							
Apparel Stores	7,700	\$290	\$2,233,000	8,500	\$2,465,000	9,600	\$2,784,000
Auto Parts Stores	2,700	\$245	\$661,500	3,300	\$808,500	4,200	\$1,029,000
Beer, Wine & Liquor Stores	2,600	\$385	\$1,001,000	2,900	\$1,116,500	3,400	\$1,309,000
Book & Music Stores	1,700	\$240	\$408,000	1,900	\$456,000	2,100	\$504,000
Department Store Merchandise	10,900	\$260	\$2,834,000	13,000	\$3,380,000	16,100	\$4,186,000
Electronics & Appliance Stores	5,300	\$340	\$1,802,000	5,700	\$1,938,000	6,400	\$2,176,000
Furniture Stores	6,600	\$265	\$1,749,000	7,100	\$1,881,500	7,900	\$2,093,500
General Merchandise Stores	8,800	\$315	\$2,772,000	9,600	\$3,024,000	10,800	\$3,402,000
Hardware/Home Improvement	12,000	\$250	\$3,000,000	14,800	\$3,700,000	19,000	\$4,750,000
Home Furnishings Stores	4,200	\$275	\$1,155,000	4,500	\$1,237,500	5,100	\$1,402,500
Jewelry Stores	2,300	\$345	\$793,500	2,500	\$862,500	2,800	\$966,000
Miscellaneous Store Retailers	3,600	\$265	\$954,000	4,200	\$1,113,000	5,100	\$1,351,500
Pharmacy	12,900	\$385	\$4,966,500	14,600	\$5,621,000	17,200	\$6,622,000
Shoe Stores	1,900	\$315	\$598,500	2,100	\$661,500	2,400	\$756,000
Specialty Food Stores	3,000	\$295	\$885,000	3,500	\$1,032,500	4,300	\$1,268,500
Sporting Goods & Hobby Stores	4,900	\$270	\$1,323,000	5,600	\$1,512,000	6,600	\$1,782,000
Retailer Totals	91,100	\$296	\$27,136,000	103,800	\$30,809,500	123,000	\$36,382,000
Restaurants							
Bars, Breweries & Pubs	2,100	\$330	\$693,000	2,200	\$726,000	2,600	\$858,000
Full-Service Restaurants	13,400	\$350	\$4,690,000	15,800	\$5,530,000	19,400	\$6,790,000
Limited-Service Eating Places	8,800	\$280	\$2,464,000	10,300	\$2,884,000	12,700	\$3,556,000
Special Food Services	1,400	\$315	\$441,000	1,600	\$504,000	1,800	\$567,000
Restaurant Totals	25,700	\$319	\$8,288,000	29,900	\$9,644,000	36,500	\$11,771,000
Retailer & Restaurant Totals	116,800	\$301	\$35,424,000	133,700	\$40,453,500	159,500	\$48,153,000

Table 9: Estimated new supportable retail and sales for Hartland Township 2018-2035. Sales stated in constant 2018 dollars.

These retail centers could be developed as stand-alone, single-site conventional shopping centers or likely integrated into the walkable, mixed-use development with two-way streets, on street parking, plazas or squares and urban storefronts.

The demographics of the primary trade area show a population base of 36,300 people, which will increase to 37,900 by 2023, at an annual growth rate of 0.84 percent. The persons per household is 2.79, and the median age is 43.2 years old. Median household income of \$88,900 in the primary trade area is higher than county and state averages. The average household income is \$107,500 demonstrating a positive effect on spending potential from the top wage earners in the area. Educational attainment is slightly higher than county and state levels, as 37.5 percent of residents over the age of 25 have earned a bachelor's degree or higher.

Employment in the primary trade area favors the services sector (38.6 percent), followed by Retail Trade (26.0 percent) and Construction (7.9 percent). There are 7,255 employees within a 10-minute drive of the study area. These daytime consumers expend \$34.7 million annually before, after or during the workday.

The trade area's most prominent lifestyle group is "*Green Acres*," which represents 60.6 percent of households. These residents tend to live in rural enclaves in metropolitan areas. The median household income for this group of \$76,800 is markedly above the U.S. median. The median net worth is \$267,700, substantially more than the US median of \$93,300. In terms of occupation, office and administrative support employ the most workers in this group, followed by management. They are cautious consumers who focus on quality and durability.

Retail Category Definitions

Retail categories in the Supportable Retail Table correspond to the North American Industry Classification System (NAICS), the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. The following NAICS codes and definitions are provided by the U.S. Census Bureau:

Retail

Auto Supply Stores (4411): establishments known as automotive supply stores primarily engaged in retailing new, used, and/or rebuilt automotive parts and accessories, automotive supply stores that are primarily engaged in both retailing automotive parts and accessories and repairing automobiles; establishments primarily engaged in retailing and installing automotive accessories; and establishments primarily engaged in retailing new and/or used tires and tubes or retailing new tires in combination with automotive repair services.

Furniture Stores (4421): establishments primarily engaged in retailing new furniture, such as household furniture (e.g., baby furniture box springs and mattresses) and outdoor furniture; office furniture (except those sold in combination with office supplies and equipment); and/or furniture sold in combination with major appliances, home electronics, home furnishings and/or floor coverings.

Home Furnishings Stores (4422): establishments primarily engaged in retailing new home furnishings (except furniture).

Electronics and Appliance Stores (4431): establishments primarily engaged in retailing the following new products: household-type appliances (refrigerator, dishwasher, oven), cameras, computers/software, televisions and other electronic goods.

Hardware Stores (4441): establishments primarily engaged in retailing new building materials and supplies (lumber, plumbing, electrical, tools, housewares, hardware, paint, and wallpaper).

Lawn and Garden Supply Stores (4442): establishments primarily engaged in retailing new lawn and garden equipment and supplies. (Nursery, farm and garden products, outdoor power equipment).

Grocery Stores (4451): establishments primarily engaged in retailing a general line of food products (canned/frozen food, fruits and vegetables, meat, fish, poultry, milk, bread, eggs, soda).

Specialty Food Stores (4452): establishments primarily engaged in retailing specialized lines of food (meat, fish/seafood, fruits/vegetables, baked goods, candy, nuts, confections, popcorn, ice cream, items not made on the premises).

Beer, Wine, and Liquor Stores (4453): establishments primarily engaged in retailing packaged alcoholic beverages, such as ale, beer, wine and liquor.

Health & Personal Care Stores (4461): establishments primarily engaged in retailing health and personal care products (pharmacies/drug stores, first aid, beauty products, household supplies, candy, prepackaged snacks, optical goods, vitamins/supplements).

Clothing stores (4481): men's and boys' clothing stores; women's and girls' clothing stores; children's and infants' clothing stores; family clothing stores; clothing accessories stores.

Shoe Stores (4482): Shoes (men's, women's, child/infant, athletic).

Jewelry Stores (4483): Jewelry, luggage, and leather goods (silverware, watches, clocks, handbags, briefcases, belts, gloves).

Sporting Goods Stores (4511): establishments primarily engaged in retailing new sporting goods (fitness equipment, bikes, camping, uniforms and footwear).

Book & Music Stores (4512): establishments primarily engaged in retailing new books, newspapers, magazines, and prerecorded audio and video media.

Department Stores (4521): establishments known as department stores primarily engaged in retailing a wide range of the following new products with no one merchandise line predominating: apparel; furniture; appliances and home furnishings; and selected additional items, such as paint, hardware, toiletries, cosmetics, photographic equipment, jewelry, toys and sporting goods. Merchandise lines are normally arranged in separate departments.

General Merchandise Stores (4529): establishments primarily engaged in retailing new goods in general merchandise stores (except department stores) (warehouse clubs, supercenters, apparel, auto parts, dry goods, hardware, groceries, housewares, no line predominating).

Florists (4531): establishments known as florists primarily engaged in retailing cut flowers, floral arrangements, and potted plants purchased from others. These establishments usually prepare the arrangements they sell.

Office Supplies & Gift Stores (4532): establishments primarily engaged in one or more of the following: (1) retailing new stationery, school supplies, and office supplies; (2) retailing a combination of new office equipment, furniture, and supplies; (3) retailing new office equipment, furniture, and supplies in combination with retailing new computers; and (4) retailing new gifts, novelty merchandise, souvenirs, greeting cards, seasonal and holiday decorations and curios.

Miscellaneous Retailers (4539): establishments primarily engaged in retailing new miscellaneous specialty store merchandise (except motor vehicle and parts dealers; furniture and home furnishings stores; consumer-type electronics and appliance stores; building material and garden equipment and supplies dealers; food and beverage stores; health and personal care stores; gasoline stations; clothing and clothing accessories stores; sporting goods, hobby, book, and music stores; general merchandise stores; florists; office supplies, stationery, and gift stores; and used merchandise stores). Pet supplies, art dealers, manufactured home dealers, tobacco/cigar stores,

Restaurants

Full-Service Restaurants (7221): establishments primarily engaged in providing food services to patrons who order and are served while seated (i.e., waiter/waitress service) and pay after eating. Establishments that provide these types of food services to patrons with any combination of other services, such as carryout services are classified in this industry.

Limited-Service Restaurants (7222): establishments primarily engaged in providing food services where patrons generally order or select items and pay before eating. Most establishments do not have waiter/waitress service, but some provide limited service, such as cooking to order (i.e., per special request), bringing food to seated customers, or providing off-site delivery (cafeterias, snack/ juice bar, ice cream/soft serve shops, cookie shops, popcorn shops, donut shops, coffee shops, bagel shops).

Special Food Services (7223): establishments primarily engaged in providing one of the following food services (2) a location designated by the customer; or (3) from motorized vehicles or non-motorized carts.

- **Food Service Contractors:** Establishments may be engaged in providing food services at institutional, governmental, commercial, or industrial locations of others based (cafeteria, restaurant, and fast food eating-place) on contractual arrangements with these types of organizations for a specified period of time. Management staff is always provided by the food services contractor.
- **Caterers:** providing single event-based food services. These establishments generally have equipment and vehicles to transport meals and snacks to events and/or prepare food at an off-premise site. Banquet halls with catering

staff are included in this industry. Examples of events catered by establishments in this industry are graduation parties, wedding receptions, business or retirement luncheons and trade shows.

- **Mobile Food Services:** establishments primarily engaged in preparing and serving meals and snacks for immediate consumption from motorized vehicles or non-motorized carts. The establishment is the central location from which the caterer route is serviced, not each vehicle, or cart. Included in this industry are establishments primarily engaged in providing food services from vehicles, such as hot dog carts and ice cream trucks.

Drinking Places (Alcoholic Beverages) (7224): establishments primarily engaged in preparing and serving alcoholic beverages for immediate consumption (bars, taverns, nightclubs).

Shopping Center Definitions

This study utilizes the shopping centers typologies defined by the International Council of Shopping Centers (ICSC) as follows:

- **Convenience Centers:** Convenience centers are 30,000 sf or less, unanchored, and generally will service a trade area of up to one mile. These centers include banking, carryout foods, florists, mail centers, small restaurants, small food markets, and professional services such as real estate and financial consulting. The centers typically include six to eight businesses.
- **Neighborhood Centers:** Neighborhood centers are anchored with a full-sized supermarket and typically range from 60,000 to 100,000 sf. They service a trade area of two to three miles and can include apparel, banks, carryout food, hardware, mail centers, restaurants, sporting goods and professional services such as financial consulting and real estate.
- **Community Centers:** Community centers typically range from 150,000 to 300,000 sf and are almost always anchored with a full-sized department store. They also include junior anchor retailers selling books, crafts, shoes, and sporting goods. Community centers often include large home improvement stores and medium-sized discount apparel stores. Their service area is typically five to seven miles in suburban locations.
- **Lifestyle Centers:** Lifestyle centers average 150,000 to 200,000 sf and feature popular apparel, book, and home furnishing stores, as well as cinemas and a wide selection of themed restaurants. The centers are frequently planned as walkable areas with main streets. Recently, lifestyle centers have included large anchors such as department stores, public libraries, and supermarkets. These centers typically have a trade area of four to six miles when developed in suburban settings. Lifestyle centers that include civic, employment, and residential buildings along with the retail land use are defined as 'town centers.'
- **Regional Centers:** Regional centers average trade areas of eight to 12 miles and are anchored with multiple department stores. The centers can range from 800,000 to 1,500,000 sf, and often include cinemas along with 200,000 sf of national brand fashion.

Rationale

The rationale for this study's findings are as follows:

- **Strong demographics:** Incomes of those within Hartland Township's primary trade area far exceed county and state levels.
- **Favorable geographic location/regional access:** The primary trade area benefits from being centrally located between Ann Arbor, Lansing, Detroit and Flint. Also, the area is well connected by US 23 and M-59.
- **Impact of new Emagine Theater:** The new state-of-the-art Emagine Theater will draw a significant number of visitors to Hartland Township, increasing the demand for retail and especially restaurants.
- **Hartland Towne Center:** The proposed and approved Hartland Town Center 300,000 expansion, including its proposed 125,000 sf anchor will increase Hartland's trade area and induce additional commercial demand for the township.

Limits of Study

The findings of this study represent GPG's best estimates for the amounts and types of additional retail and restaurants that are supportable in Hartland Township. Every reasonable effort has been made to ensure that the data contained in this study reflect the most accurate and timely information possible and are believed to be reliable. This study is based on estimates, assumptions, and other information developed by GPG independent research effort, general knowledge of the industry, and consultations with the client and its representatives. This study is designed as objective third-party research and GPG does not recommend that any or all of the supportable retail be developed in the study area.

No responsibility is assumed for inaccuracies in reporting by the client, its agent and representatives or in any other data source used in preparing or presenting this study. This report is based on information that was current as of January 1, 2019 and GPG has not undertaken any update of its research effort since such date.

This report may contain prospective financial information, estimates, or opinions that represent GPG's view of reasonable expectations at a particular time, but such information, estimates, or opinions are not offered as predictions or assurances that a particular level of income or profit will be achieved, that particular events will occur, or that a particular price will be offered or accepted.

The actual amounts of supportable retail could be significantly higher or lower depending on multiple market and not market variables including the type, design and quality of the new development. It is plausible that a walkable town center, with well-designed buildings and public realm, could draw visitors from beyond this study's estimated trade area boundaries and considerably outperform the site's location and limited market potential. This would require an extraordinary development team and retailer mix unique to the market, including anchor retailers. On the other hand, a poorly implemented commercial center or badly managed businesses could underperform the location.

Actual results achieved during the period covered by our prospective financial analysis may vary from those described in our report, and the variations may be material. Therefore, no warranty or

representation is made by GPG that any of the projected values or results contained in this study will be achieved.

This study should not be the sole basis for programming, planning, designing, financing, or development of any commercial center. This study is for the use of Hartland Township for general planning purposes only and is void for other locations and purposes.

End of Study

Gibbs Planning Group

Business Summary

PTA

Area: 108.74 square miles

Prepared by Esri

Data for all businesses in area		Businesses		Employees	
		Number	Percent	Number	Percent
Total Businesses:	930				
Total Employees:	8,137				
Total Residential Population:	36,311				
Employee/Residential Population Ratio (per 100 Residents)	22				
by SIC Codes					
Agriculture & Mining	56	6.0%	28	2.7%	
Construction	26	3.5%	645	7.9%	
Manufacturing	37	4.0%	603	7.4%	
Transportation	23	2.5%	367	4.5%	
Communication	7	0.8%	55	0.7%	
Utility	4	0.4%	29	0.4%	
Wholesale Trade	42	4.5%	401	4.9%	
Retail Trade Summary	774	87.7%	2,112	26.0%	
Home Improvement	23	2.5%	143	1.8%	
General Merchandise Stores	5	0.5%	22	0.3%	
Food Stores	7	1.8%	520	6.4%	
Auto Dealers, Gas Stations, Auto Aftermarket	19	2.0%	344	4.2%	
Apparel & Accessory Stores	1	0.1%	2	0.0%	
Furniture & Home Furnishings	6	0.6%	14	0.2%	
Eating & Drinking Places	54	5.8%	839	10.3%	
Miscellaneous Retail	49	5.2%	228	2.8%	
Finance, Insurance, Real Estate Summary	74	8.0%	349	4.3%	
Banks, Savings & Lending Institutions	6	1.7%	24	1.5%	
Securities Brokers	10	1.1%	21	0.3%	
Insurance Carriers & Agents	30	3.2%	26	1.5%	
Real Estate, Holding, Other Investment Offices	9	2.0%	78	1.0%	
Services Summary	340	36.6%	3,143	38.6%	
Hotels & Lodging	6	0.6%	26	1.5%	
Automotive Services	7	1.8%	75	0.9%	
Motion Pictures & Amusements	30	3.2%	435	5.3%	
Health Services	46	4.9%	331	4.1%	
Legal Services	8	0.9%	27	0.3%	
Education Institutions & Libraries	23	2.5%	833	10.2%	
Other Services	210	22.6%	1,316	16.2%	
Government	12	1.3%	206	2.5%	
Unclassified Establishments	35	3.8%	8	0.1%	
Totals	930	100.0%	8,137	100.0%	

Source: Copyright 2018 InfoGroup, Inc. All rights reserved. Esri Total Residential Population forecasts for 2018.

Date Note: Data on the Business Summary report is calculated Esri's Data allocation which uses census block groups to allocate business summary data to custom areas.

Gibbs Planning Group

Business Summary

PTA
Area: 108.74 square miles

Prepared by Esri

by NAICS Codes	Businesses		Employees	
	Number	Percent	Number	Percent
Agriculture, Forestry, Fishing & Hunting	13	14%	31	0.4%
Mining	2	0.2%	12	0.1%
Utilities	1	0.1%	8	0.1%
Construction	131	14.1%	668	8.2%
Manufacturing	41	4.4%	618	7.6%
Wholesale Trade	41	4.4%	398	4.9%
Retail Trade	114	12.3%	1220	15.0%
Motor Vehicle & Parts Dealers	13	1.4%	301	3.7%
Furniture & Home Furnishings Stores	1	0.1%	3	0.0%
Electronics & Appliance Stores	3	0.3%	9	0.1%
Bigg Material & Garden Equipment & Supplies Dealers	21	2.3%	132	1.6%
Food & Beverage Stores	14	1.5%	476	5.8%
Health & Personal Care Stores	15	1.6%	75	0.9%
Gasoline Stations	6	0.6%	43	0.5%
Clothing & Clothing Accessories Stores	3	0.3%	9	0.1%
Sport Goods, Hobby, Book, & Music Stores	12	1.3%	42	0.5%
General Merchandise Stores	5	0.5%	22	0.3%
Miscellaneous Store Retailers	18	1.9%	108	1.3%
Nonstore Retailers	1	0.1%	0	0.0%
Transportation & Warehousing	16	1.7%	145	1.8%
Information	16	1.7%	145	1.8%
Finance & Insurance	57	6.1%	277	3.4%
Central Bank/Credit Intermediation & Related Activities	17	1.8%	125	1.5%
Securities, Commodity Contracts & Other Financial	10	1.1%	21	0.3%
Insurance Carriers & Related Activities: Funds, Trusts & Other	31	3.3%	131	1.6%
Real Estate, Rental & Leasing	28	3.0%	93	1.1%
Professional, Scientific & Tech Services	84	9.0%	531	6.5%
Legal Services	10	1.1%	33	0.4%
Management of Companies & Enterprises	1	0.1%	3	0.0%
Administrative & Support & Waste Management & Remediation	59	6.3%	370	4.5%
Educational Services	25	2.7%	126	1.6%
Health Care & Social Assistance	65	7.0%	567	7.0%
Arts, Entertainment & Recreation	29	3.1%	442	5.4%
Accommodation & Food Services	62	6.7%	1005	12.4%
Accommodation	6	0.6%	26	0.3%
Food Services & Drinking Places	56	6.0%	879	10.8%
Other Services (except Public Administration)	98	10.5%	576	7.1%
Automotive Repair & Maintenance	13	1.4%	63	0.8%
Public Administration	12	1.3%	206	2.5%
Unclassified Establishments	35	3.8%	8	0.1%
Total	930	100.0%	8,137	100.0%

Source: Copyright 2018 Inprogroup, Inc. All rights reserved. Esri Total Residential Population forecasts for 2018. Data Note: Data on the Business Summary report is calculated. Esri's Data allocation which uses census block groups to allocate business summary data to custom areas.

Appendix B1: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

Population Summary	
2000 Total Population	28,951
2010 Total Population	34,204
2018 Total Population	36,311
2018 Group Quarters	91
2023 Total Population	37,862
2018-2023 Annual Rate	0.84%
2018 Total Daytime Population	25,590
Workers	8,570
Residents	17,020
Household Summary	
2000 Households	9,896
2000 Average Household Size	2.92
2010 Households	12,133
2010 Average Household Size	2.81
2018 Households	12,965
2018 Average Household Size	2.79
2023 Households	13,556
2023 Average Household Size	2.79
2018-2023 Annual Rate	0.90%
2010 Families	9,594
2010 Average Family Size	3.17
2018 Families	10,132
2018 Average Family Size	3.15
2023 Families	10,545
2023 Average Family Size	3.15
2018-2023 Annual Rate	0.80%
Housing Unit Summary	
2000 Housing Units	10,420
Owner Occupied Housing Units	89.9%
Renter Occupied Housing Units	5.1%
Vacant Housing Units	5.0%
2010 Housing Units	12,940
Owner Occupied Housing Units	84.7%
Renter Occupied Housing Units	9.0%
Vacant Housing Units	6.2%
2018 Housing Units	13,835
Owner Occupied Housing Units	84.1%
Renter Occupied Housing Units	9.6%
Vacant Housing Units	6.3%
2023 Housing Units	14,477
Owner Occupied Housing Units	84.4%
Renter Occupied Housing Units	9.3%
Vacant Housing Units	6.4%
Median Household Income	
2018	\$88,881
2023	\$102,269
Median Home Value	
2018	\$267,584
2023	\$301,343
Per Capita Income	
2018	\$38,588
2023	\$46,082
Median Age	
2010	40.9
2018	43.2
2023	44.1

Data Note: Household population includes persons not residing in group quarters. Average Household Size is the household population divided by total households. Persons in families include the householder and persons related to the householder by birth, marriage, or adoption. Per Capita Income represents the income received by all persons aged 15 years and over divided by the total population.

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Appendix B2: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

2018 Households by Income	
Household Income Base	12,965
<\$15,000	4.5%
\$15,000 - \$24,999	4.6%
\$25,000 - \$34,999	5.6%
\$35,000 - \$49,999	9.8%
\$50,000 - \$74,999	16.0%
\$75,000 - \$99,999	15.2%
\$100,000 - \$149,999	23.5%
\$150,000 - \$199,999	11.7%
\$200,000+	9.1%
Average Household Income	\$107,494
2023 Households by Income	
Household Income Base	13,556
<\$15,000	3.3%
\$15,000 - \$24,999	3.6%
\$25,000 - \$34,999	4.5%
\$35,000 - \$49,999	8.3%
\$50,000 - \$74,999	14.1%
\$75,000 - \$99,999	14.3%
\$100,000 - \$149,999	25.8%
\$150,000 - \$199,999	13.5%
\$200,000+	12.7%
Average Household Income	\$128,097
2018 Owner Occupied Housing Units by Value	
Total	11,638
<\$50,000	7.6%
\$50,000 - \$99,999	3.0%
\$100,000 - \$149,999	5.1%
\$150,000 - \$199,999	12.1%
\$200,000 - \$249,999	16.6%
\$250,000 - \$299,999	15.8%
\$300,000 - \$399,999	19.9%
\$400,000 - \$499,999	11.4%
\$500,000 - \$749,999	7.1%
\$750,000 - \$999,999	0.2%
\$1,000,000 - \$1,499,999	1.0%
\$1,500,000 - \$1,999,999	0.2%
\$2,000,000 +	0.0%
Average Home Value	\$295,199
2023 Owner Occupied Housing Units by Value	
Total	12,214
<\$50,000	5.2%
\$50,000 - \$99,999	1.9%
\$100,000 - \$149,999	2.9%
\$150,000 - \$199,999	8.6%
\$200,000 - \$249,999	14.6%
\$250,000 - \$299,999	16.5%
\$300,000 - \$399,999	21.9%
\$400,000 - \$499,999	17.2%
\$500,000 - \$749,999	9.4%
\$750,000 - \$999,999	0.3%
\$1,000,000 - \$1,499,999	1.2%
\$1,500,000 - \$1,999,999	0.2%
\$2,000,000 +	0.0%
Average Home Value	\$333,679

Data Note: Income represents the preceding year, expressed in current dollars. Household income includes wage and salary earnings, interest dividends, net rents, pensions, SSI and welfare payments, child support, and alimony.

Source: U.S. Census Bureau, Census 2010 Summary File 1 Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Appendix B3: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

2010 Population by Age	
Total	34,204
0 - 4	5.4%
5 - 9	7.6%
10 - 14	8.5%
15 - 24	12.3%
25 - 34	8.3%
35 - 44	14.9%
45 - 54	18.6%
55 - 64	13.3%
65 - 74	7.2%
75 - 84	2.8%
85 +	1.1%
18 +	73.2%
2018 Population by Age	
Total	36,311
0 - 4	4.9%
5 - 9	5.8%
10 - 14	7.1%
15 - 24	12.4%
25 - 34	10.8%
35 - 44	11.1%
45 - 54	16.0%
55 - 64	16.3%
65 - 74	10.5%
75 - 84	3.7%
85 +	1.3%
18 +	77.8%
2023 Population by Age	
Total	37,863
0 - 4	4.8%
5 - 9	5.6%
10 - 14	6.3%
15 - 24	10.8%
25 - 34	11.6%
35 - 44	11.9%
45 - 54	13.4%
55 - 64	16.5%
65 - 74	12.3%
75 - 84	5.5%
85 +	1.4%
18 +	79.3%
2010 Population by Sex	
Males	17,215
Females	16,989
2018 Population by Sex	
Males	18,215
Females	18,096
2023 Population by Sex	
Males	19,011
Females	18,850

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

Appendix B4: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

2010 Population by Race/Ethnicity	
Total	34,205
White Alone	96.8%
Black Alone	0.5%
American Indian Alone	0.3%
Asian Alone	0.8%
Pacific Islander Alone	0.0%
Some Other Race Alone	0.3%
Two or More Races	1.3%
Hispanic Origin	2.0%
Diversity Index	10.0
2018 Population by Race/Ethnicity	
Total	36,310
White Alone	96.0%
Black Alone	0.6%
American Indian Alone	0.3%
Asian Alone	0.9%
Pacific Islander Alone	0.0%
Some Other Race Alone	0.4%
Two or More Races	1.7%
Hispanic Origin	2.6%
Diversity Index	12.6
2023 Population by Race/Ethnicity	
Total	37,861
White Alone	95.3%
Black Alone	0.7%
American Indian Alone	0.4%
Asian Alone	1.1%
Pacific Islander Alone	0.0%
Some Other Race Alone	0.5%
Two or More Races	2.0%
Hispanic Origin	3.2%
Diversity Index	14.6
2010 Population by Relationship and Household Type	
Total	34,204
In Households	99.8%
In Family Households	90.5%
Householder	28.1%
Spouse	23.9%
Child	34.8%
Other relative	2.2%
Nonrelative	1.4%
In Nonfamily Households	9.3%
In Group Quarters	0.2%
Institutionalized Population	0.1%
Noninstitutionalized Population	0.2%

Data Note: Persons of Hispanic Origin may be of any race. The Diversity Index measures the probability that two people from the same area will be from different race/ethnic groups.

Source: U.S. Census Bureau, Census 2010 Summary File 1 Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Appendix B5: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

2018 Population 25+ by Educational Attainment	
Total	25,360
Less than 9th Grade	1.2%
9th - 12th Grade, No Diploma	3.7%
High School Graduate	21.3%
GED/Alternative Credential	2.4%
Some College, No Degree	24.2%
Associate Degree	9.7%
Bachelor's Degree	24.6%
Graduate/Professional Degree	12.9%
2018 Population 15+ by Marital Status	
Total	29,850
Never Married	24.1%
Married	62.4%
Widowed	4.3%
Divorced	9.3%
2018 Civilian Population 16+ in Labor Force	
Civilian Employed	97.0%
Civilian Unemployed (Unemployment Rate)	3.0%
2018 Employed Population 16+ by Industry	
Total	19,622
Agriculture/Mining	1.0%
Construction	9.0%
Manufacturing	18.8%
Wholesale Trade	2.9%
Retail Trade	10.6%
Transportation/Utilities	3.4%
Information	1.6%
Finance/Insurance/Real Estate	5.9%
Services	43.8%
Public Administration	2.9%
2018 Employed Population 16+ by Occupation	
Total	19,622
White Collar	63.6%
Management/Business/Financial	18.5%
Professional	22.5%
Sales	11.1%
Administrative Support	11.5%
Services	14.8%
Blue Collar	21.6%
Farming/Forestry/Fishing	0.2%
Construction/Extraction	6.1%
Installation/Maintenance/Repair	4.2%
Production	6.7%
Transportation/Material Moving	4.4%
2010 Population By Urban/ Rural Status	
Total Population	34,204
Population Inside Urbanized Area	50.0%
Population Inside Urbanized Cluster	0.0%
Rural Population	50.0%

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023. Esri converted Census 2000 data into 2010 geography.

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

Appendix B6: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

2010 Households by Type	
Total	12,133
Households with 1 Person	16.9%
Households with 2+ People	83.1%
Family Households	79.1%
Husband- wife Families	67.3%
With Related Children	31.3%
Other Family (No Spouse Present)	11.8%
Other Family with Male Householder	3.9%
With Related Children	2.2%
Other Family with Female Householder	7.9%
With Related Children	4.7%
Nonfamily Households	4.1%
All Households with Children	38.6%
Multigenerational Households	2.8%
Unmarried Partner Households	4.7%
Male- female	4.3%
Same- sex	0.4%
2010 Households by Size	
Total	12,134
1 Person Household	16.9%
2 Person Household	35.1%
3 Person Household	17.8%
4 Person Household	17.7%
5 Person Household	8.2%
6 Person Household	2.9%
7 + Person Household	1.4%
2010 Households by Tenure and Mortgage Status	
Total	12,133
Owner Occupied	90.4%
Owned with a Mortgage/Loan	70.4%
Owned Free and Clear	20.0%
Renter Occupied	9.6%
2010 Housing Units By Urban/ Rural Status	
Total Housing Units	12,940
Housing Units Inside Urbanized Area	50.2%
Housing Units Inside Urbanized Cluster	0.0%
Rural Housing Units	49.8%

Data Note: Households with children include any households with people under age 18, related or not. Multigenerational households are families with 3 or more parent-child relationships. Unmarried partner households are usually classified as nonfamily households unless there is another member of the household related to the householder. Multigenerational and unmarried partner households are reported only to the tract level. Esri estimated block group data, which is used to estimate polygons or non-standard geography.

Source: U.S. Census Bureau, Census 2010 Summary File 1 Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Appendix B7: Primary Trade Area Community Profile

Gibbs Planning Group

Community Profile

PTA
Area: 108.74 square miles

Prepared by Esri

Top 3 Tapestry Segments		
1.	Green Acres (6A)	
2.	Soccer Moms (4A)	
3.	Savvy Suburbanites (1D)	
2018 Consumer Spending		
Apparel & Services: Total \$		\$35,411,504
Average Spent		\$2,731.32
Spending Potential Index		126
Education: Total \$		\$24,733,974
Average Spent		\$1,907.75
Spending Potential Index		132
Entertainment/Recreation: Total \$		\$53,424,646
Average Spent		\$4,120.68
Spending Potential Index		128
Food at Home: Total \$		\$80,570,723
Average Spent		\$6,214.48
Spending Potential Index		124
Food Away from Home: Total \$		\$57,480,527
Average Spent		\$4,433.52
Spending Potential Index		126
Health Care: Total \$		\$96,246,836
Average Spent		\$7,423.59
Spending Potential Index		130
HH Furnishings & Equipment: Total \$		\$35,125,709
Average Spent		\$2,709.27
Spending Potential Index		130
Personal Care Products & Services: Total \$		\$13,879,489
Average Spent		\$1,070.54
Spending Potential Index		129
Shelter: Total \$		\$267,159,203
Average Spent		\$20,606.19
Spending Potential Index		123
Support Payments/Cash Contributions/Gifts in Kind: Total \$		\$40,917,478
Average Spent		\$3,156.00
Spending Potential Index		127
Travel: Total \$		\$36,900,561
Average Spent		\$2,846.17
Spending Potential Index		132
Vehicle Maintenance & Repairs: Total \$		\$17,666,418
Average Spent		\$1,362.62
Spending Potential Index		127

Data Note: Consumer spending shows the amount spent on a variety of goods and services by households that reside in the area. Expenditures are shown by broad budget categories that are not mutually exclusive. Consumer spending does not equal business revenue. Total and Average Amount Spent Per Household represent annual figures. The Spending Potential Index represents the amount spent in the area relative to a national average of 100.

Source: Consumer Spending data are derived from the 2015 and 2016 Consumer Expenditure Surveys, Bureau of Labor Statistics. Esri.

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.

Appendix C1: Primary Trade Area Housing Profile

Gibbs Planning Group

Housing Profile

PTA
Area: 108.74 square miles

Prepared by Esri

Population		Households	
2010 Total Population	34,204	2018 Median Household Income	\$88,881
2018 Total Population	36,311	2023 Median Household Income	\$102,269
2023 Total Population	37,862	2018-2023 Annual Rate	2.85%
2018-2023 Annual Rate	0.84%		

Housing Units by Occupancy Status and Tenure	Census 2010		2018		2023	
	Number	Percent	Number	Percent	Number	Percent
Total Housing Units	12,940	100.0%	13,835	100.0%	14,477	100.0%
Occupied	12,133	93.8%	12,965	93.7%	13,556	93.6%
Owner	10,965	84.7%	11,638	84.1%	12,214	84.4%
Renter	1,168	9.0%	1,327	9.6%	1,342	9.3%
Vacant	807	6.2%	870	6.3%	921	6.4%

Owner Occupied Housing Units by Value	2018		2023	
	Number	Percent	Number	Percent
Total	11,639	100.0%	12,214	100.0%
<\$50,000	879	7.6%	631	5.2%
\$50,000-\$99,999	351	3.0%	238	1.9%
\$100,000-\$149,999	594	5.1%	354	2.9%
\$150,000-\$199,999	1,411	12.1%	1,054	8.6%
\$200,000-\$249,999	1,936	16.6%	1,779	14.6%
\$250,000-\$299,999	1,844	15.8%	2,015	16.5%
\$300,000-\$399,999	2,314	19.9%	2,680	21.9%
\$400,000-\$499,999	1,325	11.4%	2,106	17.2%
\$500,000-\$749,999	822	7.1%	1,151	9.4%
\$750,000-\$999,999	24	0.2%	38	0.3%
\$1,000,000-\$1,499,999	121	1.0%	147	1.2%
\$1,500,000-\$1,999,999	18	0.2%	21	0.2%
\$2,000,000+	0	0.0%	0	0.0%
Median Value		\$267,584		\$301,343
Average Value		\$295,199		\$333,679

Census 2010 Housing Units	Number	Percent
Total	12,940	100.0%
In Urbanized Areas	6,498	50.2%
In Urban Clusters	0	0.0%
Rural Housing Units	6,442	49.8%

Data Note: Persons of Hispanic Origin may be of any race.
Source: U.S. Census Bureau, Census 2010 Summary File 1.

Attachment: 1. Hartland Retail Revised 05.14.2019 PDF Only (3098 : Retail Market Analysis Updated - Further Discussion)

Appendix C2: Primary Trade Area Housing Profile

Gibbs Planning Group

Housing Profile

PTA
Area: 108.74 square miles

Prepared by Esri

Census 2010 Owner Occupied Housing Units by Mortgage Status			
	Number	Percent	
Total	10,964	100.0%	
Owned with a Mortgage/Loan	8,540	77.9%	
Owned Free and Clear	2,424	22.1%	

Census 2010 Vacant Housing Units by Status			
	Number	Percent	
Total	800	100.0%	
For Rent	100	12.5%	
Rented- Not Occupied	4	0.5%	
For Sale Only	260	32.5%	
Sold - Not Occupied	47	5.9%	
Seasonal/Recreational/Occasional Use	237	29.6%	
For Migrant Workers	0	0.0%	
Other Vacant	152	19.0%	

Census 2010 Occupied Housing Units by Age of Householder and Home Ownership			
	Occupied	Owner Occupied Units	
		Number	% of Occupied
Total	12,132	10,964	90.4%
15-24	166	85	51.2%
25-34	1,056	822	77.8%
35-44	2,544	2,248	88.4%
45-54	3,457	3,201	92.6%
55-64	2,574	2,443	94.9%
65-74	1,487	1,408	94.7%
75-84	622	578	92.9%
85+	226	179	79.2%

Census 2010 Occupied Housing Units by Race/Ethnicity of Householder and Home Ownership			
	Occupied	Owner Occupied Units	
		Number	% of Occupied
Total	12,133	10,965	90.4%
White Alone	11,846	10,720	90.5%
Black/African American	53	45	84.9%
American Indian/Alaska	42	37	88.1%
Asian Alone	73	63	86.3%
Pacific Islander Alone	4	3	75.0%
Other Race Alone	26	19	73.1%
Two or More Races	89	78	87.6%
Hispanic Origin	155	128	82.6%

Census 2010 Occupied Housing Units by Size and Home Ownership			
	Occupied	Owner Occupied Units	
		Number	% of Occupied
Total	12,133	10,965	90.4%
1- Person	2,046	1,680	82.1%
2- Person	4,262	3,947	92.6%
3- Person	2,155	1,965	91.2%
4- Person	2,150	1,985	92.3%
5- Person	994	917	92.3%
6- Person	353	316	89.5%
7+ Person	173	155	89.6%

Data Note: Persons of Hispanic Origin may be of any race.
Source: U.S. Census Bureau, Census 2010 Summary File 1.

Appendix D2: Primary Trade Area Dominant Tapestry Descriptions

**WHO ARE WE?**

The Green Acres lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a variety of sports: hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.

OUR NEIGHBORHOOD

- Rural enclaves in metropolitan areas, primarily (not exclusively) older homes with acreage; new housing growth in the past 15 years.
- Single-family, owner-occupied housing, with a median value of \$235,500.
- An older market, primarily married couples, most with no children.

SOCIOECONOMIC TRAITS

- Education: More than 60% are college educated.
- Unemployment is low at 3.8% (Index 70); labor force participation rate is high at 66.8% (Index 107).
- Income is derived not only from wages and salaries but also from self-employment (more than 13% of households), investments (27% of households), and increasingly, from retirement.
- They are cautious consumers with a focus on quality and durability.
- Comfortable with technology, more as a tool than a trend; banking or paying bills online is convenient; but the Internet is not viewed as entertainment.
- Economic outlook is professed as pessimistic, but consumers are comfortable with debt, primarily as home and auto loans, and investments.



Note: This index represents the ratio of the segment score to the US score multiplied by 100. Consumer preferences are estimated from data by QMR 980.

Appendix E: Focus Group Summaries

As part of its research for this market study, GPG led six in-person focus groups with Hartland residents. The six distinct groups were (1) young families, (2) empty nesters, (3) business owners, (4) restaurant owners/managers, (5) Township department heads and (6) the chamber of commerce. The following summarizes the feedback received from each focus group.

Group #1: Young Families

These women travel to Fenton, Brighton and Howell to eat out. Fenton is their favorite, as most feel Brighton is too large. They complained that very few places in Hartland are open after 10 pm. This group would like more family friendly restaurants, such as Panera Bread or Chipotle. All these women would like Panera Bread or an independently owned coffee shop because it would provide a social setting for moms to meet. They really do not want another fast food restaurant (they are fairly health conscious). They feel Black Rock is too expensive. Most eat dinner out once a week.

They shop at Trader Joes and Aldi in Brighton, and almost of these focus group participants would like those in Hartland. In Hartland, many regularly shop at Meijer. Most also like the Target for day-to-day necessities, and many purchase their clothes at Target. Target is much preferred over Walmart (they believe Target has higher quality products). Many also shop at Green Oaks in Howell for major purchases, but no one reported going to 12 Oaks Mall. They are very price conscious and most shop online weekly (Amazon and Target).

There was general agreement concerning what additional retail is most needed. They would most like a Home Depot, lumber store (many reported doing home remodeling), Menards (which is currently 20 minutes away), sports store (focused on hunting and fishing), more sit-down restaurants, quaint independently owned shops and an ice cream parlor to go after their children's sporting events. This group strongly emphasized that they want Hartland to maintain its local character. They are proud of their sense of community and excellent schools.

Lastly, this group complained about the Township's dirt roads (which they said cannot handle large amounts of traffic) and that there are no places to rent out for events like birthday parties.

Group #2: Empty Nesters

This older group reported eating out multiple times a week at sit-down restaurants as far away as Plymouth. For groceries, they greatly prefer Hartland's Meijer to Kroger. Busch's in Brighton is popular with this group (they like the variety), and they prefer Target to Walmart (which they think is low-end). They hardly ever go to Twelve Oaks (mainly because of traffic congestion), and more often frequent the Tanger outlet mall in Howell. Almost all participants in this focus group regularly shop on-line because they claim that there are not enough stores in Hartland.

These empty nesters identified many specific restaurants and retailers that they would like in Hartland. They would like more restaurant choices, particularly Italian and Chinese sit-down restaurants. Although they expressed reservations about introducing too many chain restaurants to Hartland, most would like a Mongolian BBQ, Cheesecake Factory and Panera Bread (which would offer a relaxing venue to sit and socialize). Several in this group complained that the Township currently has too many pizza restaurants. In terms of retailers, they would like a Trader Joes, Whole Foods, Aldi, Menards and Gandy Dancy. the Township cannot attract Trader Joes or Whole Foods, they would like another grocer with a fresh deli and seating area. Several also stated that they would like more specialty shops in the Village, and the men expressed a desire for a Home Depot or Lowes (most currently shop in Fenton for building supplies).

Almost everyone in this group said that they plan to stay in Hartland. They want Hartland to remain a quaint community and are opposed to large signage. Most desire Hartland to more closely resemble Milford.

Group #3: Business Owners

This group reported that the commercial absorption rate in Hartland is very slow (compared to Brighton, Fenton and Milford). They believe that the Township needs more restaurants and that big box stores (such as Best Buy and Dicks Sporting Goods) would do well. However, they believe Home Depot/Lowes is not realistic because there are many of these large home improvement stores in neighboring cities. According to this group, Walmart closed in Hartland because it “wasn’t in vogue.”

These business owners are optimistic that the new cinema will attract more restaurants. However, they noted several factors that hold the city back. These were parking (or lack thereof), strict development codes (signage, building materials, landscape regulations, colors, etc.) and insufficient office demand.

Group #4: Restaurant Owners

This focus group was composed of three restaurant owners. None of these owners get much lunch business during the workweek, but they all get larger dinner crowds and are busy on weekends. All members of this focus group said that they are meeting sales goals, and each believes that their restaurants’ trade area is roughly 5 miles.

There was a consensus that there is room for more restaurants. According to this group, a lot of new restaurant development is in the pipeline, but there is only one more liquor license left. However, many restaurants do not want to come to Hartland because of the dismal lunch traffic. This occurs because residents drive a long way to work, and there are no major offices in Hartland.

There was also a consensus that the development codes are too restrictive. Building a restaurant in Hartland is very expensive because building codes require 100% brick and stone. This, combined with little lunch traffic, deters more restaurants from opening.

Lastly, this group expressed strong views concerning residential development. They all believe that more residential development is needed to attract businesses. However, they acknowledged that many people in the Township oppose more residential development.

Group #5: Township Department Heads

This group told us that there are few requests from retailers to come to Hartland. In response to why the village is not more developed, they offered the following explanations: 1) traffic doesn’t route you down to the village center, 2) money isn’t here to invest, 3) homes in the village are not as expensive so residents may not be able to support retail, 4) not enough space in the village to establish a viable shopping district.

In contrast to the restaurant owners, the Township’s planning director does not think the regulations are driving businesses away. His position is that Hartland’s building standards are not much more restrictive than that of its neighbors.

According to these department heads, Hartland’s Walmart closed because it was built at the same time as Meijer and the township could not support two such stores. Also, the Meijer in Hartland is very well run and has many loyal customers.

Lastly, the demographics of the Township were discussed. The Township's demographic profile shows that its residents have money, but this group agrees that residential density is just too low. However, they are very optimistic about the new Emagine Theater. They stated that it will attract many more businesses once it becomes a destination, which they think will happen quickly.

Group #6: Chamber of Commerce

This group reiterated the need for more diverse restaurant offerings and stressed their dislike of chains. There was a consensus that a strong demand exists for higher-end sit-down restaurants (like Blackrock). Some even noted hour-long waits at Blackrock on the weekends. Because there are a lack of restaurants options in Hartland, all members of this group regularly travel to Fenton, Howell, Milford or Brighton to eat out. In general, this group strongly prefers local restaurants that give back to the community.

In terms of retail, these members thought the Township could use a unique gift shop and local boutique sports shop. They expressed a strong preference for small boutique/specialty stores. They do not think Hartland can support a Costco or Home Depot, particularly since these are in close neighboring communities.

They want a quaint downtown and a city center in the village, but this may not be feasible because there are no buildings currently available. They believe high building standards are important to attract the right type of retailers.

Lastly, there were some discussions related to affordability in Hartland. According to some participants of this group, there is virtually no residential stock available for less than \$200k. Therefore, many younger people are leaving the Township. However, the older demographic is staying.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Troy Langer

Subject: Newberry Place - Conceptual PD

Date: July 31, 2019

Recommended Action

Board review, questions and feedback for the applicant

Discussion

The intent of this memorandum is to provide an update on the Newberry Place Planned Development project, which is located on the north and south side of M-59, west of Pleasant Valley/Fenton Road. The planned development project was initially reviewed by the Township in 2007, under two applications: Site Plan Application #383 (Newberry-North and East) and Site Plan Application #386 (Newberry West). The total project area for the 2007 plans was approximately 148 acres. On April 26, 2007 the Planning Commission approved the preliminary planned development applications (SP #383-P and SP #386-P), including the Pattern Book dated May 25, 2007. The project did not move forward to final approval.

In 2015, a new application for Newberry Place was submitted to the Township, under SP PD #535. The concept plans were reviewed by the Township in 2015, under SP PD #535-C. The total project area at that time was approximately 108.69 acres, and did not include the western 40 acres that had been part of SP #386 (Newberry West).

The preliminary plans for the Newberry Place Planned Development project, SP PD Application #535-P, were last reviewed by the Planning Commission on April 21, 2016. Since that time the Township has held informal meetings with the applicant to discuss revised development plans. Several versions of the development plans were submitted for staff to review, between 2016 and June 2019. In 2018, the project area was expanded to include the western 40 acres (formerly called Newberry West), thus the total project area is approximately 148 acres.

The applicant has submitted a new set of plans, received by the Township on July 2, 2019. The plans are conceptual in nature, showing five (5) development districts on the Regulation Plan: Single Family District; Multiple Family District; Commercial District; Single Family Detached Only District; and Mixed Use District. Conceptual architectural renderings are provided for single family and multiple family housing, mixed use buildings, and commercial buildings.

The applicant has verbally indicated that they would have up to 66 residential units in the mixed use district.

Financial Impact

Attachments

Staff report 07.03.2019 (PDF)

1. 2007 Newberry Place Plan (PDF)
 2. 2016 Newberry Place Plan-North parcel (PDF)
 3. 2016 Newberry Place Plan-South parcel (PDF)
- Newberry Place Presentation 7.25.19 (PDF)



Board of Trustees

William J. Fountain, Supervisor
 Larry N. Ciofu, Clerk
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Joseph W. Colaianne, Trustee
 Matthew J. Germane, Trustee
 Glenn E. Harper, Trustee
 Joseph M. Petrucci, Trustee

MEMORANDUM

Date: July 3, 2019

To: Hartland Township Planning Commission

From: Planning Department

Subject: **Newberry Place Planned Development (PD)
 Planned Development Preliminary Plan, SP PD Application #535-P**
 Revised preliminary development plan for proposed planned development, to be located on the north and south side of M-59, west of Pleasant Valley/Fenton Road.
 (Parcel ID#'s 4708-23-400-036; 4708-23-400-037; 4708-26-200-002; 4708-200-006; and 4708-26-200-007)

Applicant Information

Applicant Robert K. Schroeder, Mayberry Homes

The intent of this memorandum is to provide an update on the Newberry Place Planned Development project, which is located on the north and south side of M-59, west of Pleasant Valley/Fenton Road. The planned development project was initially reviewed by the Township in 2007, under two applications: Site Plan Application #383 (Newberry-North and East) and Site Plan Application #386 (Newberry West). The total project area for the 2007 plans was approximately 148 acres. On April 26, 2007 the Planning Commission approved the preliminary planned development applications (SP #383-P and SP #386-P), including the Pattern Book dated May 25, 2007. The project did not move forward to final approval.

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The applicant has submitted a new set of plans, received by the Township on July 2, 2019. The plans are conceptual in nature, showing five (5) development districts on the Regulation Plan: Single Family District; Multiple Family District; Commercial District; Single Family Detached Only District; and Mixed Use District. Conceptual architectural renderings are provided for single family and multiple family housing, mixed use buildings, and commercial buildings.

The intent of the regulation plan is to provide a wide range of uses within several of the districts to afford flexibility to address future development trends. Following is a discussion of the development districts.

The Single Family District is approximately 73.98 acres in size. This district permits a limited range of uses including primarily detached single family lots of varied size and some townhouse style condominiums (single family attached). The plan states there are 55 total residential units on the north parcel and 142 residential units on the south parcel, for a total of 197 residential units. The overall density cap of this district is stated as 3 Units/Acre.

The Single Family Detached Only District consists of eleven (11) lots along the northern boundary of the north parcel. This district allows only single family units and is capped at eleven (11) units.

Flexibility is provided in the Multiple Family District by allowing for townhouse condominium housing (single family attached) and single family detached. This district is 43.36 acres in size and is generally in the same location as Newberry West, from the 2007 plans. The concept plan shows 17 tri-plex buildings and 28 ten-plex buildings, for a total of 321 dwelling units. The plan states the current density as proposed for this district is 8 Units/Acre.

The Mixed Use District is designed to allow for a variety of small scale retail, office and similar uses to serve the local community. Additionally, housing opportunities such as live/work units, senior care, and town house style condominiums are offered. This district is located both on the north and south parcels. The overall density is not provided on the plans.

The Commercial District is located on the north and south parcels, at the eastern end of each parcel. This district will provide a variety of large and small scale retail, office, hospitality, senior care, and other types of land uses that are intended to serve the surrounding community.

Following is a chart that summarizes the development plans from 2007, 2016, and the current plan.

Application # / Plan Date	Number of Residential Units	SQ. FT. Commercial Space
2007 Pattern Book SP #383 and SP #386 Project area: 148 acres	328 units	280,103 Sq. Ft.
2016 Preliminary Plan SP PD #535-P Project area: 108.69 acres	499 units	140,715 Sq. Ft.
Plans dated July 2, 2019 SP PD #535-P Project area: 148 acres	529 units	133,950 Sq. Ft.

It should be noted the number of residential units listed for the July 2, 2019 plans only includes units in the Single Family, Single Family Detached Only, and Multiple Family Districts. Additional residential units could occur in the Mixed Use District as live/work units, senior care, or town house style condominiums.

Attachment: Staff report 07.03.2019 (3099 : Newberry Place PD (Planned Development) - SP 535-P)

Due to the number of changes to the project since April 2016, staff is presenting the current set of plans to the Planning Commission for their review and comments. A resolution is not provided at this time, but staff is looking for input from the Planning Commission regarding the current plans in order to give direction to the applicant as to the next step in the project.

Attachments:

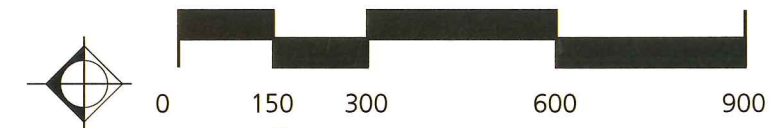
1. 2007 Newberry Place Plan (*PDF version only*)
2. 2016 Newberry Place Plan-North Parcel (*PDF version only*)
3. 2016 Newberry Place Plan-South Parcel (*PDF version only*)
4. Newberry Place Plans July 2, 2019 (*PDF version only*)

T:\PLANNING DEPARTMENT\PLANNING COMMISSION\2016 Planning Commission Activity\SP PD #535 Newberry\New concept plans 07.02.2019\Staff reports\Staff Report 07.03.2019.docx



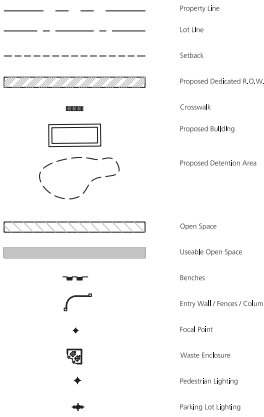
The Regulating Plan is an illustration of the conceptual land uses and layout for Newberry Place. Should it be necessary to realign roads, it is anticipated that the Regulating Plan would be adjusted in order that the corresponding land uses retain this conceptual configuration and intent. Should it be necessary to change building configuration or use, it may be permitted according to the regulations of this Pattern Book.

- Legend**
- Single Family Residential
 - Multiple Family Residential
 - Mixed Use
 - Commercial
 - T Townhouse Lot



Regulating Plan

SITE PLAN NORTH LEGEND



SITE PLAN NOTES

See Sheet 05

SITE PLAN NORTH BUILDING KEY

- A** Multiple Family Residential (12 units per building)
- B** Multiple Family Residential (6 units per building)
- C** Duplex Style Condominiums (2 units per building)
- D** Single-Family Detached
- E** Cluster Homes
- 1** Commercial - Coffee Shop
- 2** Commercial - Gas Station
- 3** Commercial - 4,255 SF / 1 story
- 4** Commercial - 8,342 SF / 1 story
- 5** Commercial - 7,282 SF / 1 1/2 story
- 6** Commercial - 6,019 SF / 1 1/2 story
- 7** Senior Care Facility - 88,500 SF / 3 story

COMBINED NORTH AND SOUTH DEVELOPMENT SUMMARY

Parking Requirements	North Parcel		South Parcel		Total Development	
	Gross SF	Units of 1800 sq ft	Gross SF	Units of 1800 sq ft	Gross SF	Units of 1800 sq ft
North Parcel	139824	118859	234	187	492	22
South Parcel	70013	56015	453	341	352	18
Total Development	209843	167874	688	528	884	40

Residential Density	North Parcel		South Parcel		Total Development	
	Average	Units per Acre	Average	Units per Acre	Average	Units per Acre
Single Family District*	43.36	55	0	0	0	0
Multiple Family District	34.26	0	35	46	32	180
Mixed Use District	6.86	0	0	0	30	96
Commercial District	4.68	0	0	0	55	117.75
Total Development	89.16	58	35	46	112	499

Open Space	Total Open Space		Usable Open Space	
	Average	25% Required (DNR)	Provided %	Provided %
Single Family District	63.36	23.80	23.83	55%
Multiple Family District	34.26	8.57	5.19	27%
Mixed Use District	10.59	3.52	4.68	28%
Commercial District	13.08	2.49	4.43	37%
Total Development**	106.09	39.39	43.02	40%

**Excludes 2.0 ac Dedicated ROW

OPEN SPACE GUIDELINES

Open space is comprised of usable open space that provides Newberry Place with undeveloped land, recreation opportunities, and landscape screens. The open space situated throughout the development includes walkways, woodlands, green fields and other site areas, usable open space, and greenways. Usable open space provides opportunities for both passive and active recreation.

Overall Development Newberry Place	Overall Open Space	Usable Open Space	Hartland Township Requirements	Notes
Overall Development Newberry Place	25% mls.	10% mls.	City Home	Overall Open Space Includes greenfields
Commercial District	15% mls.	None Required	None	Where residential uses are not located in the district
Single-Family District	25% mls.	10% mls.	25% Total, 10% Usable	
Multiple Family District	25% mls.	10% mls.	25% Total, 10% Usable	
Mixed Use District	25% mls.	10% mls.	None	

OPEN SPACE CHARACTER

It is envisioned that usable open space found in Newberry Place will be developed in a variety of ways, including, but not limited to, the following:

- A. Natural Areas**
Natural areas preserve the beauty of the site and provide an opportunity for passive uses such as, walking and nature observation. These areas should typically have some street frontage for access and are physically contained adjacent to and behind residential lots.
- B. Residential Open Space**
Residential park areas located throughout the Residential and Mixed Use Districts (where residential uses predominant) can accommodate both passive and active uses. They should be located with street frontage and provide face the front and/or sides of residences. The parks should help to organize the building spaces and act as outdoor "rooms" surrounded by residential uses. Occasionally, the parks could act as permeable buffers between residential areas and other uses.
- C. Urban Plazas and Pocket Parks**
Usable open space in the Commercial district and adjacent to commercial uses in the Mixed Use district is envisioned as urban plazas and pocket parks where people gather, meet, rest and enjoy the outdoors. These spaces are open to the public. Any space designed as private outdoor sitting should be in excess of open space requirements. Special attention to be paid to the design, materials, furnishings, landscaping, and the intended use of these areas in order that they become vibrant spaces in the Commercial and Mixed Use districts.
- D. Senior Care Facilities**
Open Space in Commercial districts that are devoted to residential uses or residential care facilities shall conform to the residential district open space and usable open space requirements. The large open space and setbacks requirements of the Hartland Township Ordinance are applicable for a more rural based design and/or care facility. In the event of necessary floor area, use of all ages and abilities be able to access the many parks, urban plaza, and pocket parks located throughout the development. Senior enjoy watching kids play, and enjoy walking to get coffee or ice cream as part of their daily activities and are encouraged to do so by the interconnected network of walkways and open spaces throughout the development.

OPEN SPACE PROVIDED PER PHASE

The following chart shows the total and usable open space as it is accumulated in the development as each phase is constructed. See sheet 02 for a simplified shading diagram.

Phase	Average	Total Open Space Provided		Usable Open Space Provided		Cumulative Average	Cumulative Usable Open Space Provided	Cumulative Total Open Space Provided	% Cumulative Usable Open Space Provided	% Cumulative Total Open Space Provided
		Units of 1800 sq ft	% of 25% Required	Units of 1800 sq ft	% of 10% Required					
North Parcel										
Phase 1	16.76	5,617	38%	2,139	14%	5,617	800	3,717	54%	13%
Phase 2	10.27	2,331	22%	1,138	13%	7,948	800	4,547	56%	13%
Phase 3	3.72	2,215	61%	0,644	12%	10,163	1,025	5,572	58%	13%
South Parcel										
Phase 1	5.01	1,496	28%	0,500	9%	5,016	1,168	3,848	56%	12%
Phase 2	25.99	10,222	32%	3,627	14%	15,388	11,648	10,222	76%	12%
Phase 3A	12.72	2,110	10%	1,559	12%	17,500	15,737	12,787	88%	12%
Phase 3B	24.42	15,114	62%	4,727	19%	32,614	28,464	27,514	87%	12%
Phase 3C	2.00	2,137	82%	1,027	37%	34,751	31,491	31,541	91%	16%
Phase 3D	5.81	2,139	43%	1,811	32%	36,890	35,302	36,890	96%	17%

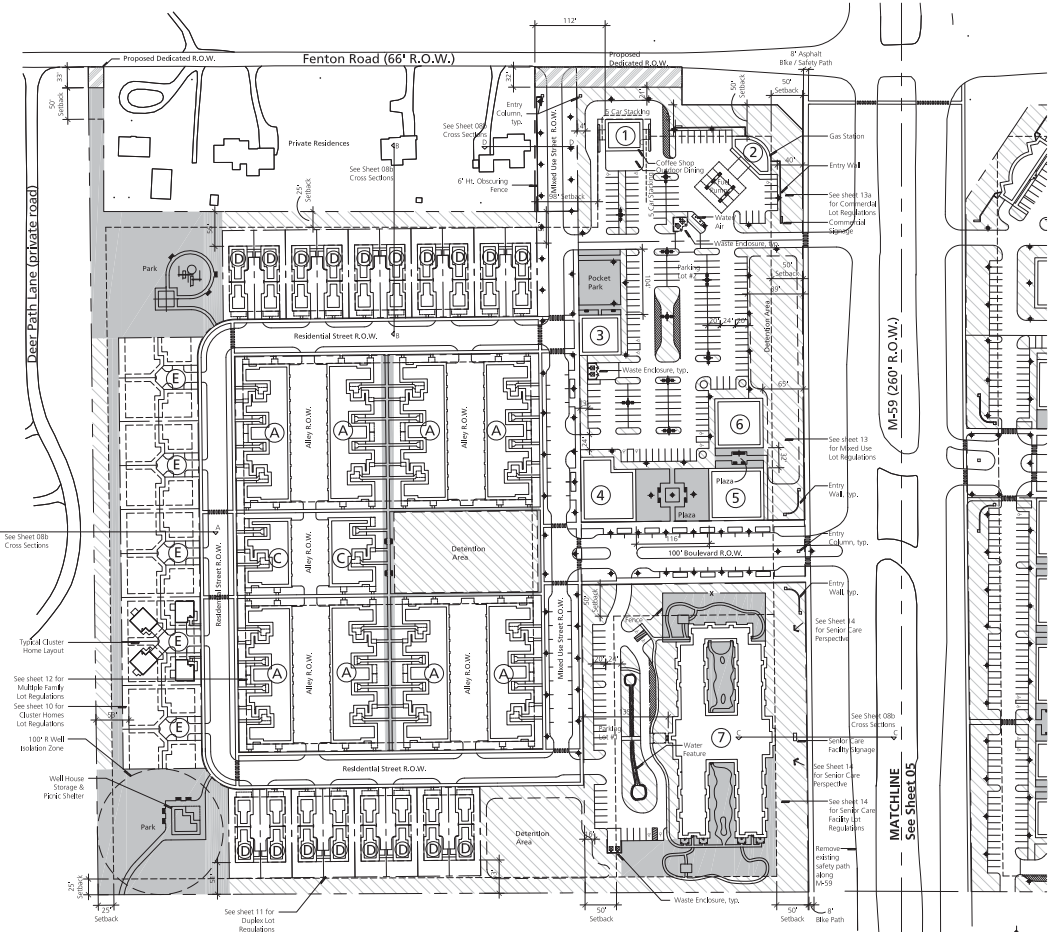
SITE PLAN NORTH DEVELOPMENT SUMMARY

Parking Requirements	North Parcel		South Parcel		Total Development	
	Gross SF	Units of 1800 sq ft	Gross SF	Units of 1800 sq ft	Gross SF	Units of 1800 sq ft
North Parcel	139824	118859	234	187	492	22
South Parcel	70013	56015	453	341	352	18
Total Development	209843	167874	688	528	884	40

Residential Density	North Parcel		South Parcel		Total Development	
	Average	Units per Acre	Average	Units per Acre	Average	Units per Acre
Single Family District*	43.36	55	0	0	0	0
Multiple Family District	34.26	0	35	46	32	180
Mixed Use District	6.86	0	0	0	30	96
Commercial District	4.68	0	0	0	55	117.75
Total Development	89.16	58	35	46	112	499

Open Space	Total Open Space		Usable Open Space	
	Average	25% Required (DNR)	Provided %	Provided %
Single Family District	63.36	23.80	23.83	55%
Multiple Family District	34.26	8.57	5.19	27%
Mixed Use District	10.59	3.52	4.68	28%
Commercial District	13.08	2.49	4.43	37%
Total Development**	106.09	39.39	43.02	40%

**Excludes 0.20 ac Dedicated ROW

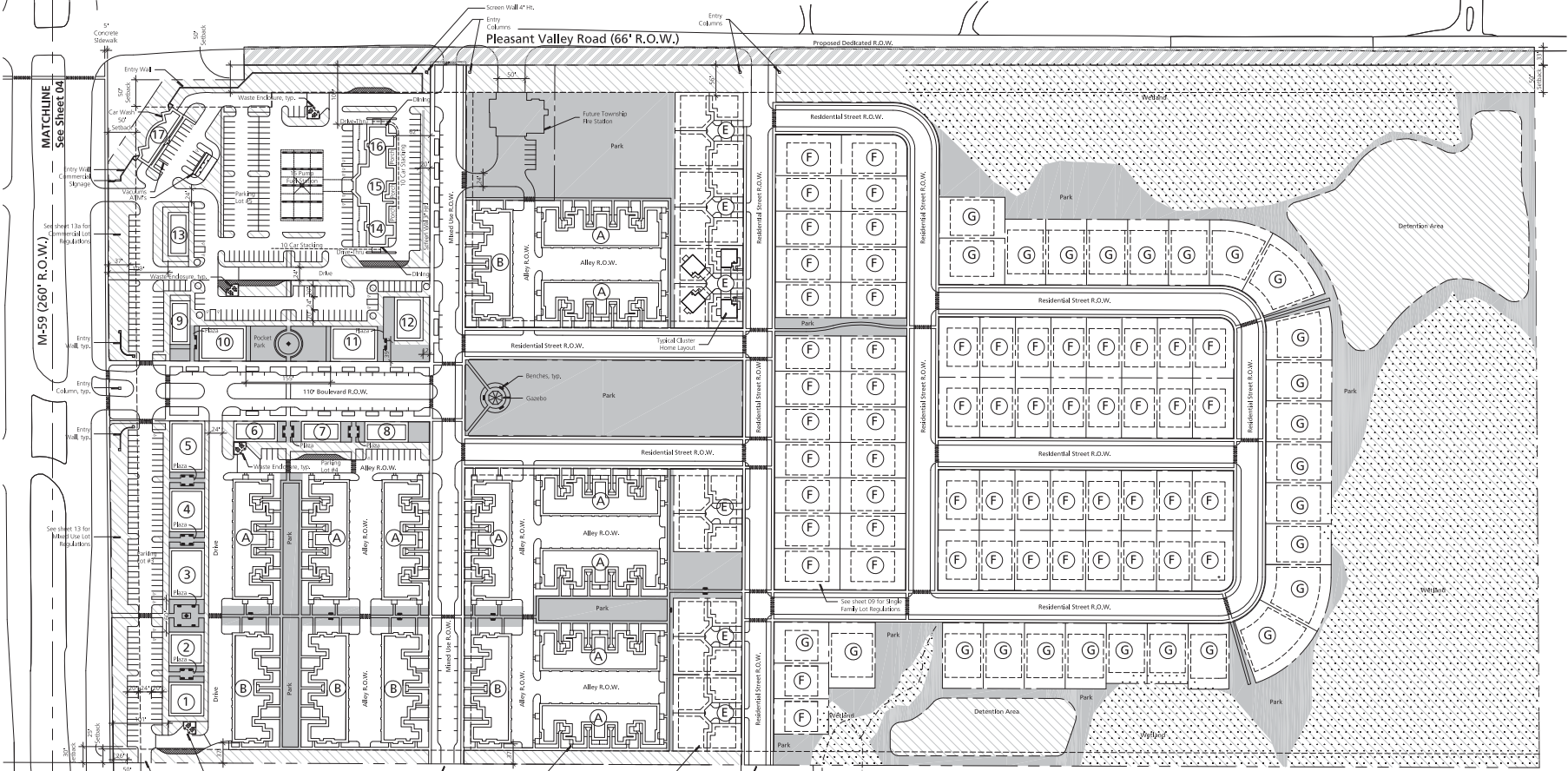


RESIDENTIAL DENSITY COMPARISON

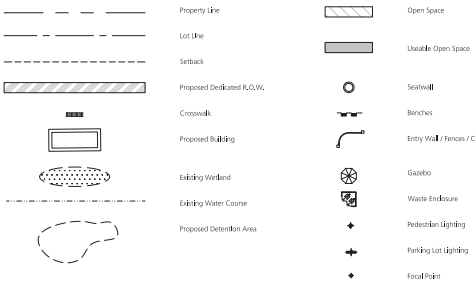
The following chart shows the residential density as compared from the previous 2007 design, to the current preliminary design. Though the residential density for the preliminary submission is higher than the conceptual submission, the residential density of the current plan is less than the density of the design that was approved at the preliminary level in 2007.

	Original (2007)	Concept	Preliminary	Remarks
Apartment	96	180	278	Increased because of marketing analysis
Townhome	218	0	0	
Duplex	0	0	36	Added because it eliminates garage doors to the street and makes community look better (TNO)
Cluster	0	44	45	
SF 50' Lot	42	0	0	
SF 55' Lot	92	81	0	Eliminated to get rid of garage doors
SF 60' Lot	0	0	50	Reduced to eliminate garage doors to the street and makes community look better (TNO)
SF 75' Lot	0	18	25	Reduced to eliminate garage doors to the street and makes community look better (TNO)
SF 90' Lot	0	187	130	Some as Concept with Duplex units and both are more than original preliminary approval
Total Units	448	367	444	Our preliminary is 14 units less than original approved preliminary and a better looking community
Diff from Prev	0	-82	77	Increased because of marketing analysis for apartments & REG total of 438 assigned to 300ac
Residential Acres	83.77	89.34	89.36	
Density	5.35	4.12	4.98	

Attachment: 2. 2016 Newberry Place Plan-North parcel (3099 : Newberry Place PD (Planned Development))



SITE PLAN SOUTH LEGEND



SITE PLAN NOTES

- All proposed roads in the development are to be private roads.
- On-street parking to occur on boulevards and residential streets.
- Street R.O.W., dimensions, cross sections and landscaping requirements are located on sheet 06, Street Types.
- This site plan is a conceptual plan that illustrates the general character and layout of the proposed development. The site plan was designed to define a network of streets, sidewalks, open space, and infrastructure that will only provide context for planning, engineering, and other disciplines and support a wide variety of market-oriented uses for many years into the future.
- Setbacks along Frontal roads at Newberry Place are set to create a walkable environment. The south parcel provides proposed access connections to the west parcel to the west which is a part of the Special Planning Area with the hopes that a development would occur with a similar philosophy of creating an urban walkable project with minimal dependence on the automobile. Newberry Place would like to welcome other systems that provide general adjacent development. Overall parcel setbacks (north and south parcels) have been provided in addition to setbacks for setbacks. Increasing the effective setbacks provided. See layout diagrams sheets 09 thru 14a for additional setbacks provided.

SITE PLAN SOUTH BUILDING KEY

- | | |
|--|---|
| A Multiple Family Residential (12 units per building) | 7 Commercial 2,700 SF / 1 1/2 story |
| B Multiple Family Residential (10 units per building) | 8 Commercial 3,000 SF / 1 1/2 story |
| D Duplex Style Condominiums (4 units per building) | 9 Commercial 2,800 SF / 1 1/2 story |
| E Cluster Homes (Up to 4 Units per Common Driveway) | 10 Commercial 5,529 SF / 1 1/2 story |
| F Single Family Lots 65 ft x 120 ft | 11 Commercial 5,529 SF / 1 1/2 story |
| G Single Family Lots 75 ft x 120 ft | 12 Commercial 4,200 SF / 1 story |
| 1 Commercial 3,968 SF / 1 1/2 story | 13 Commercial 3,000 SF / 1 1/2 story |
| 2 Commercial 3,968 SF / 1 1/2 story | 14 Commercial - Lighting 3,000 SF / 1 1/2 story |
| 3 Commercial 6,030 SF / 1 1/2 story | 15 Commercial - Convenience Store 4,000 SF / 1 1/2 story |
| 4 Commercial 5,066 SF / 1 1/2 story | 16 Commercial - Lighting 3,000 SF / 1 1/2 story |
| 5 Commercial 6,025 SF / 1 1/2 story | 17 Commercial - Car Wash 3,582 SF / 1 1/2 story |
| 6 Commercial 3,000 SF / 1 1/2 story | |

SITE PLAN SOUTH DEVELOPMENT SUMMARY

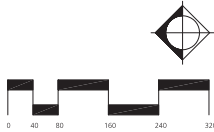
Block	Gross SF	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)	Units per lot (SF of Lot)
East Block												
Mixed Use	19978	15982	80	12/200 USF	60	69	5	5				
Gas Station/Convenience	4000	3200	48	2/pump, 1/employee, 1/200 USF	36	54	2	2				
Fast Food (2 Restaurants)	6000	4800	126	22/3000 USF, 1/employee, 10 stacking	95	59	3	3				
Auto Wash/Vacuums	3284	2627	5	2 spaces, 1/employee, 10 stacking	4	5	1	1				
ATMs	0	0	0	2/ATMs	0	0	1	1				
Recreation	3000	2400	53	22/3000 USF	40	48	2	2				
Total Block	36262	29010	320		240	243	14	14				
West Block												
Mixed Use	33757	27006	135	12/200 USF	101	133	5	6				
Total Block	33757	27006	135		101	133	5	6				
Total Parcel	70019	56015	455		341	374	19	20				

Residential Density	Average	10 Units	15 Units	20 Units	25 Units	30 Units	35 Units	40 Units	45 Units	50 Units	55 Units	60 Units
Single Family District*	43.36	58	26	0	25	0	50	120	280	427		
Multiple Family District	15.40	0	0	0	26	0	20	84	130	844	3	
Mixed-Use District	6.86	0	0	0	0	0	30	36	66	952	12	
Total Residential Density	65.62	58	26	0	25	0	50	120	280	427	3	12

*Note: An estimated quantity of on-street unreserved parking on residential streets is 281 spaces, providing plenty of guest spaces.

Open Space	Total Open Space	Usable Open Space
Average	43.36	23.80
Minimum Family District*	15.40	3.85
Mixed-Use District	6.86	2.41
West Block	2.90	0.73
East Block	5.33	0.80
Commercial District	76.64	31.59
Total Parcel**	76.64	31.59

**Excludes 1.8 ac. Dedicated ROW



Newberry Place



Introduction –

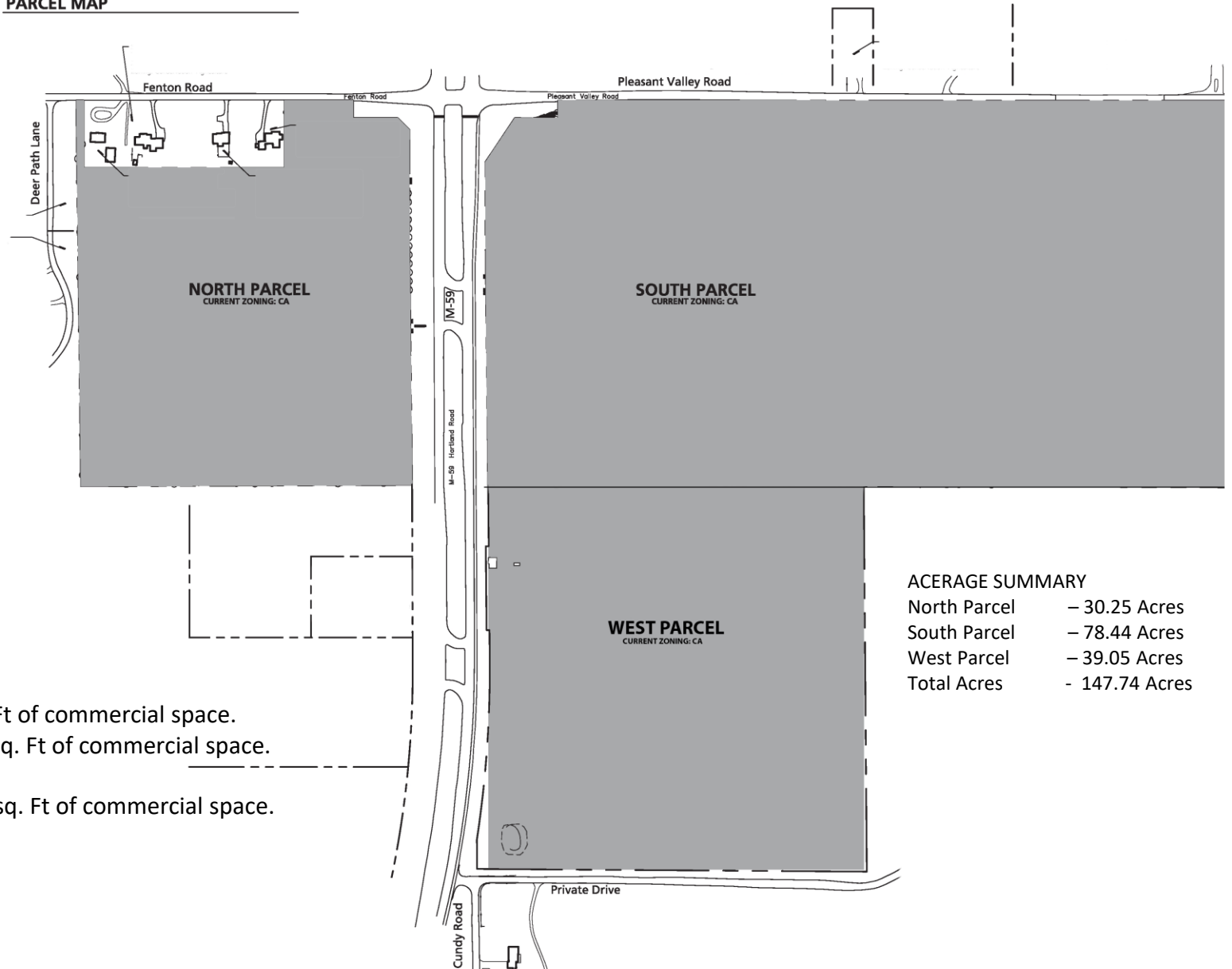
The Pleasant Valley Special Planning Area in Hartland township, Michigan is envisioned to be a mixed-use, walkable, planned development that will enhance the surrounding township without taking on the appearance of a separate municipality. This new community, Newberry Place, is designed in the style of traditional town values.

The proposed community plans to incorporate a mixture of land uses that could include grocery store, retail uses, office uses, single and multiple family housing alternatives, senior living facility, medical services, other goods and services and a network of parks and open spaces.

History of Submittals -

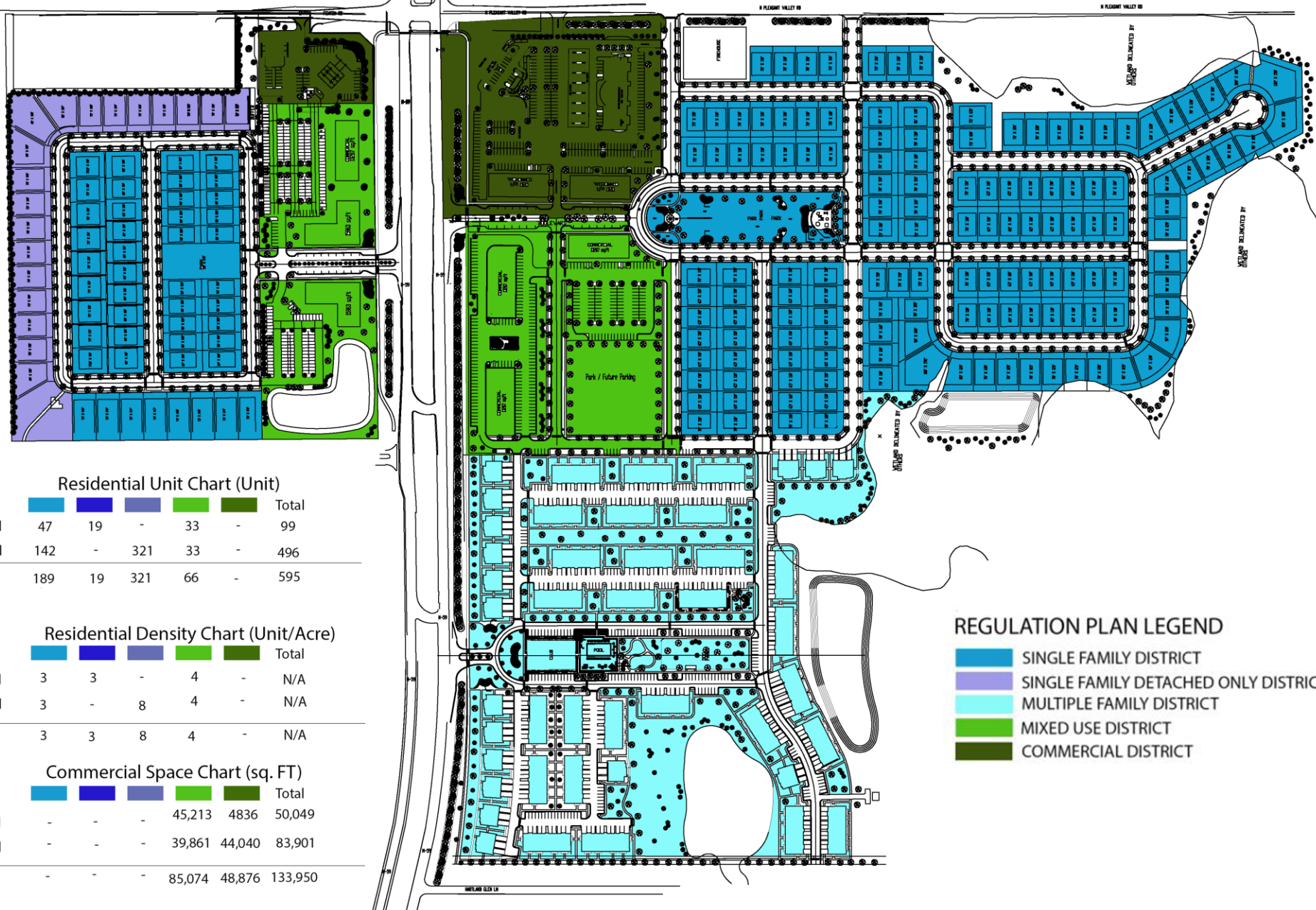
- 2007 Pattern Book had 328 Residential Units and 280,103 sq. Ft of commercial space.
- 2016 Preliminary Plan had 499 Residential Units and 140,715 sq. Ft of commercial space.
(The 40 Acre West Parcel was not included in this submission)
- The current submission has 529 residential units and 133,950 sq. Ft of commercial space.

PARCEL MAP



Attachment: Newberry Place Presentation 7.25.19 (3099 : Newberry Place PD (Planned

REGULATION PLAN



Residential Unit Chart (Unit)

	Blue	Purple	Light Blue	Green	Dark Green	Total
North Parcel	47	19	-	33	-	99
South Parcel	142	-	321	33	-	496
Total	189	19	321	66	-	595

Residential Density Chart (Unit/Acre)

	Blue	Purple	Light Blue	Green	Dark Green	Total
North Parcel	3	3	-	4	-	N/A
South Parcel	3	-	8	4	-	N/A
Total	3	3	8	4	-	N/A

Commercial Space Chart (sq. FT)

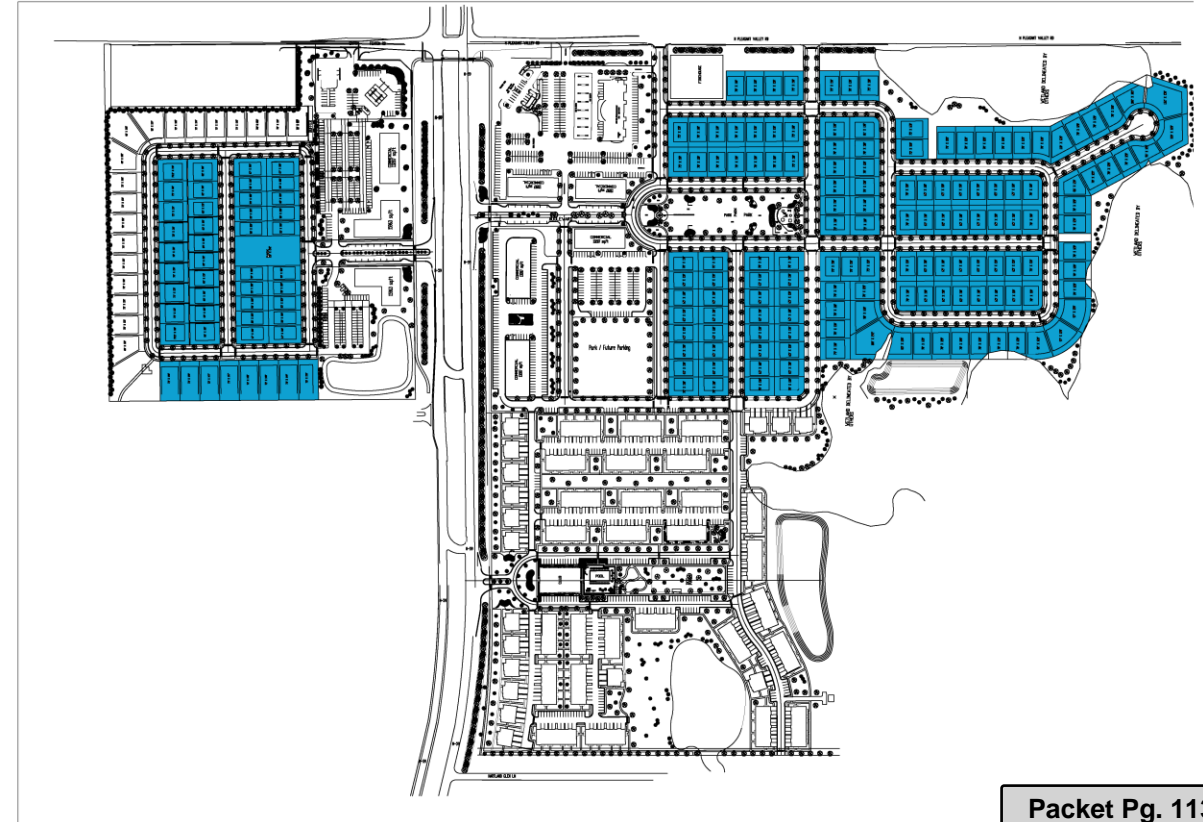
	Blue	Purple	Light Blue	Green	Dark Green	Total
North Parcel	-	-	-	45,213	4836	50,049
South Parcel	-	-	-	39,861	44,040	83,901
Total	-	-	-	85,074	48,876	133,950

REGULATION PLAN LEGEND

- SINGLE FAMILY DISTRICT
- SINGLE FAMILY DETACHED ONLY DISTRICT
- MULTIPLE FAMILY DISTRICT
- MIXED USE DISTRICT
- COMMERCIAL DISTRICT

SINGLE FAMILY DISTRICT

- The Single-Family District permits a limited range of uses, including primarily detached single family lots of varied sizes and some townhouse style condominiums (single family attached)
- North parcel – 47 total residential units
- South Parcel – 142 total residential units
- Total – 197 residential units
- Total area of the district is 73.98 Acres
- Overall density cap of the District – 3 Units/ Acre
- Some of the products for this district are as follows –





Attachment: Newberry Place Presentation 7.25.19 (3099 : Newberry Place PD (Planned



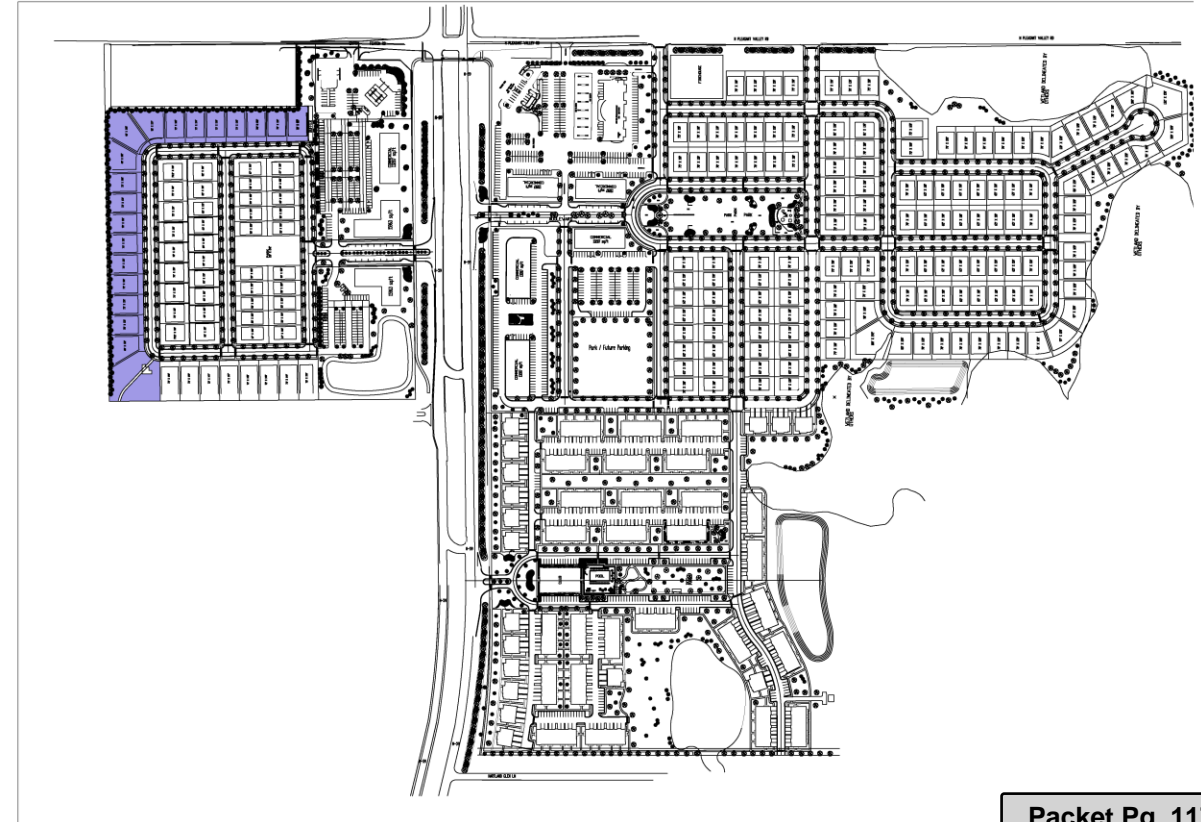
Attachment: Newberry Place Presentation 7.25.19 (3099 : Newberry Place PD (Planned



Attachment: Newberry Place Presentation 7.25.19 (3099 : Newberry Place PD (Planned

SINGLE FAMILY DETACHED ONLY DISTRICT

- This district allows only single-family detached units.
- Total no. of units – 19
- Total area of the district is 5.54 Acres
- Overall density cap of the District – 4 Units/ Acre
- Some of the products for this district are as follows –

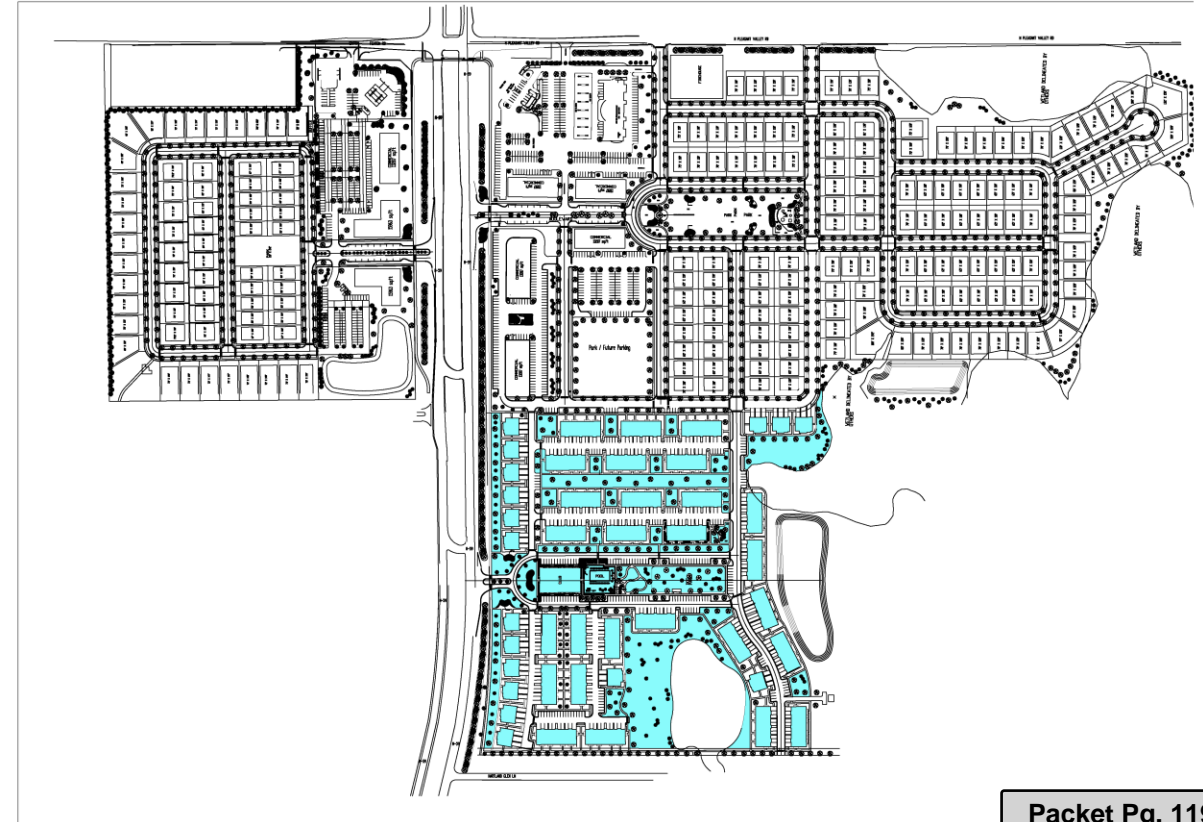




Attachment: Newberry Place Presentation 7.25.19 (3099 : Newberry Place PD (Planned

MULTIPLE FAMILY DISTRICT

- The multiple family residential designation permits a wider range of uses that includes multiple family, townhouse style condominiums(single family attached) and single family detached.
- Currently there are 17 triplexes and 27 ten plex's, giving a total of 321 units .
- Total area of the district 43.36 Acres.
- Current density of the District is 8 unit/Acre.
- Some of the products for this district are as follows –





HARTLAND, MI
DEVELOPMENT PROPOSAL

TRI UNIT APARTMENT • RESIDENTIAL
Front Elevation | Multifamily Housing



Left Elevation



Right Elevation



Rear Elevation



HARTLAND, MI
DEVELOPMENT PROPOSAL

QUIN UNIT APARTMENT • RESIDENTIAL
Front Elevation | Multifamily Housing



Left Elevation



Right Elevation



Rear Elevation



HARTLAND, MI
DEVELOPMENT PROPOSAL

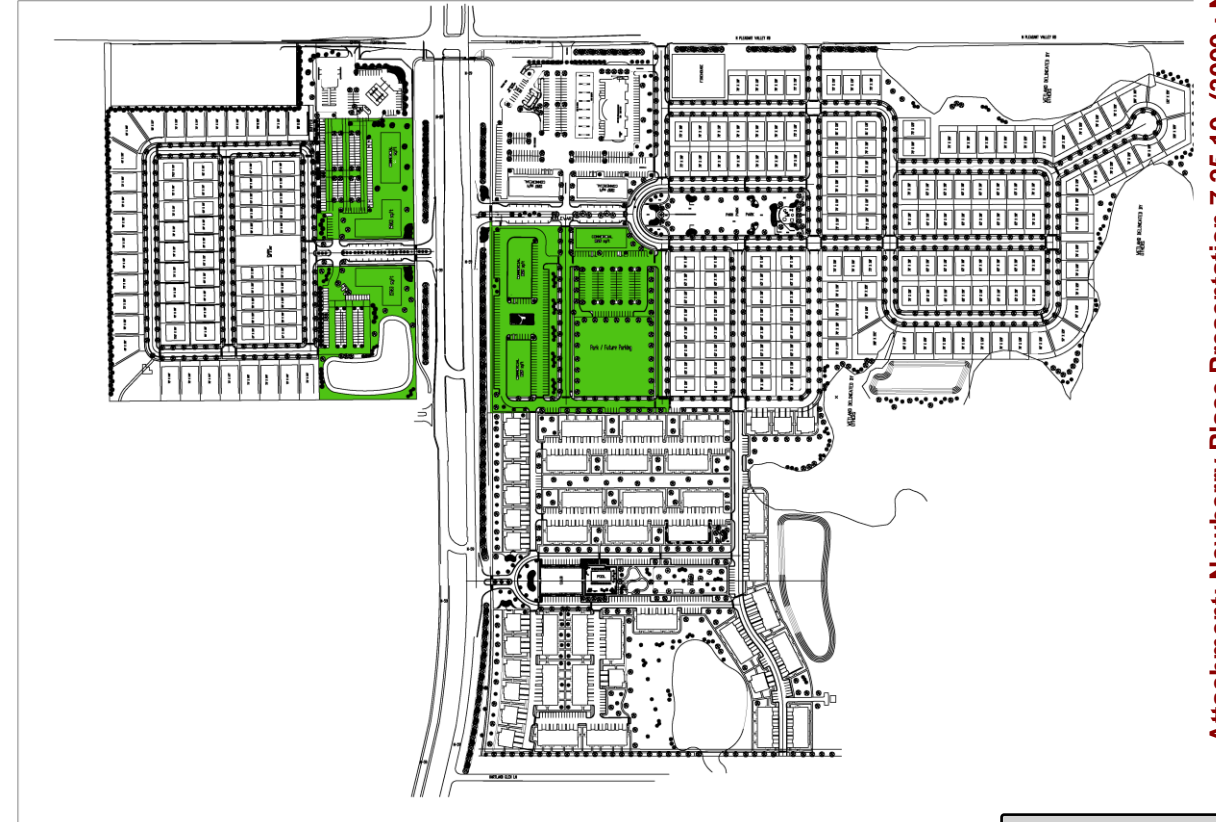
TEN UNIT APARTMENT • RESIDENTIAL
Front Elevation | Multifamily Housing



Rear Elevation

MIXED USE DISTRICT

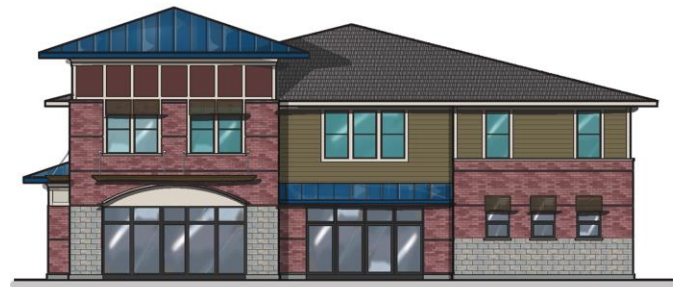
- The mixed-use designation permits a variety of small-scale retail, office and similar uses that provide goods and services to the local community as well as, live/work units, senior care and townhouse style condominiums .
- Total area of the district 17.07 Acres.
- Anticipated residential count to be 66 units.
- Anticipated residential density to be 4 units/Acre.
- Commercial Space in North Parcel is 45,213 sq. Ft
- Commercial Space in South Parcel is 39,861 sq. Ft
- Total Commercial space in this district is 85,074 sq. Ft
- Some of the products for this district are as follows –





HARTLAND, MI
DEVELOPMENT PROPOSAL

COMMERCIAL • OFFICE • RESIDENTIAL
Main Street Facade | Mixed Use



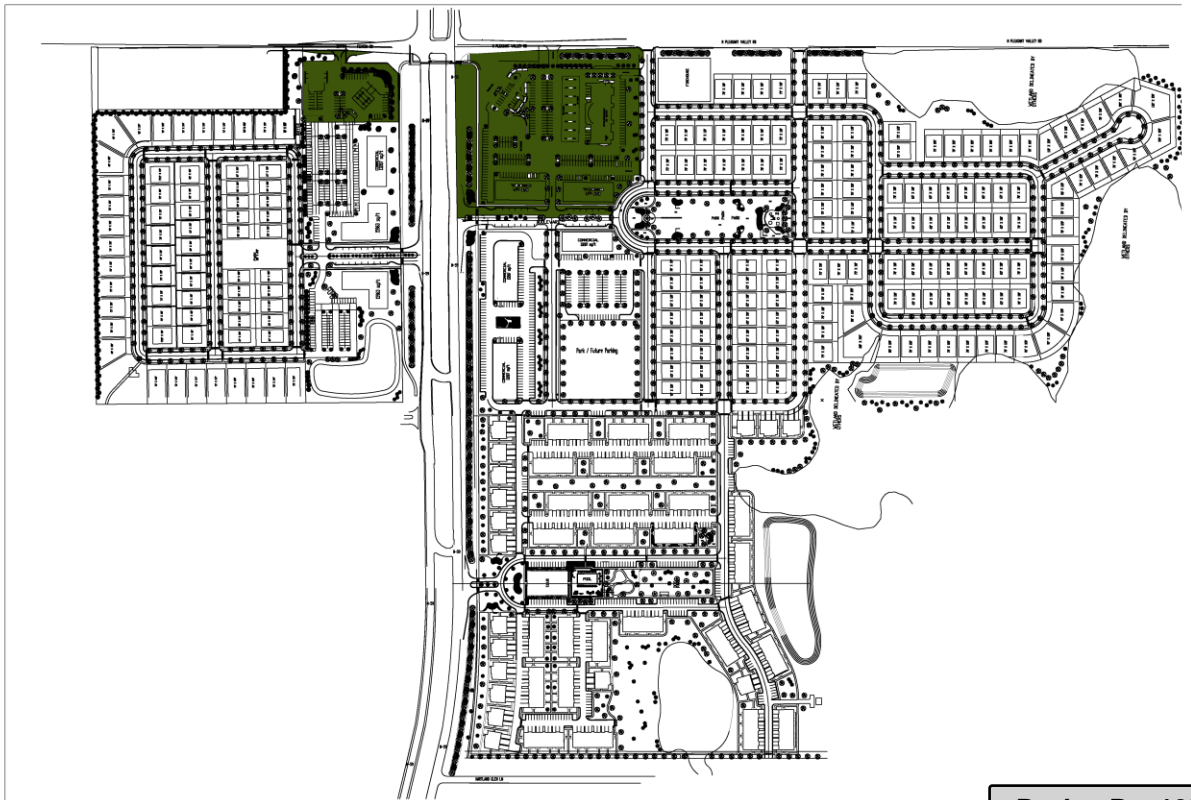
Side Street Elevations

TOWNHOUSE



COMMERCIAL DISTRICT

- The commercial designation permits a variety of large and small scale retail, office, hospitality, senior care and other complementary land uses that provide goods and services to the neighboring region.
- Total area of the district 9.78 Acres.
- Commercial Space in North Parcel is 4,836 sq. Ft
- Commercial Space in South Parcel is 44,040 sq. Ft
- Total Commercial space in this district is 48,876 sq. Ft
- Some of the products for this district are as follows –





HARTLAND, MI
DEVELOPMENT PROPOSAL

COMMERCIAL • RETAIL
Front Facade



Left Elevation



Right Elevation



Rear Elevation



HARTLAND, MI
DEVELOPMENT PROPOSAL

COMMERCIAL
Main Street Facade | Mixed Use



Left Elevation

Right Elevation



Rear Elevation

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert West

Subject: Road Commission Agreement - Strategic Crack Sealing

Date: July 31, 2019

Recommended Action

Approve the budget amendment and road commission agreement for crack sealing, up to \$94,000.

Discussion

Strategic Plan Goal: 3.3 Protect & Maintain Road Improvements

Objective: 3.3.1 Plan late projects, millage renewal & task force

The voter approved Safer Roads Millage included preventative maintenance throughout the duration of the millage. The original asphalt pavement improvements are due for said maintenance, which has resulted in an agreement with the Livingston County Road Commission to perform crack sealing to sustain optimal pavement conditions.

The roadways included in the proposal include the following roads:

Bullard Road (north of M-59 to Dunham Road)

Clyde Road (Cullen Road to Hartland Road)

Hiber Road (Hartland Road to Bullard Road)

Read Road (Bullard Road to Fenton Road)

Fenton Road (M-59 to Holtforth Road)

The proposed agreement totals \$94,000 and the Safer Roads Plan allocated \$114,750 for said service, resulting in a cost savings of approximately \$20,000. The crack sealing process will take place in the fall of 2019 upon approval of the Township Board. Hacker Road is too new for this treatment and savings can be used for that in later years.

Financial Impact

The project funding has been allocated as part of the Safer Roads Plan and will be funded from the road millage revenue. The expense will be charged to 204-000-969.200 Paved Road Improvements, with an adopted budget of \$85,000. A budget amendment increase to this line number of \$9,000 is necessary, though it is still less than originally planned.

08/06/19 204-000-969.200 · PAVED ROAD IMPROVEMENTS (\$94,000.00)

2019 Crack Sealing

Attachments

Road Commission Agreement 2019 Crack Sealing (PDF)

2019 Road Millage Presentation (PDF)

PROJECT AGREEMENT

JOB NUMBER: _____

This Agreement made and entered into this _____ day of _____, 2019 by and between the TOWNSHIP of HARTLAND, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

OVERBAND CRACK SEALING FOR THE FOLLOWING ROADS:

- BULLARD ROAD (NORTH OF M-59 TO DUNHAM) APPROXIMATELY 0.82 MILES
- CLYDE ROAD (CULLEN ROAD TO HARTLAND ROAD) APPROXIMATELY 1.50 MILES
- HIBNER ROAD (HARTLAND ROAD TO BULLARD ROAD) APPROXIMATELY 2.00 MILES
- READ ROAD (BULLARD ROAD TO FENTON ROAD) APPROXIMATELY 1.17 MILES
- FENTON ROAD (M-59 TO HOLT FORTH ROAD) APPROXIMATELY 4.00 MILES

ALTOGETHER WITH THE NECESSARY RELATED WORK

The parties agree as follows:

1. The Township shall pay the Road Commission 100% of the cost of the project, as follows: \$94,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The Road Commission shall hold the Township harmless from any liability arising from the work performed pursuant to this contract.
4. The work will be completed within the current contract year, unless the parties otherwise so agree.

- 5. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF HARTLAND

BY: _____
 WILLIAM FOUNTAIN, SUPERVISOR

 LARRY N. CIOFU, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
 OF THE COUNTY OF LIVINGSTON**

BY: _____
 MICHAEL CRAINE, MANAGING DIRECTOR

 TERRY PALMER, ACCOUNTING SUPERVISOR

Attachment: Road Commission Agreement 2019 Crack Sealing (3107 : Road Commission Agreement - Crack Sealing SRP Roads)



HARTLAND TOWNSHIP SAFER ROADS PLAN UPDATE

GRAVEL ROAD PROJECTS #204-000-969.100								
Item	Location	HTB date	SRP Amount	Contract	Invoice	Budget	Ledger	Status
2014	Pleasant Valley	4/5/2016	\$456,480	\$313,500	\$238,885	52%	\$217,595	100%
1960	Dunham Rd	2/1/2016	\$742,920	\$412,500	\$323,543	44%	\$419,377	100%
1648	Clyde Rd (gravel)	5/6/2015	\$805,600	\$539,000	\$391,562	49%	\$414,038	100%
	Dunham (Bridge)		\$0	\$0	\$0	0%	\$0	100%
1648	Blaine Rd	5/6/2015	\$146,250	\$539,000	\$102,230	70%	\$44,020	100%
			\$2,151,250	\$1,804,000	\$1,056,221	49%	\$1,095,029	

PAVED ROAD PROJECTS #204-000-969.200								
Item	Location	HTB date	SRP Amount	Contract	Invoice	Budget	Ledger	Status
n/a	Hartland Rd	(2017-18)	\$437,500	\$244,244	\$244,244	56%	\$193,256	75%
1666	Fenton Rd	5/19/2015	\$1,612,500	\$1,210,000	\$784,197	49%	\$828,303	100%
1666	Bullard Rd	5/19/2015	\$437,500	\$385,000	\$220,828	50%	\$216,672	100%
n/a	Bergin Rd	(2017-18)	\$481,250	\$385,000	\$271,860	56%	\$209,390	50%
2049	Clyde Rd (paved)	5/17/2016	\$125,000	\$110,000	\$99,226	79%	\$25,774	100%
2073	Hibner Rd	6/7/2016	\$337,500	\$330,000	\$265,345	79%	\$72,155	100%
2073	Read Rd	6/7/2016	\$512,500	\$385,000	\$240,720	47%	\$271,780	100%
2049	Hacker Rd	5/17/2016	\$1,500,000	\$2,282,500	\$2,084,932	139%	-\$584,932	100%
			\$5,443,750	\$5,331,744	\$4,211,352	77%	\$1,232,398	

ADDITIONAL ROAD MILLAGE OBJECTIVES								
Item	Location	HTB date	SRP Amount	Contract	Invoice	Budget	Ledger	Status
1524	Village Drain (engineering)	2/3/2015	\$0	\$16,990	\$12,469	0%	-\$12,469	100%
2050	Village Drain (construction)	5/17/2016	\$0	\$383,010	\$449,870	0%	-\$449,870	85%
2543	Village Streetscape Additions	9/5/2017	\$0	\$23,471	\$23,191	0%	-\$23,191	90%
1284	Road maintenance	8/6/2014	\$495,000	\$0	\$0	0%	\$495,000	0%
1284	Chloride (4th app)	8/7/2014	\$210,000	\$210,000	\$10,198	5%	\$199,802	20%
1284	Grading & Draining Imp	8/8/2014	\$200,000	\$0	\$5,000	0%	\$195,000	0%
1284	Project Engineering	8/9/2014	\$500,000	\$0	\$0	0%	\$500,000	0%
2365	Bullard Road Improvements	3/7/2017	\$0	\$45,000	\$18,000	0%	-\$18,000	50%
n/a	Bonding fees, taxes, legal	n/a	\$0	\$0	\$81,994	0%	-\$81,994	100%
			\$1,405,000	\$678,471	\$600,722		\$804,278	

Projected end of 2017 Residual **\$3,131,706** All Safer Road Planned Projects Complete

COST PROJECTIONS FOR 2019 - 2024

Gravel Road Preventative Maintenance				Future Cost Projections	
Year	Location	Cost	Description		
2023	Pleasant Valley	\$296,712	Limestone cap in 2021	Current Residual	\$3,131,706
2023	Dunham Rd	\$482,898	Limestone cap in 2021	2017 Expenditures	\$0
2022	Clyde Rd (gravel)	\$523,640	Limestone cap in 2021	2017 EOY Residual	\$3,131,706
2022	Blaine Rd	\$95,063	Limestone cap in 2021		
	Gravel Road Total:	\$1,398,313			
Paved Road Preventative Maintenance				Future Maintenance Costs	
Year	Location	Cost	Description		
2021	Hartland Rd	\$13,500	Crack sealing	4th Road Chloride	\$100,000
2020	Fenton Rd	\$31,000	Crack sealing	Gravel Roads	\$1,398,313
2020	Bullard Rd	\$10,500	Crack sealing	Paved Road	\$132,950
2020	Bergin Rd	\$11,500	Crack sealing	Total:	\$1,631,263
2021	Clyde Rd (paved)	\$18,200	Chip seal topcoat		
2020	Hibner Rd	\$17,500	Crack sealing		
2020	Read Rd	\$9,500	Crack sealing		
2022	Hacker Rd	\$21,250	Crack sealing		
	Paved Road Total:	\$132,950			

The projections are based on the 2019 costs of labor and materials with a projected inflation rate

Projected 2024 EOY Residual \$1,500,443

HARTLAND VILLAGE IMPROVEMENTS			
Item	Contractor	Sub Total	Cumulative
Drain Improvements			
1	Engineering HRC	\$12,469	\$12,469
2	Construction Contract Milford Excavating	\$231,278	\$243,747
3	Change Orders Milford Excavating	\$62,871	\$306,618
4	LCDC Inspections LCDC	\$12,033	\$318,651
5	LCDC Location/Vactorin LCDC	\$4,103	\$322,754
6	Monument Eng. Monument	\$3,700	\$326,454
7	Misc. Repair Supplies Invisible Fence	\$450	\$326,904
8	Contaminated Soil Waste Management	\$6,549	\$333,453
9	Restoration Preiss Companies	\$78,782	\$412,235
10	Private Asphalt Restorati D&H Asphalt	\$26,460	\$438,695
11	Final Restoration Preiss Companies	\$23,644	\$462,339 (d)
LCRC Hartland Road Additions			
1	Mill Street Repair LCRC included these repairs in the Hartland Road Contract	\$0	\$0
2	Crouse Road; Avon to o	\$0	\$0
Village Streetscape Improvement			
1	Parking Asphalt Included in Hartland Rd Contract	\$0	\$0
2	Parking Blocks Preiss	\$6,579	\$6,579
3	Pathway Mattioli Cement	\$12,404	\$18,983
5	Striping Not Determined yet	\$1,259	\$20,242
6	Design Engineering Included in Hartland Rd Contract	\$0	\$20,242
7	Drainage Grading Priess	\$4,645	\$24,887
8	Restoration Priess	\$5,967	\$30,854
	Total 2017 Village Area Improvements:		\$493,193

Red figures indicate anticipated costs; invoices have not been received to date

Footnote d: Hartland Village Drain project total was carried over to the "Other Road Expenses"

EXECUTIVE SUMMARY		
	SRP	Actual
Gravel Road Projects	\$2,151,250	\$1,056,221
Paved Road Projects	\$5,443,750	\$4,211,352
Other Road Millage Items	\$1,405,000	\$600,722
Sub Totals:	\$9,000,000	\$5,868,294
Current Residual	\$3,131,706	
Projected 2019-2024 Costs	\$1,631,263	
Projected 2024 EOY	\$1,500,443	

*\$12,404 in 2017 Village Sidewalk Improvements was paid from General Fund Capital Projects

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert West

Subject: DTE Street Light LED Conversion

Date: July 31, 2019

Recommended Action

Approve the budget amendment and DTE agreement for LED street lights, up to \$15,233.

Discussion

DTE has provided a revised LED conversion for the Township street lights. The original proposal included all 62 street lights in the Township, however the Millpointe HOA did not want to fund their nine street lights. DTE has since revised the proposal to exclude Millpointe street lights at the request of the HOA. The revised project costs have been reduced to \$15,223 from the \$21,433 as a result.

The project proposal involves replacing the various street light bulb types with LED bulbs. The LED bulb requires less energy than comparable incandescent bulbs. The result is a cost savings of approximately \$5,522 annually based upon 2019 electric rates. The annual savings will result in a return on investment of about 2.5 years, with subsequent annual savings to continue into the future.

Public Works is recommending approval of the project proposal as presented based upon this financial advantages. An August Board approval will push the project into early 2020 with a "to be determined" 2020 rebate verses the 2019 rebate used in the proposal. The 2019 rebate cutoff is July 12, 2019 due to the overwhelming response.

Financial Impact

A budget amendment from the Capital Projects Fund in the amount of \$15,223 will be required to proceed with the project as presented. A rebate will be credited in 2020, however the amount is unknown at this time. The amendment will be covered by Capital Project Fund surplus.

08/06/19 401-448-970.000 · Streetlights - Capital Outlay (\$15,233.00)

Streetlight LED Conversion

Attachments

DTE Agreement-LED Conversion (PDF)

Harland Twp Budget Letter-LED Conversion (PDF)

Hartland Twp - Streetlight Locations (PDF)

The logo for DTE Energy, featuring the letters "DTE" in a bold, blue, sans-serif font. To the right of the letters is a stylized graphic of a sunburst or fan of lines radiating outwards, composed of thin, light blue lines.

July 2, 2019

Hartland Township
2655 Clark Rd.
Hartland, MI 48353
Attn: Robert West

Re: Hartland Township- LED Streetlight Conversion

Attached is the agreement for the work to be performed in the revised budget letter that was sent on July 2, 2019. A detailed description of the project is outlined in the agreements. Please sign **BOTH** copies in the designated areas. A check or Purchase Order in the amount of **\$15,223.00** is also required at this time. Please return **BOTH** signed agreements (as well as check or Purchase Order...made payable to **DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Upon receipt of BOTH signed copies (and payment), we (DTE Energy) will then sign BOTH copies and return ONE original back to you.

Please call if you have questions, 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting


Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of June 19, 2019 between DTE Electric Company ("Company") and Hartland Township ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated October 25, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	53057989	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment:N/A	
2. Location where Equipment will be installed:	[Various Locations in Hartland Township], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	53	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	<u>Overhead (OH) – DTE Owned and Maintained Street Lights on Wood Poles</u> 20 - 175 watt Mercury Vapor to 58 watt LED 1 - 175 watt Mercury Vapor to 80 watt LED Suspension Luminaire 1 – 400 watt Mercury Vapor to 136 watt LED 3 – 100watt High Pressure Sodium to 58watt LED 24 – 250watt High Pressure Sodium to 136watt LED <u>Underground (UG) – DTE Owned and Maintained Street Lights on Fiberglass Posts</u> 4 – 250watt High Pressure Sodium to 136watt LED	
5. Estimated Total Annual Lamp Charges	\$11,217.00	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$15,223.00
	Credit for 3 years of lamp charges:	\$0.00
	CIAC Amount (cost minus revenue)	\$15,223.00
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 	
10. Customer Address for Notices:	Hartland Township 2655 Clark Rd Hartland, MI 48353	

Attachment: DTE Agreement-LED Conversion (3108 : DTE Street Light LED Conversion)

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

Hartland Township

By: _____

Name: _____

Title: _____

SIGN HERE

Attachment: DTE Agreement-LED Conversion (3108 : DTE Street Light LED Conversion)

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Attachment: DTE Agreement-LED Conversion (3108 : DTE Street Light LED Conversion)

July 2, 2019

Hartland Township
2655 Clark Rd.
Hartland, MI 48353
Attn: Robert West

Re: Hartland Township Township-LED Conversion of 53 Streetlights

Based on your request, I have attached a cost estimate for the proposed 2019 street light conversion project. The total light count is 53 street lights and reflects the following descriptions:

Overhead (OH) – DTE Owned and Maintained Street Lights on Wood Poles

20 - 175 watt Mercury Vapor to 58 watt LED
1 - 175 watt Mercury Vapor to 80 watt LED Suspension Luminaire
1 - 400 watt Mercury Vapor to 136 watt LED
3 - 100watt High Pressure Sodium to 58watt LED
24 - 250watt High Pressure Sodium to 136watt LED

Underground (UG) – DTE Owned and Maintained Street Lights on Fiberglass Posts

4 - 250watt High Pressure Sodium to 136watt LED

Below please find the estimate breakdown for this project. The costs are based on the Option 1 Municipal Street Light rate - DTE Energy owned and maintained. The rate requires the customer pay a portion of the construction cost. The following information outlines the street lighting installation.

Estimate Breakdown

Project Cost	\$16,587.00
Less DTE Labor Contribution	\$1,364.00
Total Upfront Cost	\$15,223.00
EO Rebate Issued After Construction	\$1,712.00
Final Cost to Convert after Rebate	\$13,511.00
Current Annual Invoice	\$16,750.56
Future Annual Invoice	\$11,217.00
Annual Savings	\$5,533.56
Payback	2.44 years

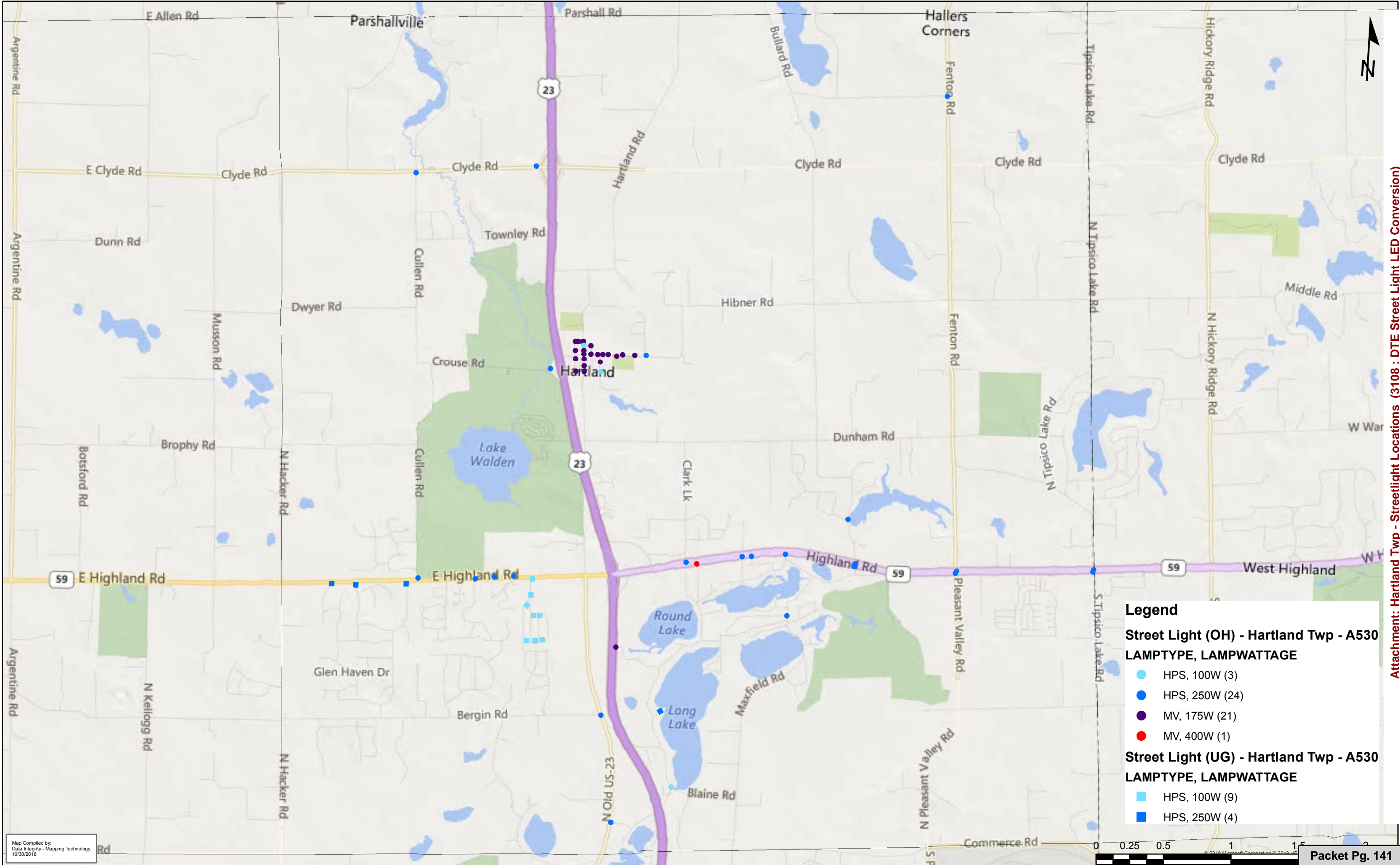
Please feel free to contact me if you have any questions at 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
DTE Energy - Community Lighting

Hartland Twp - Streetlight Locations



Attachment: Hartland Twp - Streetlight Locations (3108 : DTE Street Light LED Conversion)



Board of Trustees

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

Josheph W. Colaianne, Trustee
 Matthew J. Germane, Trustee
 Gleen. E Harper, Trustee
 Josheph M. Petrucci, Trustee

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Jim Heaslip

Subject: Resolution - Transfer of Real Property

Date: July 31, 2019

Recommended Action

Move to approve the Resolution Authorizing the Transfer of Real Property.

Discussion

Hartland Township received a parcel from the State of Michigan through the tax sale process. This is a small narrow piece of land that is 20 ft wide and 229 ft long. This parcel has limited marketability on the open market due to its size. Its only value would be to a neighboring parcel.

We contacted all surrounding owners and discovered that the owner to its north has an easement over it as it provides ingress and egress access for the use of that parcel contiguous to its north boundary. An informal meeting was held with that owner and attended by our clerk, treasurer and myself. At that meeting that owner brought forward surveys showing that 20-foot parcel and that there is an easement for their parcel. They indicated they had attempted to purchase this 20 ft parcel multiple times at tax sale but were unsuccessful each time.

We have confirmed all taxes are clear and our ownership is exempt for 2019. I am asking the administration committee with confirmation of the Township Board to move forward with transferring this parcel to the owner of that parcel to the north. Once this parcel has been transferred to that owner, I will begin the combination through the process of an assessor's combination at no cost to the owner into one so the township and that owner will not have this problem again.

Resolution - Transfer of Real Property

RESOLUTION AUTHORIZING TRANSFER OF REAL PROPERTY

At a meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in the Township on August 6, 2019, at 7:00 p.m.

PRESENT: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee Harper, Trustee Petrucci, Trustee Colaianne

ABSENT: None

The following preamble and resolution were offered by XXXXXXXXXXXX and seconded by XXXXXXXXXXXXXXXXXXXX.

WHEREAS, the Township of Hartland (the "Township") received from tax sale and now owns real property (tax parcel number 4708-01-200-023) consisting of approximately .11 acres located north of Clyde Road off of Tipsico Lake Road in the Township of Hartland, County of Livingston, State of Michigan (the "Real Property"); and

WHEREAS, the Township has determined that transferring the Real Property is in the best interests of the Township; and

WHEREAS, the adjacent parcel to the north has an easement currently over the property for ingress and egress assigned to it and is best suited to own the real property.

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

1. Pursuant to applicable statutes and other authorities, the Township is authorized to transfer the Real Property in accordance with those statutes.
2. The Township Supervisor and/or the Township Clerk are authorized to execute any and all documents necessary or appropriate to transfer the Real Property, and may take any and all other actions as may be necessary or appropriate to transfer the Real Property.
3. Any resolution inconsistent with this Resolution is hereby repealed, but only to the extent to give this Resolution full force and effect.

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

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of the Township at a meeting held on the 6th day of August, 2019.

Larry Ciofu, Hartland Township Clerk

Financial Impact

The township will pay & record the deed and be reimbursed by the transferee. No budgets are effected.

Attachments

Memorandum 20 ft Parcel (PDF)

Letter Sent 11-29-18 (PDF)

Deed Parcel to North (PDF)

QCD ST of MI to Hartland 4708-01-200-023 (PDF)

Surveys Showing Parcel & Esmt. (PDF)

Covenant Deed (PDF)

M E M O R A N D U M

To: Hartland Township Administration Committee

From: James Heaslip, Hartland Township Assessor

Subject: Transfer of Tax Reverted Parcel

Date: June 6, 2019

Hartland Township received a parcel from the State of Michigan through the tax sale process. This is a small narrow piece of land that is 20 ft wide and 229 ft long. This parcel has limited marketability on the open market due to its size. Its only value would be to a neighboring parcel.

We contacted all surrounding owners and discovered that the owner to its north has an easement over it as it provides ingress and egress access for the use of that parcel contiguous to its north boundary. An informal meeting was held with that owner and attended by our clerk, treasurer and myself. At that meeting that owner brought forward surveys showing that 20-foot parcel and that there is an easement for their parcel. They indicated they had attempted to purchase this 20 ft parcel multiple times at tax sale but were unsuccessful each time.

We have confirmed all taxes are clear and our ownership is exempt for 2019. I am asking the administration committee with confirmation of the Township Board to move forward with transferring this parcel to the owner of that parcel to the north. Once this parcel has been transferred to that owner, I will begin the combination through the process of an assessor's combination at no cost to the owner into one so the township and that owner will not have this problem again.

The legal for the transfer should read as follows:

Section 1, T3N, R6E SEC 1 T3N R6E Com 75 RDS N OF SE COR OF NE1/4, S 170 FT FOR POB, TH W 229 FT, S 20 FT, E 229 FT, N 20 FT TO POB

Also known as:

A parcel of land in the SE ¼ of the NE ¼ of Section 1, T3N-R6E, Township of Hartland, Livingston County, Michigan, described as follows: Beginning at a point on the East line of Section 1, which is N1°00'15" W 48.5 feet to the West ¼ corner of Section 6, T3N-R7E, Township of Highland, Oakland County, Michigan and North 999.0 feet from the east ¼ corner of said section 1 for point of beginning; thence North 00°57'54" W 20.0 feet; thence North 88°36'26" W 229.0 feet; thence South 00°57'54" W 20.0 feet, thence South 88°36'41" E 229.67 feet to point of beginning, Containing 0.11 acres of gross land and subject to that part now used as Tipsico Lake Road.

Sincerely,

James Heaslip, Hartland Township Assessor

attachment(s)

Surveys
 Deed to township
 Record card of parcel to North – Owners Information
 Deed, Parcel to north, 20 ft shown as Easement.

Attachment: Memorandum 20 ft Parcel (3097 : Transfer of 20 ft Tax Parcel)



Board of Trustees

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

Joseph W. Colaianne, Trustee
 Matthew J. Germane, Trustee
 Glenn E. Harper, Trustee
 Joseph M. Petrucci, Trustee

November 29, 2018

Janice MacCaughan
 6095 Tipsico Lake Road
 Holly, MI 48442

Dear Ms. MacCaughan;

Hartland Township will be in receipt of a 20' wide parcel that did not sell at the state tax sale and is adjacent to your property, from the State of Michigan, in December. Your driveway appears to cross over onto this parcel.

We would like to discuss deeding this parcel to you at little to no cost. If you would like to discuss the details, our assessor, Jim Heaslip, would be happy to speak with you. You may stop into our office or reach him at 810-632-7498.

We need to hear from you no later than December 13th at 5 pm.

Sincerely;

Kathleen Horning
 Treasurer

Attachment: Letter Sent 11-29-18 (3097 : Transfer of 20 ft Tax Parcel)

I hereby certify that there are no TAX LIENS OR TITLES held by the State or any individual against the within description, and all TAXES are same as paid for five years previous to the date of this instrument or appear on the records in this office except as stated.

12/14/15 Jennifer M. Nash, Treasurer

2015 Taxes not examined Certificate # 23272

WARRANTY DEED

Grantor: JANICE M. MACCAUGHAN, a single woman, whose address is 6095 Tipsico Lake Road, Holly, MI 48442, survivor of herself and her deceased husband, JAMES L. MACCAUGHAN, whose certified death certificate has been recorded at the Livingston County Register of Deeds, Instrument No. 2015R-022211.



Conveys & Warrants to:

Grantee: JANICE M. MACCAUGHAN, whose address is 6095 Tipsico Lake Road, Holly, MI 48442, for her lifetime, coupled with an unrestricted power to convey the property during her lifetime, pursuant to Michigan Land Title Standard 9.3. This power to convey creates a general inter-vivos power of appointment, which includes the power to sell, gift, mortgage, and lease (or otherwise dispose of the property), and to retain the proceeds from the conveyance.

If JANICE M. MACCAUGHAN has not previously conveyed the property prior to her death, the property is conveyed to the then acting Trustee of the JANICE M. MACCAUGHAN TRUST, DATED NOVEMBER 18, 2015, as amended and successor(s) in interest, to be administered according to the terms of that Trust.

the following described premises situated in the Township of Hartland, County of Livingston and State of Michigan. to-wit:

A parcel of land in the SE 1/4 of the NE 1/4 of Section 1, T3N-R6E, Township of Hartland, Livingston County, Michigan, described as follows: Beginning at a point on the East line of Section 1, which is N 1°00'15" W 48.5 Feet to the W 1/4 corner of Section 6, T3N-R7E, Township of Highland, Oakland County, Michigan and N 1019.0 feet from the E 1/4 corner of said Section 1, thence N 89°21' W 229.0 feet; thence N 170.0 feet; thence S 89°21' E 229.0 feet; thence S 170.0 feet to the point of beginning, containing 0.89 acres of gross land and being subject to that part now used as Tipsico Lake Road, so-called. ALSO having the rights of ingress & egress over a 20 foot parcel of land described as follows: Beginning at the SE corner of above described property; thence S 20.0 feet; thence N 89°21' W 229.0 feet; thence N 20.0 feet; thence S 89°21' E 229.0 feet to the place of beginning, containing 0.11 acres of gross land and being subject to that part now used as Tipsico Lake Road, so-called,

- (a) Commonly Known as: 6095 Tipsico Lake Road, Holly
- (b) Tax Parcel No: 4708-01-200-010

(the "Property")

For the sum of: No Consideration. Exempt Pursuant to MCL 207.505(5)(a); MCL 207.526(6)(a).

This deed is made subject to all building restrictions, easements and reservations in the chain of title, or of record, or which would show on examination of the premises.

The Grantor grants to the Grantee the right to make all division(s) under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

Sherry C Frame, PLLC
14165 N. Fenton Rd. STE 101C
Fenton, MI 48430

Attachment: Deed Parcel to North (3097 : Transfer of 20 ft Tax Parcel)

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

THE LEGAL DESCRIPTION(S) AND STATED TITLE OWNER(S) CONTAINED HEREIN WERE SUPPLIED BY THE PARTY(IES), AND THE DRAFTMAN ASSUMES NO RESPONSIBILITY FOR THE ACCURACY THEREOF

Signed on November 18, 2015

Janice M. MacCaughan
JANICE M. MACCAUGHAN, Grantor

STATE OF MICHIGAN)
) ss.
COUNTY OF GENESEE)

On November 18, 2015, before me, a Notary Public, personally appeared JANICE M. MACCAUGHAN, survivor of herself and her deceased husband, JAMES L. MACCAUGHAN, whose Certified death certificate has been recorded at the Livingston County Register of Deeds, Instrument No. 2015R-022211, who executed the above Instrument, and acknowledged the same to be such person's free act and deed.

Stephanie A. Roy
Stephanie A. Roy, Notary Public
State of Michigan, County of Genesee
My Commission Expires: 8/30/2021
Acting in the County of Genesee



Drafted By/Return to When Recorded:
Attorney SHERRI C. FRAME
Sherri C. Frame, PLLC
P.O. Box 334
Grand Blanc, MI 48439-0334

Send Subsequent Tax Bills To:
JANICE M. MACCAUGHAN
6095 Tipsico Lake Road
Holly, MI 48442

Attachment: Deed Parcel to North (3097 : Transfer of 20 ft Tax Parcel)

RECORDED ON
02/14/2019 11:28:29 AM

BRANDON DENBY
REGISTER OF DEEDS
LIVINGSTON COUNTY, MI 488
RECORDING: 26.00
REMON: 4.00
PAGES: 2



FOR HARTLAND TWP

Michigan Department of Treasury
4206 (Rev. 08-17)

Quit Claim

Governmental Title Transfer Deed – Minerals Conveyed

Issued under authority of Public Act 206 of 1893, as amended.

THIS DEED, made this 30th day of December, 2018 BY AND BETWEEN, the DEPARTMENT OF TREASURY for the STATE OF MICHIGAN, hereafter called "Grantor", by authority of Act 206 of Public Acts of 1893, as amended, MCL 211.78m(6), and

HARTLAND TOWNSHIP, a Michigan Public Body Corporate, whose address is 2655 CLARK ROAD, HARTLAND, MI 48353

hereafter called "Grantee".

WITNESS, that the Grantor, acting for and in behalf of the State of Michigan, by authority of Act 206, P.A. 1893, as amended, for no monetary consideration, as required by MCL 211.78m(6), hereby grants, conveys, and quit-claims unto the Grantee and to Grantee's successors and assigns, all the right, title and interest acquired by the State of Michigan in and to the following described land located in the County of Livingston, State of Michigan:

HARTLAND TOWNSHIP
SECTION 1, T3N, R6E
SEC 1 T3N R6E COM 75 RDS N OF SE COR OF NE1/4, S 170 FT FOR POB, TH W 229 FT, S 20 FT, E 229 FT, N 20 FT TO POB.
4708-01-200-023

02-14-19 11:02:25 RCVD

GRANTOR USE ONLY

Attachment: QCD ST of MI to Hartland 4708-01-200-023 (3097 : Transfer of 20 ft Tax Parcel)

Exemption from State Transfer Tax is claimed under authority of Section 6(h)(i), Act 255, P.A. 1994 (MCL 207.526).

Exemption from County Real Property Transfer Fee is claimed under authority of Section 5(h), Act 134, P.A. 1966 (MCL 207.505).

SAVING AND EXCEPTING OUT OF THIS CONVEYANCE and saving and reserving unto the People of the State of Michigan the rights of ingress and egress over and across all of the above mentioned descriptions of land lying along any watercourse or stream, pursuant to the provisions of Part 5, General Powers and Duties, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended, MCL 324.503, as amended. Further, excepting and reserving to the State of Michigan, all aboriginal antiquities including mounds, earth-works, forts, burial and village sites, mines or other relics and also reserving the right to explore and excavate for the same, by and through its duly authorized agents and employees, pursuant to the provisions of Part 761, Aboriginal Records and Antiquities, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, MCL 324.76101 to 324.76118.

This property is subject to the rights not extinguished by the circuit court's foreclosure judgment vesting title in the State pursuant to MCL 211.78k(5), including future installments of special assessments, visible or recorded easements, private deed restrictions, liens or other governmental interests imposed pursuant to the Natural Resources and Environmental Protection Act, Act 451 of the Public Act of 1998, as amended, rights under a recorded oil or gas lease, or severed oil or gas interests protected from foreclosure by MCL 554.291(3).

The terms of this conveyance shall extend to the heirs, executors, administrators, successors and the assigns of the parties hereto.

IN WITNESS WHEREOF, the Grantor, by its Manager, Foreclosure Services Section, has signed and affixed the seal of the Department of Treasury.

DEPARTMENT OF TREASURY
FOR THE STATE OF MICHIGAN

Patricia A. Simon

Patricia A. Simon, Manager
Special Community Services Division

PROPERTY TAX ASSESSOR USE ONLY

STATE OF MICHIGAN } ss.
County of Ingham

The foregoing instrument was acknowledged before me this 1st day of February, 2019, by Patricia A. Simon, Manager, Special Community Services Division of the Department of Treasury for the State of Michigan.

Roxanne L. Harris

Roxanne L. Harris, Notary Public
State of Michigan, County of Ingham
My Commission Expires: February 21, 2020
Acting in the County of Ingham

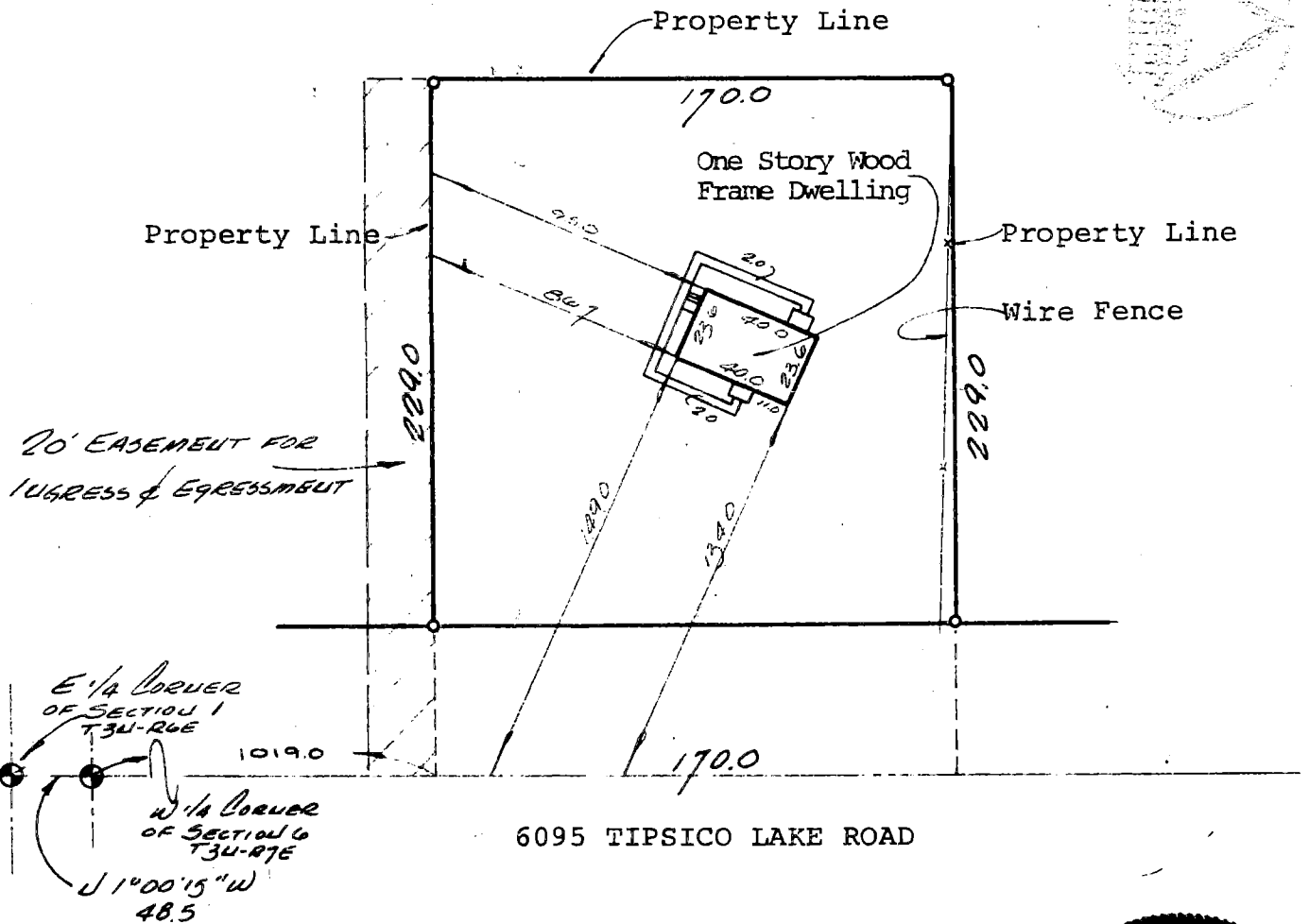
Prepared by and return to:
Martin J. Spaulding
Title Check, LLC
622 W. Kalamazoo Avenue
Kalamazoo, MI 49007

Attachment: QCD ST of MI to Hartland 4708-01-200-023 (3097 : Transfer of 20 ft Tax Parcel)

MORTGAGE REPORT FOR THE EXCLUSIVE USE OF

6095 Tipsico Lake Road Holly, Michigan

A parcel of land in the SE 1/4 of the NE 1/4 of Section 1, T3N-R6E, Township of Hartland, Livingston County, Michigan, described as follows: Beginning at a point on the East line of Section 1, which is N 1°00'15" W 48.5 feet to the West 1/4 corner of Section 6, T3N-R7E, Township of Highland, Oakland County, Michigan and North 1019.0 feet from the East 1/4 corner of said Section 1, thence N 89°21' W 229.0 feet; thence North 170.0 feet; thence S 89°21' E 229.0 feet; thence South 170.0 feet to the point of beginning, containing 0.89 acres of gross land and being subject to that part now used as Tipsico Lake Road, so-called. ALSO having the rights of ingress & egress over a 20 foot parcel of land described as follows: Beginning at the Southeast corner of above described property; thence South 20.0 feet thence N 89°21' W 229.0 feet; thence North 20.0 feet; thence S 89°21' E 229.0 feet to the place of beginning containing 0.11 acres of gross land and being subject to that part now used as Tipisco Lake Road, so-called.

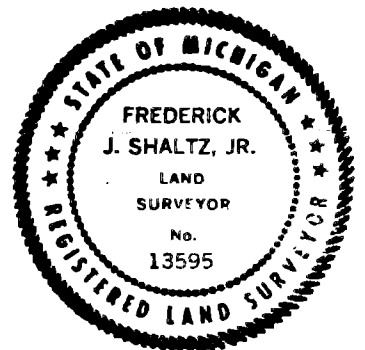


N
O
R
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H

Attachment: Surveys Showing Parcel & Esmt. (3097 : Transfer of 20 ft Tax Parcel)

DELTA LAND SURVEYING & ENGINEERING, INC.

DELTA AERIAL PHOTOGRAPHY
 HERMAN W. BATEMAN FREDERICK J. SHALTZ, JR.
 120 W. FIRST STREET FLINT, MICHIGAN 48502
 Phone 239-1419



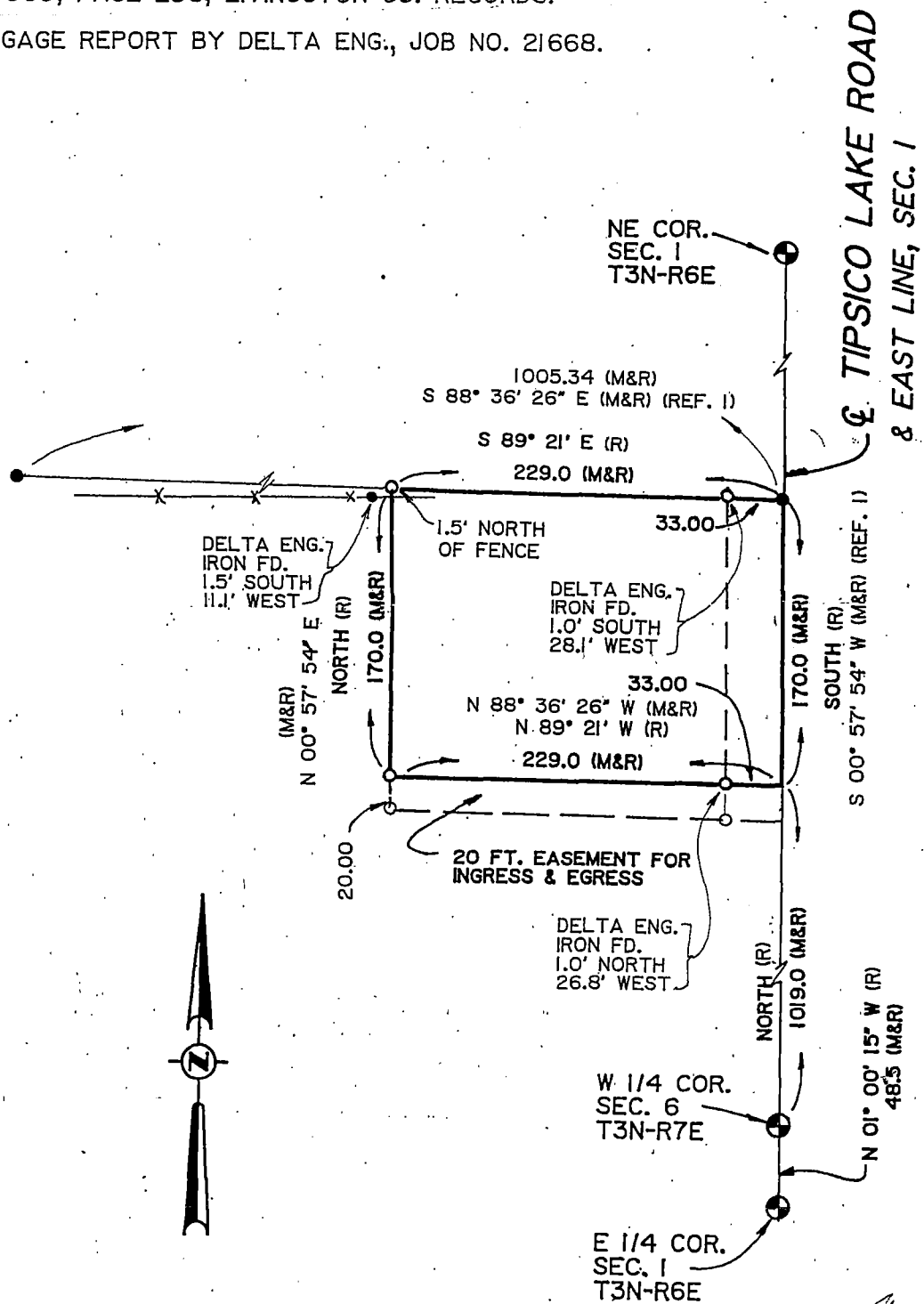
NOTE: This report is for mortgage purposes only, and since no property corners were set, it should not be used for establishing property lines.

Frederick J. Shaltz, Jr.
 FREDERICK J. SHALTZ, JR., R.L.S. NO. 13595

We hereby certify that the improvements as shown are entirely within the property lines; and that there are no visible encroachments upon the lands described, other than as shown. We further certify that this MORTGAGE REPORT was prepared for IDENTIFICATION PURPOSES only in connection with a new mortgage and no responsibility is extended herein to the present or future land owner or occupant.

A parcel of land in the SE 1/4 of the NE 1/4 of Section 1, T3N-R6E, Township of Hartland, Livingston County, Michigan, described as follows: Beginning at a point on the East line of Section 1, which is N 1°00'15" W 48.5 feet to the West 1/4 corner of Section 6, T3N-R7E, Township of Highland, Oakland County, Michigan and North 1019.0 feet from the East 1/4 corner of said Section 1, thence N 89°21' W 229.0 feet; thence North 170.0 feet; thence S 89°21' E 229.0 feet; thence South 170.0 feet to the point of beginning, containing 0.89 acres of gross land and being subject to that part now used as Tipsico Lake Road, so-called. ALSO having the rights of ingress & egress over a 20 foot parcel of land described as follows: Beginning at the Southeast corner of above described property; thence South 20.0 feet thence N 89°21' W 229.0 feet; thence North 20.0 feet; thence S 89°21' E 229.0 feet to the place of beginning containing 0.11 acres of gross land and being subject to that part now used as Tipisco Lake Road, so-called.

- REF. 1) SURVEY BY BOSS ENG., JOB NO. 11278, RECORDED IN LIBER 930, PAGE 298, LIVINGSTON CO. RECORDS.
 2) MORTGAGE REPORT BY DELTA ENG., JOB NO. 21668.

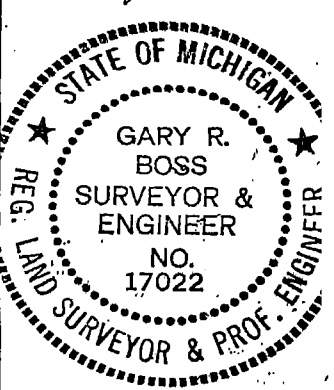


Attachment: Surveys Showing Parcel & Esmt. (3097 : Transfer of 20 ft Tax Parcel)

DESCRIPTION:
 PART OF THE SE 1/4
 OF THE NE 1/4,
 C. 1, T3N-R6E
 HARTLAND TWP.
 LIVINGSTON CO., MICH.

BOSS ENGINEERING
ENGINEERS & SURVEYORS

MAIN OFFICE:
 3121 E. GRAND RIVER
 HOWELL, MICHIGAN 48843
 HOWELL (517) 546-4836
 BRIGHTON (313) 229-4773
 CHARLEVOIX (616) 547-2872



CLIENT:
 MACCAUGHAN

PROJECT NO. 86377

DATE: 9-12-86

DR. EN. CHKD.

SCALE: 1 INCH = 100 FEET

LEGEND:
 ○ = IRON SET
 ● = IRON FOUND
 ⊙ = MONUMENT FOUND
 * = FENCE
 (R) = RECORDED
 (M) = MEASURED

COVENANT DEED

KNOW ALL MEN BY THESE PRESENTS that HARTLAND TOWNSHIP (grantor)
 whose address is 2655 Clark Road, Hartland, Michigan 483553
 Conveys to JANICE M. MACCAUGHAN, a single woman (grantee)
 whose address is 6095 Tipsico Lake Road, Holly, Michigan 48442

The following property situated in the Township of Hartland, County of Livingston, State of Michigan, described as follows:

Section 1, T3N, R6E SEC 1 T3N R6E Com 75 RDS N OF SE COR OF NE1/4, S 170 FT FOR POB, TH W 229 FT, S 20 FT, E 229 FT, N 20 FT TO POB

Also known as:

A parcel of land in the SE ¼ of the NE ¼ of Section 1, T3N-R6E, Township of Hartland, Livingston County, Michigan, described as follows: Beginning at a point on the East line of Section 1, which is N1*00'15" W 48.5 feet to the West ¼ corner of Section 6, T3N-R7E, Township of Highland, Oakland County, Michigan and North 999.0 feet from the east ¼ corner of said section 1 for point of beginning; thence North 00*57'54" W 20.0 feet; thence North 88*36'26" W 229.0 feet; thence South 00*57'54" W 20.0 feet, thence South 88*36'41" E 229.67 feet to point of beginning, Containing 0.11 acres of gross land and subject to that part now used as Tipsico Lake Road.

Commonly described as: Vacant Land, Tipsico Lake Road, Holly, Michigan 48442
 Parcel Number: 4708-01-200-023

For the full consideration of Thirty (\$30.00) Dollars.

EXEMPT FROM COUNTY TRANSFER TAX-P.A. #134 OF 1966 AS AMENDED, MCLA 207.505, SECTION 5 (h)
 EXEMPT FROM STATE TRANSFER TAX-P.A. #330 OF 1993 AS AMENDED, MCLA 207.526, SECTION 6 (h)

Subject to all building restriction, easements and reservations in the chain of title or of record.

Dated this ____ day of _____, 2019.

Signed and Sealed:

Hartland Township

 By: William J. Fountain
 Its: Supervisor

Attachment: Covenant Deed (3097 : Transfer of 20 ft Tax Parcel)

State of _____)
)s.s.
County of _____)

The foregoing Instrument was acknowledged before me this _____ day of _____, 2019
by William J Fountain, Supervisor of Hartland Township.

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

DRAFTED BY:

Larry L Ciofu
Hartland Township Clerk
2655 Clark Road
Hartland, Michigan 48353

RETURN TO:

Janice M MacCaughan
695 Tipsico Lake Road
Holly, Michigan 48442

Attachment: Covenant Deed (3097 : Transfer of 20 ft Tax Parcel)

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Andrew Kumar

Subject: To consult with the Township Attorney regarding trial or settlement strategy

Date: July 31, 2019

Recommended Action

Move that the Township Board adjourn to closed session to consult with its attorney regarding trial or settlement strategy in connection with the following case, for the reason that an open meeting would have a detrimental financial effect on the litigating or settlement position of the Township: Hartland Township vs. Ronald R. Broden, Livingston County Circuit Court Case No. 18-030064-CZ

Discussion

Financial Impact

Attachments

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Andrew Kumar

Subject: FY20 1st Quarter Financial Report

Date: July 31, 2019

Recommended Action

Board Review and Questions

Discussion

The FY20 budget is on track as expected. The budget is healthy to date.

Financial Impact

Attachments

1st FQ20 Financial Review (PDF)

1st FQ20 Rev Exp (PDF)

M E M O R A N D U M

To: Hartland Township Board
 James Wickman, Township Manager
 Robert West, DPW Director
 Troy Langer, Planning Director
 Lynn Vollbrecht, Communications Director
 Jim Heaslip, Assessor
 Andrew Kumar, Project Coordinator

From: Susan Dryden-Hogan, Finance Director

Subject: Revenue and Expenditure Reports for 1st Quarter FY2020

Date: July 29, 2019

Attached are the Revenue/Expenditure Reports for 1st Quarter FY20, 25% through the fiscal year. Also included are the Balance Sheets for each individual fund as of June 30, 2019. Property Tax revenues and Administrative Fees are accrued in July (Summer Taxes) and December (Winter Taxes). Special Assessment revenue and interest are also recorded in December. Any budget amendments approved through June 30 are now reflected in the Amended Budgets. Additional expense accruals, including those for wages are now recorded on a quarterly basis. Budget to actual results focus on the department and fund level rather than line item level. Budget amendments are only required if a department or fund will exceed the amended budget.

General Fund (101)

- Revenues are on track for the first quarter compared to budget. Reimbursements (676.000) include \$2000 for shared training costs provided by Leader Dogs for the Blind in April.
- Total Expenditures for the first three months are in line with budget at 39%. Generally, all departments are operating as expected; however, a few budget amendments will be necessary for the following: HVAC replacement (Twp Hall & Grounds) and Code Enforcement computer (Planning).
- New for Fiscal Year 2020 is the implementation of GASB 84 for Fiduciary Activities. This new accounting standard impacts the General Fund by moving all developer escrow activities over from the old Trust & Agency funds. Simply stated, this accounting change categorizes developer activities as normal government business. Going forward the fees will be classified as revenues and the payments to the Township's engineer and lawyer will be considered expenses. A budget amendment estimating FY20 revenues and expenses will be forthcoming. Future budgets will be updated to reflect this change.

Other General Governmental Funds (Municipal Street, Fire, Cemetery, Liquor Law, Capital Projects, Cable and Road SADs) – These funds are operating as expected. M59 Road Improvement Fund 354 shows the impact of the refunding bonds issued on

M E M O R A N D U M

May 15. The total bond proceeds were \$2.790M and all outstanding 2009 bonds were paid off (\$4.05M). The fund surplus contributed \$1M towards the refunding. A budget amendment for the transactions will be forthcoming. Right of Way fees (Capital Projects 401) paid by the State corrected the error from the previous fiscal year. Typically, annual ROW fees received are around \$10,000. Last year ROW fees received were \$6064. The corrected payment plus the current year totaled \$19,789.

Water System Fund (536, 537, 539)

- Water usage fees have been accrued for first fiscal quarter and broken out by metered usage and readiness to service charge and are on track with the budget. Metered usage is down over last year, same quarter (1FQ19 26,259 units vs. 1FQ20 21,741 units). Due to the wet weather, irrigation usage was lower. The new water rates, effective April 1, 2018 are reflected in these revenues. The rates are from the 2016 water rate study.
- Year to date first quarter expenses are lower than expected at 15% of budget. New for FY20, the seasonal employees are classified as Water Employees. Time spent in the Parks or other General Fund duties will be billed quarterly and reimbursed. At this time, there is no indication that any budget amendments will be necessary.
- The Water Debt Service Fund (537) and Repair & Replacement Fund (539) are operating as expected. Nine early payoffs of the water assessment have been received. Only interest is recorded as revenue; the principal paid is recorded against the long-term receivable. Connections Fees purchased to date include Capital Construction (9). These purchases meet the new connections in the updated Water Capital Projects Plan.

Sewer System Fund (590, 595, 596, 597)

- Sewer usage fees have been accrued for the first fiscal quarter and are broken out by category and are on target per budget. Billed metered sewer flow is slightly down from last year, same quarter (1FQ19 21,162 units vs. 1FQ20 20,754 units). The new sewer rates approved in 2016 went into effect on January 1. Connection revenues include new REUs purchased by Hartland Sports Center for the facilities upgrades.
- Operating Expenses are lower than expected at 24% of budget and not at risk, at this time, for needing any amendments.
- Debt Service Funds 595 (Sewer Expansion), 596 (Forestbrook) and 597 (SAD 200) are operating as expected.

As always, if you have any questions, please do not hesitate to call me or stop by the office. Your questions are always appreciated.

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-402.000	CURRENT REAL PROP TAX	0.00	541,804.00	541,804.00	0.00	541,804.00	0.00
101-000-413.000	CHARGEBACK TAXES	0.00	0.00	0.00	89.31	(89.31)	100.00
101-000-421.000	MOBILE HOME FEES	1,027.50	3,000.00	3,000.00	791.00	2,209.00	26.37
101-000-445.001	PRE INTEREST	397.27	0.00	0.00	0.00	0.00	0.00
101-000-446.000	INTEREST & PENALTY DEL TAX	100.68	150.00	150.00	233.40	(83.40)	155.60
101-000-477.000	DOG LICENSES	151.50	430.00	430.00	95.00	335.00	22.09
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	5,000.00	5,000.00	610.91	4,389.09	12.22
101-000-574.000	STATE SHARED REVENUE	195,530.00	1,305,457.00	1,305,457.00	205,917.00	1,099,540.00	15.77
101-000-608.000	BOARD OF APPEALS	1,400.00	1,500.00	1,500.00	0.00	1,500.00	0.00
101-000-609.000	PROPERTY TAX ADMINISTRATION	0.00	217,705.00	217,705.00	0.00	217,705.00	0.00
101-000-611.000	SCHOOL COLLECTION FEES	0.00	17,700.00	17,700.00	0.00	17,700.00	0.00
101-000-612.000	CABLE FRANCHISE FEES	55,797.18	225,300.00	225,300.00	55,021.73	170,278.27	24.42
101-000-622.000	ZONING FEES	7,110.00	38,716.00	38,716.00	14,640.00	24,076.00	37.81
101-000-628.100	DEVELOPER FEES	0.00	0.00	0.00	24,000.00	(24,000.00)	100.00
101-000-645.000	PRINTED MATERIALS	744.98	600.00	600.00	1,199.77	(599.77)	199.96
101-000-646.000	PASSPORT FEES	2,170.00	8,750.00	8,750.00	2,800.00	5,950.00	32.00
101-000-651.000	PARKS & REC USE FEES	2,000.00	3,200.00	3,200.00	1,050.00	2,150.00	32.81
101-000-652.000	FARMERS MARKET REVENUE	2,293.00	3,000.00	3,000.00	1,930.00	1,070.00	64.33
101-000-656.000	TRAFFIC FINES	2.31	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST EARNINGS	1,818.27	9,000.00	9,000.00	2,236.70	6,763.30	24.85
101-000-665.001	UNREALIZED GAIN OR LOSS	0.00	0.00	0.00	439.20	(439.20)	100.00
101-000-667.000	RENTS - HERO CENTER	1,100.00	4,400.00	4,400.00	1,100.00	3,300.00	25.00
101-000-667.001	CELL TOWER LEASE ATT	6,142.62	37,961.00	37,961.00	9,490.35	28,470.65	25.00
101-000-667.002	CABLE STUDIO RENT	0.00	12,984.00	12,984.00	3,246.00	9,738.00	25.00
101-000-674.100	SPECIAL EVENTS DONATIONS	0.00	16,000.00	16,000.00	0.00	16,000.00	0.00
101-000-676.000	REIMBURSEMENTS	175.00	16,320.00	16,320.00	2,360.00	13,960.00	14.46
101-000-676.536	REIMB ADMIN FEE WATER	18,396.07	77,840.00	77,840.00	0.00	77,840.00	0.00
101-000-676.590	REIMB ADMIN FEE SEWER	16,709.05	71,563.00	71,563.00	0.00	71,563.00	0.00
101-000-687.000	REBATES&REFUNDS	0.00	0.00	0.00	442.79	(442.79)	100.00
Total Dept 000		313,065.43	2,618,380.00	2,618,380.00	327,693.16	2,290,686.84	12.52
TOTAL REVENUES		313,065.43	2,618,380.00	2,618,380.00	327,693.16	2,290,686.84	12.52
Expenditures							
Dept 101 - TOWNSHIP BOARD							
101-101-715.000	EMPLOYERS SOC SEC	596.70	2,448.00	2,448.00	527.85	1,920.15	21.56
101-101-718.000	RETIREMENT	900.00	3,600.00	3,600.00	900.00	2,700.00	25.00
101-101-725.000	BOARD FEES	7,800.00	32,000.00	32,000.00	6,900.00	25,100.00	21.56
101-101-727.000	SUPPLIES & POSTAGE	0.00	500.00	500.00	0.00	500.00	0.00
101-101-804.000	MEMBERSHIP & DUES	18,983.00	20,459.00	20,459.00	19,496.71	962.29	95.30
101-101-807.000	AUDIT FEES	9,160.00	9,500.00	9,500.00	9,160.00	340.00	96.42
101-101-826.000	LEGAL FEES	0.00	28,000.00	28,000.00	652.50	27,347.50	2.33
101-101-957.000	EDUCATION/TRAINING/CONVENTION	60.00	3,500.00	3,500.00	100.00	3,400.00	2.86
Total Dept 101 - TOWNSHIP BOARD		37,499.70	100,007.00	100,007.00	37,737.06	62,269.94	37.73
Dept 171 - SUPERVISOR							
101-171-702.000	SUPERVISOR SALARY	7,749.99	31,000.00	31,000.00	7,749.99	23,250.01	25.00
101-171-715.000	EMPLOYERS SOC SEC	592.87	2,372.00	2,372.00	592.88	1,779.12	24.99
101-171-718.000	RETIREMENT	225.00	900.00	900.00	225.00	675.00	25.00
101-171-727.000	SUPPLIES & POSTAGE	0.00	100.00	100.00	0.00	100.00	0.00
Total Dept 171 - SUPERVISOR		8,567.86	34,372.00	34,372.00	8,567.87	25,804.13	24.93
Dept 172 - MANAGER							
101-172-702.000	MANAGER SALARY	24,424.68	101,118.00	101,118.00	25,279.56	75,838.44	25.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND							
Expenditures							
101-172-702.000	SALARY IN LIEU OF RETIREMENT	2,442.48	10,112.00	10,112.00	2,527.98	7,584.02	25.00
101-172-703.000	VACATION/PTO PAYOUT	12,877.13	7,163.00	7,163.00	7,097.45	65.55	99.08
101-172-704.000	PROJECT COORDINATOR	9,228.47	39,222.00	39,222.00	9,677.65	29,544.35	24.67
101-172-706.000	RECEPTIONIST WAGES	0.00	22,415.00	22,415.00	5,650.54	16,764.46	25.21
101-172-709.100	MERIT/BONUS PAY	2,000.00	2,650.00	2,650.00	2,650.00	0.00	100.00
101-172-715.000	EMPLOYERS SOC SEC	3,725.97	13,776.00	13,776.00	3,932.48	9,843.52	28.55
101-172-716.000	EMPLOYMENT EXPENSE	7,544.34	34,828.00	34,828.00	7,929.21	26,898.79	22.77
101-172-718.000	RETIREMENT	908.38	3,922.00	3,922.00	966.95	2,955.05	24.65
101-172-727.000	SUPPLIES & POSTAGE	241.98	950.00	950.00	20.44	929.56	2.15
101-172-801.000	CONTRACTED SERVICES	0.00	0.00	0.00	115.00	(115.00)	100.00
101-172-804.000	MEMBERSHIP & DUES	0.00	1,600.00	1,600.00	37.00	1,563.00	2.31
101-172-957.000	EDUCATION/TRAINING/CONVENTION	215.00	3,850.00	3,850.00	135.00	3,715.00	3.51
101-172-957.002	TRAVEL/MEETING EXPENSES	45.20	600.00	600.00	366.78	233.22	61.13
Total Dept 172 - MANAGER		63,653.63	242,206.00	242,206.00	66,386.04	175,819.96	27.41
Dept 191 - ELECTIONS							
101-191-708.000	ELECTION WORKERS WAGES	4,249.50	10,576.00	10,576.00	0.00	10,576.00	0.00
101-191-715.000	EMPLOYERS SOC SEC	0.00	4.00	4.00	0.00	4.00	0.00
101-191-727.000	SUPPLIES & POSTAGE	1,166.36	3,806.00	3,806.00	61.05	3,744.95	1.60
101-191-861.000	MILEAGE	0.00	0.00	0.00	5.88	(5.88)	100.00
101-191-900.000	PRINTING & PUBLICATIONS	40.00	50.00	50.00	0.00	50.00	0.00
101-191-930.000	REPAIRS & MAINTENANCE	0.00	200.00	200.00	0.00	200.00	0.00
101-191-956.000	MISCELLANEOUS	889.76	1,280.00	1,280.00	0.00	1,280.00	0.00
101-191-970.000	CAPITAL OUTLAY	0.00	5,320.00	5,320.00	0.00	5,320.00	0.00
Total Dept 191 - ELECTIONS		6,345.62	21,236.00	21,236.00	66.93	21,169.07	0.32
Dept 192 - FINANCE DEPARTMENT							
101-192-702.000	FINANCE DIRECTOR SALARY	18,887.70	77,071.00	77,071.00	19,267.68	57,803.32	25.00
101-192-704.000	FINANCE CLERK WAGES	10,018.80	40,798.00	40,798.00	10,112.54	30,685.46	24.79
101-192-715.000	EMPLOYERS SOC SEC	2,096.82	9,017.00	9,017.00	2,113.97	6,903.03	23.44
101-192-716.000	EMPLOYMENT EXPENSE	4,272.44	24,733.00	24,733.00	6,899.25	17,833.75	27.89
101-192-718.000	RETIREMENT	2,873.15	11,787.00	11,787.00	2,933.41	8,853.59	24.89
101-192-727.000	SUPPLIES & POSTAGE	335.38	1,200.00	1,200.00	80.71	1,119.29	6.73
101-192-804.000	MEMBERSHIP & DUES	0.00	475.00	475.00	0.00	475.00	0.00
101-192-930.000	REPAIRS & MAINTENANCE	0.00	2,700.00	2,700.00	0.00	2,700.00	0.00
101-192-957.000	EDUCATION/TRAINING/CONVENTION	1,279.43	1,960.00	1,960.00	191.33	1,768.67	9.76
Total Dept 192 - FINANCE DEPARTMENT		39,763.72	169,741.00	169,741.00	41,598.89	128,142.11	24.51
Dept 209 - ASSESSOR							
101-209-702.000	ASSESSOR SALARY	16,537.24	67,814.00	67,814.00	16,953.48	50,860.52	25.00
101-209-704.000	ASST ASSESSOR WAGES	10,752.50	44,987.00	44,987.00	11,088.99	33,898.01	24.65
101-209-708.000	ASSESSING PERSONNEL WAGES	7,787.94	26,082.00	26,082.00	8,197.20	17,884.80	31.43
101-209-709.100	MERIT/BONUS PAY	400.00	0.00	0.00	0.00	0.00	0.00
101-209-710.000	WAGES IN LIEU OF BENEFITS	1,650.00	6,600.00	6,600.00	1,650.00	4,950.00	25.00
101-209-715.000	EMPLOYERS SOC SEC	2,826.09	11,129.00	11,129.00	2,884.39	8,244.61	25.92
101-209-716.000	EMPLOYMENT EXPENSE	415.89	1,796.00	1,796.00	441.36	1,354.64	24.57
101-209-718.000	RETIREMENT	2,754.47	11,280.00	11,280.00	2,800.07	8,479.93	24.82
101-209-727.000	SUPPLIES & POSTAGE	309.89	2,020.00	2,020.00	122.53	1,897.47	6.07
101-209-801.000	CONTRACTED SERVICES	25.00	0.00	0.00	0.00	0.00	0.00
101-209-804.000	MEMBERSHIP & DUES	380.00	2,170.00	2,170.00	231.00	1,939.00	10.65
101-209-811.000	TAX PREPARATION	0.00	3,700.00	3,700.00	0.00	3,700.00	0.00
101-209-826.000	LEGAL FEES	5,875.34	25,000.00	25,000.00	19,309.86	5,690.14	77.24
101-209-900.000	PRINTING & PUBLICATIONS	0.00	350.00	350.00	0.00	350.00	0.00
101-209-930.000	REPAIRS & MAINTENANCE	3,382.10	5,610.00	5,610.00	3,115.00	2,495.00	55.53
101-209-956.000	MISCELLANEOUS	20.44	100.00	100.00	38.39	61.61	38.39
101-209-957.000	EDUCATION/TRAINING/CONVENTION	272.27	2,300.00	2,300.00	736.38	1,563.62	32.02

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 209 - ASSESSOR		53,389.17	210,938.00	210,938.00	67,568.65	143,369.35	32.03
Dept 215 - CLERK							
101-215-702.000	CLERK SALARY	15,499.98	62,000.00	62,000.00	15,499.98	46,500.02	25.00
101-215-704.000	DEPUTY CLERK WAGES	5,748.53	37,884.00	37,884.00	9,294.54	28,589.46	24.53
101-215-706.000	RECEPTIONIST WAGES	8,086.56	0.00	0.00	0.00	0.00	0.00
101-215-710.000	WAGES IN LIEU OF BENEFITS	750.00	0.00	0.00	0.00	0.00	0.00
101-215-712.000	CASH IN LIEU OF BENEFITS	0.00	1,600.00	1,600.00	400.00	1,200.00	25.00
101-215-715.000	EMPLOYERS SOC SEC	2,239.40	7,764.00	7,764.00	1,847.14	5,916.86	23.79
101-215-716.000	EMPLOYMENT EXPENSE	4,555.73	22,748.00	22,748.00	5,146.81	17,601.19	22.63
101-215-718.000	RETIREMENT	2,354.32	9,988.00	9,988.00	2,463.05	7,524.95	24.66
101-215-727.000	SUPPLIES & POSTAGE	3.94	860.00	860.00	2.15	857.85	0.25
101-215-804.000	MEMBERSHIP & DUES	20.00	450.00	450.00	0.00	450.00	0.00
101-215-900.000	PRINTING & PUBLICATIONS	490.00	2,890.00	2,890.00	490.00	2,400.00	16.96
101-215-957.000	EDUCATION/TRAINING/CONVENTION	0.00	2,100.00	2,100.00	570.50	1,529.50	27.17
Total Dept 215 - CLERK		39,748.46	148,284.00	148,284.00	35,714.17	112,569.83	24.08
Dept 239 - VEHICLE USE							
101-239-740.000	OPERATING SUPPLIES	0.00	50.00	50.00	13.23	36.77	26.46
101-239-860.000	GASOLINE	294.61	1,150.00	1,150.00	460.22	689.78	40.02
101-239-861.000	MILEAGE	0.00	100.00	100.00	0.00	100.00	0.00
101-239-930.000	REPAIRS & MAINTENANCE	64.69	1,550.00	1,550.00	328.95	1,221.05	21.22
Total Dept 239 - VEHICLE USE		359.30	2,850.00	2,850.00	802.40	2,047.60	28.15
Dept 247 - BOARD OF REVIEW							
101-247-715.000	EMPLOYERS SOC SEC	0.00	225.00	225.00	0.00	225.00	0.00
101-247-725.000	BOARD OF REVIEW FEES	0.00	2,940.00	2,940.00	0.00	2,940.00	0.00
101-247-727.000	SUPPLIES & POSTAGE	0.00	150.00	150.00	0.00	150.00	0.00
101-247-900.000	PRINTING & PUBLICATIONS	0.00	385.00	385.00	0.00	385.00	0.00
101-247-957.000	EDUCATION/TRAINING/CONVENTION	0.00	750.00	750.00	0.00	750.00	0.00
Total Dept 247 - BOARD OF REVIEW		0.00	4,450.00	4,450.00	0.00	4,450.00	0.00
Dept 253 - TREASURER							
101-253-702.000	TREASURER SALARY	15,499.98	62,000.00	62,000.00	15,499.98	46,500.02	25.00
101-253-704.000	DEPUTY TREASURER WAGES	10,334.97	42,354.00	42,354.00	10,597.25	31,756.75	25.02
101-253-708.000	CASHIER WAGES	2,529.10	12,289.00	12,289.00	2,979.33	9,309.67	24.24
101-253-715.000	EMPLOYERS SOC SEC	1,967.84	9,015.00	9,015.00	1,972.22	7,042.78	21.88
101-253-716.000	EMPLOYMENT EXPENSE	8,779.39	38,686.00	38,686.00	9,185.38	29,500.62	23.74
101-253-718.000	RETIREMENT	2,564.34	10,435.00	10,435.00	2,603.37	7,831.63	24.95
101-253-727.000	SUPPLIES & POSTAGE	20.73	1,100.00	1,100.00	81.30	1,018.70	7.39
101-253-804.000	MEMBERSHIP & DUES	135.00	800.00	800.00	0.00	800.00	0.00
101-253-811.000	TAX PREPARATION	4,308.25	8,750.00	8,750.00	4,230.26	4,519.74	48.35
101-253-811.100	TAX COLLECTION	12.69	500.00	500.00	15.00	485.00	3.00
101-253-826.000	LEGAL FEES	0.00	200.00	200.00	0.00	200.00	0.00
101-253-861.000	MILEAGE	0.00	0.00	0.00	29.50	(29.50)	100.00
101-253-930.000	REPAIRS & MAINTENANCE	2,613.50	4,950.00	4,950.00	3,047.00	1,903.00	61.56
101-253-957.000	EDUCATION/TRAINING/CONVENTION	829.96	3,145.00	3,145.00	647.85	2,497.15	20.60
Total Dept 253 - TREASURER		49,595.75	194,224.00	194,224.00	50,888.44	143,335.56	26.20
Dept 258 - DATA PROCESSING							
101-258-740.000	OPERATING SUPPLIES	0.00	250.00	250.00	0.00	250.00	0.00
101-258-801.000	CONTRACTED SERVICES	0.00	6,700.00	6,700.00	0.00	6,700.00	0.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-258-930.000	REPAIRS & MAINTENANCE	0.00	1,200.00	1,200.00	0.00	1,200.00	0.00
Total Dept 258 - DATA PROCESSING		0.00	8,150.00	8,150.00	0.00	8,150.00	0.00
Dept 265 - TOWNSHIP HALL & GROUNDS							
101-265-704.000	MAINT. WORKER WAGES	1,268.27	5,639.00	5,639.00	1,059.20	4,579.80	18.78
101-265-715.000	EMPLOYER'S SOC SEC	97.03	431.00	431.00	81.03	349.97	18.80
101-265-740.000	OPERATING SUPPLIES	551.14	5,274.00	5,274.00	599.32	4,674.68	11.36
101-265-801.000	CONTRACTED SERVICES	1,738.88	12,206.00	12,206.00	3,408.98	8,797.02	27.93
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	3,536.19	10,000.00	10,000.00	0.00	10,000.00	0.00
101-265-802.000	LAWN/SNOW MAINTENANCE	4,732.96	21,350.00	21,350.00	3,955.96	17,394.04	18.53
101-265-802.100	IRRIGATION REPAIRS	0.00	900.00	900.00	0.00	900.00	0.00
101-265-851.000	TELEPHONE	2,619.07	12,450.00	12,450.00	3,026.96	9,423.04	24.31
101-265-920.001	UTILITIES - GAS	894.62	4,429.00	4,429.00	771.40	3,657.60	17.42
101-265-920.002	UTILITIES - ELECTRIC	4,551.14	21,505.00	21,505.00	2,405.36	19,099.64	11.19
101-265-920.003	UTILITIES - SOFTENER	32.94	200.00	200.00	0.00	200.00	0.00
101-265-920.004	UTILITIES - SEWER	219.59	760.00	760.00	197.62	562.38	26.00
101-265-920.005	UTILITIES - WATER	1,329.40	4,905.00	4,905.00	1,426.12	3,478.88	29.07
101-265-920.006	REU SURCHARGE FEES	0.00	2,072.00	2,072.00	0.00	2,072.00	0.00
101-265-930.000	REPAIRS & MAINTENANCE	215.82	6,960.00	14,890.00	240.00	14,650.00	1.61
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	0.00	2,200.00	2,200.00	5.49	2,194.51	0.25
101-265-956.100	ASSESSMENTS	0.00	280.00	280.00	0.00	280.00	0.00
101-265-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	7,930.00	(7,930.00)	100.00
Total Dept 265 - TOWNSHIP HALL & GROUNDS		21,787.05	111,561.00	119,491.00	25,107.44	94,383.56	21.01
Dept 299 - UNALLOCATED							
101-299-703.000	VACATION/PTO OWED AT YE	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
101-299-727.000	SUPPLIES & POSTAGE	1,085.47	7,100.00	7,100.00	862.54	6,237.46	12.15
101-299-850.000	TAX CHARGEBACKS	0.00	2,000.00	2,000.00	96.16	1,903.84	4.81
101-299-890.000	CONTINGENCIES	0.00	40,000.00	32,009.00	0.00	32,009.00	0.00
101-299-910.000	INSURANCE	5,140.48	26,211.00	26,211.00	4,088.96	22,122.04	15.60
101-299-930.000	REPAIRS & MAINTENANCE	1,718.25	4,125.00	4,125.00	139.78	3,985.22	3.39
101-299-957.000	EDUCATION/TRAINING/CONVENTION	17.56	2,200.00	2,200.00	121.78	2,078.22	5.54
Total Dept 299 - UNALLOCATED		7,961.76	86,636.00	78,645.00	5,309.22	73,335.78	6.75
Dept 400 - PLANNING & ZONING							
101-400-702.000	PLANNING DIRECTOR SALARY	18,009.31	75,366.00	75,366.00	18,841.50	56,524.50	25.00
101-400-702.100	SALARY IN LIEU OF BENEFITS	750.00	3,000.00	3,000.00	750.00	2,250.00	25.00
101-400-702.300	PLANNING SPECIALIST	15,285.60	63,341.00	63,341.00	15,692.46	47,648.54	24.77
101-400-706.000	PLANNING ASSISTANT 2	9,766.33	40,658.00	40,658.00	10,067.74	30,590.26	24.76
101-400-709.100	MERIT/BONUS PAY	100.00	0.00	0.00	200.00	(200.00)	100.00
101-400-710.000	WAGES IN LIEU OF BENEFITS	1,650.00	6,600.00	6,600.00	1,650.00	4,950.00	25.00
101-400-715.000	EMPLOYERS SOC SEC	3,748.99	17,136.00	17,136.00	3,860.65	13,275.35	22.53
101-400-716.000	EMPLOYMENT EXPENSE	639.90	2,765.00	2,765.00	673.47	2,091.53	24.36
101-400-718.000	RETIREMENT	4,260.55	17,937.00	17,937.00	4,471.19	13,465.81	24.93
101-400-725.000	PLANNING COMMISSION FEES	3,445.50	17,520.00	17,520.00	3,264.25	14,255.75	18.63
101-400-727.000	SUPPLIES & POSTAGE	504.23	1,000.00	1,000.00	57.95	942.05	5.80
101-400-801.000	CONTRACTED SERVICES	0.00	3,500.00	3,500.00	0.00	3,500.00	0.00
101-400-801.002	CONSULTING - SITE REVIEWS	0.00	5,800.00	5,800.00	650.00	5,150.00	11.21
101-400-804.000	MEMBERSHIP & DUES	1,115.00	2,200.00	2,200.00	480.00	1,720.00	21.82
101-400-826.000	LEGAL FEES	45.00	7,000.00	7,000.00	0.00	7,000.00	0.00
101-400-861.400	MILEAGE - PC	0.00	250.00	250.00	0.00	250.00	0.00
101-400-900.000	PRINTING & PUBLICATIONS	0.00	3,000.00	3,000.00	885.00	2,115.00	29.50
101-400-930.000	REPAIRS & MAINTENANCE	0.00	320.00	320.00	0.00	320.00	0.00
101-400-957.000	EDUCATION/TRAINING/CONVENTION	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00
101-400-957.400	EDUCATION/TRAINING - PC	0.00	500.00	500.00	0.00	500.00	0.00
101-400-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	780.00	(780.00)	100.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 400 - PLANNING & ZONING		59,320.41	270,393.00	270,393.00	62,324.21	208,068.79	23.05
Dept 410 - BOARD OF APPEALS							
101-410-715.000	EMPLOYERS SOC SEC	45.31	87.00	87.00	41.73	45.27	47.97
101-410-725.000	ZBA FEES	597.22	1,135.00	1,135.00	549.72	585.28	48.43
101-410-900.000	PRINTING & PUBLICATIONS	0.00	450.00	450.00	70.00	380.00	15.56
101-410-957.000	EDUCATION/TRAINING/CONVENTION	857.52	500.00	500.00	0.00	500.00	0.00
Total Dept 410 - BOARD OF APPEALS		1,500.05	2,172.00	2,172.00	661.45	1,510.55	30.45
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
101-441-702.000	DPW DIRECTOR SALARY	18,654.89	76,873.00	76,873.00	19,218.24	57,654.76	25.00
101-441-702.100	SALARY IN LIEU OF BENEFITS	900.00	3,600.00	3,600.00	900.00	2,700.00	25.00
101-441-704.000	DPW ASSISTANT WAGES	10,425.63	37,686.00	37,686.00	9,355.30	28,330.70	24.82
101-441-709.100	MERIT/BONUS PAY	200.00	0.00	0.00	500.00	(500.00)	100.00
101-441-712.000	CASH IN LIEU OF BENEFITS	0.00	3,600.00	3,600.00	900.00	2,700.00	25.00
101-441-715.000	EMPLOYERS SOC SEC	2,125.93	9,315.00	9,315.00	2,361.83	6,953.17	25.36
101-441-716.000	EMPLOYMENT EXPENSE	5,376.26	0.00	0.00	0.00	0.00	0.00
101-441-718.000	RETIREMENT	2,907.83	11,456.00	11,456.00	2,905.88	8,550.12	25.37
101-441-727.000	SUPPLIES & POSTAGE	31.05	574.00	574.00	60.00	514.00	10.45
101-441-740.000	OPERATING SUPPLIES	207.88	1,046.00	1,046.00	230.96	815.04	22.08
101-441-801.000	CONTRACTED SERVICES	14,789.65	13,000.00	13,000.00	8,957.08	4,042.92	68.90
101-441-801.007	TREATMENT PLANT SAMPLING	2,792.85	14,500.00	14,500.00	3,268.62	11,231.38	22.54
101-441-804.000	MEMBERSHIP & DUES	0.00	385.00	385.00	0.00	385.00	0.00
101-441-861.000	MILEAGE	0.00	100.00	100.00	0.00	100.00	0.00
101-441-900.000	PRINTING & PUBLICATIONS	0.00	100.00	100.00	0.00	100.00	0.00
101-441-930.000	SOFTWARE MAINTENANCE	0.00	400.00	400.00	0.00	400.00	0.00
101-441-957.000	EDUCATION/TRAINING/CONVENTION	179.00	500.00	500.00	0.00	500.00	0.00
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		58,590.97	173,135.00	173,135.00	48,657.91	124,477.09	28.10
Dept 444 - SIDEWALKS							
101-444-801.009	CONTRACT SERVICES - WATER SYSTEM	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00
101-444-969.005	SIDEWALKS	0.00	6,000.00	6,000.00	0.00	6,000.00	0.00
Total Dept 444 - SIDEWALKS		0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
Dept 448 - STREET LIGHTS							
101-448-921.000	STREET LIGHTS	4,122.18	17,174.00	17,174.00	3,968.93	13,205.07	23.11
101-448-930.000	REPAIRS & MAINTENANCE	0.00	250.00	250.00	0.00	250.00	0.00
Total Dept 448 - STREET LIGHTS		4,122.18	17,424.00	17,424.00	3,968.93	13,455.07	22.78
Dept 463 - ROADS & M59 MEDIAN							
101-463-727.000	SUPPLIES & POSTAGE	1.84	20.00	20.00	0.00	20.00	0.00
101-463-801.009	CONTRACT SERVICES - WATER SYSTEM	203.45	204.00	204.00	0.00	204.00	0.00
101-463-802.000	LAWN/SNOW MAINTENANCE	8,325.34	13,500.00	13,500.00	7,658.34	5,841.66	56.73
101-463-802.100	IRRIGATION REPAIRS	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
101-463-920.005	UTILITIES - WATER	1,233.85	6,000.00	6,000.00	312.88	5,687.12	5.21
101-463-920.006	REU SURCHARGE FEES	0.00	4,191.00	4,191.00	0.00	4,191.00	0.00
101-463-969.002	ROAD CHLORIDE	20,475.77	73,000.00	73,000.00	18,882.60	54,117.40	25.87
101-463-969.005	SIDEWALKS	0.00	500.00	500.00	0.00	500.00	0.00
Total Dept 463 - ROADS & M59 MEDIAN		30,240.25	98,915.00	98,915.00	26,853.82	72,061.18	27.15

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND							
Expenditures							
Dept 465 - DRAINS, PUBLIC BENEFIT							
101-465-956.000	MISCELLANEOUS	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
101-465-963.000	DRAINS AT LARGE	0.00	6,000.00	6,000.00	0.00	6,000.00	0.00
Total Dept 465 - DRAINS, PUBLIC BENEFIT		0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
Dept 577 - COMMUNICATIONS							
101-577-702.000	COMMUNICATION WAGES (PT)	7,132.87	33,942.00	33,942.00	6,774.30	27,167.70	19.96
101-577-704.000	CABLE OPERATOR WAGES	380.84	2,575.00	2,575.00	485.54	2,089.46	18.86
101-577-715.000	EMPLOYERS SOC SEC	574.79	2,794.00	2,794.00	555.37	2,238.63	19.88
101-577-727.000	SUPPLIES & POSTAGE	0.00	800.00	800.00	87.50	712.50	10.94
101-577-740.000	OPERATING SUPPLIES	331.45	2,500.00	2,500.00	260.46	2,239.54	10.42
101-577-801.000	CONTRACTED SERVICES	921.35	22,250.00	22,311.00	10,520.00	11,791.00	47.15
101-577-900.000	PRINTING & PUBLICATIONS	1,524.27	6,550.00	6,550.00	2,146.34	4,403.66	32.77
101-577-956.000	SPECIAL EVENTS	0.00	500.00	500.00	371.40	128.60	74.28
101-577-957.000	EDUCATION/TRAINING/CONVENTION	0.00	500.00	500.00	20.00	480.00	4.00
Total Dept 577 - COMMUNICATIONS		10,865.57	72,411.00	72,472.00	21,220.91	51,251.09	29.28
Dept 722 - ZONING CODE ENFORCEMENT							
101-722-704.000	ENFORCEMENT WAGES	3,409.55	13,937.00	13,937.00	3,663.44	10,273.56	26.29
101-722-715.000	EMPLOYERS SOC SEC	260.83	1,066.00	1,066.00	280.25	785.75	26.29
101-722-725.000	FEES/PER DIEMS	0.00	500.00	500.00	0.00	500.00	0.00
Total Dept 722 - ZONING CODE ENFORCEMENT		3,670.38	15,503.00	15,503.00	3,943.69	11,559.31	25.44
Dept 751 - PARKS & RECREATION							
101-751-704.000	WAGES	1,081.76	2,531.00	2,531.00	0.00	2,531.00	0.00
101-751-715.000	EMPLOYERS SOC SEC	82.75	194.00	194.00	0.00	194.00	0.00
101-751-740.000	OPERATING SUPPLIES	52.98	2,225.00	2,225.00	474.39	1,750.61	21.32
101-751-801.000	CONTRACTED SERVICES	9,375.00	34,900.00	34,900.00	13,436.62	21,463.38	38.50
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	2,559.64	9,640.00	9,640.00	436.32	9,203.68	4.53
101-751-802.000	LAWN/SNOW MAINTENANCE	590.00	3,250.00	3,250.00	143.51	3,106.49	4.42
101-751-920.002	UTILITIES - ELECTRIC	1,933.78	5,300.00	5,300.00	304.54	4,995.46	5.75
101-751-920.004	UTILITIES - SEWER	1,305.46	400.00	400.00	1,159.36	(759.36)	289.84
101-751-920.006	REU SURCHARGE FEES	0.00	22.00	22.00	0.00	22.00	0.00
101-751-930.000	REPAIRS & MAINTENANCE	2,680.99	8,300.00	8,300.00	1,009.03	7,290.97	12.16
101-751-955.000	PARKS - SPECIAL EVENTS	0.00	16,000.00	16,000.00	(436.32)	16,436.32	(2.73)
101-751-956.000	FARMERS MARKET	1,674.41	3,000.00	3,000.00	165.00	2,835.00	5.50
Total Dept 751 - PARKS & RECREATION		21,336.77	85,762.00	85,762.00	16,692.45	69,069.55	19.46
Dept 901 - APPROPRIATIONS-TRANSFER OUT							
101-901-999.000	APPROPRIATIONS SENIOR CITIZENS	0.00	22,000.00	22,000.00	0.00	22,000.00	0.00
101-901-999.002	APPROPRIATIONS COMMUNITY CENTER	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00
101-901-999.209	TRANSFER TO CEM	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00
101-901-999.401	TRANSFER OUT CAPITAL IMP	437,349.00	463,010.00	463,010.00	463,010.00	0.00	100.00
Total Dept 901 - APPROPRIATIONS-TRANSFER OUT		462,349.00	530,010.00	530,010.00	488,010.00	42,000.00	92.08
TOTAL EXPENDITURES		980,667.60	2,618,380.00	2,618,380.00	1,012,080.48	1,606,299.52	38.65
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		313,065.43	2,618,380.00	2,618,380.00	327,693.16	2,290,686.84	12.52

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE	2019-20	2019-20	YTD BALANCE	AVAILABLE	% BDGT
		06/30/2018	ORIGINAL	AMENDED BUDGET	06/30/2019	BALANCE	USED
Fund 101 - GENERAL FUND							
TOTAL EXPENDITURES		980,667.60	2,618,380.00	2,618,380.00	1,012,080.48	1,606,299.52	38.65
NET OF REVENUES & EXPENDITURES		(667,602.17)	0.00	0.00	(684,387.32)	684,387.32	100.00

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 204 - MUNICIPAL STREET FUND							
Revenues							
Dept 000							
204-000-402.000	CURRENT REAL PROP TAX	0.00	1,015,597.00	1,015,597.00	0.00	1,015,597.00	0.00
204-000-413.000	CHARGEBACK TAXES	0.00	0.00	0.00	46.89	(46.89)	100.00
204-000-446.000	INT.&PEN DEL TAX	5.08	0.00	0.00	8.17	(8.17)	100.00
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	0.00	1,196.20	(1,196.20)	100.00
204-000-665.000	INTEREST EARNINGS	614.40	2,400.00	2,400.00	811.59	1,588.41	33.82
Total Dept 000		619.48	1,017,997.00	1,017,997.00	2,062.85	1,015,934.15	0.20
TOTAL REVENUES		619.48	1,017,997.00	1,017,997.00	2,062.85	1,015,934.15	0.20
Expenditures							
Dept 000							
204-000-850.000	TAX CHARGEBACKS	0.00	2,500.00	2,500.00	115.13	2,384.87	4.61
204-000-969.002	ROAD CHLORIDE	0.00	21,000.00	21,000.00	0.00	21,000.00	0.00
204-000-969.100	GRAVEL ROAD IMPROVEMENTS	0.00	0.00	123,500.00	0.00	123,500.00	0.00
204-000-969.200	PAVED ROAD IMPROVEMENTS	0.00	85,000.00	85,000.00	0.00	85,000.00	0.00
204-000-994.001	BOND PRINCIPAL ROAD 2015	0.00	180,000.00	180,000.00	0.00	180,000.00	0.00
204-000-994.002	BOND PRINCIPAL ROADS 2016	0.00	325,000.00	325,000.00	0.00	325,000.00	0.00
204-000-996.000	BOND FEES	1,000.00	1,000.00	1,000.00	0.00	1,000.00	0.00
204-000-997.001	BOND INTEREST ROADS 2015	0.00	28,650.00	28,650.00	0.00	28,650.00	0.00
204-000-997.002	BOND INTEREST ROADS 2016	0.00	53,250.00	53,250.00	0.00	53,250.00	0.00
Total Dept 000		1,000.00	696,400.00	819,900.00	115.13	819,784.87	0.01
TOTAL EXPENDITURES		1,000.00	696,400.00	819,900.00	115.13	819,784.87	0.01
Fund 204 - MUNICIPAL STREET FUND:							
TOTAL REVENUES		619.48	1,017,997.00	1,017,997.00	2,062.85	1,015,934.15	0.20
TOTAL EXPENDITURES		1,000.00	696,400.00	819,900.00	115.13	819,784.87	0.01
NET OF REVENUES & EXPENDITURES		(380.52)	321,597.00	198,097.00	1,947.72	196,149.28	0.98

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 206 - FIRE OPERATING							
Revenues							
Dept 000							
206-000-402.000	CURRENT REAL PROP TAX	0.00	1,274,167.00	1,274,167.00	0.00	1,274,167.00	0.00
206-000-413.000	CHARGEBACK TAXES	0.00	0.00	0.00	58.61	(58.61)	100.00
206-000-446.000	INT.&PEN DEL TAX	6.38	0.00	0.00	10.24	(10.24)	100.00
206-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
206-000-665.000	INTEREST EARNINGS	550.89	1,700.00	1,700.00	638.01	1,061.99	37.53
206-000-694.000	OTHER REVENUE	2.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		559.27	1,282,867.00	1,282,867.00	706.86	1,282,160.14	0.06
TOTAL REVENUES		559.27	1,282,867.00	1,282,867.00	706.86	1,282,160.14	0.06
Expenditures							
Dept 000							
206-000-802.000	LAWN/SNOW MAINTENANCE	3,094.00	6,500.00	6,500.00	1,407.00	5,093.00	21.65
206-000-807.000	AUDIT FEES	850.00	875.00	875.00	850.00	25.00	97.14
206-000-850.000	TAX CHARGEBACKS	0.00	2,000.00	2,000.00	145.95	1,854.05	7.30
206-000-920.002	UTILITIES - ELECTRIC	156.58	850.00	850.00	180.35	669.65	21.22
206-000-930.000	SOFTWARE MAINTENANCE	0.00	154.00	154.00	0.00	154.00	0.00
206-000-930.001	REPAIRS & MAINT. EQUIPMENT	0.00	6,100.00	6,100.00	1,191.64	4,908.36	19.54
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	347.26	8,500.00	8,500.00	4,192.81	4,307.19	49.33
206-000-956.100	ASSESSMENTS	0.00	266.00	266.00	0.00	266.00	0.00
206-000-970.003	CAPITAL OUTLAY - BLDG GRDS	0.00	21,500.00	21,500.00	0.00	21,500.00	0.00
206-000-999.336	CONTRIBUTION TO FIRE AUTHORITY	294,547.00	1,200,303.00	1,200,303.00	600,151.50	600,151.50	50.00
Total Dept 000		298,994.84	1,247,048.00	1,247,048.00	608,119.25	638,928.75	48.76
TOTAL EXPENDITURES		298,994.84	1,247,048.00	1,247,048.00	608,119.25	638,928.75	48.76
Fund 206 - FIRE OPERATING:							
TOTAL REVENUES		559.27	1,282,867.00	1,282,867.00	706.86	1,282,160.14	0.06
TOTAL EXPENDITURES		298,994.84	1,247,048.00	1,247,048.00	608,119.25	638,928.75	48.76
NET OF REVENUES & EXPENDITURES		(298,435.57)	35,819.00	35,819.00	(607,412.39)	643,231.39	1,695.78

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 209 - CEMETERY							
Revenues							
Dept 000							
209-000-642.000	COLUMBARIUM SALES	750.00	2,200.00	2,200.00	450.00	1,750.00	20.45
209-000-643.000	LOT SALES	2,200.00	3,300.00	3,300.00	1,100.00	2,200.00	33.33
209-000-665.000	INTEREST EARNINGS	23.81	0.00	0.00	15.26	(15.26)	100.00
209-000-676.000	REIMBURSEMENTS	468.00	0.00	0.00	0.00	0.00	0.00
209-000-691.101	CONTRIBUTION FROM GENERAL FUD	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00
Total Dept 000		28,441.81	30,500.00	30,500.00	26,565.26	3,934.74	87.10
TOTAL REVENUES		28,441.81	30,500.00	30,500.00	26,565.26	3,934.74	87.10
Expenditures							
Dept 000							
209-000-727.000	SUPPLIES & POSTAGE	716.00	1,400.00	1,400.00	257.00	1,143.00	18.36
209-000-802.000	LAWN/SNOW MAINTENANCE	10,850.00	22,295.00	22,295.00	5,587.00	16,708.00	25.06
209-000-910.000	INSURANCE	0.00	340.00	340.00	0.00	340.00	0.00
209-000-920.000	UTILITIES	41.99	162.00	162.00	32.70	129.30	20.19
209-000-930.000	REPAIRS & MAINTENANCE	131.89	5,780.00	5,780.00	0.00	5,780.00	0.00
Total Dept 000		11,739.88	29,977.00	29,977.00	5,876.70	24,100.30	19.60
TOTAL EXPENDITURES		11,739.88	29,977.00	29,977.00	5,876.70	24,100.30	19.60
Fund 209 - CEMETERY:							
TOTAL REVENUES		28,441.81	30,500.00	30,500.00	26,565.26	3,934.74	87.10
TOTAL EXPENDITURES		11,739.88	29,977.00	29,977.00	5,876.70	24,100.30	19.60
NET OF REVENUES & EXPENDITURES		16,701.93	523.00	523.00	20,688.56	(20,165.56)	3,955.75

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 212 - LIQUOR LAW ENFORCEMENT							
Revenues							
Dept 000							
212-000-575.000	LIQUOR LICENSE FEES	68.75	11,256.00	11,256.00	13.75	11,242.25	0.12
212-000-665.000	INTEREST EARNINGS	19.33	0.00	0.00	22.98	(22.98)	100.00
Total Dept 000		88.08	11,256.00	11,256.00	36.73	11,219.27	0.33
TOTAL REVENUES		88.08	11,256.00	11,256.00	36.73	11,219.27	0.33
Expenditures							
Dept 000							
212-000-704.000	ENFORCEMENT WAGES	470.45	3,823.00	3,823.00	164.26	3,658.74	4.30
212-000-715.000	EMPLOYERS SOC SEC	35.99	292.00	292.00	12.57	279.43	4.30
212-000-801.000	CONTRACTED SERVICES	0.00	7,246.00	7,246.00	0.00	7,246.00	0.00
Total Dept 000		506.44	11,361.00	11,361.00	176.83	11,184.17	1.56
TOTAL EXPENDITURES		506.44	11,361.00	11,361.00	176.83	11,184.17	1.56
Fund 212 - LIQUOR LAW ENFORCEMENT:							
TOTAL REVENUES		88.08	11,256.00	11,256.00	36.73	11,219.27	0.33
TOTAL EXPENDITURES		506.44	11,361.00	11,361.00	176.83	11,184.17	1.56
NET OF REVENUES & EXPENDITURES		(418.36)	(105.00)	(105.00)	(140.10)	35.10	133.43

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 354 - 2009 M-59 ROAD IMPROVEMENTS BOND							
Revenues							
Dept 000							
354-000-404.000	2009 M-59 ROAD SAD REVENUE	286,275.60	162,750.00	162,750.00	0.00	162,750.00	0.00
354-000-404.001	HROAD SPEC ASSESS REVENUE	146,738.62	53,287.00	53,287.00	0.00	53,287.00	0.00
354-000-447.001	2009 M-59 ROAD SAD INTEREST	6,918.33	140,792.00	140,792.00	0.00	140,792.00	0.00
354-000-447.002	HROAD SPEC ASSESS INTEREST	3,546.18	46,360.00	46,360.00	0.00	46,360.00	0.00
354-000-665.000	INTEREST EARNINGS	668.52	1,000.00	1,000.00	504.10	495.90	50.41
354-000-697.000	PREMIUM ON BONDS	0.00	0.00	0.00	70,694.15	(70,694.15)	100.00
354-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	2,790,000.00	(2,790,000.00)	100.00
Total Dept 000		444,147.25	404,189.00	404,189.00	2,861,198.25	(2,457,009.25)	707.89
TOTAL REVENUES		444,147.25	404,189.00	404,189.00	2,861,198.25	(2,457,009.25)	707.89
Expenditures							
Dept 000							
354-000-824.000	BANK FEES	0.00	0.00	0.00	15.00	(15.00)	100.00
354-000-994.000	M59 2009 BOND PRINCIPAL	270,000.00	270,000.00	270,000.00	4,050,000.00	(3,780,000.00)	1,500.00
354-000-996.000	BOND FEES	0.00	250.00	250.00	0.00	250.00	0.00
354-000-996.001	BOND ISSUANCE COSTS	0.00	0.00	0.00	77,417.15	(77,417.15)	100.00
354-000-997.000	M59 2009 BOND INTEREST	101,283.75	186,368.00	186,368.00	102,921.38	83,446.62	55.22
Total Dept 000		371,283.75	456,618.00	456,618.00	4,230,353.53	(3,773,735.53)	926.45
TOTAL EXPENDITURES		371,283.75	456,618.00	456,618.00	4,230,353.53	(3,773,735.53)	926.45
Fund 354 - 2009 M-59 ROAD IMPROVEMENTS BOND:							
TOTAL REVENUES		444,147.25	404,189.00	404,189.00	2,861,198.25	(2,457,009.25)	707.89
TOTAL EXPENDITURES		371,283.75	456,618.00	456,618.00	4,230,353.53	(3,773,735.53)	926.45
NET OF REVENUES & EXPENDITURES		72,863.50	(52,429.00)	(52,429.00)	(1,369,155.28)	1,316,726.28	2,611.45

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2019-20 AMENDED BUDGET			
Fund 357 - ORE VALLEY SAD							
Revenues							
Dept 000							
357-000-404.000	SPECIAL ASSESSMENTS	0.00	20,686.00	20,686.00	0.00	20,686.00	0.00
357-000-447.001	SPECIAL ASSESSMENT INTEREST	0.00	827.00	827.00	0.00	827.00	0.00
357-000-665.000	INTEREST EARNINGS	18.54	0.00	0.00	28.66	(28.66)	100.00
357-000-696.000	RESIDUAL EQUITY TRANSFER	12,408.47	0.00	0.00	0.00	0.00	0.00
Total Dept 000		12,427.01	21,513.00	21,513.00	28.66	21,484.34	0.13
TOTAL REVENUES		12,427.01	21,513.00	21,513.00	28.66	21,484.34	0.13
Fund 357 - ORE VALLEY SAD:							
TOTAL REVENUES		12,427.01	21,513.00	21,513.00	28.66	21,484.34	0.13
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,427.01	21,513.00	21,513.00	28.66	21,484.34	0.13

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 358 - MILLPOINTE ROAD DEBT SERVICE FUND							
Revenues							
Dept 000							
358-000-451.000	SPECIAL ASSESSMENT PRINCIPAL	0.00	112,900.00	112,900.00	820.00	112,080.00	0.73
358-000-451.001	SPECIAL ASSESSMENT INTEREST	0.00	38,104.00	38,104.00	0.00	38,104.00	0.00
358-000-665.000	INTEREST EARNINGS	52.09	0.00	0.00	85.23	(85.23)	100.00
Total Dept 000		52.09	151,004.00	151,004.00	905.23	150,098.77	0.60
TOTAL REVENUES		52.09	151,004.00	151,004.00	905.23	150,098.77	0.60
Expenditures							
Dept 000							
358-000-991.000	BOND - PRINCIPAL	0.00	85,000.00	85,000.00	85,000.00	0.00	100.00
358-000-996.000	BOND FEES	500.00	500.00	500.00	500.00	0.00	100.00
358-000-997.000	BOND INTEREST PAYMENT	0.00	24,663.00	24,663.00	12,968.75	11,694.25	52.58
Total Dept 000		500.00	110,163.00	110,163.00	98,468.75	11,694.25	89.38
TOTAL EXPENDITURES		500.00	110,163.00	110,163.00	98,468.75	11,694.25	89.38
Fund 358 - MILLPOINTE ROAD DEBT SERVICE FUND:							
TOTAL REVENUES		52.09	151,004.00	151,004.00	905.23	150,098.77	0.60
TOTAL EXPENDITURES		500.00	110,163.00	110,163.00	98,468.75	11,694.25	89.38
NET OF REVENUES & EXPENDITURES		(447.91)	40,841.00	40,841.00	(97,563.52)	138,404.52	238.89

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 401 - CAPITAL PROJECTS FUND							
Revenues							
Dept 000							
401-000-627.000	RIGHT OF WAY FEES	6,064.21	14,000.00	14,000.00	19,788.96	(5,788.96)	141.35
401-000-665.000	INTEREST EARNINGS	266.76	2,500.00	2,500.00	88.22	2,411.78	3.53
401-000-696.000	RESIDUAL EQUITY TRANSFER	6,366.80	0.00	0.00	0.00	0.00	0.00
401-000-699.101	TRANSFER IN GF	437,349.00	463,010.00	463,010.00	463,010.00	0.00	100.00
Total Dept 000		450,046.77	479,510.00	479,510.00	482,887.18	(3,377.18)	100.70
TOTAL REVENUES		450,046.77	479,510.00	479,510.00	482,887.18	(3,377.18)	100.70
Expenditures							
Dept 265 - TOWNSHIP HALL & GROUNDS							
401-265-970.000	CAPITAL OUTLAY	0.00	12,000.00	12,000.00	0.00	12,000.00	0.00
401-265-970.220	OLD TOWNSHIP HALL CAPITAL OUTLAY	0.00	7,500.00	7,500.00	0.00	7,500.00	0.00
Total Dept 265 - TOWNSHIP HALL & GROUNDS		0.00	19,500.00	19,500.00	0.00	19,500.00	0.00
Dept 444 - SIDEWALKS							
401-444-826.000	LEGAL FEES	0.00	0.00	0.00	6,516.00	(6,516.00)	100.00
401-444-969.005	VILLAGE SIDEWALKS	2,200.00	35,000.00	35,000.00	0.00	35,000.00	0.00
Total Dept 444 - SIDEWALKS		2,200.00	35,000.00	35,000.00	6,516.00	28,484.00	18.62
Dept 463 - ROADS & M59 MEDIAN							
401-463-969.011	WAYFINDING/GATEWAY SIGNS	0.00	39,360.00	39,360.00	0.00	39,360.00	0.00
Total Dept 463 - ROADS & M59 MEDIAN		0.00	39,360.00	39,360.00	0.00	39,360.00	0.00
Dept 751 - PARKS & RECREATION							
401-751-970.008	HERITAGE PARK	15,799.00	2,500.00	2,500.00	0.00	2,500.00	0.00
401-751-970.009	SETTLERS PARK	41,154.70	55,333.00	55,333.00	0.00	55,333.00	0.00
Total Dept 751 - PARKS & RECREATION		56,953.70	57,833.00	57,833.00	0.00	57,833.00	0.00
TOTAL EXPENDITURES		59,153.70	151,693.00	151,693.00	6,516.00	145,177.00	4.30
Fund 401 - CAPITAL PROJECTS FUND:							
TOTAL REVENUES		450,046.77	479,510.00	479,510.00	482,887.18	(3,377.18)	100.70
TOTAL EXPENDITURES		59,153.70	151,693.00	151,693.00	6,516.00	145,177.00	4.30
NET OF REVENUES & EXPENDITURES		390,893.07	327,817.00	327,817.00	476,371.18	(148,554.18)	145.32

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 409 - MILLPOINTE ROAD CONSTRUCTION							
Revenues							
Dept 000							
409-000-665.000	INTEREST EARNINGS	91.74	0.00	0.00	3.63	(3.63)	100.00
409-000-695.000	NOTE PROCEEDS	852,709.24	0.00	0.00	0.00	0.00	0.00
409-000-699.358	TRANSFER IN MILLPOINTE DSF	0.00	92,460.00	92,460.00	0.00	92,460.00	0.00
Total Dept 000		852,800.98	92,460.00	92,460.00	3.63	92,456.37	0.00
TOTAL REVENUES		852,800.98	92,460.00	92,460.00	3.63	92,456.37	0.00
Expenditures							
Dept 000							
409-000-967.000	PROJECT COST	157,566.36	0.00	0.00	0.00	0.00	0.00
Total Dept 000		157,566.36	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		157,566.36	0.00	0.00	0.00	0.00	0.00
Fund 409 - MILLPOINTE ROAD CONSTRUCTION:							
TOTAL REVENUES		852,800.98	92,460.00	92,460.00	3.63	92,456.37	0.00
TOTAL EXPENDITURES		157,566.36	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		695,234.62	92,460.00	92,460.00	3.63	92,456.37	0.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 536 - WATER SYSTEM FUND							
Revenues							
Dept 000							
536-000-600.400	WATER USAGE METERED	89,583.78	300,893.00	300,893.00	68,700.74	232,192.26	22.83
536-000-600.500	WATER READINESS TO SERVE	47,585.82	245,995.00	245,995.00	61,743.10	184,251.90	25.10
536-000-601.000	USER FEES	314.74	2,500.00	2,500.00	400.00	2,100.00	16.00
536-000-601.001	PENALTIES ON USER FEES	1,118.07	5,000.00	5,000.00	1,557.12	3,442.88	31.14
536-000-605.000	METER SALES	7,920.00	5,000.00	5,000.00	7,440.00	(2,440.00)	148.80
536-000-665.000	INTEREST EARNINGS	279.99	1,000.00	1,000.00	496.50	503.50	49.65
536-000-676.101	REIMB. CONTRACT SERVICES	0.00	23,844.00	23,844.00	0.00	23,844.00	0.00
Total Dept 000		146,802.40	584,232.00	584,232.00	140,337.46	443,894.54	24.02
TOTAL REVENUES		146,802.40	584,232.00	584,232.00	140,337.46	443,894.54	24.02
Expenditures							
Dept 000							
536-000-702.100	SALARY IN LIEU OF BENEFITS	1,800.00	7,200.00	7,200.00	1,800.00	5,400.00	25.00
536-000-702.400	MERIT/BONUS POOL	0.00	200.00	200.00	200.00	0.00	100.00
536-000-703.000	VAC/PTO OWED AT YE	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
536-000-704.000	OPERATOR II WAGES	11,178.92	44,070.00	44,070.00	11,575.18	32,494.82	26.27
536-000-706.000	OPERATOR I WAGES	8,776.55	34,573.00	34,573.00	8,933.62	25,639.38	25.84
536-000-707.000	SEASONAL WAGES	0.00	4,200.00	4,200.00	2,317.00	1,883.00	55.17
536-000-709.000	OVERTIME WAGES	1,844.84	7,864.00	7,864.00	1,391.14	6,472.86	17.69
536-000-715.000	EMPLOYERS SOC SEC	1,805.42	7,505.00	7,505.00	2,005.59	5,499.41	26.72
536-000-716.000	EMPLOYMENT EXPENSE	215.37	918.00	918.00	230.73	687.27	25.13
536-000-718.000	RETIREMENT	2,147.47	8,651.00	8,651.00	2,224.46	6,426.54	25.71
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	0.00	1,103.00	1,103.00	0.00	1,103.00	0.00
536-000-720.000	ADMINISTRATIVE FEES	37,453.83	77,840.00	77,840.00	19,459.96	58,380.04	25.00
536-000-727.000	SUPPLIES/POSTAGE	879.20	4,470.00	4,470.00	530.95	3,939.05	11.88
536-000-740.000	OPERATING SUPPLIES	1,439.36	19,523.00	19,523.00	1,262.65	18,260.35	6.47
536-000-740.001	WATER TREAT. CHEMICALS	2,038.40	14,000.00	14,000.00	2,168.50	11,831.50	15.49
536-000-741.000	METER COSTS	16.74	17,500.00	17,500.00	10,917.16	6,582.84	62.38
536-000-801.000	CONTRACTED SERVICES	482.00	5,421.00	5,421.00	1,194.00	4,227.00	22.03
536-000-802.000	LAWN/SNOW MAINTENANCE	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
536-000-804.000	MEMBERSHIP & DUES	0.00	350.00	350.00	0.00	350.00	0.00
536-000-805.000	INTERNET	354.76	1,400.00	1,400.00	354.87	1,045.13	25.35
536-000-807.000	AUDIT FEES	4,000.00	4,000.00	4,000.00	4,000.00	0.00	100.00
536-000-816.000	ENGINEERING FEES	0.00	22,500.00	22,500.00	3,850.00	18,650.00	17.11
536-000-826.000	LEGAL FEES	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
536-000-851.000	TELEPHONE	800.20	3,607.00	3,607.00	774.62	2,832.38	21.48
536-000-860.000	GASOLINE	672.02	7,089.00	7,089.00	859.65	6,229.35	12.13
536-000-861.000	MILEAGE	0.00	300.00	300.00	0.00	300.00	0.00
536-000-890.000	CONTINGENCIES	0.00	15,000.00	15,000.00	0.00	15,000.00	0.00
536-000-900.000	PRINTING & PUBLICATIONS	0.00	312.00	312.00	0.00	312.00	0.00
536-000-910.000	INSURANCE	2,891.52	10,200.00	10,200.00	2,300.04	7,899.96	22.55
536-000-920.001	UTILITIES - GAS	270.61	1,655.00	1,655.00	272.37	1,382.63	16.46
536-000-920.002	UTILITIES - ELECTRIC	9,261.37	38,920.00	38,920.00	151.50	38,768.50	0.39
536-000-920.004	UTILITIES - SEWER	832.46	3,500.00	3,500.00	834.98	2,665.02	23.86
536-000-922.000	MISS DIG	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
536-000-930.000	SOFTWARE MAINTENANCE	0.00	6,078.00	6,078.00	332.17	5,745.83	5.47
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	4,870.56	49,500.00	49,500.00	6,185.66	43,314.34	12.50
536-000-930.002	REPAIRS & MAINTENANCE TRUCKS	29.93	3,050.00	3,050.00	57.60	2,992.40	1.89
536-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	1,018.40	12,750.00	12,750.00	625.53	12,124.47	4.91
536-000-956.000	MISCELLANEOUS	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00
536-000-957.000	EDUCATION/TRAINING/CONVENTION	585.00	3,300.00	3,300.00	59.00	3,241.00	1.79
536-000-964.002	UNCOLLECTIBLE UB FEES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
536-000-999.539	TRANSFER TO WATER REPLACEMENT FUND	0.00	131,332.00	131,332.00	0.00	131,332.00	0.00
Total Dept 000		95,664.93	581,881.00	581,881.00	86,868.93	495,012.07	14.93

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 536 - WATER SYSTEM FUND							
Expenditures							
TOTAL EXPENDITURES		95,664.93	581,881.00	581,881.00	86,868.93	495,012.07	14.93
Fund 536 - WATER SYSTEM FUND:							
TOTAL REVENUES		146,802.40	584,232.00	584,232.00	140,337.46	443,894.54	24.02
TOTAL EXPENDITURES		95,664.93	581,881.00	581,881.00	86,868.93	495,012.07	14.93
NET OF REVENUES & EXPENDITURES		51,137.47	2,351.00	2,351.00	53,468.53	(51,117.53)	2,274.29

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 537 - WATER DEBT SERVICE FUND							
Revenues							
Dept 000							
537-000-404.000	SPECIAL ASSESSMENTS	90.75	15,995.00	15,995.00	53.93	15,941.07	0.34
537-000-665.000	INTEREST EARNINGS	84.53	2,000.00	2,000.00	123.43	1,876.57	6.17
Total Dept 000		175.28	17,995.00	17,995.00	177.36	17,817.64	0.99
TOTAL REVENUES		175.28	17,995.00	17,995.00	177.36	17,817.64	0.99
Expenditures							
Dept 000							
537-000-996.000	BOND FEES	1,000.00	500.00	500.00	500.00	0.00	100.00
537-000-997.001	2017 REFUNDING BOND INTEREST	10,100.00	12,000.00	12,000.00	7,300.00	4,700.00	60.83
Total Dept 000		11,100.00	12,500.00	12,500.00	7,800.00	4,700.00	62.40
TOTAL EXPENDITURES		11,100.00	12,500.00	12,500.00	7,800.00	4,700.00	62.40
Fund 537 - WATER DEBT SERVICE FUND:							
TOTAL REVENUES		175.28	17,995.00	17,995.00	177.36	17,817.64	0.99
TOTAL EXPENDITURES		11,100.00	12,500.00	12,500.00	7,800.00	4,700.00	62.40
NET OF REVENUES & EXPENDITURES		(10,924.72)	5,495.00	5,495.00	(7,622.64)	13,117.64	138.72

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 539 - WATER REPLACEMENT FUND							
Revenues							
Dept 000							
539-000-601.001	PENALTIES ON SURCHARGES	0.13	0.00	0.00	114.21	(114.21)	100.00
539-000-602.000	CONNECTION FEES	145,984.41	145,400.00	145,400.00	52,351.21	93,048.79	36.00
539-000-602.100	SURCHARGE FEES	(349.51)	29,134.00	29,134.00	0.00	29,134.00	0.00
539-000-665.000	INTEREST EARNINGS	340.72	2,200.00	2,200.00	375.47	1,824.53	17.07
539-000-665.001	UNREALIZED GAIN OR LOSS	0.00	0.00	0.00	(9.00)	9.00	100.00
Total Dept 000		145,975.75	176,734.00	176,734.00	52,831.89	123,902.11	29.89
TOTAL REVENUES		145,975.75	176,734.00	176,734.00	52,831.89	123,902.11	29.89
Expenditures							
Dept 000							
539-000-930.000	REPAIRS & MAINTENANCE	6,122.41	15,000.00	15,000.00	4,149.29	10,850.71	27.66
539-000-968.000	DEPRECIATION	60,180.15	290,000.00	290,000.00	61,506.80	228,493.20	21.21
Total Dept 000		66,302.56	305,000.00	305,000.00	65,656.09	239,343.91	21.53
TOTAL EXPENDITURES		66,302.56	305,000.00	305,000.00	65,656.09	239,343.91	21.53
Fund 539 - WATER REPLACEMENT FUND:							
TOTAL REVENUES		145,975.75	176,734.00	176,734.00	52,831.89	123,902.11	29.89
TOTAL EXPENDITURES		66,302.56	305,000.00	305,000.00	65,656.09	239,343.91	21.53
NET OF REVENUES & EXPENDITURES		79,673.19	(128,266.00)	(128,266.00)	(12,824.20)	(115,441.80)	10.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 577 - CABLE TV FUND							
Revenues							
Dept 000							
577-000-607.000	PEG FEES	22,318.85	90,000.00	90,000.00	22,008.66	67,991.34	24.45
577-000-665.000	INTEREST EARNINGS	86.21	0.00	0.00	88.90	(88.90)	100.00
Total Dept 000		22,405.06	90,000.00	90,000.00	22,097.56	67,902.44	24.55
TOTAL REVENUES		22,405.06	90,000.00	90,000.00	22,097.56	67,902.44	24.55
Expenditures							
Dept 000							
577-000-740.000	OPERATING SUPPLIES	538.53	2,100.00	2,100.00	1,270.16	829.84	60.48
577-000-801.000	CONTRACTED SERVICES & RENTALS	3,500.00	30,500.00	30,500.00	15,050.00	15,450.00	49.34
577-000-805.000	INTERNET	524.55	2,200.00	2,200.00	530.55	1,669.45	24.12
577-000-806.000	CABLE TV FEES	245.28	1,050.00	1,050.00	250.66	799.34	23.87
577-000-900.000	PRINTING & PUBLICATIONS	0.00	0.00	0.00	100.00	(100.00)	100.00
577-000-930.000	REPAIRS & MAINTENANCE	86.98	6,500.00	6,500.00	150.00	6,350.00	2.31
577-000-932.000	REPAIRS & MAINTENANCE - TRUCKS	0.00	1,200.00	1,200.00	0.00	1,200.00	0.00
577-000-941.000	RENT	0.00	12,984.00	12,984.00	6,492.00	6,492.00	50.00
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	1,260.00	20,185.00	20,185.00	2,125.70	18,059.30	10.53
577-000-970.000	CAPITAL OUTLAY	4,656.60	13,281.00	13,281.00	22,193.00	(8,912.00)	167.10
Total Dept 000		10,811.94	90,000.00	90,000.00	48,162.07	41,837.93	53.51
TOTAL EXPENDITURES		10,811.94	90,000.00	90,000.00	48,162.07	41,837.93	53.51
Fund 577 - CABLE TV FUND:							
TOTAL REVENUES		22,405.06	90,000.00	90,000.00	22,097.56	67,902.44	24.55
TOTAL EXPENDITURES		10,811.94	90,000.00	90,000.00	48,162.07	41,837.93	53.51
NET OF REVENUES & EXPENDITURES		11,593.12	0.00	0.00	(26,064.51)	26,064.51	100.00

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND							
Revenues							
Dept 000							
590-000-600.100	SEWER USAGE FLAT RATE	182,273.69	711,536.00	711,536.00	177,488.17	534,047.83	24.94
590-000-600.200	SEWER USAGE METERED	195,554.31	876,171.00	876,171.00	186,863.75	689,307.25	21.33
590-000-600.300	SEWER CAPITAL CHARGES	52,658.40	231,584.00	231,584.00	54,374.67	177,209.33	23.48
590-000-600.600	SEWER RTS CHARGE	129,202.13	759,617.00	759,617.00	168,926.26	590,690.74	22.24
590-000-601.000	USER FEES	0.00	0.00	0.00	45.00	(45.00)	100.00
590-000-601.001	PENALTIES ON USER FEES	8,381.94	30,000.00	30,000.00	9,923.86	20,076.14	33.08
590-000-602.000	CONNECTION FEES	200,109.53	183,356.00	183,356.00	11,327.04	172,028.96	6.18
590-000-602.100	SURCHARGE FEES	(767.38)	77,059.00	77,059.00	0.00	77,059.00	0.00
590-000-605.000	METER SALES	0.00	880.00	880.00	0.00	880.00	0.00
590-000-665.000	INTEREST EARNINGS	3,132.24	23,000.00	23,000.00	17,885.55	5,114.45	77.76
590-000-665.001	UNREALIZED GAIN OR LOSS	0.00	0.00	0.00	958.65	(958.65)	100.00
590-000-668.000	SEPTAGE STATION REVENUES	0.00	240,000.00	240,000.00	0.00	240,000.00	0.00
Total Dept 000		770,544.86	3,133,203.00	3,133,203.00	627,792.95	2,505,410.05	20.04
TOTAL REVENUES		770,544.86	3,133,203.00	3,133,203.00	627,792.95	2,505,410.05	20.04
Expenditures							
Dept 000							
590-000-720.000	ADMINISTRATIVE FEES	33,980.95	71,593.00	71,593.00	17,890.73	53,702.27	24.99
590-000-727.000	SUPPLIES & POSTAGE	796.42	1,400.00	1,400.00	531.94	868.06	38.00
590-000-741.000	METER COSTS	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
590-000-801.000	CONTRACTED SERVICES	0.00	200.00	200.00	0.00	200.00	0.00
590-000-801.008	LCDC CONTRACT SERVICES	486,992.16	2,165,165.00	2,165,165.00	507,980.41	1,657,184.59	23.46
590-000-807.000	AUDIT FEES	4,990.00	5,150.00	5,150.00	4,990.00	160.00	96.89
590-000-826.000	LEGAL FEES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
590-000-910.000	INSURANCE	0.00	10,100.00	10,100.00	0.00	10,100.00	0.00
590-000-930.000	SOFTWARE MAINTENANCE	0.00	1,138.00	1,138.00	0.00	1,138.00	0.00
590-000-968.000	DEPRECIATION	109,167.51	436,670.00	436,670.00	109,167.51	327,502.49	25.00
Total Dept 000		635,927.04	2,697,416.00	2,697,416.00	640,560.59	2,056,855.41	23.75
Dept 595 - 2005 SEWER BONDS							
590-595-826.000	LEGAL FEES	1,494.54	5,000.00	5,000.00	90.00	4,910.00	1.80
Total Dept 595 - 2005 SEWER BONDS		1,494.54	5,000.00	5,000.00	90.00	4,910.00	1.80
TOTAL EXPENDITURES		637,421.58	2,702,416.00	2,702,416.00	640,650.59	2,061,765.41	23.71
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND:							
TOTAL REVENUES		770,544.86	3,133,203.00	3,133,203.00	627,792.95	2,505,410.05	20.04
TOTAL EXPENDITURES		637,421.58	2,702,416.00	2,702,416.00	640,650.59	2,061,765.41	23.71
NET OF REVENUES & EXPENDITURES		133,123.28	430,787.00	430,787.00	(12,857.64)	443,644.64	2.98

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 591 - LAKE TYRONE 2015 SEWER SAD							
Revenues							
Dept 000							
591-000-404.000	SPECIAL ASSESSMENT REVENUE	0.00	48,191.00	48,191.00	0.00	48,191.00	0.00
591-000-665.000	INTEREST EARNINGS	273.50	0.00	0.00	366.72	(366.72)	100.00
Total Dept 000		273.50	48,191.00	48,191.00	366.72	47,824.28	0.76
TOTAL REVENUES		273.50	48,191.00	48,191.00	366.72	47,824.28	0.76
Expenditures							
Dept 000							
591-000-997.000	BOND INTEREST PAYMENT	0.00	26,750.00	26,750.00	0.00	26,750.00	0.00
Total Dept 000		0.00	26,750.00	26,750.00	0.00	26,750.00	0.00
TOTAL EXPENDITURES		0.00	26,750.00	26,750.00	0.00	26,750.00	0.00
Fund 591 - LAKE TYRONE 2015 SEWER SAD:							
TOTAL REVENUES		273.50	48,191.00	48,191.00	366.72	47,824.28	0.76
TOTAL EXPENDITURES		0.00	26,750.00	26,750.00	0.00	26,750.00	0.00
NET OF REVENUES & EXPENDITURES		273.50	21,441.00	21,441.00	366.72	21,074.28	1.71

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20		YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET			
Fund 595 - 2005 SEWER EXP BONDS							
Revenues							
Dept 000							
595-000-404.000	SPECIAL ASSESSMENTS INTEREST	0.00	23,754.00	23,754.00	0.00	23,754.00	0.00
595-000-404.004	SAD DISTRICT 4 INTEREST	3,080.99	86,929.00	86,929.00	27.91	86,901.09	0.03
595-000-404.005	SAD DISTRICT 5 INTEREST	0.00	5,417.00	5,417.00	0.00	5,417.00	0.00
595-000-404.006	SAD DISTRICT 6 INTEREST	50.53	10,536.00	10,536.00	0.00	10,536.00	0.00
595-000-404.007	SAD DISTRICT #7 INTEREST	0.00	4,309.00	4,309.00	0.00	4,309.00	0.00
595-000-404.008	SAD #4 SUPPLEMENTAL INCOME	400.96	8,652.00	8,652.00	2.70	8,649.30	0.03
595-000-665.000	INTEREST EARNINGS	308.07	5,246.00	5,246.00	222.04	5,023.96	4.23
Total Dept 000		3,840.55	144,843.00	144,843.00	252.65	144,590.35	0.17
TOTAL REVENUES		3,840.55	144,843.00	144,843.00	252.65	144,590.35	0.17
Expenditures							
Dept 000							
595-000-995.100	AMORTIZATION - BOND FEES	1,025.07	4,100.00	4,100.00	1,025.07	3,074.93	25.00
595-000-996.000	BOND FEES	500.00	1,250.00	1,250.00	500.00	750.00	40.00
595-000-997.006	BOND INTEREST 2011 REFUNDING	0.00	262,150.00	262,150.00	0.00	262,150.00	0.00
595-000-997.007	SERIES 2016 REFUNDING BOND INTEREST	117,800.00	226,500.00	226,500.00	113,250.00	113,250.00	50.00
Total Dept 000		119,325.07	494,000.00	494,000.00	114,775.07	379,224.93	23.23
TOTAL EXPENDITURES		119,325.07	494,000.00	494,000.00	114,775.07	379,224.93	23.23
Fund 595 - 2005 SEWER EXP BONDS:							
TOTAL REVENUES		3,840.55	144,843.00	144,843.00	252.65	144,590.35	0.17
TOTAL EXPENDITURES		119,325.07	494,000.00	494,000.00	114,775.07	379,224.93	23.23
NET OF REVENUES & EXPENDITURES		(115,484.52)	(349,157.00)	(349,157.00)	(114,522.42)	(234,634.58)	32.80

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 596 - FORESTBROOK HILLS SEWER SAD#1							
Revenues							
Dept 000							
596-000-404.000	SPECIAL ASSESSMENTS	0.00	4,299.00	4,299.00	0.00	4,299.00	0.00
596-000-665.000	INTEREST EARNINGS	28.72	0.00	0.00	37.98	(37.98)	100.00
Total Dept 000		28.72	4,299.00	4,299.00	37.98	4,261.02	0.88
TOTAL REVENUES		28.72	4,299.00	4,299.00	37.98	4,261.02	0.88
Fund 596 - FORESTBROOK HILLS SEWER SAD#1:							
TOTAL REVENUES		28.72	4,299.00	4,299.00	37.98	4,261.02	0.88
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		28.72	4,299.00	4,299.00	37.98	4,261.02	0.88

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)

PERIOD ENDING 06/30/2019

HARTLAND TOWNSHIP

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2018	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 597 - HARTLAND TWP SEWER SAD 200							
Revenues							
Dept 000							
597-000-404.000	SPECIAL ASSESSMENTS	0.00	5,273.00	5,273.00	0.00	5,273.00	0.00
597-000-665.000	INTEREST EARNINGS	30.48	0.00	0.00	40.95	(40.95)	100.00
Total Dept 000		30.48	5,273.00	5,273.00	40.95	5,232.05	0.78
TOTAL REVENUES		30.48	5,273.00	5,273.00	40.95	5,232.05	0.78
Fund 597 - HARTLAND TWP SEWER SAD 200:							
TOTAL REVENUES		30.48	5,273.00	5,273.00	40.95	5,232.05	0.78
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		30.48	5,273.00	5,273.00	40.95	5,232.05	0.78
TOTAL REVENUES - ALL FUNDS		3,192,324.77	10,314,446.00	10,314,446.00	4,546,023.33	5,768,422.67	44.07
TOTAL EXPENDITURES - ALL FUNDS		2,822,038.65	9,534,187.00	9,657,687.00	6,925,619.42	2,732,067.58	71.71
NET OF REVENUES & EXPENDITURES		370,286.12	780,259.00	656,759.00	(2,379,596.09)	3,036,355.09	362.32

Attachment: 1st FQ20 Rev Exp (3113 : FY20 1st Quarter Budget Update)