

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

(810) 231-1000 Office  
(810) 231-4295 Fax



**Supervisor:** Pat Hohl  
**Clerk:** Mike Dolan  
**Treasurer:** Jason Negri  
**Trustees:** Bill Hahn  
Annette Koeble  
Chuck Menzies

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**HAMBURG TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING**

**Hamburg Township Hall Board Room**

**Tuesday, March 3, 2020**

**2:30 p.m.**

**AGENDA**

1. Call to Order
2. Pledge to the Flag
3. Roll Call of the Board
4. Call to the Public
5. Correspondence
6. Consent Agenda
7. Approval of the Agenda
8. Police Department – Reserve Officer Swearing In
9. Unfinished Business:
  - A. Louis Lane – Road Improvement SAD Resolution #3 & #4
  - B. Oneida Lane – Road Improvement SAD Resolution #3 & #4
  - C. Pine Valley – Road Improvement SAD Resolution #3 & #4
  - D. Tamarack Lake Subdivision – Road Improvement SAD Resolution #3 & #4
  - E. Open Trustee Position - Recommendation
10. Current Business:
  - A. 2020 Master Plan Update
  - B. Fire Department – Thermal Imaging Cameras
  - C. Fire Department – S.O.P. Updates
  - D. DPW – Decant Valve
  - E. DPW – LED Lighting
  - F. Grounds – Fertilizer RFP
  - G. I.T. – Coordinator Hiring
  - H. DPW – Technician Hiring
  - I. Cable TV – Videographer Hiring
  - J. Clerks Dept – Kuzner Probation Period Completion
  - K. Finance Control Book – January 2020
  - L. Parks & Recreation – Jaguar Tournament
  - M. Parks & Recreation – Smartwater Tournament
  - N. Parks & Recreation – Powerade Tournament
11. Public Information:
  - A. Census 2020
  - B. DTE Tree Cutting Program
12. Call to the Public
13. Board Comment
14. Adjournment

# Pledge to the Flag





No Correspondence

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**HAMBURG TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING**

**Hamburg Township Hall Board Room**

**Tuesday, March 3, 2020**

**2:30 p.m.**

**CONSENT AGENDA**

1. Approval of the Minutes
  - A. Township Board Regular Meeting Minutes – February 18, 2020
  - B. Township Board Public Hearing – Bob White Beach Blvd Road Improvement SAD February 18, 2020
  - C. Township Board Public Hearing – Downing Drive Road Improvement SAD February 18, 2020
  - D. Township Board Public Hearing – Downing Drive Road Maintenance SAD February 18, 2020
  - E. Township Board Public Hearing – Edge Lake Burton Road Improvement SAD February 18, 2020
2. Bills/Vendor Payable List (A&B&C)
3. Department/Committee Reports
  - A. HCSC – Spring 2020
  - B. HPYFA – Fall 2020
  - C. Kensington Woods Soccer – Spring 2020
  - D. PHBSA – Spring 2020
  - E. Warrior Rugby – 2020 Season

FAX 810-231-4295  
PHONE 810-231-1000



P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139

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HAMBURG TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Hamburg Township Hall Board Room  
Tuesday, February 18, 2020  
7:00 p.m.

1. Call to Order

Supervisor Hohl called the meeting to order at 7:00 p.m.

2. Pledge to the Flag

3. Roll Call of the Board

Present: Negri, Dolan, Hohl, Koeble, Menzies

Absent: Hahn

Also Present: Patricia Hughes, Deputy Clerk

4. Call to the Public

A Call was made with No Response.

5. Correspondence

Dolan stated any correspondence about Road SADs & Hamburg Lake had already been forwarded to the Board members.

Hohl stated that Hamburg Township had received notice that for the 7<sup>th</sup> Year it is one of the top 10 safest communities in the state of Michigan. Thanking the residents for the support of the Police & Fire Departments.

6. Approval of the Consent Agenda

**Motion by Menzies, second by Koeble, to approve the Consent Agenda as presented.**

Voice Vote: AYES: 5, ABSENT: 1

**MOTION CARRIED**

7. Approval of the Agenda

**Motion by Hohl, second by Koeble, to approve the Agenda as amended moving 9D before Unfinished Business and 9F, 9G & 9H to follow Unfinished Business.**

Voice Vote: AYES: 5, ABSENT: 1

**MOTION CARRIED**

8. Unfinished Business

**A. Hamburg Lake – Information Update**

Information presented.

Deb Hartwick, 11459 Hall Rd, expressed her environmental & marine safety concerns for Hamburg Lake.

Mike Watters, 11355 Old Hamburg Rd, asked how other lakes are handling this situation.

Mario Gracia, 11733 Old Hamburg Rd, expressed his understanding of how they need to handle the Hamburg Lake situation.

Dave Mielke, 11746 Bittersweet Lane, brought the copies of the original association & the master deed copies for the Board and asked the Board for assistance in keeping the DNR out and keeping the lake from becoming an all sports lake.

Don Patterson, 11533 Hall Rd, asked if Hamburg Lake was public or private and how that would affect them.

Linda Bullard, Address not shared, expressed her concern with keeping the DNR out and supporting the constitution.

Harry Griffin, 11161 Hall Rd, asked could they form an association.

Dave Shindell, 11208 Hall Rd, asked how deed restrictions are insufficient.

Chris Kuklewski, 11703 Old Hamburg Rd, asked about Dunham Lake that is a no motor lake through the DNR and if we could look into that lake.

**B. Bob White Beach Blvd – Road Improvement SAD – Resolutions #3 & #4**

**Motion by Dolan, second by Menzies, to approve Resolution #3 for Bob White Beach Road Improvement SAD.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**Motion by Hohl, second by Koeble, to approve Resolution #4 for Bob White Beach Road Improvement SAD.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**C. Downing Drive – Road Maintenance SAD – Resolution #2**

**Motion by Dolan, second by Negri, to approve Resolution #2 for Downing Drive Road Maintenance SAD.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**D. Downing Drive – Road Improvement SAD – Resolutions #3 & #4**

**Motion by Hohl, second by Koeble, to approve Downing Drive Road Improvement SAD Resolution #3.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**Motion by Hohl, second by Menzies, to approve Downing Drive Road Improvement SAD Resolution #4.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**E. Edgelake/Burton Drive – Road Improvement SAD – Resolutions #3 & #4**

**Motion by Hohl, second by Menzies, to approve Resolution #3 for Edgelake/Burton Drive Road Maintenance SAD.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**

**Motion by Negri, second by Hohl, to approve Resolution #4 for Edgelake/Burton Drive Road Maintenance SAD.**

Roll Call Vote: Dolan: Y; Hahn, Absent; Negri, Y; Koeble, Y; Hohl, Y; Menzies, Y  
**MOTION CARRIED**



**A. Downing Dr Road Maintenance Bid Results**

**Motion by Hohl, second by Menzies, to approve the Bid 2 year contract with Alan's Asphalt Maintenance Inc. beginning March 18, 2020 and ending on March 17<sup>th</sup> 2022.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**B. Rushview Drive Sewer Extension**

**Motion by Hohl, second by Koeble, to approve the payment of \$7,755.00 for a sewer manhole and additional valving.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**C. Bio Solids Contract Renewal**

**Motion by Negri, second by Menzies, to authorize Supervisor Hohl and Clerk Dolan to sign the Renewal of the Contract with Bio-Tech Agronomics Inc.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**D. PBWOA Proclamation**

Hohl presented the Portage, Base & Whitewood Owners Association Board with a Proclamation for their 80<sup>th</sup> year of exemplary impact.

**E. Open Trustee Seat - Discussion**

**Motion by Negri, second by Koeble, to receive applications & resumes from interested Residents for the position of Township Trustee to be submitted no later than Tuesday February 25, 2020 and for the Sub Committee formed of Annette Koeble, Jason Negri & Mike Dolan to meet on Wednesday February 26, 2020 to review the applications and present a recommendation to the Board on Tuesday March 3, 2020.**

**Voice Vote: AYES: 4, ABSENT: 1, NAYS: 1 (Menzies)**

**MOTION CARRIED**

**F. Zoning Department – Temporary Coordinator Position**

**Motion by Hohl, second by Negri, to approve the hiring of a Temporary Part-time Zoning Coordinator for up to 18 weeks, up to 29 hours per week with hourly rate to be decided, no benefits, and to have Steffens bring back her recommendation to the Board upon completion of all pre-employment requirements.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**G. Zoning Department – 2020 Summer Intern**

**Motion by Menzies, second by Koeble, to approve the posting for a 2020 Summer Intern for up to 20 hours per week with a \$12.60 per hour rate.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**H. Zoning Department – Michowski Wage Increase**

**Motion by Negri, second by Koeble, to approve the 5% wage increase for Ted Michowski to \$20.48 per hour effective on his 6 month anniversary March 9, 2020.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**I. Clerks Department – Paton Wage Increase**

**Motion by Dolan, second by Negri, to approve the Classification of Elections Assistant to Grade 3 and to bring Courtney Paton to \$19.00 per hour retroactive to January 6, 2020.**

**Voice Vote: AYES: 5, ABSENT: 1**

**MOTION CARRIED**

**J. DPW – Chabot Wage Increase**

**Motion by Hohl, second by Menzies, to approve the wage increase of Rick Chabot to \$21.48 per hour retroactive to January 1, 2020.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

**K. Payment Approval – DTE - \$15,073.00**

**Motion by Hohl, second by Negri, to approve the payment of \$15,073.00 to DTE Energy.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

**L. Payment Approval – BS & A – Invoice #127393 - \$15,045.00**

**Motion by Hohl, second by Menzies, to approve the payment of Invoice #127393 in the amount of \$15,045.00 dated February 1, 2020 to BS & A.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

**M. Payment Approval – C & E Construction – Invoice #2449 - \$13,395.43**

**Motion by Hohl, second by Negri, to approve the payment of Invoice #2449 in the amount of \$13,395.43 dated February 11, 2020 to C & E Construction Co Inc.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

**N. Payment Approval – Signature Ford - \$38,737.00**

**Motion by Hohl, second by Koeble, to approve the payment of Signature Ford Invoice #BV298 dated February 10, 2020 in the amount of \$38,737.00.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

10. Public Information

- A. DTE Tree Cutting Program for 2020
- B. Senior Nutrition Guide
- C. Kid Recreation Scholarship

11. Call to the Public

A Call was made with No Response.

12. Board Comments

None.

13. Adjourn Meeting

**Motion by Menzies, supported by Koeble, to adjourn meeting.**

Voice Vote: AYES: 5, ABSENT: 1

MOTION CARRIED

Meeting adjourned at 8:50 p.m.

Respectfully submitted,



Courtney L. Paton  
Recording Secretary



Mike Dolan  
Township Clerk



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HAMBURG TOWNSHIP BOARD OF TRUSTEES  
First Public Hearing – Bob White Beach Blvd Road Improvement S.A.D.  
Hamburg Township Hall Board Room  
Tuesday, February 18, 2020  
6:30 p.m.

1. Call to Order

Supervisor Hohl called the meeting to order at 6:34 p.m.

2. Pledge to the Flag

3. Roll Call of the Board

Present: Hohl, Dolan, Negri, Menzies, Koeble

Absent: Hahn

Also Present: Brittany Campbell, Utilities Coordinator; Patricia Hughes, Deputy Clerk

4. Call to the Public

A call was made with no response.

5. Correspondence

No correspondence.

6. Approval of the Agenda

**Motion by Negri, supported by Menzies, to approve the agenda as presented.**

**Voice Vote: AYES: 5      NAYS: 0      ABSENT: 1      MOTION CARRIED**

7. Current Business

**Bob White Beach Blvd. Road Maintenance S.A.D.**

Campbell stated that 17 petitions were received from the 23 property owners equaling 63.94% in favor of this project with only 1 property owner sending in a letter of objection. The total estimated cost of \$156,851.00 would be approximately \$6,819.00 per parcel. A 45 day grace period is set up for home owners to pay in full and avoid interest or it will be spread out over a 10 year period. Tentatively setting the 2<sup>nd</sup> public hearing for March 17, 2020. The letter of objection was read:

Diana Musser, 5692 Crescent Drive, letter was read objecting the Road Improvement SAD.

Open Public Hearing 6:44 p.m.

No response.

Closed Public Hearing 6:45 p.m.

**8. Board Comments**

None.

**9. Call to the Public**

A call was made with no response.

**10. Adjourn Meeting**

**Motion by Dolan, supported Koeble, to adjourn the meeting.**

**Voice Vote: AYES: 5    NAYS: 0    ABSENT: 1**

**MOTION CARRIED**

Meeting adjourned at 6:45 p.m.

Respectfully submitted,



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Courtney L. Paton  
Recording Secretary



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Mike Dolan  
Township Clerk





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**HAMBURG TOWNSHIP BOARD OF TRUSTEES**  
**First Public Hearing – Downing Drive Road Improvement S.A.D.**  
**Hamburg Township Hall Board Room**  
**Tuesday, February 18, 2020**  
**5:30 p.m.**

**1. Call to Order**

Supervisor Hohl called the meeting to order at 5:30 p.m.

**2. Pledge to the Flag**

**3. Roll Call of the Board**

Present: Hohl, Dolan, Negri, Menzies, Koeble

Absent: Hahn

Also Present: Brittany Campbell, Utilities Coordinator; Patricia Hughes, Deputy Clerk

**4. Call to the Public**

A call was made with no response.

**5. Correspondence**

No correspondence.

**6. Current Business**

**Downing Drive Road Maintenance S.A.D.**

Campbell stated that 27 petitions were received from the 31 property owners equaling 88.2% in favor of this project with no objections received. The total estimated cost of \$97,676.92 would be approximately \$3,150.87 per parcel. A 45 day grace period is set up for home owners to pay in full and avoid interest or it will be spread out over a 10 year period. Tentatively setting the 2<sup>nd</sup> public hearing for March 17, 2020.

Open Public Hearing 5:38 p.m.

No response.

Closed Public Hearing 5:38 p.m.

**7. Board Comments**

None.

8. Call to the Public

A call was made with no response.

9. Adjourn Meeting

**Motion by Negri, supported Koeble, to adjourn the meeting.**

**Voice Vote: AYES: 5 NAYS: 0 ABSENT: 1**

**MOTION CARRIED**

Meeting adjourned at 5:41 p.m.

Respectfully submitted,



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Courtney L. Paton  
Recording Secretary



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Mike Dolan  
Township Clerk



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**HAMBURG TOWNSHIP BOARD OF TRUSTEES**  
**First Public Hearing – Downing Drive Road Maintenance S.A.D.**  
**Hamburg Township Hall Board Room**  
**Tuesday, February 18, 2020**  
**5:00 p.m.**

**1. Call to Order**

Supervisor Hohl called the meeting to order at 5:00 p.m.

**2. Pledge to the Flag**

**3. Roll Call of the Board**

Present: Hohl, Dolan, Negri, Menzies, Koeble

Absent: Hahn

Also Present: Brittany Campbell, Utilities Coordinator; Patricia Hughes, Deputy Clerk

**4. Call to the Public**

A call was made with no response.

**5. Correspondence**

No correspondence.

**6. Current Business**

**Downing Drive Road Maintenance S.A.D.**

Campbell stated that this is a self-funded private road maintenance district and that this is the 5<sup>th</sup> renewal. There are a total of 31 parcels in the S.A.D. at a cost of \$176.36 per parcel this December and dropping to \$87.65 per parcel next year as it will not include public hearings, newspaper publications and administration fees. Currently has 73.63% in favor and with no objections.

Open Public Hearing 5:10 p.m.

No response.

Closed Public Hearing 5:10 p.m.

**7. Board Comments**

Campbell stated that the price was sent out for bid and is based on what the current contractors have as the cost.

**8. Call to the Public**

A call was made with no response.

**9. Adjourn Meeting**

**Motion by Koeble, supported Negri, to adjourn the meeting.**

**Voice Vote: AYES: 5    NAYS: 0    ABSENT: 1**

**MOTION CARRIED**

Meeting adjourned at 5:11 p.m.

Respectfully submitted,



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Courtney L. Paton  
Recording Secretary



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Mike Dolan  
Township Clerk





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**HAMBURG TOWNSHIP BOARD OF TRUSTEES**  
**First Public Hearing – Edgelake/Burton Drive Road Improvement S.A.D.**  
**Hamburg Township Hall Board Room**  
**Tuesday, February 18, 2020**  
**6:00 p.m.**

**1. Call to Order**

Supervisor Hohl called the meeting to order at 6:00 p.m.

**2. Pledge to the Flag**

**3. Roll Call of the Board**

Present: Hohl, Dolan, Negri, Menzies, Koeble

Absent: Hahn

Also Present: Brittany Campbell, Utilities Coordinator; Patricia Hughes, Deputy Clerk

**4. Call to the Public**

A call was made with no response.

**5. Correspondence**

No correspondence.

**7. Current Business**

**Downing Drive Road Maintenance S.A.D.**

Campbell stated that 59 petitions were received from the 82 property owners equaling 75.73% in favor of this project with only 1 property owner rescinding signature from the petition. The total estimated cost of \$245,818.00 would be approximately \$3,150.87 per parcel. A 45 day grace period is set up for home owners to pay in full and avoid interest or it will be spread out over a 10 year period. Tentatively setting the 2<sup>nd</sup> public hearing for March 17, 2020. The letter of objection was read:

Mr. Gary & Mrs. Barbara Bell, 5291 Edgelake Drive, letter was read objecting the Road Improvement SAD.

Open Public Hearing 6:12 p.m.

Rick Mancik, 5229 Post, stated his objection to the Road Improvement SAD.

Mark Andrzejewski, 5280 Edgelake Drive, stated his concerns with the Road Improvement SAD.

Rick Bakka, 5182 Edgelake Drive, stated his concerns with the Road Improvement SAD.

Richard Dorsch, 5273 Edgelake Drive, stated his objection to the Road Improvement SAD.

Sam Zerilli, 5125 Burton Drive, stated his support of the Road Improvement SAD.

Dennis Benefield, 5191 Burton Drive, stated his support of the Road Improvement SAD.

Rick Mancik, 5229 Post, restated his objection to the Road Improvement SAD and rescinded his signature.

Closed Public Hearing 6:32 p.m.

8. Board Comments

None.

9. Call to the Public

A call was made with no response.

10. Adjourn Meeting

**Motion by Negri, supported Koeble, to adjourn the meeting.**

**Voice Vote: AYES: 5 NAYS: 0 ABSENT: 1**

**MOTION CARRIED**

Meeting adjourned at 6:33 p.m.

Respectfully submitted,



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Courtney L. Paton  
Recording Secretary



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Mike Dolan  
Township Clerk

02/14/2020 02:02 PM  
User: KarenJ  
DB: Hamburg

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
INVOICE ENTRY DATES 02/14/2020 - 02/14/2020  
JOURNALIZED

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PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000					
101-000.000-073.001	HEALTH INSURANCE - LIBRARY	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,295.00	20784
		Total For Dept 000.000		2,295.00	
Dept 171.000 Township Supervisor					
101-171.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	1,147.50	20784
		Total For Dept 171.000 Township Supervisor		1,147.50	
Dept 191.000 Elections					
101-191.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,176.65	20784
		Total For Dept 191.000 Elections		2,176.65	
Dept 201.000 ACCOUNTING					
101-201.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	1,360.28	20784
		Total For Dept 201.000 ACCOUNTING		1,360.28	
Dept 209.000 Assessing					
101-209.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,315.07	20784
		Total For Dept 209.000 Assessing		2,315.07	
Dept 215.000 CLERK'S OFFICE					
101-215.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	3,569.71	20784
		Total For Dept 215.000 CLERK'S OFFICE		3,569.71	
Dept 245.000 TECHNICAL/UTILITIES SERVICES					
101-245.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,472.81	20784
		Total For Dept 245.000 TECHNICAL/UTILITIES SERVICES		2,472.81	
Dept 253.000 Treasurer					
101-253.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	3,482.64	20784
		Total For Dept 253.000 Treasurer		3,482.64	
Dept 265.000 Township Buildings					
101-265.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,315.07	20784
		Total For Dept 265.000 Township Buildings		2,315.07	
Dept 410.000 Zoning					
101-410.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	1,360.28	20784
		Total For Dept 410.000 Zoning		1,360.28	
		Total For Fund 101 General Fund		22,495.01	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	5,768.07	20784
		Total For Dept 000.000		5,768.07	
		Total For Fund 206 Fire Fund		5,768.07	
Fund 207 Police Fund					
Dept 000.000					
207-000.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	21,503.61	20784
		Total For Dept 000.000		21,503.61	
		Total For Fund 207 Police Fund		21,503.61	

02/14/2020 02:02 PM  
User: KarenJ  
DB: Hamburg

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
INVOICE ENTRY DATES 02/14/2020 - 02/14/2020  
JOURNALIZED

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PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 208 SENIORS, PARKS, LL TRAIL					
Dept 750.000 Recreation Board					
208-750.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	1,218.92	20784
Total For Dept 750.000 Recreation Board				1,218.92	
Dept 805.000 SENIOR CENTER					
208-805.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	2,315.07	20784
Total For Dept 805.000 SENIOR CENTER				2,315.07	
Total For Fund 208 SENIORS, PARKS, LL TRAIL				3,533.99	
Fund 590 SEWER FUND					
Dept 001.000					
590-001.000-722.000	HEALTH/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD O	03-01-2020 THROUGH 03-31-2020	9,126.99	20784
Total For Dept 001.000				9,126.99	
Total For Fund 590 SEWER FUND				9,126.99	



02/14/2020 02:02 PM  
User: KarenJ  
DB: Hamburg

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
INVOICE ENTRY DATES 02/14/2020 - 02/14/2020  
JOURNALIZED

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PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 General Fund	22,495.01
Fund 206 Fire Fund	5,768.07
Fund 207 Police Fund	21,503.61
Fund 208 SENIORS, PARK	3,533.99
Fund 590 SEWER FUND	9,126.99

Total For All Funds:	<u>62,427.67</u>
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## JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 101.000 Township Board					
101-101.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - JANUARY 2020	350.00	20872
Total For Dept 101.000 Township Board				350.00	
Dept 191.000 Elections					
101-191.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	AMAZON.COM - ELECTION SUPPLIES	141.66	20866
Total For Dept 191.000 Elections				141.66	
Dept 209.000 Assessing					
101-209.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	SHOPLET.COM - COLORED COPY PAPER FOR	113.00	20866
101-209.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICE SUPPLY.COM - COLORED COPY PAPE	115.60	20866
Total For Dept 209.000 Assessing				228.60	
Dept 215.000 CLERK'S OFFICE					
101-215.000-962.000	SUNDRY	CHASE CARD SERVICES	FOOD/BEVERAGES COUNTY WIDE CLERKS MEE	193.18	20866
Total For Dept 215.000 CLERK'S OFFICE				193.18	
Dept 245.000 TECHNICAL/UTILITIES SERVICES					
101-245.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	AMAZON.COM - OFFICE SUPPLIES FOR UTIL	80.54	20866
101-245.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICESUPPLY.COM - SUPPLIES TO RESTOC	26.02	20866
101-245.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICE SUPPLY.COM - MEAD DOUBLE-SID	5.61	20866
101-245.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	ZORO.COM - SMEAD DOUBLE-SIDED FILE	15.29	20866
Total For Dept 245.000 TECHNICAL/UTILITIES SERVICES				127.46	
Dept 253.000 Treasurer					
101-253.000-864.000	WORKSHOPS/SEMINARS	CHASE CARD SERVICES	MMTA ADVANCED INSITITUTE	325.00	20866
101-253.000-864.000	WORKSHOPS/SEMINARS	CHASE CARD SERVICES	LODGING FOR MMTA WINTER WORKSHOP	132.50	20866
101-253.000-864.000	WORKSHOPS/SEMINARS	CHASE CARD SERVICES	MMTA WINTER WORKSHOP 2 DAY TRAINING	149.00	20866
101-253.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	LIVINGSTON CO. TREASURER	2020 MEMBERSHIP DUES	10.00	20875
Total For Dept 253.000 Treasurer				616.50	
Dept 258.000 COMPUTER/CABLE					
101-258.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	ORDER FROM PC-PITSTOP.COM FOR SPECIAL	114.94	20866
101-258.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	ORDER FROM AMAZON. WIRELESS KEYBOARD	43.69	20866
Total For Dept 258.000 COMPUTER/CABLE				158.63	
Dept 265.000 Township Buildings					
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER & COOLER	7.00	20861
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER FOR BLDG	7.00	20861
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER FOR BLDG	5.50	20861
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER & COOLER	22.00	20861
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - BLDGS. & G	72.86	20866
101-265.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - BLDGS. & G	96.02	20866
101-265.000-801.000	CONTRACTUAL SERVICES	ASSURED PEST CONTROL	PEST CONTROL - TWP FEB	55.00	20863
101-265.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5166 - 1/1-2/7/20 - TWP	582.73	20869
101-265.000-932.000	MAINTENANCE TWP HALL	CHASE CARD SERVICES	ORDER FROM USFLAGSUPPLY.COM - ROPE PU	19.25	20866
101-265.000-933.000	EQUIPMENT MAINT/REPAIR	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - BLDGS. & G	21.60	20866
Total For Dept 265.000 Township Buildings				888.96	
Dept 299.000 Other Expenses					
101-299.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICESUPPLY.COM - SUPPLIES TO RESTOC	200.37	20866
101-299.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICE SUPPLY.COM - MEAD DOUBLE-SID	36.74	20866
101-299.000-730.000	POSTAGE	CHASE CARD SERVICES	PITNEY BOWES.COM - POSTAGE METER INK	339.10	20866
Total For Dept 299.000 Other Expenses				576.21	

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PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 101 General Fund</b>					
<b>Dept 400.000 Planning Commission</b>					
101-400.000-864.000	WORKSHOPS/SEMINARS	MICHIGAN ASSOCIATION OF	PC JOHN HAMLIN WORKSHOP REGISTRATION	105.00	20876
101-400.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - JANUARY 2020	80.00	20872
		Total For Dept 400.000 Planning Commission		185.00	
<b>Dept 410.000 Zoning</b>					
101-410.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICE SUPPLY.COM - MEAD DOUBLE-SID	5.59	20866
101-410.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	ZORO.COM - SMEAD DOUBLE-SIDED FILE	15.28	20866
101-410.000-962.000	SUNDRY	MICHIGAN ASSOCIATION OF	TEMP ZONING COORDINATOR JOB POSTING	75.00	20876
		Total For Dept 410.000 Zoning		95.87	
<b>Dept 450.000 Street Lighting</b>					
101-450.000-926.000	STREET LIGHTING	DTE ENERGY - STREET LIGH	STREET LIGHTS & TRAFFIC SIGNAL - 1/1-	1,436.68	20871
		Total For Dept 450.000 Street Lighting		1,436.68	
		Total For Fund 101 General Fund		4,998.75	
<b>Fund 206 Fire Fund</b>					
<b>Dept 000.000</b>					
206-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	3.59	20866
206-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	2.00	20866
206-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	DICK'S SPORTING GOODS - YAK TRACK BOO	329.92	20866
206-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	STAPLES CREDIT PLAN	OFFICE CHAIR- ZERNICK	179.99	20877
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	13.54	20866
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	266.19	20866
206-000.000-759.000	TURN OUT GEAR	CHASE CARD SERVICES	THE FIRE STORE.COM - LION FLIP DOWN E	134.77	20866
206-000.000-853.000	PHONE/COMM/INTERNET	AT&T	1/8/20 - 2/7/20	278.87	20864
206-000.000-853.000	PHONE/COMM/INTERNET	CHASE CARD SERVICES	YOUTUBETV.COM - BLANKET P.O. FOR STAT	49.99	20866
206-000.000-853.000	PHONE/COMM/INTERNET	CHASE CARD SERVICES	YOUTUBETV.COM - BLANKET P.O. FOR STAT	49.99	20866
206-000.000-921.000	ELECTRIC	CONSUMERS ENERGY	1000 3979 7285 - 1/11-2/7/20	1,021.71	20869
206-000.000-921.000	ELECTRIC	CONSUMERS ENERGY	1000 1698 7719 - 1/9-2/5/20 - F.D. #1	728.53	20869
206-000.000-932.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL - F.D.#11 - FEB	62.00	20863
206-000.000-932.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL - F.D. #12 - FEB	67.00	20863
206-000.000-932.003	MAINTENANCE FIRE HALL	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	148.88	20866
206-000.000-932.003	MAINTENANCE FIRE HALL	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	64.35	20866
206-000.000-932.003	MAINTENANCE FIRE HALL	STAPLES CREDIT PLAN	DESK CHAIR, LAZBOY ARCADIAN, BLACK	217.46	20877
206-000.000-933.000	EQUIPMENT MAINT/REPAIR	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	3.41	20866
206-000.000-933.000	EQUIPMENT MAINT/REPAIR	CHASE CARD SERVICES	BEST BUY.COM - NEXTBASE DASH CAM	209.99	20866
206-000.000-939.000	VEHICLE MAINTENANCE	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - FIRE DEPT	8.08	20866
206-000.000-965.000	TRAINING	CHASE CARD SERVICES	AMAZON ORDER, SANDISK 256 GB MEMORY C	142.04	20866
206-000.000-965.000	TRAINING	CHASE CARD SERVICES	ROGUE FITNESS - TRAINING EQUIPMENT	1,888.53	20866
		Total For Dept 000.000		5,870.83	
		Total For Fund 206 Fire Fund		5,870.83	
<b>Fund 207 Police Fund</b>					
<b>Dept 000.000</b>					
207-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	REFUND - POCKET NOTEBOOKS	(36.55)	20866
207-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	OFFICERS FIELD NOTEBOOKS - AMAZON	46.54	20866
207-000.000-758.000	UNIFORMS/ACCESSORIES	CHASE CARD SERVICES	AMAZON - TASER - TASER X2 BLACKHAWK H	84.16	20866
207-000.000-758.000	UNIFORMS/ACCESSORIES	CHASE CARD SERVICES	CRYE PRECISION - SWAT TRAINING GEAR L	253.75	20866
207-000.000-807.000	SWAT TEAM EXPENSES	CHASE CARD SERVICES	AMAZON - PARROT - PARROT DRONE ANAFI	729.00	20866
207-000.000-807.000	SWAT TEAM EXPENSES	CHASE CARD SERVICES	TRAINING LOCKE FETT USA TACTICAL BREA	1,525.00	20866
207-000.000-853.000	PHONE/COMM/INTERNET	VERIZON WIRELESS	BLANKET P.O. FOR MONTHLY SERVICE FEES	510.91	20878

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 207 Police Fund</b>					
<b>Dept 000.000</b>					
207-000.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5224 - 1/11-2/7/20 - P.D.	280.64	20869
207-000.000-932.002	MAINTENANCE POLICE BUILDING	ASSURED PEST CONTROL	PEST CONTROL - P.D. - FEB	40.00	20863
207-000.000-932.002	MAINTENANCE POLICE BUILDING	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - POLICE DE	82.65	20866
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	CHASE CARD SERVICES	STATE OF MICHIGAN MIDEAL 2020 ANNUAL	230.00	20866
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	CHASE CARD SERVICES	LERMA 2020 ANNUAL MEMBERSHIP DUES	60.00	20866
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	CHASE CARD SERVICES	NATIONAL TACTICAL OFFICERS ASSOCIATIO	35.00	20866
207-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	CHASE CARD SERVICES	LEARNING FOR LIFE, BOY SCOUTS OF AMER	556.20	20866
207-000.000-965.000	TRAINING	CHASE CARD SERVICES	LODGING FOR 3 NIGHTS FOR WALLACE JAN	267.75	20866
Total For Dept 000.000				4,665.05	
Total For Fund 207 Police Fund				4,665.05	
<b>Fund 208 SENIORS, PARKS, LL TRAIL</b>					
<b>Dept 000.000</b>					
208-000.000-276.200	SENIOR CENTER ACTIVITY FUND	CHASE CARD SERVICES	WATER & COFFEE SUPPLIES	327.77	20866
Total For Dept 000.000				327.77	
<b>Dept 750.000 Recreation Board</b>					
208-750.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - PARKS & RE	9.98	20866
Total For Dept 750.000 Recreation Board				9.98	
<b>Dept 805.000 SENIOR CENTER</b>					
208-805.000-804.000	SENIOR PROGRAMS	CHASE CARD SERVICES	AMAZON - CLASS SUPPLIES	20.45	20866
208-805.000-864.000	WORKSHOPS/SEMINARS	LIVINGSTON CO. CONSORTIU	LCCOA SENIOR CELEBRATION DAY VENDOR T	75.00	20874
208-805.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5075 - 1/11-2/7/20 - SENIOR	342.41	20869
208-805.000-932.001	MAINTENANCE COMM CENTER	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - SENIOR CEN	17.96	20866
Total For Dept 805.000 SENIOR CENTER				455.82	
Total For Fund 208 SENIORS, PARKS, LL TRAIL				793.57	
<b>Fund 590 SEWER FUND</b>					
<b>Dept 001.000</b>					
590-001.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER FOR DPW	7.00	20861
590-001.000-726.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	BLANKET P.O. - BOTTLED WATER FOR DPW	27.50	20861
590-001.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - SEWER MISC	180.22	20866
590-001.000-726.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - SEWER MISC	308.35	20866
590-001.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 6018 7471 - 1/18-2/14/20 - 6414	16.44	20869
590-001.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 6018 1938 - 1/17-2/13/20 - HAMBU	15.82	20869
590-001.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1266 6192 - 1/11-2/7/20 - ENTERP	263.63	20869
590-001.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1/11-2/7/20 - 1/11-2/7/20 - RUSTIC DR	17.02	20869
590-001.000-933.000	EQUIPMENT MAINT/REPAIR	CHASE CARD SERVICES	PETER'S HARDWARE HAMBURG - SEWER MISC	8.00	20866
Total For Dept 001.000				843.98	
<b>Dept 002.000</b>					
590-002.000-923.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1266 6259 - 1/11-2/7/20 - WWTP	3,633.22	20869
Total For Dept 002.000				3,633.22	
Total For Fund 590 SEWER FUND				4,477.20	
<b>Fund 701 Trust &amp; Agency Fund</b>					
<b>Dept 000.000</b>					
701-000.000-231.200	DUE TO CHARITY CHARITABLE DEDUC	DART TEAM	FEBRUARY 2020 CONTRIBUTIONS	297.00	20870
Total For Dept 000.000				297.00	

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INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES

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Fund 701 Trust & Agency Fund

Total For Fund 701 Trust & Agency Fund	297.00
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Fund 703 Winter Tax Collection Fund

Dept 000.000

703-000.000-230.002

DUE TO LCWA

LIVINGSTON COMMUNITY WAT TAXES COLLECTED 2/1-2/15/20

55.00

20873

703-000.000-275.000

OVER/UNDER PAYMENTS

YLLSON ASANI

REFUND DUE TO OVERPAYMENT - 4715-24-4

1,971.06

20862

703-000.000-275.000

OVER/UNDER PAYMENTS

CHAMPION TITLE

REFUND DUE TO AN OVERPAYMENT

200.07

20865

Total For Dept 000.000

2,226.13

Total For Fund 703 Winter Tax Collection Fund

2,226.13

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INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES

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Fund Totals:

Fund 101 General Fund	4,998.75
Fund 206 Fire Fund	5,870.83
Fund 207 Police Fund	4,665.05
Fund 208 SENIORS, PARK	793.57
Fund 590 SEWER FUND	4,477.20
Fund 701 Trust & Agenc	297.00
Fund 703 Winter Tax Co	2,226.13

Total For All Funds:	23,328.53
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INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
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GL Number	GL Desc	Vendor	OPEN - CHECK TYPE: PAPER CHECK Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000					
101-000.000-073.002	DISABILITY - LIBRARY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	128.75	
101-000.000-073.004	LIFE INSURANCE - LIBRARY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	27.00	
Total For Dept 000.000				155.75	
Dept 171.000 Township Supervisor					
101-171.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	36.96	
101-171.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	6.75	
Total For Dept 171.000 Township Supervisor				43.71	
Dept 191.000 Elections					
101-191.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	52.89	
101-191.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	11.80	
Total For Dept 191.000 Elections				64.69	
Dept 201.000 ACCOUNTING					
101-201.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	99.65	
101-201.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	20.25	
Total For Dept 201.000 ACCOUNTING				119.90	
Dept 209.000 Assessing					
101-209.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	127.23	
101-209.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	27.00	
Total For Dept 209.000 Assessing				154.23	
Dept 215.000 CLERK'S OFFICE					
101-215.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	84.79	
101-215.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	17.23	
Total For Dept 215.000 CLERK'S OFFICE				102.02	
Dept 245.000 TECHNICAL/UTILITIES SERVICES					
101-245.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	77.78	
101-245.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	14.84	
Total For Dept 245.000 TECHNICAL/UTILITIES SERVICES				92.62	
Dept 253.000 Treasurer					
101-253.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	34.35	
101-253.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	6.75	
Total For Dept 253.000 Treasurer				41.10	
Dept 258.000 COMPUTER/CABLE					
101-258.000-821.000	ENG/CONSULTANT/PROFESS FEES	HISKE ENTERPRISES, INC	TECHNICAL SUPPORT - TAPE DRIVE UPGRAD	690.00	
101-258.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	CDW GOVERNMENT, INC.	NEW PRINTER FOR ACCOUNTING	664.05	
101-258.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	LAKESIDE SERVICE COMPANY	NEW AC FOR SERVER ROOM - CARRIER PERF	4,378.51	
Total For Dept 258.000 COMPUTER/CABLE				5,732.56	
Dept 265.000 Township Buildings					
101-265.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	50.79	
101-265.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	13.50	
101-265.000-758.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS FOR BLDGS. & GROUNDS & DPW -	111.30	
101-265.000-758.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS FOR BLDGS. & GROUNDS & DPW -	110.55	
101-265.000-801.000	CONTRACTUAL SERVICES	ALLSTAR ALARM, LLC	ALARM 3/1/2020 - 5/31/2020	69.00	
101-265.000-932.000	MAINTENANCE TWP HALL	MYERS GROUP ENTERPRISES	12 YARDS OF PARKING LOT SALT FOR MUNI	240.00	
101-265.000-932.008	MAINTENANCE LIBRARY	MYERS GROUP ENTERPRISES	12 YARDS OF PARKING LOT SALT FOR MUNI	240.00	

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INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
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Fund 101 General Fund					
Dept 265.000 Township Buildings					
Total For Dept 265.000 Township Buildings				835.14	
Dept 299.000 Other Expenses					
101-299.000-726.000	SUPPLIES & SMALL EQUIPMENT	TOSHIBA BUSINESS Solutio	MA-MTR-LPC-M-T 1/6-2/5/2020	76.65	
101-299.000-726.000	SUPPLIES & SMALL EQUIPMENT	TOSHIBA BUSINESS Solutio	MA-MTR-LPC-M-T 12/6/19-1/5/2020	28.60	
101-299.000-734.000	ADDRESS SIGNS	HAMBURG FIRE DEPARTMENT,	COMPLETED ADDRESS SIGNS	75.00	
101-299.000-806.000	FOIA EXPENSES	BIG PDQ	FOIA COPIES - HOUSE PLANS FOR THOMPSON	17.99	
Total For Dept 299.000 Other Expenses				198.24	
Dept 410.000 Zoning					
101-410.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	25.70	
101-410.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	6.75	
101-410.000-736.000	STORM WATER DISCHARGE	STATE OF MICHIGAN	STORM WATER ANNUAL FEE - 2020 MIS0400	500.00	
101-410.000-821.000	ENG/CONSULTANT/PROFESSIONAL FEES	MCKENNA ASSOCIATES, INC.	GENERAL CONSULTATION 1/1/2020 TO 1/ 3	85.00	
Total For Dept 410.000 Zoning				617.45	
Total For Fund 101 General Fund				8,157.41	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	160.18	
206-000.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	32.40	
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	BOUND TREE MEDICAL, LLC	BLANKET P.O. FOR SCENE SUPPLIES & UNI	778.33	
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	BOUND TREE MEDICAL, LLC	IN EXCESS OF BPO 20190877 INVOICE 834	55.63	
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	BOUND TREE MEDICAL, LLC	IN EXCESS OF BPO 20190877, INVOICE 83	764.79	
206-000.000-727.000	MEDICAL AND SCENE SUPPLIES	DINGES FIRE COMPANY	DECON CLOTHS, SCENE SUPPLIES	282.59	
206-000.000-758.000	UNIFORMS/ACCESSORIES	PHOENIX SAFETY OUTFITTER	BLANKET P.O. FOR UNIFORMS & ACCESSORI	317.00	
206-000.000-759.000	TURN OUT GEAR	PHOENIX SAFETY OUTFITTER	BLANKET P.O. FOR UNIFORMS/ACCESSORIES	398.00	
206-000.000-801.000	CONTRACTUAL SERVICES	APPLIED IMAGING	MONTHLY COPIER SERVICE STATION 11 HB-	153.21	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS Solutio	COPIER MAINTENANCE - JAN	31.65	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS Solutio	COPIER MAINTENANCE - FEB	45.00	
206-000.000-932.003	MAINTENANCE FIRE HALL	1ST CLASS CARPET CLEANIN	CARPET CLEANING, FD STATOINS 11 & 12	525.00	
206-000.000-932.003	MAINTENANCE FIRE HALL	LAKELAND ACE HARDWARE, I	BLANKET P.O. FOR SUPPLIES, BLDG. & VE	6.78	
206-000.000-932.003	MAINTENANCE FIRE HALL	MYERS GROUP ENTERPRISES	12 YARDS OF PARKING LOT SALT FOR MUNI	480.00	
206-000.000-933.000	EQUIPMENT MAINT/REPAIR	COMSOURCE, INC.	MOTOROLA D VOICE PAGER REPAIR	25.00	
206-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	BLANKET P.O. FOR VEHICLE MAINTENANCE	232.99	
206-000.000-939.000	VEHICLE MAINTENANCE	COMPLETE BATTERY SOURCE,	VEHICLE BATTERIES	152.88	
206-000.000-939.000	VEHICLE MAINTENANCE	CRUISERS, INC.	TIGER TOUGH SEAT COVERS FOR 2020 FORD	333.93	
206-000.000-939.000	VEHICLE MAINTENANCE	DIVERSIFIED CREATIONS, I	WEATHERTECH LINERS FOR 2020 EXPEDITIO	189.90	
206-000.000-939.000	VEHICLE MAINTENANCE	FIRE WRENCH OF MICHIGAN	BLANKET P.O. FOR VEHICLE MAINTENANCE	477.91	
206-000.000-939.000	VEHICLE MAINTENANCE	FIRE WRENCH OF MICHIGAN	BLANKET P.O. FOR VEHICLE MAINTENANCE	1,248.90	
206-000.000-939.000	VEHICLE MAINTENANCE	FIRE WRENCH OF MICHIGAN	BLANKET P.O. FOR VEHICLE MAINTENANCE	3,845.83	
206-000.000-939.000	VEHICLE MAINTENANCE	FIRE WRENCH OF MICHIGAN	BLANKET P.O. FOR VEHICLE MAINTENANCE	2,018.62	
206-000.000-965.000	TRAINING	JACOB THOMPSON	COMPANY OFFICER DEVELOPMENT	120.00	
206-000.000-965.000	TRAINING	JONES & BARTLETT LEARNIN	J&B INSTRUCTOR I BOOKS	367.31	
206-000.000-965.000	TRAINING	MICHIGAN ASSOCIATION OF	MI ASSOC OF FIRE CHIEFS CONFERENCE-NI	250.00	
206-000.000-965.000	TRAINING	NEPA	TRAINING MATERIALS/INSPECTOR CODE SET	369.95	
206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	CDW GOVERNMENT, INC.	SURFACE PRO FOR FIRE INSPECTOR	221.49	
206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	COMSOURCE, INC.	UNIFICATION VOICE PAGER	2,158.00	
Total For Dept 000.000				16,043.27	
Total For Fund 206 Fire Fund				16,043.27	

Fund 207 Police Fund



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Fund 207 Police Fund					
Dept 000.000					
207-000.000-282.100	SEX OFFENDER FINES DUE TO MSP	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEE 2020	30.00	
207-000.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	641.88	
207-000.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	116.10	
207-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	DASH MEDICAL GLOVES INC.	BLACK MAXX NITRILE GLOVES	299.60	
207-000.000-726.000	SUPPLIES & SMALL EQUIPMENT	OFFICE EXPRESS, INC.	BLANKET P.O. FOR OFFICE SUPPLIES	147.31	
207-000.000-758.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	BLANKET P.O. - UNIFORMS & ACCESSORIES	54.99	
207-000.000-758.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	BLANKET P.O. - UNIFORMS & ACCESSORIES	74.99	
207-000.000-758.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	BLANKET P.O. - UNIFORMS & ACCESSORIES	43.99	
207-000.000-758.000	UNIFORMS/ACCESSORIES	MICHIGAN POLICE EQUIPMEN	BLANKET P.O. FOR UNIFORMS/ACCESSORIES	25.00	
207-000.000-932.002	MAINTENANCE POLICE BUILDING	#774494 - CUMMINS BRIDGE	02-13-2020 INSPECTION	216.44	
207-000.000-932.002	MAINTENANCE POLICE BUILDING	MYERS GROUP ENTERPRISES	12 YARDS OF PARKING LOT SALT FOR MUNI	240.00	
207-000.000-932.002	MAINTENANCE POLICE BUILDING	OVERHEAD DOOR OF WHITMOR	REPAIR OF GARAGE DOOR	654.84	
207-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	VEHICLE REPAIRS IN EXCESS OF BLANKET	61.91	
207-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	VEHICLE REPAIRS IN EXCESS OF BLANKET	39.55	
207-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	VEHICLE REPAIRS IN EXCESS OF BLANKET	729.54	
207-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	VEHICLE REPAIRS IN EXCESS OF BLANKET	354.82	
207-000.000-939.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	VEHICLE REPAIRS IN EXCESS OF BLANKET	163.95	
207-000.000-939.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	BLANKET P.O. FOR VEHICLE MAINTENANCE	29.95	
207-000.000-939.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	BLANKET P.O. FOR VEHICLE MAINTENANCE	29.95	
207-000.000-939.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	BLANKET P.O. FOR VEHICLE MAINTENANCE	160.94	
207-000.000-939.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	BLANKET P.O. FOR VEHICLE MAINTENANCE	37.80	
207-000.000-965.000	TRAINING	CRIS SCHUSTER	REIMBURSEMENT - MEAL(RECORDS RETENTIO	7.52	
207-000.000-965.000	TRAINING	KAREN CASTLEMAN	REIMBURSEMENT - LUNCH(TRAINING)	7.83	
207-000.000-981.000	CAPITAL EXPENSE - VEHICLE	CRUISERS, INC.	EQUIPMENT & INSTALLATION FOR NEW CHAR	4,386.90	
Total For Dept 000.000				8,555.80	
Total For Fund 207 Police Fund				8,555.80	
Fund 208 SENIORS, PARKS, LL TRAIL					
Dept 750.000 Recreation Board					
208-750.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	17.65	
208-750.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	4.72	
208-750.000-726.000	SUPPLIES & SMALL EQUIPMENT	DOG WASTE DEPOT	DOG WASTE ROLL BAGS & REPLACEMENT WAS	340.82	
208-750.000-941.000	PORTABLE TOILETS	D & J SEPTIC SERVICES, I	BLANKET P.O. - DISC GOLF & ADULT WORK	70.00	
Total For Dept 750.000 Recreation Board				433.19	
Dept 800.000 LAKELAND TRAIL					
208-800.000-941.000	PORTABLE TOILETS	D & J SEPTIC SERVICES, I	BLANKET P.O. - LAKELANDS TRAIL HEADS	330.00	
Total For Dept 800.000 LAKELAND TRAIL				330.00	
Dept 805.000 SENIOR CENTER					
208-805.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	23.80	
208-805.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	6.75	
208-805.000-801.000	CONTRACTUAL SERVICES	ALLSTAR ALARM, LLC	ALARM 3/1/2020 - 5/31/2020	69.00	
208-805.000-801.000	CONTRACTUAL SERVICES	LIVINGSTON COUNTY TREASU	BLANKET P.O. - MONTHLY LETS BUS INVOI	682.52	
208-805.000-804.000	SENIOR PROGRAMS	ERIC MICHAEL SHORE	ENTERTAINMENT FOR POTLUCK	120.00	
208-805.000-902.000	NEWSLETTER/PUBLICATIONS	ECONOPRINT INC.	BLANKET P.O. FOR SENIOR CENTER NEWSLE	419.87	
208-805.000-932.001	MAINTENANCE COMM CENTER	MYERS GROUP ENTERPRISES	12 YARDS OF PARKING LOT SALT FOR MUNI	240.00	
208-805.000-932.001	MAINTENANCE COMM CENTER	REESE'S COMMERCIAL CLEAN	BLANKET P.O. - BI-WEEKLY CLEANING OF	281.00	
208-805.000-932.001	MAINTENANCE COMM CENTER	TRI-COUNTY SUPPLY, INC.	BLANKET P.O. - SENIOR CENTER CLEANING	514.81	
Total For Dept 805.000 SENIOR CENTER				2,357.75	

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Fund 208 SENIORS, PARKS, LL TRAIL		Total For Fund 208 SENIORS, PARKS, LL TRAIL		3,120.94	
Fund 479 Rustic/Lake Pointe Road SAD					
Dept 000.000					
479-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	RUSTIC RD & LK POINTE DR PLOWED ON 1/	200.00	
		Total For Dept 000.000		200.00	
		Total For Fund 479 Rustic/Lake Pointe Road SAD		200.00	
Fund 480 Scott Drive ROAD SAD					
Dept 000.000					
480-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	SCOTT DR PLOWED ON 1/18	125.00	
		Total For Dept 000.000		125.00	
		Total For Fund 480 Scott Drive ROAD SAD		125.00	
Fund 483 Norene Ct/Peary Dr SAD - Rd Mn					
Dept 000.000					
483-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	NORENE & PEARY DR PLOWED RDS ON 1/18	140.00	
		Total For Dept 000.000		140.00	
		Total For Fund 483 Norene Ct/Peary Dr SAD - Rd Mn		140.00	
Fund 487 Riverside/Century/Lagoon SAD					
Dept 000.000					
487-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	RIVERSIDE, CENTURY, LAGOON & RADIAL P	990.00	
		Total For Dept 000.000		990.00	
		Total For Fund 487 Riverside/Century/Lagoon SAD		990.00	
Fund 489 Island Shore/Schlenker SAD					
Dept 000.000					
489-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	ISLAND SHORE DR & SCHLENKER RD PLOWED	415.00	
		Total For Dept 000.000		415.00	
		Total For Fund 489 Island Shore/Schlenker SAD		415.00	
Fund 491 Campbell Drive SAD					
Dept 000.000					
491-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	CAMPBELL DR PLOWED RD ON 1/18	140.00	
		Total For Dept 000.000		140.00	
		Total For Fund 491 Campbell Drive SAD		140.00	
Fund 494 Winans Drive SAD					
Dept 000.000					
494-000.000-802.000	ROAD IMPROVEMENT	MYERS GROUP ENTERPRISES	WINANS DR PLOWED RD 1/18 & SAND RD 1/	430.00	
		Total For Dept 000.000		430.00	
		Total For Fund 494 Winans Drive SAD		430.00	
Fund 590 SEWER FUND					
Dept 001.000					
590-001.000-719.000	LONG/SHORT TERM DISABILITY	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/2	265.38	
590-001.000-721.000	LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0001-000 - 3/1/2020-3/31/	59.41	
590-001.000-758.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS FOR BLDGS. & GROUNDS & DPW -	128.75	

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Fund 590 SEWER FUND					
Dept 001.000					
590-001.000-758.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS FOR BLDGS. & GROUNDS & DPW -	142.60	
590-001.000-758.000	UNIFORMS/ACCESSORIES	KING KLEANERS	BLANKET P.O. FOR DPW UNIFORMS - CLEAN	16.40	
590-001.000-850.000	PUMP & MAIN REPAIR/MAINTENANCE	GRAINGER	BLANKET P.O. FOR DPW SUPPLIES, GP PAR	71.85	
590-001.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	HOLD HARMLESS AGREE; JANICE NELSON @	30.00	
Total For Dept 001.000				714.39	
Dept 002.000					
590-002.000-726.000	SUPPLIES & SMALL EQUIPMENT	HACH COMPANY, AMERICAN S	BLANKET P.O. FOR WWTP SUPPLIES	303.75	
590-002.000-726.000	SUPPLIES & SMALL EQUIPMENT	HACH COMPANY, AMERICAN S	BLANKET P.O. FOR WWTP SUPPLIES	305.45	
Total For Dept 002.000				609.20	
Dept 003.000					
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - WRIGHT @ 8688	60.00	
590-003.000-962.000	SUNDRY	LIVINGSTON COUNTY REGIST	RECORDING/FILING FEES - MITCHELL BLDG	30.00	
Total For Dept 003.000				270.00	
Total For Fund 590 SEWER FUND				1,593.59	
Fund 701 Trust & Agency Fund					
Dept 000.000					
701-000.000-231.420	VOL. LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0002-000 JAN, FEB & MAR	1,317.00	
Total For Dept 000.000				1,317.00	
Total For Fund 701 Trust & Agency Fund				1,317.00	

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Fund Totals:

Fund 101 General Fund	8,157.41
Fund 206 Fire Fund	16,043.27
Fund 207 Police Fund	8,555.80
Fund 208 SENIORS, PARK	3,120.94
Fund 479 Rustic/Lake P	200.00
Fund 480 Scott Drive R	125.00
Fund 483 Norene Ct/Pea	140.00
Fund 487 Riverside/Cen	990.00
Fund 489 Island Shore/	415.00
Fund 491 Campbell Driv	140.00
Fund 494 Winans Drive	430.00
Fund 590 SEWER FUND	1,593.59
Fund 701 Trust & Agenc	1,317.00

Total For All Funds:	41,228.01
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Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

## EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: February 18, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier, Mougrabi

Board Members Absent: None

Non-Voting Members Present: Henneman

### **Text of Motion:**

Motion by Dolan, supported by Mougrabi, to recommend approval of the application as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that the field assignments be communicated Administratively through the Clerk and Parks Coordinator, that the Concession sales be limited to pre-packaged foods and beverages and that use of the fields will not be allowed during West Park blackout dates. Additional contingency requires that the applicant be made aware that their Personal Property is not covered by the Township, that user is required to remove or repair all goals/nets in West Park and clean the Concession stand to the satisfaction of the Parks Coordinator and Clerk's Department. All clean-up shall take place by the date of the Township Community Clean-Up, April 25, 2020, at which time dumpsters will be available for community use.

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: February 25, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & Recreation Coordinator

Re: Hamburg Community Soccer Club – Use of Manly Bennett Park – West  
Use: Spring 2020 Season                      Shared use of Fields: 7 & 8

We are in receipt of a Park Use Application from the HCSC dated February 9, 2020 for use of Soccer Fields located in Manly Bennett Park West for their spring season beginning March 20, 2020 and ending July 28, 2020.

They anticipate 80 recreation participants, fall count was 49. Due to the small number of participants, HCSC does not require use of all 8 areas of West Park, and can limit their activities to 2 areas. This will allow for the remaining Hamburg fields to be left open for other uses, or for scheduled maintenance. Open fields could also be available for field rotation should the need arise. HCSC is currently striping the fields and maintaining the nets on the goals for all fields.

Should approval of the application be recommended as submitted, it should be done so with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that the field assignments be communicated Administratively through the Clerk and Parks Coordinator, that the Concession sales be limited to pre-packaged foods and beverages and that use of the fields will not be allowed during West Park blackout dates.





Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Hamburg Community Soccer Club

Name of Event: Spring Season

Type of Event: Games & practices Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Community Soccer Club

Date(s) of Event: March 20 - July 28 Time(s) of Event: Daylight hours

Applicant Address: 2481 Shehan Rd Suite or Apt #: \_\_\_\_\_

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): James Clark

Contact's Affiliation with Applicant: President

Contact's Phone: (810)923-5552 Contact's E-Mail: jimclarkcoach@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

Insurance Information:

Insurance Carrier: Michigan State Youth Soccer Association (Pullen)

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: on file Expiration Date: 9-1-20

Limit of General Liability: 1,000,000 Occurrence Both limited Aggregate

Umbrella Coverage Limit (if any): 5,000,000 Occurrence 5,000,000 Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: Regular use for practices and games.

Total Number of participants/spectators/guests anticipated during event: 80

Average of participants/spectators/guests anticipated at any given time: 80

Site of Proposed Event; include all areas of the parklands that will be used: H6, H7, H8

Due to size of club, 2 fields should be sufficient.

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: No

Number of Volunteers: 15 Are Volunteers trained?: Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: No If so, please indicate locations:

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: No

Parking fee charged? If so, how much: No Valet service available? No

Will Food/Beverages be served? If so, types of food and name of persons serving: Only pre-packed snack items and non-alcoholic beverages.

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: No

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: No

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: No

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*



Will there be a need for vehicles to be used on Township grounds? If so, describe: Only for delivery of heavy materials such as paint and nets.

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: Normal trash pick-up, watering of grass turned off at appropriate times, grass cut at an appropriate height for soccer.

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### ***Release of Liability & Indemnification Agreement***

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: \_\_\_\_\_

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: 2-9-20

Co- applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator:  Date: 2-11-20

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/3/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	K&K Insurance Group, Inc. 301 Commerce Street, Suite 2370 Fort Worth, TX 76102	CONTACT NAME:	Sports Division	
		PHONE:	(800) 441-3994	FAX:
		E-MAIL ADDRESS:	kk.sports@kandkinsurance.com	
		INSURERS AFFORDING COVERAGE	NAIC #	
INSURED	Michigan State Youth Soccer Association 9401 General Drive, Suite 120 Plymouth, MI 48170	Insurer A:	National Casualty Company	11991
		Insurer B:	Nationwide Life Insurance Company	66869
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

**COVERAGES** **CERTIFICATE NUMBER:** 19014403 **REVISION NUMBER:** 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KKO-80861-00	9/1/2019	9/1/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KKO-80861-00	9/1/2019	9/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XKO-80862-00	9/1/2019	9/1/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under		N/A				WC STATU-TORY LIMITS OTH-ER E. L. EACH ACCIDENT E. L. DISEASE - EA EMPLOYEE E. L. DISEASE - POLICY LIMIT
B	<b>PARTICIPANT ACCIDENT MEDICAL</b>			BAX-308471-00	9/1/2019	9/1/2020	\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of Michigan State Youth Soccer Association & Hamburg Community Soccer Club. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

## CERTIFICATE HOLDER

Hamburg Township, West Bennett Park  
10405 Merrill Road  
PO Box 157  
Hamburg, MI 48139

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Scott Hummel*



Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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## EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: February 18, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier, Mougrabi

Board Members Absent: None

Non-Voting Members Present: Henneman

**Text of Motion:**

Motion by Mougrabi, supported by Auxier, to recommend approval of the application as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use of the concession stand (if requested) be limited to pre-packaged foods and beverages only, and that use of the fields will not be allowed during East Park blackout dates.

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: February 25, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks and Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Hamburg Pirate Youth Football Association – Use of Manly Bennett Park – East  
Fields: **Football Practice Fields 1 & 2 as well as T'Ball area for Cheer**

We are in receipt of a Park Use Application from the Hamburg Pirate Youth Football Association dated January 22, 2020 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning August 10, 2020 and ending October 31, 2020.

The club has requested use of 2 Football practice areas, leaving field #3 (between Diamonds #1 & #4) available for use by others. They anticipate their number of participants of 185, and recent data reflects an average number of 160.

Should approval of the application be recommended as submitted, it should be done so with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use of the concession stand (if requested) be limited to pre-packaged foods and beverages only, and that use of the fields will not be allowed during East Park blackout dates.





## Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use): Hamburg Pirate Youth Football Association (HPYFA)

Name of Event: HPYFA football and cheer/pom practice

Type of Event: football and cheer/pom practice Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Pirate Youth Football Association

Date(s) of Event: August 10 - October 31, 2020 Time(s) of Event: Monday-Friday evenings 5pm - 9pm

Applicant Address: P.O. Box 741 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Kelly Rysso

Contact's Affiliation with Applicant: HPYFA Treasurer and VP of Cheer/Pom

Contact's Phone: 810-599-6395 Contact's E-Mail: registerhpyfa@gmail.com

Event Co-applicant, if any: Chad Bross

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: HPYFA President

Co-applicant's phone: 734-604-0675

#### Insurance Information:

Insurance Carrier: K & K Insurance

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: 6BRPG0000006993500 Expiration Date: 9/25/2020

Limit of General Liability: \$1,000,000 Occurrence \$5,000,000 Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): n/a Occurrence n/a Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: football practices on fields 1 & 2 and cheer/pom practices on the baseball diamonds near the police station

Total Number of participants/spectators/guests anticipated during event: 185

Average of participants/spectators/guests anticipated at any given time: 30

Site of Proposed Event; include all areas of the parklands that will be used: fields 1 & 2 for football practices and the baseball diamonds between the police station and the parking lot for cheer/pom practices

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: no

Number of Volunteers: approx 30 Are Volunteers trained?: yes  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: no If so, please indicate locations: n/a

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: no

Parking fee charged? If so, how much: no Valet service available? no

Will Food/Beverages be served? If so, types of food and name of persons serving: no

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: no

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: no

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: no

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: none

Other information regarding your event that you feel may be helpful: none

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

n/a

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/27/19

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising <b>PHONE (A/C, No, Ext):</b> 1-800-426-2889 <b>FAX (A/C, No):</b> 1-260-459-5105 <b>E-MAIL ADDRESS:</b> info@sportsinsurance-kk.com <b>PRODUCER CUSTOMER ID:</b>
<b>INSURED</b> 10092629 CP# 614 Hamburg Pirate Youth Football Association P.O. Box 741 Hamburg, MI 48139 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Nationwide Mutual Insurance Company <b>NAIC #</b> 23787 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 2001754059 09/27/2019**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			6BRPG0000006993500	09/25/19 12:01 AM	09/25/20 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Not provided while in Hawaii			6BRPG0000006993500	09/25/19 12:01 AM	09/25/20 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<input type="checkbox"/> <b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG0000006993500	09/25/19 12:01 A.M.	09/25/20 12:01 A.M.	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Legal Liability to Participants (LLP) limit is a per occurrence limit.

Sports: Tackle and Contact Football (Ages: 12 and Under); Cheerleading (Ages: 12 and Under)

See Attached Additional Remarks Schedule:

**CERTIFICATE HOLDER**

Evidence of Coverage

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Coverage is only extended to U.S. events and activities.

\*\* NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)
Hamburg Township 10405 Merrill Road P.O. Box 157 Hamburg, MI 48139
Named Insured: Hamburg Pirate Youth Football Association CP# 614
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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## EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: February 18, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier, Mougrabi

Board Members Absent: None

Non-Voting Members Present: Henneman

**Text of Motion:**

**Motion by Muck, supported by Auxier, to recommend approval of the application as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use of the concession stand (if requested) be limited to pre-packaged foods and beverages only, and that use of the fields will not be allowed during East Park blackout dates.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: February 25, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Kensington Woods Schools – Use of Manly Bennett Park – West

Use: Limited User - Spring 2020 Home Games

Field: **Field #1 (or as assigned by Park Coordinator)**

We are in receipt of a Park Use Application from Kensington Woods Schools dated February 11, 2020 for limited use of Soccer Fields located in Manly Bennett Park West. Kensington Woods School is located in the former Lakelands Elementary Building and has determined that they do have adequate field space for practices, but would like to use something more formal as their “Home” field.

Kensington Woods is a small private school, with approximately 25 children that participate in the Soccer program. They are requesting 1 field, for the 3 dates outlined in the application for 2-hour periods, so their use will be limited. Field use will be assigned by the Parks Coordinator.

Should this application be approved, it should also be contingent up on the Clerk Department being provided all requested documents to their satisfaction, that the field assignments be communicated administratively through the Clerk and Parks Coordinator, and that use is subject to Blackout dates.



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Kensington Woods Schools

Name of Event: Girls Soccer (8v8)

Type of Event: Soccer Game Park Use Category #: Select One 4 Event Use

Applicant Name: Thomas Wagner

Date(s) of Event: 4/20, 4/22, 4/29 Time(s) of Event: 5:00, 5:00, 5:30

Applicant Address: 9501 Pettys Rd Suite or Apt #: \_\_\_\_\_

Applicant City: Lakeland State: MI Zip: 48143

Contact Person (present during use): Daniel Stastyshyn

Contact's Affiliation with Applicant: Soccer Coach

Contact's Phone: (352) 702-6217 Contact's E-Mail: dstastyshyn@kwoods.org

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

Insurance Information:

Insurance Carrier: General Agency Company (see attached)

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: Girls 8v8 Soccer games (High School level) - Dates as requested - No need of fields for practices

Total Number of participants/spectators/guests anticipated during event: Between 50-60

Average of participants/spectators/guests anticipated at any given time: 45

Site of Proposed Event; include all areas of the parklands that will be used: 8v8 Soccer field

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: no

Number of Volunteers: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: \_\_\_\_\_ If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: no admissions charge

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

Will Food/Beverages be served? If so, types of food and name of persons serving: no

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: no

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: no

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: no

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*


Specific services required from the Township, if any: none

Other information regarding your event that you feel may be helpful: please make sure the field is lined & flagged before hand.

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

 Just games.

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.



In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: TH

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: TH

Applicant's Signature: Tow W Date: 2/11/2020

Co- applicant's Signature: [Signature] Date: 2/11/2020

Parks Coordinator: [Signature] Date: 2/11/2020

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_



KENSwoo-01

JALLEN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/11/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> General Agency Company 525 E. Broadway Mount Pleasant, MI 48858	<b>CONTACT NAME:</b> Beverly Weeks
	<b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> bweeks@ga-ins.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>
	<b>INSURER A:</b> EMCASCO Insurance Company <b>21407</b>
	<b>INSURER B:</b> Employers Mutual Casualty Co <b>21415</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**INSURED**  
Kensington Woods School Kensington Woods High School  
Livingston Technical Academy  
9501 Pettys Rd  
Lakeland, MI 48143

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			5D43319	2/22/2020	2/22/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPI/OP AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			5E43319	2/22/2020	2/22/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5J43319	2/22/2020	2/22/2021	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 Pers/Adv Injury \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	5H43319	2/22/2020	2/22/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Linebacker			5K43319	2/22/2020	2/22/2021	Each Occurrence 1,000,000
B	Linebacker			5K43319	2/22/2019	2/22/2020	Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

Hamburg Township Bennet Park  
10405 Merrill Road  
Hamburg, MI 48139

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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## **EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: February 18, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier, Mougrabi

Board Members Absent: None

Non-Voting Members Present: Henneman

**Text of Motion:**

**Motion by Dolan, supported by Koeble, to recommend approval of the application from the PHBSA as submitted, contingent on proof of insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use will not be allowed during Blackout dates and that Concession sales be limited to pre-packaged foods and beverages unless Concession stand is licensed by PHBSA with the Health Department and proper documents are submitted.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: February 25, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Pinckney Hamburg Baseball Softball Association – Park Use Application  
2020 Spring Season, including Opening Day event and Travel Tryouts

We are in receipt of a Park Use Application from the PHBSA for use of the Baseball Diamonds/T'Ball area/Concession Stand in Manly Bennett Park East for their regular season April 1 to July 31, 2019, including their Opening Day Event and Travel Tryouts. Dates for those events are TBD and will be approved administratively.

Park Use will be subject to Blackout Dates, including the 2020 Family Fun Fest. Should the PHBSA desire to use the Concession Stand use for sales of anything other than pre-packaged foods, it will require a separate application along with current copy of a Health Department License, to be paid for by the PHBSA.

I recommend approval of the application from the PHBSA as submitted, contingent on proof of insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use will not be allowed during Blackout dates and that Concession sales be limited to pre-packaged foods and beverages unless Concession stand is licensed by PHBSA with the Health Department and proper documents are submitted.





## Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: Pinckney Hamburg Baseball and Softball Association league

Type of Event: Youth baseball season Park Use Category #: 4 - Event Use

Applicant Name: PHBSA

Date(s) of Event: April 1st-July 31st Time(s) of Event: 8AM-8PM

Applicant Address: PO Box 813 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Chns Schell

Contact's Affiliation with Applicant: President PHBSA

Contact's Phone: 989-954-9978 Contact's E-Mail: cshell.tsm@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: Nationwide Mutual Insurance Company

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy

Policy #: 6BRPG0000006993600 Expiration Date: 5/10/2020

Limit of General Liability: 1,000,000 Occurrence per occurrence Aggregate

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: We host our local youth baseball and softball league

Total Number of participants/spectators/guests anticipated during event: 350 kids in the league plus parents

Average of participants/spectators/guests anticipated at any given time: 200

Site of Proposed Event; include all areas of the parklands that will be used: baseball complex

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: no

Number of Volunteers: 20 Are Volunteers trained?: yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: no If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: no

Parking fee charged? If so, how much: no Valet service available? no

Will Food/Beverages be served? If so, types of food and name of persons serving: concession stand will be open for basic foods that do not require food license

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: no

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: no

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*



Will there be a need for vehicles to be used on Township grounds? If so, describe: yes we will use utility vehicles to prep the fields

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: no

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: no

Other information regarding your event that you feel may be helpful: no

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.



In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or subject to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: CS

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: CS

Applicant's Signature: chell Date: 1-31-2020

Co-applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator: [Signature] Date: 2-11-20

#### For office use only

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/08/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising Underwriting	
	<b>PHONE</b> (A/C, No, Ext): 1-800-426-2889	<b>FAX</b> (A/C, No): 1-260-459-5105
	<b>E-MAIL</b> ADDRESS: info@sportsinsurance-kk.com	
	<b>PRODUCER</b> CUSTOMER ID:	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> Pinckney Hamburg Baseball and Softball Associ P.O. Box 813 Hamburg, MI 48139 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER A:</b> Nationwide Mutual Insurance Company	23787
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:** W01436146**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> NOT PROVIDED WHILE IN HAWAII			6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER <input type="checkbox"/> STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 12:01 AM	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Legal Liability to Participants (LLP) limit is a per occurrence limit.

Sport(s): Baseball Age(s): 12 and under, 13-15; Softball Age(s): 12 and under

The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.

**CERTIFICATE HOLDER**

Hamburg Township  
P.O. Box 157, 10405 Merrill Rd.  
Hamburg, MI 48139  
(Owner/Lessor of Premises)

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Scott K. Kunkel*

Coverage is only extended to U.S. events and activities.

\*\* NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas



Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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## EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: February 18, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier, Mougrabi

Board Members Absent: None

Non-Voting Members Present: Henneman

**Text of Motion:**

**Motion by Dolan, supported by Auxier, to recommend approval of the application as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use of the fields will not be allowed during East Park blackout dates.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: February 25, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR





**Hamburg Township  
Parks & Recreation**

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

Memorandum

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Warriors Rugby Club (Formerly known as Dexter Rugby)  
Use of Manly Bennett East - Football Field #2 – Games & Practices  
March 1 to May 31, 2020.

The captioned organization has submitted a Park Use Application for Field use for a spring Rugby league to be held on Football field #2 in Manly Bennett East. This group is affiliated with USA Rugby Federation, and all participants and coaches are members of this organization which provides insurance coverage, as well as providing background checks on any adult 18 years or older who holds a position as coach or board member.

The club will be made aware of the blackout dates for both the Pinckney Hamburg Baseball Softball Association as well as the Family Fun Fest, which will impact when fields are available for Rugby's use.

Should approval of the application be recommended as submitted, it should be done so with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use of the fields will not be allowed during East Park blackout dates.



## Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Park Use Category #: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Time(s) of Event: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Suite or Apt #: \_\_\_\_\_

Applicant City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person (present during use): \_\_\_\_\_

Contact's Affiliation with Applicant: \_\_\_\_\_

Contact's Phone: \_\_\_\_\_ Contact's E-Mail: \_\_\_\_\_

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: \_\_\_\_\_

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

## Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: \_\_\_\_\_

\_\_\_\_\_

Total Number of participants/spectators/guests anticipated during event: \_\_\_\_\_

Average of participants/spectators/guests anticipated at any given time: \_\_\_\_\_

Site of Proposed Event; include all areas of the parklands that will be used: \_\_\_\_\_

\_\_\_\_\_

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: \_\_\_\_\_

Number of Volunteers: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: \_\_\_\_\_ If so, please indicate locations: \_\_\_\_\_

\_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: \_\_\_\_\_

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

Will Food/Beverages be served? If so, types of food and name of persons serving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: \_\_\_\_\_

\_\_\_\_\_

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: \_\_\_\_\_

\_\_\_\_\_

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: \_\_\_\_\_

\_\_\_\_\_

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: \_\_\_\_\_

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*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: \_\_\_\_\_

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*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: \_\_\_\_\_

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: \_\_\_\_ Regular Season (Games/Practices) \_\_\_\_ Sports Tournament \_\_\_\_ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## ***Release of Liability & Indemnification Agreement***

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.



In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: \_\_\_\_\_

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co- applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

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### For office use only

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)

Approved

Denied

Hamburg Township Representative: \_\_\_\_\_



# Hamburg Township Police Department

10409 MERRILL ROAD • HAMBURG, MICHIGAN 48139

RICHARD DUFFANY, CHIEF OF POLICE

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

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** February 26, 2020  
**RE:** Agenda Item Topic: **Swearing in of Reserve Police Officer**  
General Ledger #: N/A  
Number of Supporting Documents: **None**  
NEW/OLD BUSINESS: **XXX** New Business  
\_\_\_\_\_ Old Business – Previous Agenda #:

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I respectfully request that the Township Board allow for the Township Clerk to publicly swear in Ray Lanning as a Reserve Police Officer at the Township Board meeting being held on March 3, 2020.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety/Chief of Police



# Township Board Cover Sheet

## **Louis Lane – Road Improvement S.A.D.** **First Public Hearing to Establish S.A.D.**

### **Information Packet:**

Hamburg Township has been approached by residents living on Louis Lane in the Fox Run Subdivision requesting that their road be improved through a Township financed special assessment district. This project would consist of the establishment of a S.A.D. with the road improvements constructed under the direction of the Livingston County Road Commission. Based upon property owner response, there are enough petitions to proceed with creating the district.

The following items have been included for the Board's review:

#### 1. **Notice of First Public Hearing:**

- A. Affidavit of Mailing
- B. Hearing Cover Letter
- C. Notice of Improvement Hearing – per Public Act 188 requirements
- D. Mailing List of Property Owners included in S.A.D.
- E. Estimate of Cost for the proposed Road Improvement S.A.D.
- F. Proposed Louis Lane Special Assessment Roll

#### 2. **Project Resolution(s):**

- **Resolution No. 3** – Resolution Approving Petitions, Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared
- **Resolution No. 4** – Resolution Acknowledging the Filing of the Louis Lane Special Assessment Roll, Scheduling a Hearing and Directing the Issuance of the Statutory Notices

**NOTE:** Resolution No. 4 will set the date and time for the second public hearing to be held to adopt the Assessment Roll. I am recommending that the 2<sup>nd</sup> public hearing be scheduled for **Tuesday, March 24<sup>th</sup>, 2020 beginning at 5:30 p.m.** to allow enough time for notice to be published in the newspaper as well as mailing individual notices to property owners.

The Louis Lane Road Improvement district will be included on the upcoming bond issue along with a number of other Road Improvement projects.

*Drafted: February 12<sup>th</sup>, 2020*

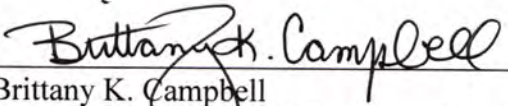


10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

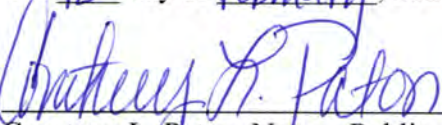
AFFIDAVIT OF MAILING

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

BRITTANY K. CAMPBELL, being first duly sworn, deposes, and says that she personally prepared for mailing, and did on February 12, 2020, send by first-class mail, the proposed **Louis Lane – Road Improvement Special Assessment District** notice of first public hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

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

Subscribed and sworn to before me  
this 12<sup>th</sup> day of February, 2020.

  
\_\_\_\_\_  
Courtney L. Paton, Notary Public  
Jackson County, MI  
My commission expires: 1/17/2024  
Acting in Livingston County

COURTNEY L. PATON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF JACKSON  
My Commission Expires 01/17/2024  
Acting in the County of Livingston

FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



P.O. Box 157  
10405 Merrill Road  
Hamburg, MI 48139

February 12<sup>th</sup>, 2020

Re: **Louis Lane – Road Improvement Special Assessment District**  
Notice of First Public Hearing

Dear Property Owner,

Enclosed is a copy of the Notice of Improvement Hearing to establish the Louis Lane road improvement special assessment district (SAD). The project will consist of crushing and shaping the existing asphalt pavement and placing 3.6" of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch.

The Township Board has scheduled the first public hearing for Tuesday, February 25<sup>th</sup>, 2020 to begin at 5:30 p.m. here at the Township Offices located at 10405 Merrill Road. The purpose of the meeting is to discuss the desire to establish the district, the district boundaries and the estimated cost of the project. The estimated road improvement project cost is \$170,000.00 which will be split equally among the 24 parcels in an assessment of \$7,083.34 per parcel plus interest charges under a ten (10) year bond re-payment schedule.

Any property owner or owners who wish to remove their support for the project must submit a letter in writing to the Township requesting to rescind their signatures from the petition by the first public hearing on February 25<sup>th</sup>. Letters may be addressed to me or the Township Clerk, Michael Dolan, and mailed to Hamburg Township, P.O. Box 157, Hamburg, MI 48139. Faxed copies or emailed/scanned copies cannot be accepted. If after the first public hearing there is still enough support to move forward with establishing the special assessment district the Board will pass a resolution to schedule the 2<sup>nd</sup> public hearing for the purpose of discussing the Assessment Roll and adoption by the Township Board which will authorize the collection of the special assessments that will first appear on the December 1, 2020 tax bill.

If you would like to discuss the road improvement project before the public hearing please feel free to contact the Township Supervisor, Patrick J. Hohl, at (810) 231-1000 Ext. 202 or his direct line at (810) 222-1116 or via email at pathohl@hamburg.mi.us.

Sincerely,

Brittany K. Campbell  
Hamburg Township Utilities Coordinator



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

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## NOTICE OF PUBLIC HEARING

Hamburg Township  
Livingston County, Michigan

### NOTICE OF PUBLIC HEARING UPON A PROPOSED ROAD IMPROVEMENT PROJECT AND SPECIAL ASSESSMENT DISTRICT FOR LOUIS LANE

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Hamburg Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a public hearing on Tuesday, February 25, 2020 at 5:30 p.m., at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan 48139, to review the following proposed special assessment district:

#### HAMBURG TOWNSHIP LOUIS LANE ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

and to hear any objections thereto and to the proposed Project and to the petitions filed with the Township Board requesting the Project.

(2) The project (the “Project”) will consist of crushing and shaping the existing asphalt pavement and placing 3.6” of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The Project is being designed to serve the properties in the Special Assessment District, which properties are adjacent to Louis Lane, and which properties are identified by the following permanent parcel numbers:

15-33-302-001	15-33-302-002	15-33-302-003	15-33-302-004
15-33-302-005	15-33-302-006	15-33-302-007	15-33-302-008
15-33-302-009	15-33-302-010	15-33-302-011	15-33-302-012
15-33-302-014	15-33-302-015	15-33-302-016	15-33-302-017
15-33-302-018	15-33-302-019	15-33-302-020	15-33-302-021
15-33-302-022	15-33-302-023	15-33-302-024	15-33-302-025

(3) The Township plans on imposing special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The plans and cost estimates for the proposed Project, the boundaries of the Special Assessment District and the petitions filed in support of the Project are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. Any person objecting to the proposed Project, the petitions for the Project or the proposed Special Assessment District shall file an objection in writing with the Township Clerk before the close of the February 25<sup>th</sup>, 2020 hearing, or within such further time the Township Board may grant.

This notice is given by order of the Hamburg Township Board.

Dated: February 12<sup>th</sup>, 2020

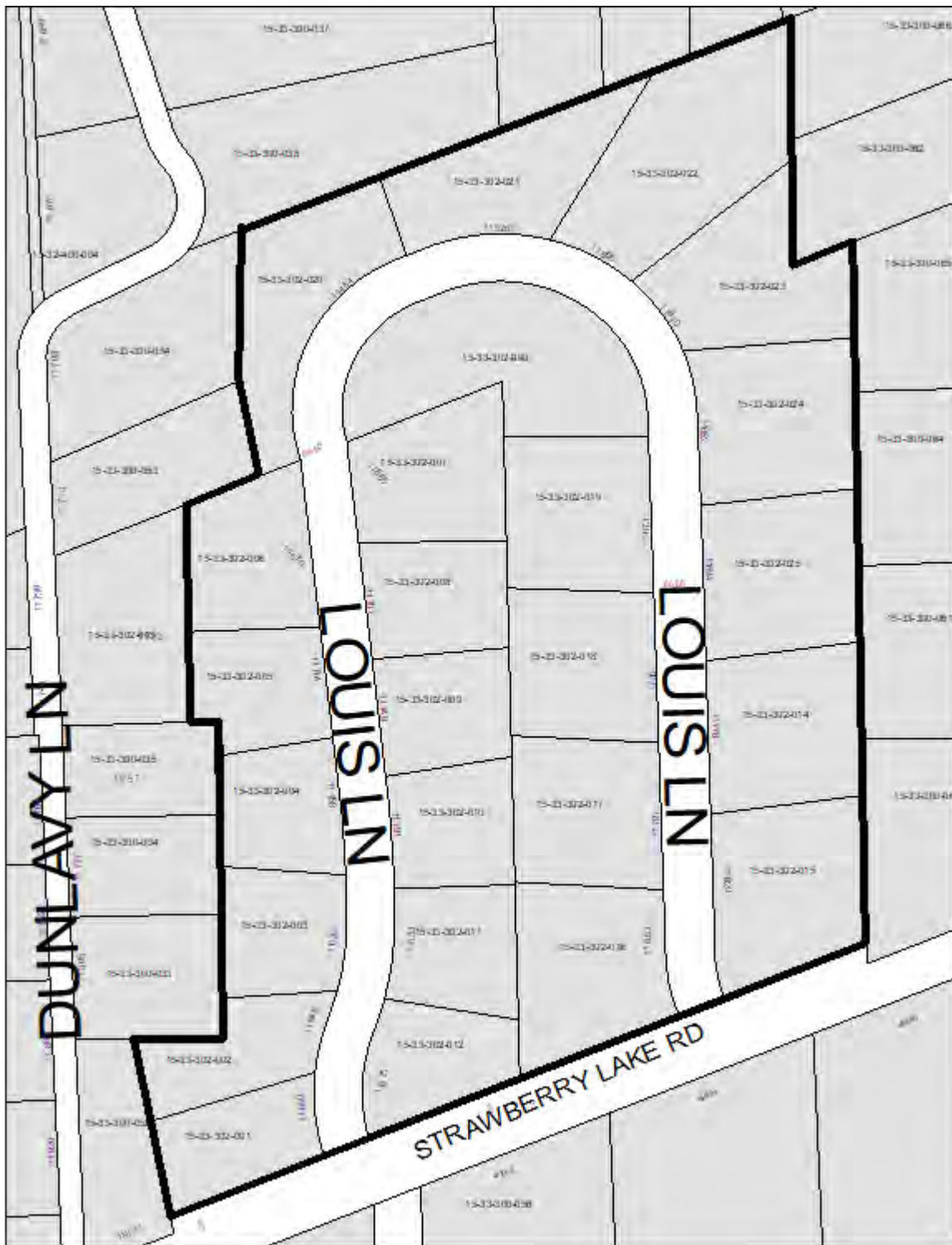
Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139



## LOUIS LANE - ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

Hamburg Township, Livingston County, Michigan

The general service area in which a proposed special assessment district is to be designated. The Hamburg Township Board of Trustees may adjust the district boundaries based upon property owner response in support of creating a road improvement special assessment district.



General service area establishing the Louis Lane – Road Improvement Special Assessment District.  
**Proposed special assessment district boundary shown within thick black-lined area.**

15-33-302-001  
Michael D. Lile & Emily P. Pastore  
11890 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-002  
David F. & Beverly E. Gilbert  
11846 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-003  
Michael & Kristina Cobb  
11802 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-004  
Robert & Katherine Blackburn  
11758 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-005  
11714 Louis Lane Trust & Ron Monroe  
11714 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-006  
Angela Sultana  
11670 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-007  
Mark J. & Brenda K. Tuscano Trust  
11665 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-008  
Alok N. & Amy J. Vimawala  
11707 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-009  
Sarah Volk  
11749 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-010  
David McFarland  
11791 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-011  
Alexander Phillip Demetriou  
11833 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-012  
Karie L. Gabara  
11875 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-014  
Kristine R. Ballard  
11778 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-015  
Elaine Susan Umholtz  
11820 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-016  
Brian & Jenna Gillette  
11853 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-017  
Kyle & Katie Heikkila  
11797 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-018  
Daniel Walters  
11735 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-019  
Brian & Sheri Moore  
11673 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-020  
Chris & Melinda Phifer  
11484 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-021  
Matthew Vianueva  
11526 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-022  
Michael & Stacy Hatfield  
11568 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-023  
Frederick & Brenda Walton  
11610 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-024  
Timothy D. & Anna-Mae G. Gross  
11652 Louis Ln.  
Whitmore Lake, MI 48189

15-33-302-025  
Peter K. & Pamela M. Kleinschmidt  
11694 Louis Ln.  
Whitmore Lake, MI 48189

FAX 810-231-4295  
PHONE 810-231-1000 Ext. 210  
DIRECT DIAL 810-222-1193



P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139

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**ESTIMATE OF COST  
PROPOSED LOUIS LANE  
ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

**Hamburg Township Administration Expenses:**

Total Township Fees: \$ 0.00

**Road Improvements:** Livingston County Road Commission \$ 170,000.00

Road improvements shall include crushing and shaping the existing asphalt pavement and placing 3.6" of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch.

Total Estimated Project Cost \$ 170,000.00

\$ 170,000.00 divided by 24 Parcels = **\$7,083.34 per parcel.**

**NOTE:**

The cost of the road improvements will be financed through special assessment bonds. Property owners within the SAD will only be charged for the road improvement construction charges. The Township will pay for all legal and administrative fees to establish the district and for the sale of the bond to finance the project. Annual principal payments will be equally assessed per parcel plus interest on the unpaid balance. The interest amount will be determined by the market interest rate for the sale of the Bonds at the time the project is financed. The assessment costs will be presented to property owners prior to establishing the special assessment district.

**HAMBURG TOWNSHIP**  
**LOUIS LANE ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**EXHIBIT "B"**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-33-302-001	Michael D. Lile & Emily P. Pastore 11890 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 1	\$ 262,082.00	Occupied	\$ 7,083.34
15-33-302-002	David F. & Beverly E. Gilbert 11846 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 2	218,025.00	Occupied	7,083.34
15-33-302-003	Michael & Kristine Cobb 11802 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 3	278,054.00	Occupied	7,083.34
15-33-302-004	Robert & Katherine Blackburn 11758 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 4	230,753.00	Occupied	7,083.34
15-33-302-005	11714 Louis Lane Trust Dawn Monroe & Ronnie Monroe 11714 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 5	265,822.00	Occupied	7,083.34
15-33-302-006	Angela Sultana 11670 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 6	248,318.00	Occupied	7,083.34
15-33-302-007	Mark J. & Brenda K. Tuscano Trust 11665 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 7	262,912.00	Occupied	7,083.34
15-33-302-008	Alok N. & Amy J. Vimawala 11707 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 8	280,653.00	Occupied	7,083.34

**HAMBURG TOWNSHIP**  
**LOUIS LANE ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-33-302-009	Sarah Volk 11749 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 9	\$ 236,843.00	Occupied	\$ 7,083.34
15-33-302-010	David McFarland 11791 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 10	255,227.00	Occupied	7,083.34
15-33-302-011	Alexander Phillip Demetriou 11833 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 11	259,042.00	Occupied	7,083.34
15-33-302-012	Karie L. Gabara 11875 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUB LOT 12	233,943.00	Occupied	7,083.34
15-33-302-014	Kristine R. Ballard 11778 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION # 2 LOT 14	260,586.00	Occupied	7,083.34
15-33-302-015	Elaine Susan Umholtz 11820 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION # 2 LOT 15	254,249.00	Occupied	7,083.34
15-33-302-016	Brian & Jenna Gillette 11853 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION # 2 LOT 16	258,680.00	Occupied	7,083.34
15-33-302-017	Kyle & Katie Heikkila 11797 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION # 2 LOT 17	229,427.00	Occupied	7,083.34

**HAMBURG TOWNSHIP**  
**LOUIS LANE ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-33-302-018	Daniel Walters 11735 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 18	\$ 241,661.00	Occupied	\$ 7,083.34
15-33-302-019	Brian & Sheri Moore 11673 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 19	215,676.00	Occupied	7,083.34
15-33-302-020	Chris & Melinda Phifer 11484 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 20	279,925.00	Occupied	7,083.34
15-33-302-021	Matthew Vianueva 11526 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 21	251,905.00	Occupied	7,083.34
15-33-302-022	Michael & Stacy Hatfield 11568 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 22	266,931.00	Occupied	7,083.34
15-33-302-023	Frederick & Brenda Walton 11610 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 23	250,248.00	Occupied	7,083.34
15-33-302-024	Timothy D. & Ann-Mae G. Gross 11652 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 24	255,776.00	Occupied	7,083.34



HAMBURG TOWNSHIP  
**LOUIS LANE ROAD IMPROVEMENT PROJECT**  
 PROPOSED SPECIAL ASSESSMENT ROLL  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-33-302-025	Peter K. & Pamela M. Kleinschmidt 11694 Louis Ln. Whitmore Lake, MI 48189	SEC 33 T1N R5E FOX RUN SUBDIVISION NO. 3, LOT 25	\$ 337,954.00	Occupied	\$ 7,083.34

Total Project Assessments:      \$ 170,000.00

TOTAL ESTIMATED PROJECT COST:      \$ 170,000.00

## **Resolution #3 – Louis Lane Road Improvement Project**

### **TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

### **RESOLUTION APPROVING PETITIONS, PROJECT, COST ESTIMATES, SPECIAL ASSESSMENT DISTRICT AND CAUSING THE SPECIAL ASSESSMENT ROLL TO BE PREPARED**

WHEREAS, the Township Board of Trustees (the “Township Board”) has received petitions from property owners in the Township (the “Petitions”) for certain road improvements to be made along Louis Lane within the Fox Run subdivision located in the Township;

WHEREAS, the Township Board has determined to proceed with the Louis Lane road improvements as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”), in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the Township Board held a public hearing on the Project, the Petitions that have been submitted to the Township Board requesting the Project, and the proposed special assessment district (the “Special Assessment District”) for the Project on February 25, 2020;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act 188, and the laws of the State of Michigan, the Township Board approves the completion of the Project and the Township Board approves the plans and cost estimates for the Project, which are on file with the Township Clerk and which are identified as "Plans and Cost Estimates for the "Louis Lane Road Improvement Project".

2. The Township Board determines that the petitions for the Project submitted to the Township Board were sufficient to satisfy the requirements under Act 188 for initiating an improvement project.

3. The Township Board determines that the Special Assessment District for the Project shall consist of those properties that are described in Exhibit B. The term of the special assessment district shall be through 2030, or such shorter period of time as may be determined by the Township Board prior to the issuance of the Bonds.

4. After construction costs for the Project are determined, the Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District as identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll, which certificate shall be substantially in the in the form of Exhibit C to this resolution.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

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

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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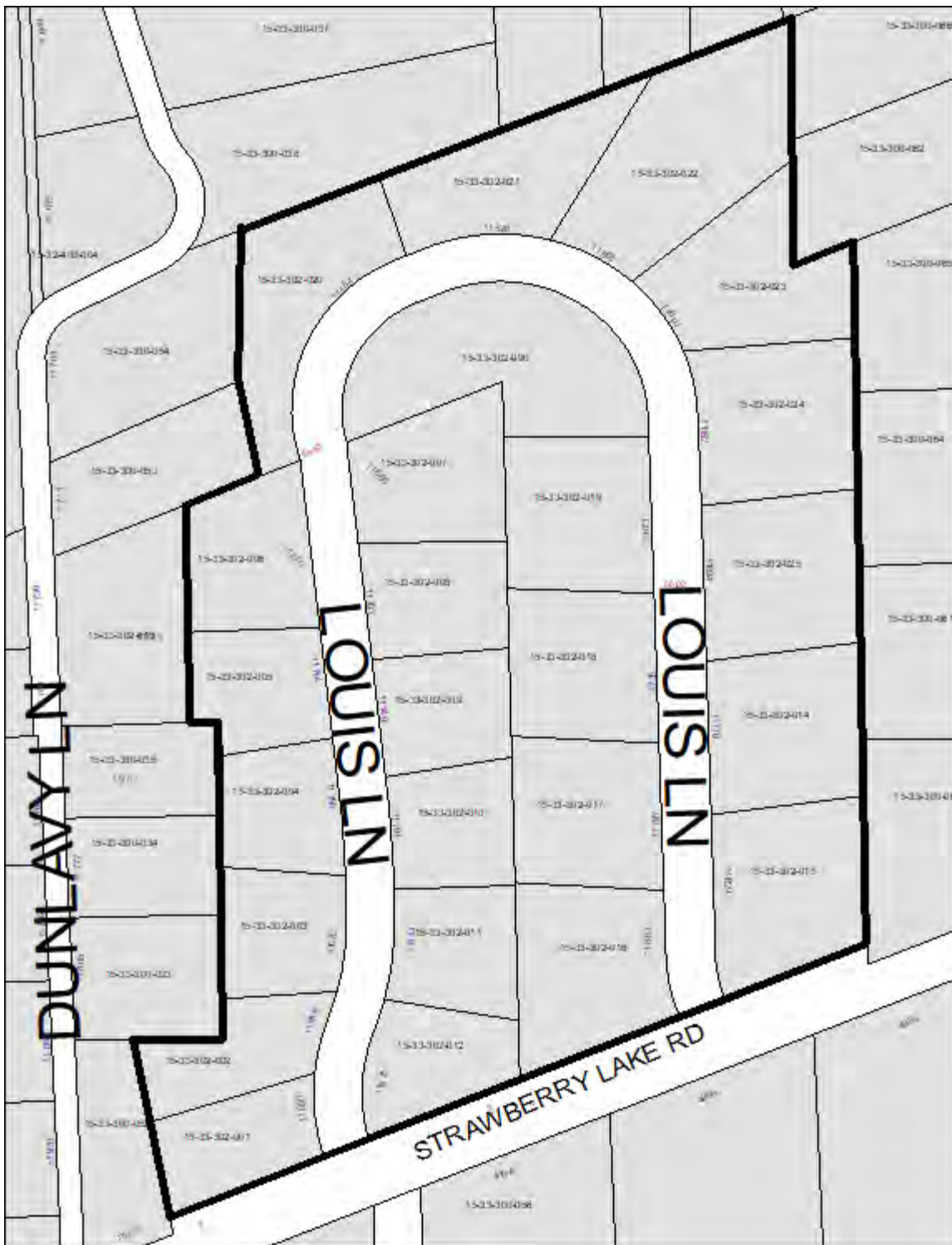
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT A**

### Description of the Project

The project will consist of crushing and shaping the existing asphalt pavement and placing 3.6” of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties within the Township located along Louis Lane that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.

Louis Lane Road Improvement Project  
Hamburg Township, Livingston County, Michigan





**Exhibit “B”**

**HAMBURG TOWNSHIP  
LOUIS LANE ROAD IMPROVEMENT PROJECT**

(1) The Hamburg Township Louis Lane Road Improvement Project Special Assessment District (the “Special Assessment District”) has been formed to specially assess the lands which are benefitted from the Project described in Exhibit A.

(2) The proposed Special Assessment District, within which the cost of the Project will be assessed, consists of the properties identified by the following permanent lot and parcel numbers.

15-33-302-001	15-33-302-002	15-33-302-003	15-33-302-004
15-33-302-005	15-33-302-006	15-33-302-007	15-33-302-008
15-33-302-009	15-33-302-010	15-33-302-011	15-33-302-012
15-33-302-014	15-33-302-015	15-33-302-016	15-33-302-017
15-33-302-018	15-33-302-019	15-33-302-020	15-33-302-021
15-33-302-022	15-33-302-023	15-33-302-024	15-33-302-025

**Exhibit “C”**

CERTIFICATE

I, the undersigned, Supervisor of Hamburg Township, Livingston County, Michigan (the “Township”), acting pursuant to a resolution duly adopted by the Board of the Township on February 25<sup>th</sup>, 2020 (the “Resolution”) certify that (1) the attached special assessment roll for the Hamburg Township Louis Lane Road Improvement Project Special Assessment District, to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Patrick J. Hohl  
Hamburg Township Supervisor

## **Resolution #4 – Louis Lane Road Improvement Project**

### **TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

#### **RESOLUTION ACKNOWLEDGING THE FILING OF THE LOUIS LANE SPECIAL ASSESSMENT ROLL, SCHEDULING A HEARING AND DIRECTING THE ISSUANCE OF THE STATUTORY NOTICES**

WHEREAS, the Board of Trustees (the “Township Board”) has determined that it is desirable and necessary to construct certain road improvements within the Township as described in Exhibit A (the “Project”);

WHEREAS, the Township Board has determined to proceed with the Project;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”) to finance the cost of the Project, in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Supervisor has prepared the proposed Special Assessment Roll entitled “The Proposed Special Assessment Roll for the Hamburg Township Louis Lane Road Improvement Project” (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Clerk.

2. The Township Board acknowledges that the Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the Township Board's direction and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan.

3. In accordance with Act 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Proposed Roll.

4. The public hearing will be held on Tuesday, March 24, 2020 at 5:30 p.m. at the Township Hall of Hamburg Township, Livingston County, Michigan, or at such other place as the Township Clerk may designate, provided sufficient notice is given of such alternate location as required by law.

5. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before March 11, 2020. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

6. The Township Clerk is directed to publish a notice of the public hearing in the Livingston County Press & Argus a newspaper of general circulation within the Township. The notice shall be published twice, once on or before March 11, 2020, and once on or before March 18, 2020. The notice shall be in form substantially similar to the notice attached in Exhibit B.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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Michael Dolan  
Hamburg Township Clerk

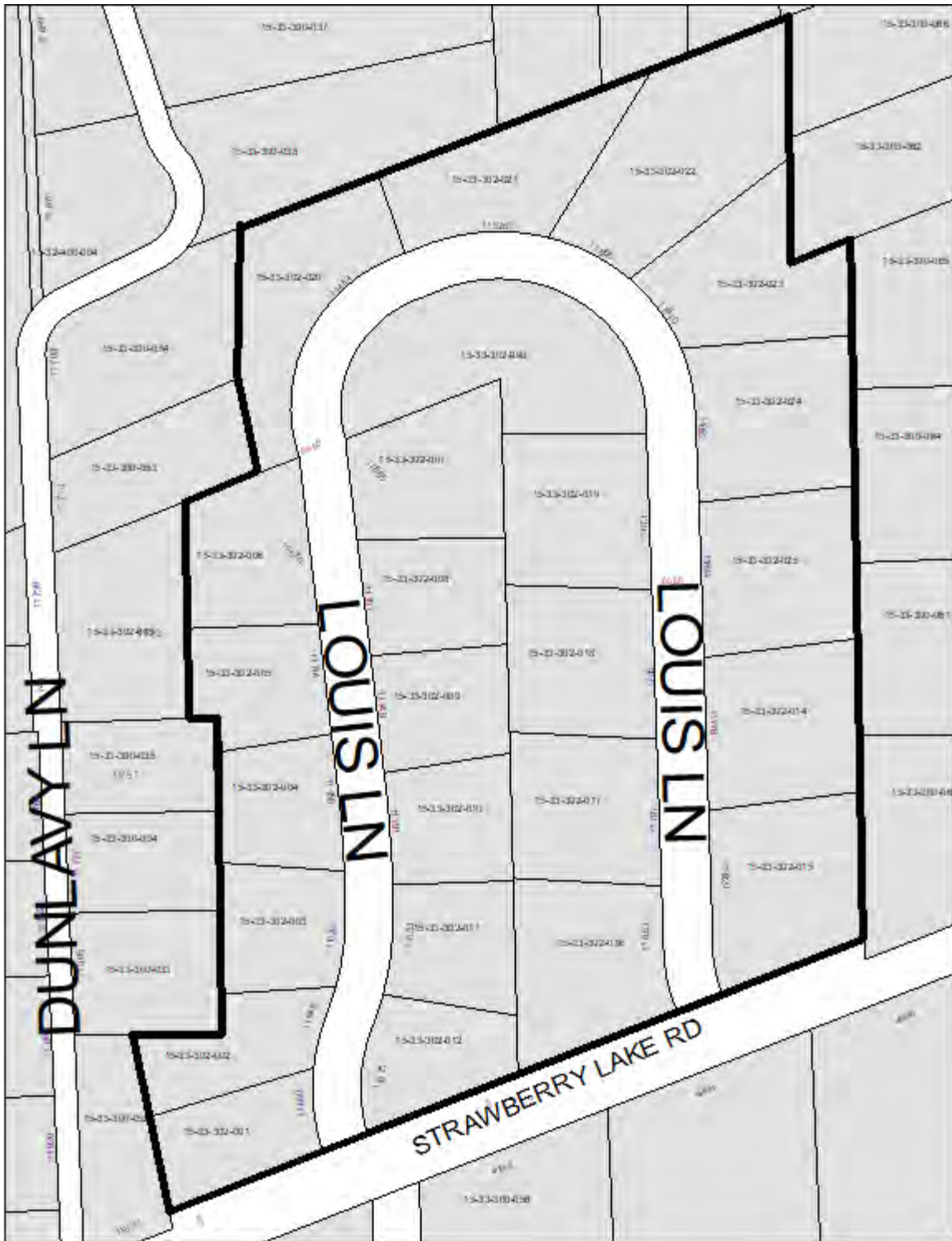
## **EXHIBIT “A”**

### **DESCRIPTION OF PROJECT**

The project will consist of crushing and shaping the existing asphalt pavement and placing 3.6” of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties within the Township located along Louis Lane that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.



Louis Lane Road Improvement Project  
Hamburg Township, Livingston County, Michigan



## **EXHIBIT “B”**

### **FORM OF NOTICE OF PUBLIC HEARING**

Hamburg Township  
Livingston County, Michigan

#### **NOTICE OF PUBLIC HEARING UPON SPECIAL ASSESSMENT ROLL FOR THE LOUIS LANE ROAD IMPROVEMENT PROJECT SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) has determined to levy special assessments against lands in the LOUIS LANE ROAD IMPROVEMENT PROJECT SPECIAL ASSESSMENT DISTRICT (the “District”) that will be benefited by the construction of road improvements in the District. The District consists of the lands identified in the map attached to this notice and is more specifically identified by the following permanent parcel numbers:

15-33-302-001	15-33-302-002	15-33-302-003	15-33-302-004
15-33-302-005	15-33-302-006	15-33-302-007	15-33-302-008
15-33-302-009	15-33-302-010	15-33-302-011	15-33-302-012
15-33-302-014	15-33-302-015	15-33-302-016	15-33-302-017
15-33-302-018	15-33-302-019	15-33-302-020	15-33-302-021
15-33-302-022	15-33-302-023	15-33-302-024	15-33-302-025

(2) The proposed special assessment roll for the District (the “Roll”) has been prepared and is now on file in the office of the Township Clerk and is available at such office for public examination during the hours the Township Hall is regularly open to the public for business.

(3) The Township Board will conduct a public hearing beginning at 5:30 p.m., local time on Tuesday, March 24, 2020, at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan to explain and answer questions pertaining to the Roll and to hear objections to the Roll. Any person objecting to the Roll must file his or her objections in writing before the close of the public hearing or within such additional time (if any) as the Township Board may grant.

(4) The owner or other person having an interest in property that is specially assessed is entitled to file a written appeal with the Michigan Tax Tribunal within 30 days after confirmation of the Roll. However, appearance and protest at the public hearing are required by law in order to appeal the special assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may (1) appear and protest in person at the hearing or (2) file an appearance and protest by letter before the close of the hearing.

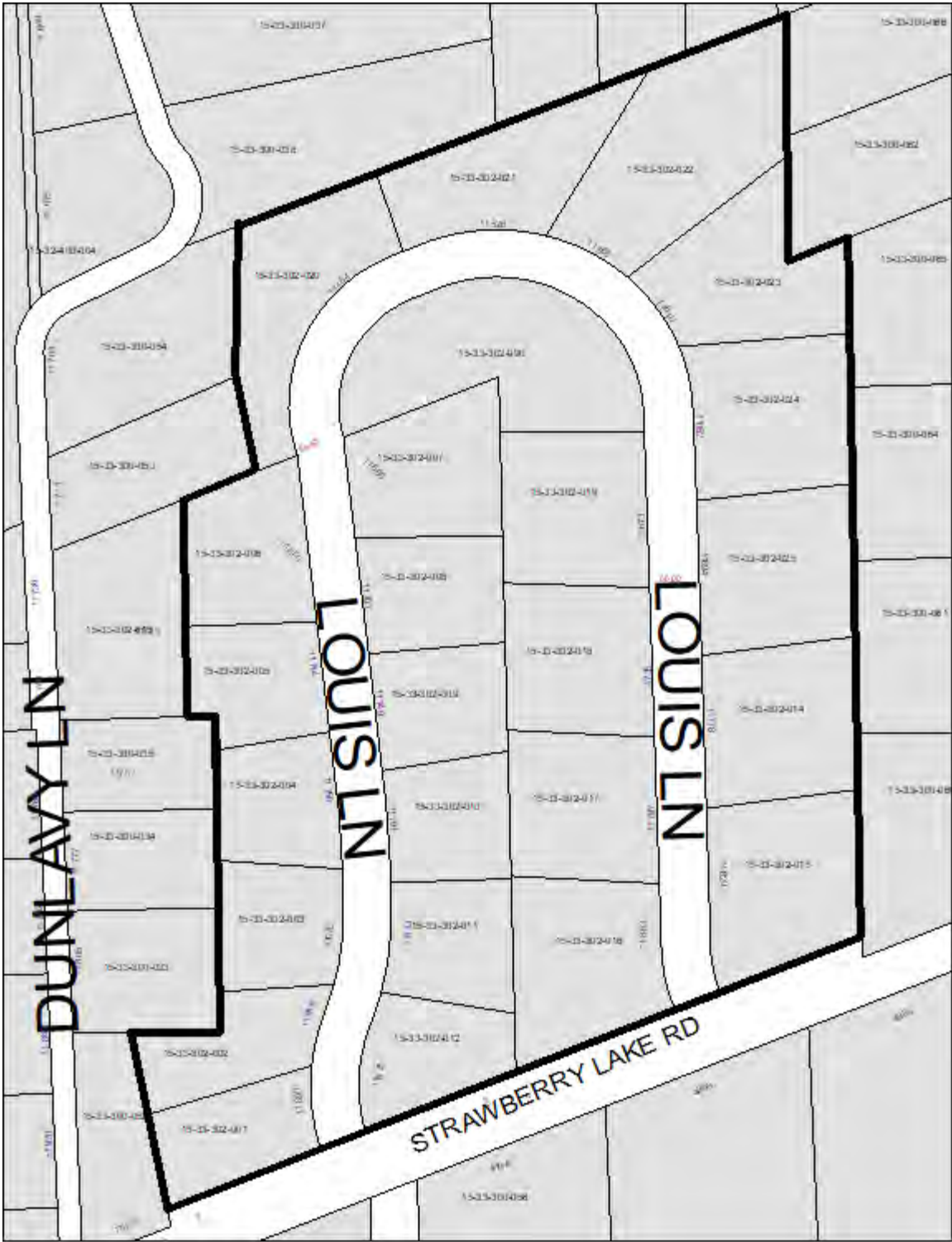
The Township Board will maintain a record of the persons who appear and protest at the hearing. If the hearing is terminated or adjourned for the day before a party is provided the opportunity to be heard, a party whose appearance was so recorded shall be considered to have protested the special assessment in person.

This notice is given by order of the Hamburg Township Board.

Dated: \_\_\_\_\_

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139

Louis Lane Road Improvement Project  
Hamburg Township, Livingston County, Michigan



Louis Lane Road Improvement Project

**EXHIBIT "C"**

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

MICHAEL DOLAN, being first duly sworn, deposes, and says that he personally prepared for mailing, and did on March 11, 2020, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that he personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that he personally placed all of such envelopes in a United States Post Office receptacle on the above date.

---

Michael Dolan  
Hamburg Township Clerk

Subscribed and sworn to before me  
this \_\_\_\_ day of \_\_\_\_\_, 2020.

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\_\_\_\_\_, Notary Public  
Livingston County, MI  
My commission expires:



# Township Board Cover Sheet

## **Oneida Way – Road Improvement S.A.D.** **First Public Hearing to Establish S.A.D.**

### **Information Packet:**

Hamburg Township has been approached by residents living on Oneida Way in the Indian Hills Subdivision requesting that their road be improved through a Township financed special assessment district. This project would consist of the establishment of a S.A.D. with the road improvements constructed by the Contractor hired by the property owners. Based upon property owner response, there are enough petitions to proceed with creating the district.

The following items have been included for the Board's review:

#### **1. Notice of First Public Hearing:**

- A. Affidavit of Mailing
- B. Hearing Cover Letter
- C. Notice of Improvement Hearing – per Public Act 188 requirements
- D. Mailing List of Property Owners included in S.A.D.
- E. Estimate of Cost for the proposed Road Improvement S.A.D.
- F. Proposed Oneida Way Special Assessment Roll

#### **2. Project Resolution(s):**

- **Resolution No. 3** – Resolution Approving Petitions, Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared
- **Resolution No. 4** – Resolution Acknowledging the Filing of the Oneida Way Special Assessment Roll, Scheduling a Hearing and Directing the Issuance of the Statutory Notices

**NOTE:** Resolution No. 4 will set the date and time for the second public hearing to be held to adopt the Assessment Roll. I am recommending that the 2<sup>nd</sup> public hearing be scheduled for **Tuesday, March 24<sup>th</sup>, 2020 beginning at 5:00 p.m.** to allow enough time for notice to be published in the newspaper as well as mailing individual notices to property owners.

The Oneida Way Road Improvement district will be included on the upcoming bond issue along with a number of other Road Improvement projects.

*Drafted: February 12<sup>th</sup>, 2020*





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

AFFIDAVIT OF MAILING

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

BRITTANY K. CAMPBELL, being first duly sworn, deposes, and says that she personally prepared for mailing, and did on February 12, 2020, send by first-class mail, the proposed **Oneida Way – Road Improvement Special Assessment District** notice of first public hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

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

Subscribed and sworn to before me  
this 12<sup>th</sup> day of February, 2020.

Courtney L. Paton  
Courtney L. Paton, Notary Public  
Jackson County, MI  
My commission expires: 1/17/2024  
Acting in Livingston County

COURTNEY L. PATON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF JACKSON  
My Commission Expires 01/17/2024  
Acting in the County of Livingston



February 12<sup>th</sup>, 2020

Re: **Oneida Way – Road Improvement Special Assessment District**  
Notice of First Public Hearing

Dear Property Owner,

Enclosed is a copy of the Notice of Improvement Hearing to establish the Oneida Way road improvement special assessment district (SAD). The project will include pulverizing the existing asphalt to a depth of eight inches (8") below grade and enhancing the existing aggregate base with pulverized material as necessary to maintain proper grade. The Contractor will then fine grade and compact the road bed and haul away any remaining spoils. The road surface will be paved with two-inches (2") of compacted bituminous 13A asphalt in the first lift and then a second finish lift of 2-inches (2") of compacted bituminous 13A asphalt shall be placed to finish the road.

The Township Board has scheduled the first public hearing for Tuesday, February 25<sup>th</sup>, 2020 to begin at 5:00 p.m. here at the Township Offices located at 10405 Merrill Road. The purpose of the meeting is to discuss the desire to establish the district, the district boundaries and the estimated cost of the project. The estimated road improvement project cost is \$58,882.00 which will be split equally among the 10 parcels in an assessment of \$5,888.20 per parcel plus interest charges under a ten (10) year bond re-payment schedule.

Any property owner or owners who wish to remove their support for the project must submit a letter in writing to the Township requesting to rescind their signatures from the petition by the first public hearing on February 25<sup>th</sup>. Letters may be addressed to me or the Township Clerk, Michael Dolan, and mailed to Hamburg Township, P.O. Box 157, Hamburg, MI 48139. Faxed copies or emailed/scanned copies cannot be accepted. If after the first public hearing there is still enough support to move forward with establishing the special assessment district the Board will pass a resolution to schedule the 2<sup>nd</sup> public hearing for the purpose of discussing the Assessment Roll and adoption by the Township Board which will authorize the collection of the special assessments that will first appear on the December 1, 2020 tax bill.

If you would like to discuss the road improvement project before the public hearing please feel free to contact the Township Supervisor, Patrick J. Hohl, at (810) 231-1000 Ext. 202 or his direct line at (810) 222-1116 or via email at pathohl@hamburg.mi.us.

Sincerely,

Brittany K. Campbell  
Hamburg Township Utilities Coordinator



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

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## NOTICE OF PUBLIC HEARING

Hamburg Township  
Livingston County, Michigan

### NOTICE OF PUBLIC HEARING UPON A PROPOSED ROAD IMPROVEMENT PROJECT AND SPECIAL ASSESSMENT DISTRICT FOR ONEIDA WAY

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Hamburg Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a public hearing on Tuesday, February 25, 2020 at 5:00 p.m., at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan 48139, to review the following proposed special assessment district:

#### HAMBURG TOWNSHIP ONEIDA WAY ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

and to hear any objections thereto and to the proposed Project and to the petitions filed with the Township Board requesting the Project.

(2) The project (the “Project”) will include pulverizing the existing asphalt to a depth of eight inches (8”) below grade and enhancing the existing aggregate base with pulverized material as necessary to maintain proper grade. The Contractor will then fine grade and compact the road bed and haul away any remaining spoils. The road surface will be paved with two-inches (2”) of compacted bituminous 13A asphalt in the first lift and then a second finish lift of 2-inches (2”) of compacted bituminous 13A asphalt shall be placed to finish the road. The Project is being designed to serve the properties in the Special Assessment District, which properties are adjacent to the private portion of Oneida Way, and which properties are identified by the following permanent parcel numbers:

15-21-102-001	15-21-102-002	15-21-102-003	15-21-102-004
15-21-102-005	15-21-102-006	15-21-102-007	15-21-102-008
15-21-102-009	15-21-102-010		

(3) The Township plans on imposing special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The plans and cost estimates for the proposed Project, the boundaries of the Special Assessment District and the petitions filed in support of the Project are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. Any person objecting to the proposed Project, the petitions for the Project or the proposed Special Assessment District shall file an objection in writing with the Township Clerk before the close of the February 25<sup>th</sup>, 2020 hearing, or within such further time the Township Board may grant.

This notice is given by order of the Hamburg Township Board.

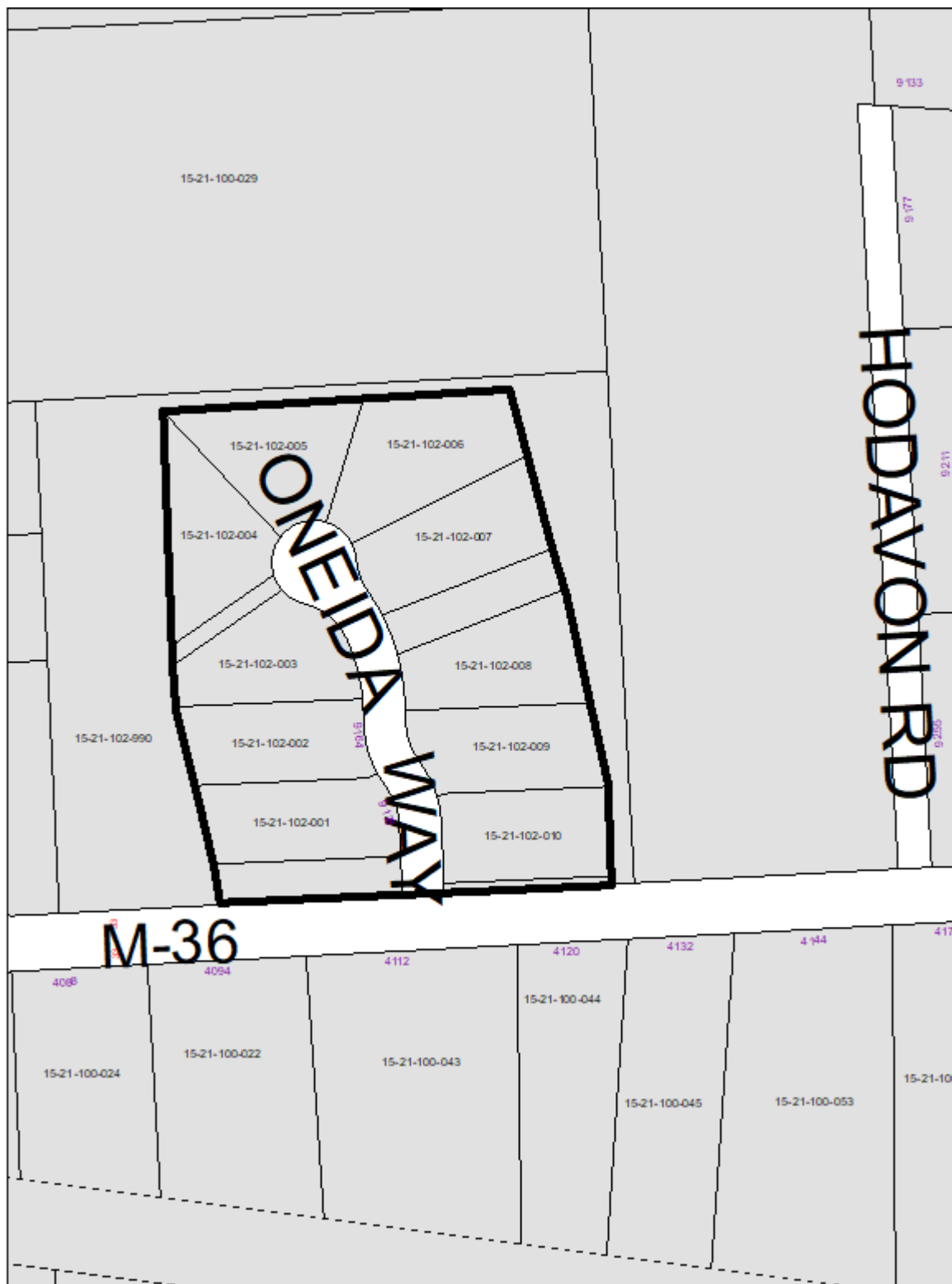
Dated: February 12<sup>th</sup>, 2020

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139

## ONEIDA WAY - ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

Hamburg Township, Livingston County, Michigan

The general service area in which a proposed special assessment district is to be designated. The Hamburg Township Board of Trustees may adjust the district boundaries based upon property owner response in support of creating a road improvement special assessment district.



General service area establishing the Oneida Way – Road Improvement Special Assessment District. **Proposed special assessment district boundary shown within thick black-lined area.**

15-21-102-001

David M. & Patricia A. Cassar  
9178 Oneida Way  
Pinckney, MI 48169

15-21-102-002

Brian & Julia Schneider  
9164 Oneida Way  
Pinckney, MI 48169

15-21-102-003

Erin Smith  
9150 Oneida Way  
Pinckney, MI 48169

15-21-102-004

Thomas S. Canning  
9136 Oneida Way  
Pinckney, MI 48169

15-21-102-005

Timothy & Lauren Mackenzie  
9122 Oneida Way  
Pinckney, MI 48169

15-21-102-006

Douglas Kinney & Elizabeth Roy  
9123 Oneida Way  
Pinckney, MI 48169

15-21-102-007

David M. & Rebecca R. Reason  
9137 Oneida Way  
Pinckney, MI 48169

15-21-102-008

Jesse S. & Elizabeth C. Cogswell  
9153 Oneida Way  
Pinckney, MI 48169

15-21-102-009

Shannon E. Nash  
9167 Oneida Way  
Pinckney, MI 48169

15-21-102-010

Laura R. Balli  
9181 Oneida Way  
Pinckney, MI 48169



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

## Estimate of Cost to Establish the Oneida Way - Private

Road Improvement Special Assessment District

### **Administration Expenses:**

Postage (correspondence w/ property owners)	\$ 50.00
Publications (4 @ \$500.00 each)	2,000.00
Public Hearings (2 @ \$150.00 each)	300.00
Township Administration Charge – 10 year SAD	<u>1,150.00</u>
	\$ 3,500.00

### **Road Improvements Include:**

Pulverizing existing asphalt to a depth of eight inches (8”) below grade, enhance existing aggregate based with pulverized material as necessary to maintain proper grade. Fine grade and compact road bed and haul away any remaining spoils. Pave with two-inches (2”) compacted bituminous 13A asphalt in first lift and pave with 2-inches (2”) of compacted bituminous 13A asphalt in second/finish lift.	<u>\$ 48,120.00</u>
--	---------------------

10% Contingency Fee	\$ 5,162.00
Subtotal Project Cost	<u>\$ 56,782.00</u>
Legal/Bond Sale Fee Charge	\$ 2,100.00
Total Project Cost	<u>\$ 58,882.00</u>

\$ 58,882.00 divided by 10 Parcels = **\$5,888.20 per parcel.**

### **NOTE:**

The cost of the road improvements will be financed through special assessment bonds. Annual principal payments will be equally assessed per parcel plus interest on the unpaid balance. The interest amount will be determined by the market interest rate for the sale of the Bonds at the time the project is financed.



HAMBURG TOWNSHIP  
**ONEIDA WAY ROAD IMPROVEMENT PROJECT**  
 PROPOSED SPECIAL ASSESSMENT ROLL  
**EXHIBIT "B"**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-21-102-001	David M. & Patricia A. Cassar 9178 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 1	\$ 267,392.00	Occupied	\$ 5,888.20
15-21-102-002	Brian & Julia Schneider 9164 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 2	262,618.00	Occupied	5,888.20
15-21-102-003	Erin Smith 9150 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 3	277,578.00	Occupied	5,888.20
15-21-102-004	Thomas S. Canning 9136 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 4	253,039.00	Occupied	5,888.20
15-21-102-005	Timothy & Lauren Mackenzie 9122 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 5	270,173.00	Occupied	5,888.20
15-21-102-006	Douglas Kinney & Elizabeth Roy 9123 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 6	249,996.00	Occupied	5,888.20
15-21-102-007	David M. & Rebecca R. Reason 9137 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 7	256,228.00	Occupied	5,888.20
15-21-102-008	Jesse S. & Elizabeth C. Cogswell 9153 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 8	285,287.00	Occupied	5,888.20

HAMBURG TOWNSHIP  
**ONEIDA WAY ROAD IMPROVEMENT PROJECT**  
 PROPOSED SPECIAL ASSESSMENT ROLL  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-21-102-009	Shannon E. Nash 9167 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 9	\$ 244,348.00	Occupied	\$ 5,888.20
15-21-102-010	Laura R. Balli 9181 Oneida Way Pinckney, MI 48169	SEC 21 T1N R5E INDIAN HILLS UNIT 10	233,598.00	Occupied	5,888.20

Total Project Assessments:      \$ 58,882.00

TOTAL ESTIMATED PROJECT COST:      \$ 58,882.00

## **Resolution #3 – Oneida Way Road Improvement Project**

### **TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

### **RESOLUTION APPROVING PETITIONS, PROJECT, COST ESTIMATES, SPECIAL ASSESSMENT DISTRICT AND CAUSING THE SPECIAL ASSESSMENT ROLL TO BE PREPARED**

WHEREAS, the Township Board of Trustees (the “Township Board”) has received petitions from property owners in the Township (the “Petitions”) for certain road improvements to be made along Oneida Way, a private road, located in the Township;

WHEREAS, the Township Board has determined to proceed with the Oneida Way road improvements as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”), in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the Township Board held a public hearing on the Project, the Petitions that have been submitted to the Township Board requesting the Project, and the proposed special assessment district (the “Special Assessment District”) for the Project on February 25, 2020;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act 188, and the laws of the State of Michigan, the Township Board approves the completion of the Project and the Township Board approves the plans and cost estimates for the Project, which are on file with the Township Clerk and which are identified as "Plans and Cost Estimates for the "Oneida Way Road Improvement Project".

2. The Township Board determines that the petitions for the Project submitted to the Township Board were sufficient to satisfy the requirements under Act 188 for initiating an improvement project.

3. The Township Board determines that the Special Assessment District for the Project shall consist of those properties that are described in Exhibit B. The term of the special assessment district shall be through 2030, or such shorter period of time as may be determined by the Township Board prior to the issuance of the Bonds.

4. After construction costs for the Project are determined, the Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District as identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll, which certificate shall be substantially in the in the form of Exhibit C to this resolution.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

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

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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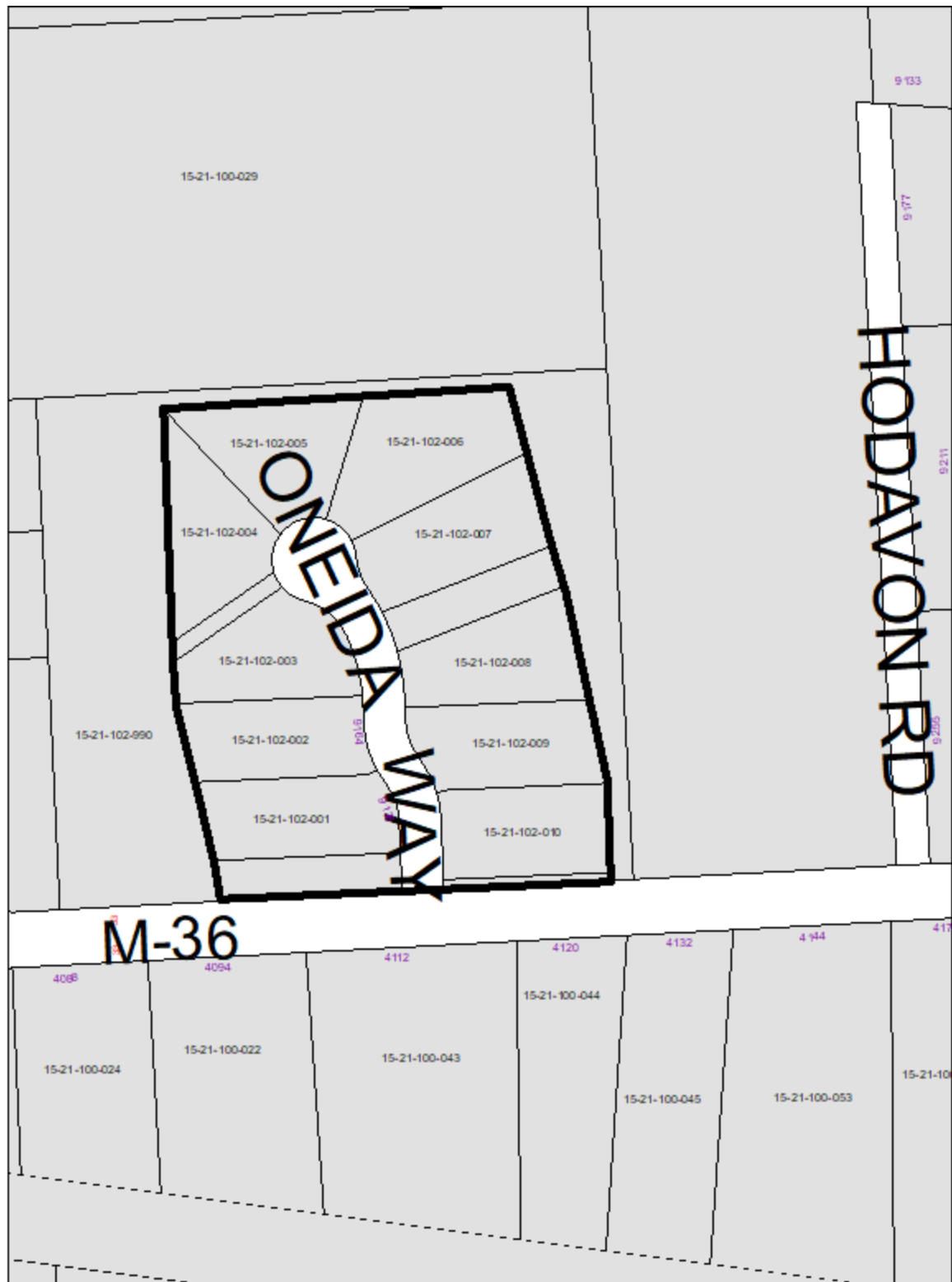
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT A**

### Description of the Project

The project will include pulverizing the existing asphalt to a depth of eight inches (8") below grade and enhancing the existing aggregate base with pulverized material as necessary to maintain proper grade. Contractor will then fine grade and compact the road bed and haul away any remaining spoils. The road surface will be paved with two-inches (2") of compacted bituminous 13A asphalt in the first lift and then a second finish lift of 2-inches (2") of compacted bituminous 13A asphalt shall be placed to finish. The street rehabilitation shall serve the properties within the Township located along Oneida Way that are within the boundaries indicated on the attached map.

Oneida Way Road Improvement Project  
Hamburg Township, Livingston County, Michigan





**Exhibit “B”**

**HAMBURG TOWNSHIP  
ONEIDA WAY ROAD IMPROVEMENT PROJECT**

(1) The Hamburg Township Oneida Way Road Improvement Project Special Assessment District (the “Special Assessment District”) has been formed to specially assess the lands which are benefitted from the Project described in Exhibit A.

(2) The proposed Special Assessment District, within which the cost of the Project will be assessed, consists of the properties identified by the following permanent lot and parcel numbers.

15-21-102-001	15-21-102-002	15-21-102-003	15-21-102-004
15-21-102-005	15-21-102-005	15-21-102-007	15-21-102-008
15-21-102-009	15-21-102-010		

**Exhibit “C”**

CERTIFICATE

I, the undersigned, Supervisor of Hamburg Township, Livingston County, Michigan (the “Township”), acting pursuant to a resolution duly adopted by the Board of the Township on February 25<sup>th</sup>, 2020 (the “Resolution”) certify that (1) the attached special assessment roll for the Hamburg Township Oneida Way Road Improvement Project Special Assessment District, to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Patrick J. Hohl  
Hamburg Township Supervisor

**Resolution #4 – Oneida Way Road Improvement Project**

**TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

**RESOLUTION ACKNOWLEDGING THE FILING OF THE  
ONEIDA WAY SPECIAL ASSESSMENT ROLL,  
SCHEDULING A HEARING  
AND DIRECTING THE ISSUANCE OF THE STATUTORY NOTICES**

WHEREAS, the Board of Trustees (the “Township Board”) has determined that it is desirable to act favorably upon the request of the property owners to finance the construction of certain road improvements for their private road, to be completed by a Contractor hired by the property owners, within the Township as described in Exhibit A (the “Project”);

WHEREAS, the Township Board has determined to proceed with the Project;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”) to finance the cost of the Project, in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Supervisor has prepared the proposed Special Assessment Roll entitled “The Proposed Special Assessment Roll for the Hamburg Township Oneida Way Road Improvement Project” (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Clerk.

2. The Township Board acknowledges that the Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the Township Board's direction and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan.

3. In accordance with Act 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Proposed Roll.

4. The public hearing will be held on Tuesday, March 24, 2020 at 5:00 p.m. at the Township Hall of Hamburg Township, Livingston County, Michigan, or at such other place as the Township Clerk may designate, provided sufficient notice is given of such alternate location as required by law.

5. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before March 11, 2020. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

6. The Township Clerk is directed to publish a notice of the public hearing in the Livingston County Press & Argus a newspaper of general circulation within the Township. The notice shall be published twice, once on or before March 11, 2020, and once on or before March 18, 2020. The notice shall be in form substantially similar to the notice attached in Exhibit B.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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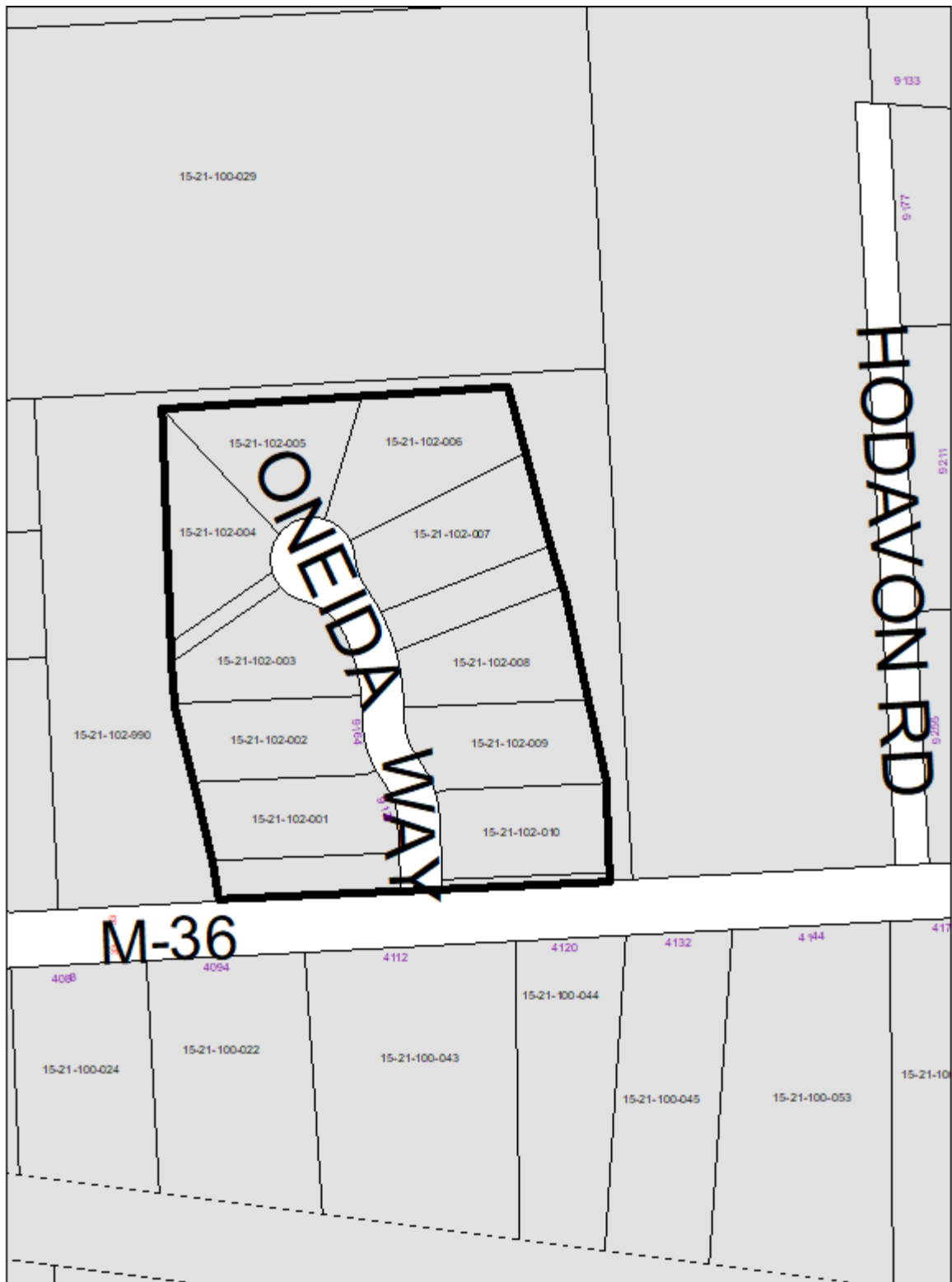
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT “A”**

### **DESCRIPTION OF PROJECT**

The project will include pulverizing the existing asphalt to a depth of eight inches (8”) below grade and enhancing the existing aggregate base with pulverized material as necessary to maintain proper grade. Contractor will then fine grade and compact the road bed and haul away any remaining spoils. The road surface will be paved with two-inches (2”) of compacted bituminous 13A asphalt in the first lift and then a second finish lift of 2-inches (2”) of compacted bituminous 13A asphalt shall be placed to finish. The street rehabilitation shall serve the properties within the Township located along Oneida Way that are within the boundaries indicated on the attached map.

Oneida Way Road Improvement Project  
Hamburg Township, Livingston County, Michigan





**EXHIBIT “B”**

**FORM OF NOTICE OF PUBLIC HEARING**

Hamburg Township  
Livingston County, Michigan

**NOTICE OF PUBLIC HEARING  
UPON SPECIAL ASSESSMENT ROLL FOR THE  
ONEIDA WAY ROAD IMPROVEMENT PROJECT  
SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) has determined to levy special assessments against lands in the ONEIDA WAY ROAD IMPROVEMENT PROJECT SPECIAL ASSESSMENT DISTRICT (the “District”) that will be benefited by the construction of road improvements in the District. The District consists of the lands identified in the map attached to this notice and is more specifically identified by the following permanent parcel numbers:

15-21-102-001	15-21-102-002	15-21-102-003	15-21-102-004
15-21-102-005	15-21-102-006	15-21-102-007	15-21-102-008
15-21-102-009	15-21-102-010		

(2) The proposed special assessment roll for the District (the “Roll”) has been prepared and is now on file in the office of the Township Clerk and is available at such office for public examination during the hours the Township Hall is regularly open to the public for business.

(3) The Township Board will conduct a public hearing beginning at 5:00 p.m., local time on Tuesday, March 24, 2020, at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan to explain and answer questions pertaining to the Roll and to hear objections to the Roll. Any person objecting to the Roll must file his or her objections in writing before the close of the public hearing or within such additional time (if any) as the Township Board may grant.

(4) The owner or other person having an interest in property that is specially assessed is entitled to file a written appeal with the Michigan Tax Tribunal within 30 days after confirmation of the Roll. However, appearance and protest at the public hearing are required by law in order to appeal the special assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may (1) appear and protest in person at the hearing or (2) file an appearance and protest by letter before the close of the hearing.

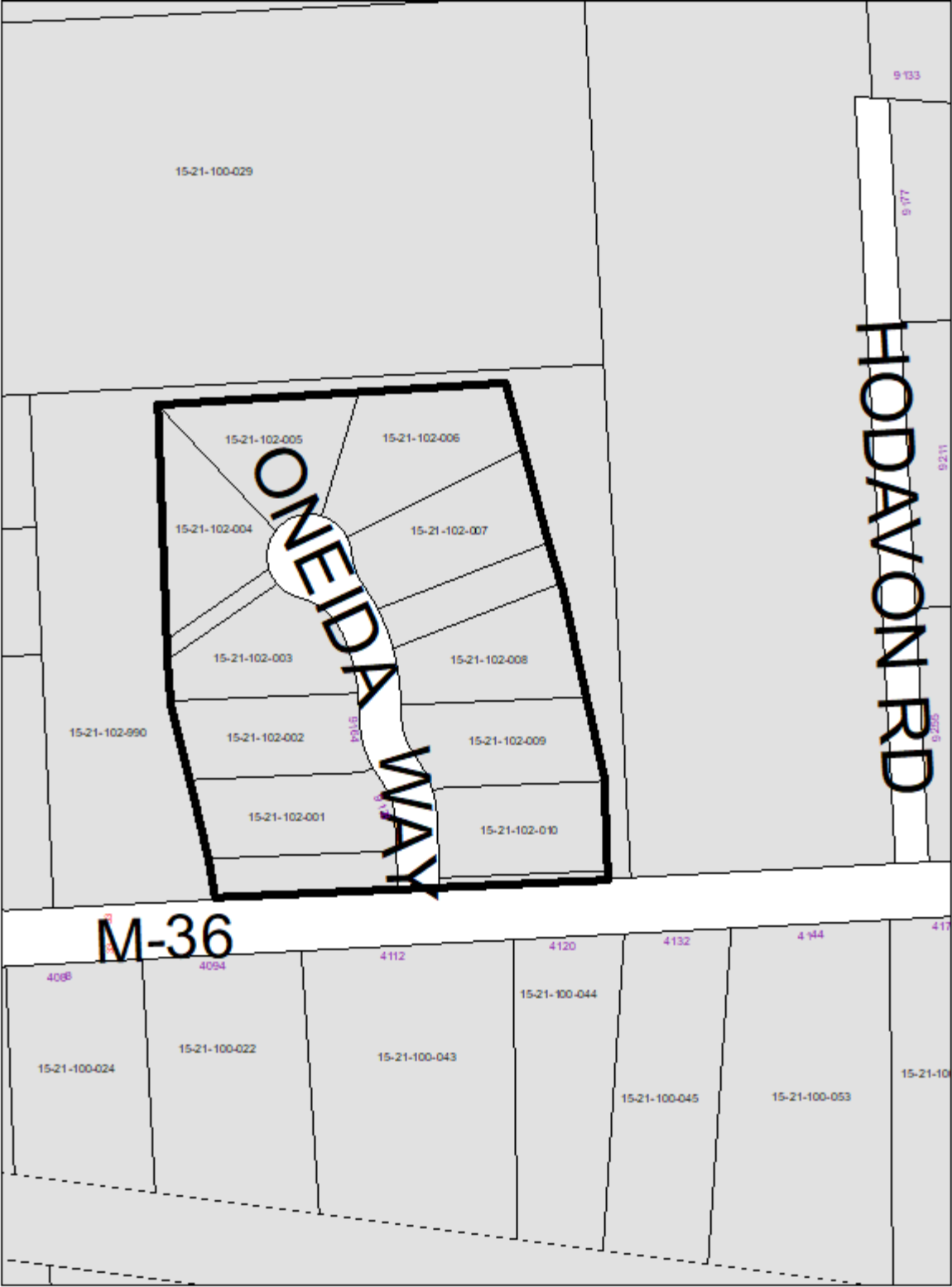
The Township Board will maintain a record of the persons who appear and protest at the hearing. If the hearing is terminated or adjourned for the day before a party is provided the opportunity to be heard, a party whose appearance was so recorded shall be considered to have protested the special assessment in person.

This notice is given by order of the Hamburg Township Board.

Dated: \_\_\_\_\_

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139

Oneida Way Road Improvement Project  
Hamburg Township, Livingston County, Michigan



Oneida Way Road Improvement Project

**EXHIBIT "C"**

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN        )  
  )ss  
COUNTY OF LIVINGSTON)

MICHAEL DOLAN, being first duly sworn, deposes, and says that he personally prepared for mailing, and did on March 11, 2020, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that he personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that he personally placed all of such envelopes in a United States Post Office receptacle on the above date.

---

Michael Dolan  
Hamburg Township Clerk

Subscribed and sworn to before me  
this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

\_\_\_\_\_, Notary Public  
Livingston County, MI  
My commission expires:



# Township Board Cover Sheet

## **Pine Valley Estates – Road Improvement S.A.D.** **First Public Hearing to Establish S.A.D.**

### **Information Packet:**

Hamburg Township has been approached by residents living on Wide Valley Drive and Winding Trail in the Pine Valley Estates Subdivision requesting that their road be improved through a Township financed special assessment district. This project would consist of the establishment of a S.A.D. with the road improvements constructed under the direction of the Livingston County Road Commission. Based upon property owner response, there are enough petitions to proceed with creating the district.

The following items have been included for the Board's review:

#### 1. **Notice of First Public Hearing:**

- A. Affidavit of Mailing
- B. Hearing Cover Letter
- C. Notice of Improvement Hearing – per Public Act 188 requirements
- D. Mailing List of Property Owners included in S.A.D.
- E. Estimate of Cost for the proposed Road Improvement S.A.D.
- F. Proposed Pine Valley Estates Subdivision Special Assessment Roll

#### 2. **Project Resolution(s):**

- **Resolution No. 3** – Resolution Approving Petitions, Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared
- **Resolution No. 4** – Resolution Acknowledging the Filing of the Pine Valley Estates Subdivision Special Assessment Roll, Scheduling a Hearing and Directing the Issuance of the Statutory Notices

**NOTE:** Resolution No. 4 will set the date and time for the second public hearing to be held to adopt the Assessment Roll. I am recommending that the 2<sup>nd</sup> public hearing be scheduled for **Tuesday, March 24<sup>th</sup>, 2020 beginning at 6:30 p.m.** to allow enough time for notice to be published in the newspaper as well as mailing individual notices to property owners.

The Pine Valley Estates Subdivision Road Improvement district will be included on the upcoming bond issue along with a number of other Road Improvement projects.

*Drafted: February 12<sup>th</sup>, 2020*

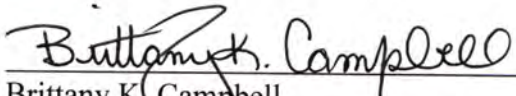


10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

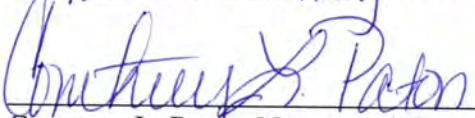
AFFIDAVIT OF MAILING

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

BRITTANY K. CAMPBELL, being first duly sworn, deposes, and says that she personally prepared for mailing, and did on February 12, 2020, send by first-class mail, the proposed **Pine Valley Estates – Road Improvement Special Assessment District** notice of first public hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

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

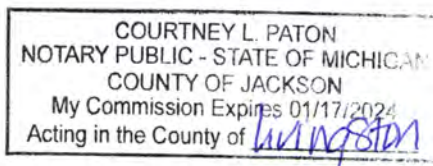
Subscribed and sworn to before me  
this 12<sup>th</sup> day of February, 2020.

  
\_\_\_\_\_  
Courtney L. Paton, Notary Public

Jackson County, MI

My commission expires: 1/17/2024

Acting in Livingston County





February 12<sup>th</sup>, 2020

Re: **Pine Valley Estates Subdivision – Road Improvement Special Assessment District**  
Notice of First Public Hearing

Dear Property Owner,

Enclosed is a copy of the Notice of Improvement Hearing to establish the Pine Valley Estates Subdivision road improvement special assessment district (SAD). The project will consist of crushing and shaping the existing asphalt pavement including the asphalt curb. Approximately 3.75 inches of new hot mix asphalt in two lifts will be placed on the prepared grade. The wing curb will be placed on the final lift of asphalt pavement. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch.

The Township Board has scheduled the first public hearing for Tuesday, February 25<sup>th</sup>, 2020 to begin at 6:30 p.m. here at the Township Offices located at 10405 Merrill Road. The purpose of the meeting is to discuss the desire to establish the district, the district boundaries and the estimated cost of the project. The estimated road improvement project cost is \$475,000.00 which will be split equally among the 74 parcels in an assessment of \$6,418.92 per parcel plus interest charges under a ten (10) year bond re-payment schedule.

Any property owner or owners who wish to remove their support for the project must submit a letter in writing to the Township requesting to rescind their signatures from the petition by the first public hearing on February 25<sup>th</sup>. Letters may be addressed to me or the Township Clerk, Michael Dolan, and mailed to Hamburg Township, P.O. Box 157, Hamburg, MI 48139. Faxed copies or emailed/scanned copies cannot be accepted. If after the first public hearing there is still enough support to move forward with establishing the special assessment district the Board will pass a resolution to schedule the 2<sup>nd</sup> public hearing for the purpose of discussing the Assessment Roll and adoption by the Township Board which will authorize the collection of the special assessments that will first appear on the December 1, 2020 tax bill.

If you would like to discuss the road improvement project before the public hearing please feel free to contact the Township Supervisor, Patrick J. Hohl, at (810) 231-1000 Ext. 202 or his direct line at (810) 222-1116 or via email at pathohl@hamburg.mi.us.

Sincerely,

Brittany K. Campbell  
Hamburg Township Utilities Coordinator





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

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## NOTICE OF PUBLIC HEARING

Hamburg Township  
Livingston County, Michigan

### NOTICE OF PUBLIC HEARING UPON A PROPOSED ROAD IMPROVEMENT PROJECT AND SPECIAL ASSESSMENT DISTRICT FOR PINE VALLEY ESTATES

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Hamburg Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a public hearing on Tuesday, February 25, 2020 at 6:30 p.m., at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan 48139, to review the following proposed special assessment district:

#### HAMBURG TOWNSHIP PINE VALLEY ESTATES ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

and to hear any objections thereto and to the proposed Project and to the petitions filed with the Township Board requesting the Project.

(2) The project (the “Project”) will consist of crushing and shaping the existing asphalt pavement including the asphalt curb. Approximately 3.75 inches of new hot mix asphalt in two lifts will be placed on the prepared grade. The wing curb will be placed on the final lift of asphalt pavement. The hot mix asphalt will be feathered on to the existing driveway approaches including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The Project is being designed to serve the properties in the Special Assessment District, which properties are adjacent to Wide Valley Drive and Winding Trail in the Pine Valley Estates subdivision, and which properties are identified by the following permanent parcel numbers:

15-12-301-001	15-12-301-002	15-12-301-003	15-12-301-004
15-12-301-005	15-12-301-006	15-12-301-007	15-21-301-008
15-12-301-009	15-12-301-010	15-12-301-011	15-12-301-012
15-12-301-013	15-12-301-014	15-12-301-015	15-12-301-016
15-12-301-017	15-12-301-018	15-12-301-019	15-12-301-020
15-12-301-021	15-12-301-022	15-12-301-023	15-12-301-024
15-12-301-025	15-12-301-026	15-12-301-027	15-12-301-028

15-12-301-029	15-12-301-030	15-12-301-031	15-12-301-032
15-12-301-033	15-12-301-034	15-12-301-035	15-12-301-036
15-12-301-037	15-12-301-038	15-12-301-039	15-12-301-040
15-12-301-041	15-12-301-042	15-12-301-043	15-12-301-044
15-12-301-045	15-12-301-046	15-12-301-047	15-12-301-048
15-12-301-049	15-12-301-050	15-12-301-051	15-12-301-052
15-12-301-053	15-12-301-054	15-12-301-055	15-12-301-056
15-12-301-057	15-12-301-058	15-12-301-059	15-12-301-060
15-12-301-061	15-12-301-062	15-12-301-063	15-12-301-064
15-12-301-065	15-12-301-066	15-12-301-067	15-12-301-068
15-12-301-069	15-12-301-070	15-12-301-071	15-12-301-072
15-12-301-073	15-14-200-012		

(3) The Township plans on imposing special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The plans and cost estimates for the proposed Project, the boundaries of the Special Assessment District and the petitions filed in support of the Project are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. Any person objecting to the proposed Project, the petitions for the Project or the proposed Special Assessment District shall file an objection in writing with the Township Clerk before the close of the February 25<sup>th</sup>, 2020 hearing, or within such further time the Township Board may grant.

This notice is given by order of the Hamburg Township Board.

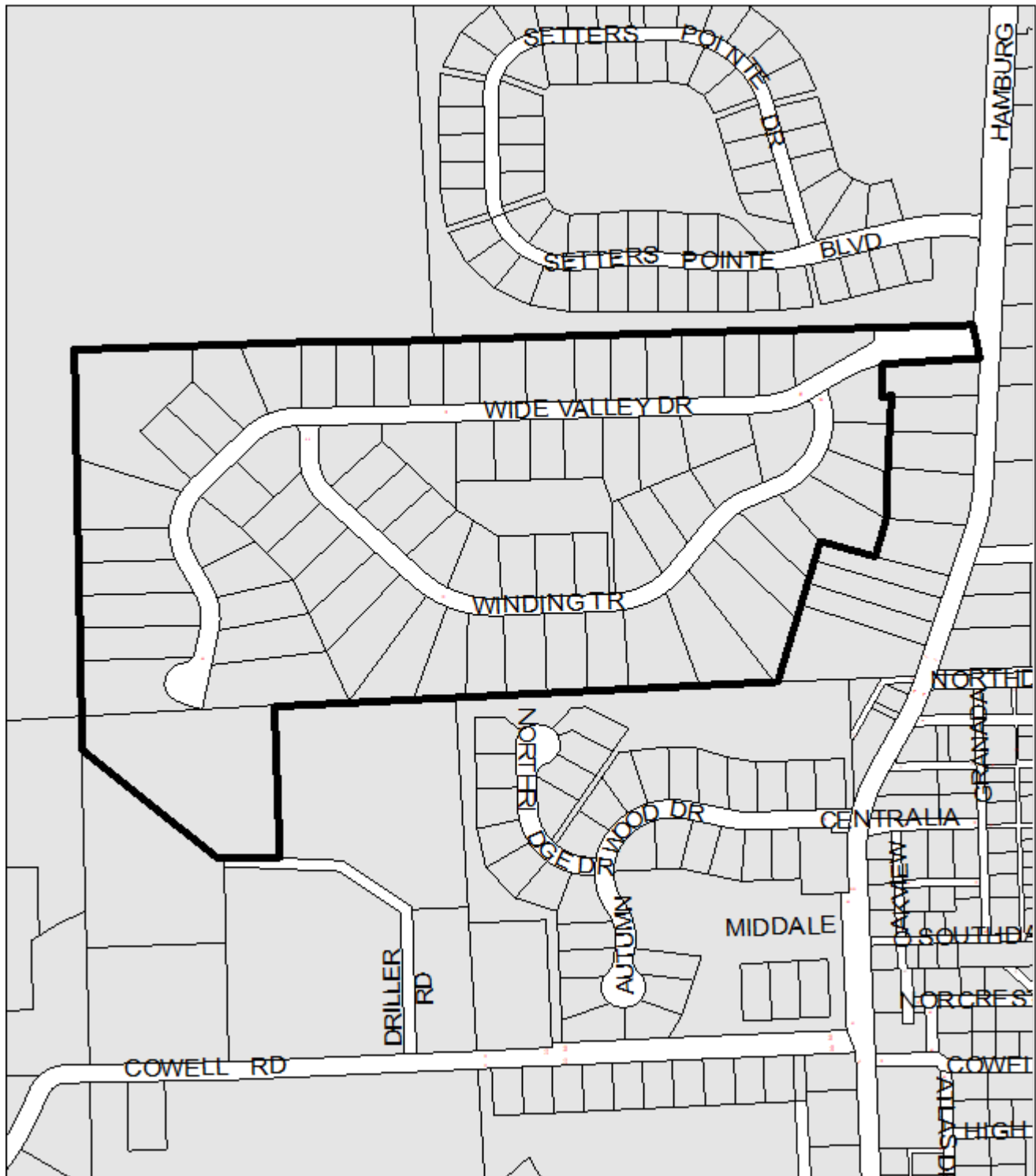
Dated: February 12<sup>th</sup>, 2020

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139

**PINE VALLEY ESTATES SUBDIVISION  
- ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

Hamburg Township, Livingston County, Michigan

The general service area in which a proposed special assessment district is to be designated. The Hamburg Township Board of Trustees may adjust the district boundaries based upon property owner response in support of creating a road improvement special assessment district.



General service area establishing the Pine Valley Estates subdivision – Road Improvement Special Assessment District. **Proposed special assessment district boundary shown within thick black-lined area.**

15-12-301-001  
Steven T. Lamb  
7195 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-002  
Gregory M. & Lori A. Fronizer  
7173 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-003  
Charles & Stephanie Cesarz  
7155 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-004  
Michael & Danielle Baitinger  
7137 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-005  
David K. & Sarah McAlpine  
7121 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-006  
Scott A. & Donna Cesarz  
7105 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-007  
Bill & Andrea Lundy  
7089 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-008  
Michael Herbison  
7073 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-009  
Sharon L. Cline  
7057 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-010  
James A. & Tammy S. Singer  
7041 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-011  
Michael & Gretchen Hertz  
7025 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-012  
Cooper & Michelle Green  
7009 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-013  
Marcia S. Bauer  
6993 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-014  
James M. Malott  
6977 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-015  
Kevin & Caroline Grabowski  
6961 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-016  
David H. & Laura A. Saunders  
6945 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-017  
Mark D. McQuaid  
6929 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-018  
William H. & Mary Jane Monger  
6913 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-019  
Joseph C. & Nancy A. Monroe  
9315 Hamburg Rd.  
Brighton, MI 48116

15-12-301-020  
Kenneth & Karen Keskitalo  
6865 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-021  
Paul N. & Mary F. Ash  
6849 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-022  
Anthony & Terrie Gole  
6833 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-023  
Brian A. & Dawn M. Mullaly  
6817 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-024  
Patrick & Maryann Herek  
6801 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-025  
Anthony P. & Mary L. Brogger  
6800 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-026  
Eric J. & Jennifer Defenderfer  
6816 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-027  
Keith & Lori Nakon  
6832 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-028  
Bruce K. & Gail J. Stoddart  
6848 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-029  
Rockney L. & Lois A. Whitehead  
6880 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-030  
Robert L. Gerwin & Connie J. Rose  
6900 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-031  
Michael & Claudette Snowgold  
6950 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-032  
Richard W. & Deborah A. Kluck  
7020 Winding Trail  
Brighton, MI 48116

15-12-301-033  
William P. & Lena J. Gaines  
7028 Winding Trail  
Brighton, MI 48116

15-12-301-034  
James A. II & Catherine Craig  
7036 Winding Trail  
Brighton, MI 48116

15-12-301-035  
James E. & Kristan L. Karnes  
7044 Winding Trail  
Brighton, MI 48116

15-12-301-036  
Bradley J. & Jamie M. Wardynski  
7052 Winding Trail  
Brighton, MI 48116

15-12-301-037  
Marcelo & Maria Ponti  
7060 Winding Trail  
Brighton, MI 48116

15-12-301-038  
Michael D. Ovorus & Pamela Jiles-  
Ovorus  
7068 Winding Trail  
Brighton MI 48116

15-12-301-039  
Nelson M. Yanick  
7076 Winding Trail  
Brighton, MI 48116

15-12-301-040  
Steven M. & Christina M. Hatfield  
7084 Winding Trail  
Brighton, MI 48116

15-12-301-041  
David & Lisa A. Copp  
7092 Winding Trail  
Brighton, MI 48116

15-12-301-042  
Jon E. & Denise V. Stilson  
7100 Winding Trail  
Brighton, MI 48116

15-12-301-043  
Lloyd F. & Sabrina J. Brady  
7110 Winding Trail  
Brighton, MI 48116

15-12-301-044  
Christopher J. Soto  
7118 Winding Trail  
Brighton, MI 48116

15-12-301-045  
Dennis M. & Glenda K. Stratton  
7128 Winding Trail  
Brighton, MI 48116

15-12-301-046  
Marian & Alicia Starosta  
7138 Winding Trail  
Brighton, MI 48116

15-12-301-047  
Raymond A. & Amber J. Novakoski  
7148 Winding Trail  
Brighton, MI 48116

15-12-301-048  
David DeNoyers  
7158 Winding Trail  
Brighton, MI 48116

15-12-301-049  
Joseph & Laurie Handelsman & Tedd  
Handelsman  
7170 Winding Trail  
Brighton MI 48116

15-12-301-050  
Howard & Amy Haselhuhn  
7182 Winding Trail  
Brighton, MI 48116

15-12-301-051  
Joan Hanlin Engel Trust  
7194 Winding Trail  
Brighton, MI 48116

15-12-301-052  
Jason S. Fahr  
7183 Winding Trail  
Brighton, MI 48116

15-12-301-053  
Candice S. Counts  
7146 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-054  
David W. II & Nicole L. Sarkett  
7120 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-055  
Chaplin Revocable Trust  
7104 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-056  
Nancy J. Keith  
7088 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-057  
Edward C. Prince  
7076 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-058  
Carie Fraser  
7060 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-059  
Eli & Kadi Prout  
7044 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-060  
John & Kathleen Witkowski Trust  
7026 Wide Valley Dr.  
Brighton, MI 48116

15-12-301-061  
Robert & Julie Stanton  
7015 Winding Trail  
Brighton, MI 48116

15-12-301-062  
Leo & Gina Whitton  
7027 Winding Trail  
Brighton, MI 48116

15-12-301-063  
Paul & Carolyn J. Maliszewski  
7035 Winding Trail  
Brighton, MI 48116

15-12-301-064  
Paul A. & Kathleen S. Riblet  
7043 Winding Trail  
Brighton, MI 48116

15-12-301-065  
Robert J. & Mary Ann Romalia  
7053 Winding Trail  
Brighton, MI 48116

15-12-301-066  
Francis E. & Marcella Murphy  
7067 Winding Trail  
Brighton, MI 48116

15-12-301-067  
Anthony & Julie Pagano  
7079 Winding Trail  
Brighton, MI 48116

15-12-301-068  
Charles F. & Dana J. Cooper  
7087 Winding Trail  
Brighton, MI 48116

15-12-301-069  
Jameson & Kristine Masters  
7095 Winding Trail  
Brighton, MI 48116

15-12-301-070  
Ronald J. & Rachael A. Fox  
7113 Winding Trail  
Brighton, MI 48116

15-12-301-071  
Joe & Renee Nix  
7121 Winding Trail  
Brighton, MI 48116

15-12-301-072  
Alexander N. & Jean Luttschyn  
7133 Winding Trail  
Brighton, MI 48116

15-12-301-073  
Thomas A. & Donna L. Zagotta  
7147 Winding Trail  
Brighton, MI 48116

15-14-200-012  
Michael & Sharon Buck  
6787 Wide Valley Dr.  
Brighton, MI 48116



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**ESTIMATE OF COST  
PROPOSED WIDE VALLEY DRIVE & WINDING TRAIL  
ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

**Hamburg Township Administration Expenses:**

Total Township Fees: \$ 0.00

**Road Improvements:** Livingston County Road Commission \$ 475,000.00

Road improvements shall include crushing and shaping the asphalt pavement including the asphalt curb. Approximately 3.75 inches of new hot mix asphalt in two lifts will be placed on the prepared grade. The wing curb will be placed on the final lift of asphalt pavement. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch.

Total Estimated Project Cost \$ 475,000.00

\$ 475,000.00 divided by 74 Parcels = **\$6,418.92 per parcel.**

**NOTE:**

The cost of the road improvements will be financed through special assessment bonds. Property owners within the SAD will only be charged for the road improvement construction charges. The Township will pay for all legal and administrative fees to establish the district and for the sale of the bond to finance the project. Annual principal payments will be equally assessed per parcel plus interest on the unpaid balance. The interest amount will be determined by the market interest rate for the sale of the Bonds at the time the project is financed. The assessment costs will be presented to property owners prior to establishing the special assessment district.



**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**EXHIBIT "B"**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-001	Steven T. Lamb 7195 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 1	\$ 250,945.00	Occupied	\$ 6,418.92
15-12-301-002	Gregory M. & Lori A. Fronizer 7173 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 2	268,242.00	Occupied	6,418.92
15-12-301-003	Charles & Stephanie Cesarz 7155 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 3	327,238.00	Occupied	6,418.92
15-12-301-004	Michael & Danielle Baitinger 7137 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 4	238,957.00	Occupied	6,418.92
15-12-301-005	David K. & Sarah McAlpine 7121 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 5	252,004.00	Occupied	6,418.92
15-12-301-006	Scott A. & Donna Cesarz 7105 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 6	324,532.00	Occupied	6,418.92
15-12-301-007	Bill & Andrea Lundy 7089 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 7	273,851.00	Occupied	6,418.92
15-12-301-008	Michael Herbison 7073 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 8	284,531.00	Occupied	6,418.92

HAMBURG TOWNSHIP  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
 PROPOSED SPECIAL ASSESSMENT ROLL  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-009	Sharon L. Cline 7057 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 9	\$ 246,694.00	Occupied	\$ 6,418.92
15-12-301-010	James A. & Tammy S. Singer 7041 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 10	240,803.00	Occupied	6,418.92
15-12-301-011	Michael & Gretchen Hertz 7025 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 11	274,237.00	Occupied	6,418.92
15-12-301-012	Cooper & Michelle Green 7009 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 12	248,453.00	Occupied	6,418.92
15-12-301-013	Marcia S. Bauer 6993 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 13	218,491.00	Occupied	6,418.92
15-12-301-014	James M. Malott 6977 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 14	273,291.00	Occupied	6,418.92
15-12-301-015	Kevin & Caroline Grabowski 6961 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 15	253,217.00	Occupied	6,418.92
15-12-301-016	David H. & Laura A. Saunders 6945 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 16	278,740.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-017	Mark D. McQuaid 6929 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 17	\$ 223,214.00	Occupied	\$ 6,418.92
15-12-301-018	William H. & Mary Jane Monger 6913 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 18	255,449.00	Occupied	6,418.92
15-12-301-019	Joseph C. & Nancy A. Monroe 9315 Hamburg Rd. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 19	478,304.00	Occupied	6,418.92
15-12-301-020	Kenneth & Karen Keskitalo 6865 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 20	224,844.00	Occupied	6,418.92
15-12-301-021	Paul N. & Mary F. Ash 6849 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 21	281,952.00	Occupied	6,418.92
15-12-301-022	Anthony & Terri Gole 6833 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 22	301,429.00	Occupied	6,418.92
15-12-301-023	Brian A. & Dawn M. Mullaly 6817 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 23	310,109.00	Occupied	6,418.92
15-12-301-024	Patrick & Maryann Herek 6801 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 24	339,402.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-025	Anthony P. & Mary L. Brogger 6800 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 25	\$ 286,739.00	Occupied	\$ 6,418.92
15-12-301-026	Eric J. & Jennifer Defenderfer 6816 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 26	272,367.00	Occupied	6,418.92
15-12-301-027	Keith & Lori Nakon 6832 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 27	310,555.00	Occupied	6,418.92
15-12-301-028	Bruce K. & Gail J. Stoddart 6848 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 28	310,002.00	Occupied	6,418.92
15-12-301-029	Rockney L. & Lois A. Whitehead 6880 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 29	285,995.00	Occupied	6,418.92
15-12-301-030	Robert L. Gerwin & Connie J. Rose 6900 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 30	278,977.00	Occupied	6,418.92
15-12-301-031	Michael & Claudette Snowgold 6950 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 31	329,025.00	Occupied	6,418.92
15-12-301-032	Richard W. & Deborah A. Kluck 7020 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 32	334,653.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-033	William P. & Lena J. Gaines 7028 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 33	\$ 259,445.00	Occupied	\$ 6,418.92
15-12-301-034	James A. II & Catherine Craig 7036 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 34	273,205.00	Occupied	6,418.92
15-12-301-035	James E. & Kristan L. Karnes 7044 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 35	304,172.00	Occupied	6,418.92
15-12-301-036	Bradley J. & Jamie M. Wardynski 7052 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 36	283,014.00	Occupied	6,418.92
15-12-301-037	Marcelo & Maria Ponti 7060 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 37	340,145.00	Occupied	6,418.92
15-12-301-038	Michael Ovorus & Pam Jiles-Ovorus 7068 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 38	291,867.00	Occupied	6,418.92
15-12-301-039	Nelson M. Yanick 7076 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 39	274,948.00	Occupied	6,418.92
15-12-301-040	Steven M. & Christina M. Hatfield 7084 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 40	273,933.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-041	David & Lisa A. Copp 7092 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 41	\$ 233,018.00	Occupied	\$ 6,418.92
15-12-301-042	Jon E. & Denise V. Stilson 7100 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 42	254,577.00	Occupied	6,418.92
15-12-301-043	Llyod F. & Sabrina J. Brady 7110 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 43	212,009.00	Occupied	6,418.92
15-12-301-044	Christopher J. Soto 7118 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 44	269,897.00	Occupied	6,418.92
15-12-301-045	Dennis M. & Glenda K. Stratton 7128 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 45	285,029.00	Occupied	6,418.92
15-12-301-046	Marian & Alicia Starosta 7138 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 46	311,539.00	Occupied	6,418.92
15-12-301-047	Raymond A. & Amber J. Novakoski 7148 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 47	277,815.00	Occupied	6,418.92
15-12-301-048	David DeNoyers 7158 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 48	254,475.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-049	Joseph & Laurie Handelsman Tedd Handelsman 7170 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 49	\$ 290,438.00	Occupied	\$ 6,418.92
15-12-301-050	Howard & Amy Haselhuhn 7182 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 50	275,356.00	Occupied	6,418.92
15-12-301-051	Joan Hanlin Engel Trust 7194 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 51	295,691.00	Occupied	6,418.92
15-12-301-052	Jason S. Fahr 7183 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 52	290,011.00	Occupied	6,418.92
15-12-301-053	Candice S. Counts 7146 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 53	223,852.00	Occupied	6,418.92
15-12-301-054	David W. II & Nicole L. Sarkett 7120 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 54	271,274.00	Occupied	6,418.92
15-12-301-055	Chaplin Revocable Trust 7104 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 55	300,188.00	Occupied	6,418.92
15-12-301-056	Nancy J. Keith 7088 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 56	224,051.00	Occupied	6,418.92

**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-057	Edward C. Prince 7076 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 57	\$ 242,710.00	Occupied	\$ 6,418.92
15-12-301-058	Carie Fraser 7060 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 58	315,077.00	Occupied	6,418.92
15-12-301-059	Eli & Kadi Prout 7044 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 59	253,072.00	Occupied	6,418.92
15-12-301-060	John & Kathleen Witkowski Trust 7026 Wide Valley Dr. Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 60	238,037.00	Occupied	6,418.92
15-12-301-061	Robert & Julie Stanton 7015 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 61	352,755.00	Occupied	6,418.92
15-12-301-062	Leo & Gina Whitton 7027 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 62	285,056.00	Occupied	6,418.92
15-12-301-063	Paul & Carolyn J. Maliszewski 7035 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 63	282,149.00	Occupied	6,418.92
15-12-301-064	Paul A. & Kathleen S. Riblet 7043 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 64	258,711.00	Occupied	6,418.92



**HAMBURG TOWNSHIP**  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-065	Robert J. & Mary Ann Romalia 7053 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 65	\$ 262,165.00	Occupied	\$ 6,418.92
15-12-301-066	Francis E. & Marcella Murphy 7067 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 66	265,052.00	Occupied	6,418.92
15-12-301-067	Anthony & Julie Pagano 7079 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 67	261,829.00	Occupied	6,418.92
15-12-301-068	Charles F. & Dana J. Cooper 7087 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 68	217,761.00	Occupied	6,418.92
15-12-301-069	Jameson & Kristine Masters 7095 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 69	243,904.00	Occupied	6,418.92
15-12-301-070	Ronald J. & Rachael A. Fox 7113 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 70	275,119.00	Occupied	6,418.92
15-12-301-071	Joe & Renee Nix 7121 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 71	232,963.00	Occupied	6,418.92
15-12-301-072	Alexander N. & Jean Luttschyn 7133 Winding Trail	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 72	339,357.00	Occupied	6,418.92

HAMBURG TOWNSHIP  
**PINE VALLEY ESTATES ROAD IMPROVEMENT PROJECT**  
 PROPOSED SPECIAL ASSESSMENT ROLL  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-12-301-073	Thomas A. & Donna L. Zagotta 7147 Winding Trail Brighton, MI 48116	SEC 11/12 T1N R5E PINE VALLEY ESTATES LOT 73	\$ 248,259.00	Occupied	\$ 6,418.92
15-14-200-012	Michael & Sharon Buck 6787 Wide Valley Dr. Brighton, MI 48116	SEC 14 T1N R5E COM NE COR OF SEC TH N 89*38'56"W 650 FT FOR POB TH S 0*55'24"W 581.31 FT TH N 85*59'W 183.15 FT TH N 47* 30'36"W 625.37 FT TH N 0*47'16"E 150 FT TO N LINE OF SEC TH S 89*38'56"E 651.16 FT TO POB 6.28AC PARCEL 4.	1,371,826.00	Occupied	6,418.92

Total Project Assessments:      \$ 475,000.00

TOTAL ESTIMATED PROJECT COST:      \$ 475,000.00

**Resolution #3 – Pine Valley Estates Subdivision Road Improvement Project**

**TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

**RESOLUTION APPROVING PETITIONS, PROJECT, COST ESTIMATES, SPECIAL ASSESSMENT DISTRICT AND CAUSING THE SPECIAL ASSESSMENT ROLL TO BE PREPARED**

WHEREAS, the Township Board of Trustees (the “Township Board”) has received petitions from property owners in the Township (the “Petitions”) for certain road improvements to be made along Wide Valley Drive and Winding Trail within the Pine Valley Estates subdivision located in the Township;

WHEREAS, the Township Board has determined to proceed with the Pine Valley Estates Subdivision road improvements as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”), in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the Township Board held a public hearing on the Project, the Petitions that have been submitted to the Township Board requesting the Project, and the proposed special assessment district (the “Special Assessment District”) for the Project on February 25, 2020;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act 188, and the laws of the State of Michigan, the Township Board approves the completion of the Project and the Township Board approves the plans and cost estimates for the Project, which are on file with the Township Clerk and which are identified as "Plans and Cost Estimates for the "Pine Valley Estates Subdivision Road Improvement Project".

2. The Township Board determines that the petitions for the Project submitted to the Township Board were sufficient to satisfy the requirements under Act 188 for initiating an improvement project.

3. The Township Board determines that the Special Assessment District for the Project shall consist of those properties that are described in Exhibit B. The term of the special assessment district shall be through 2030, or such shorter period of time as may be determined by the Township Board prior to the issuance of the Bonds.

4. After construction costs for the Project are determined, the Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District as identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll, which certificate shall be substantially in the in the form of Exhibit C to this resolution.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

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

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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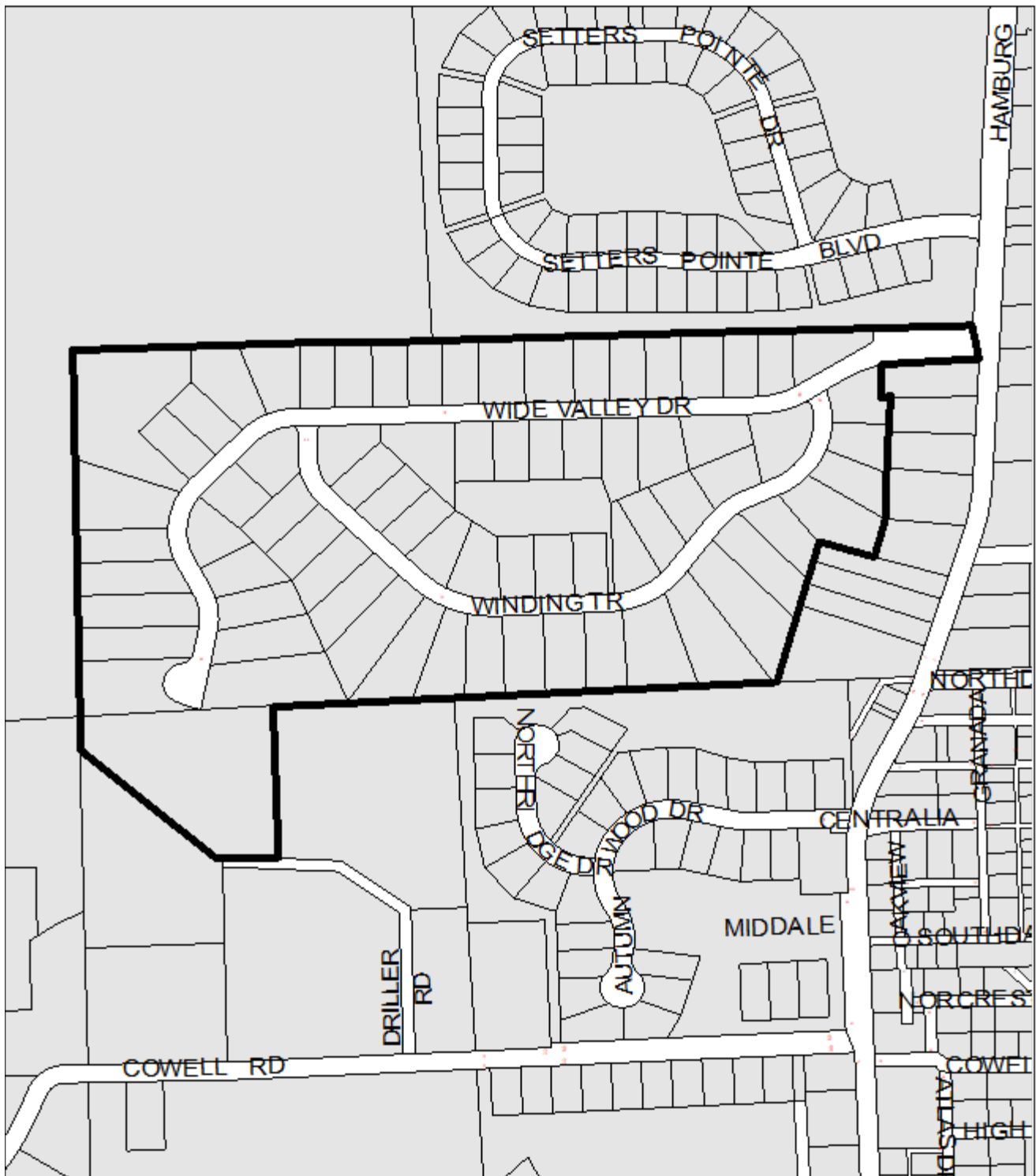
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT A**

### Description of the Project

The project will consist of crushing and shaping the existing asphalt pavement including the asphalt curb. Approximately 3.75 inches of new hot mix asphalt in two lifts will be placed on the prepared grade. The wing curb will be placed on the final lift of asphalt pavement. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Pine Valley Estates subdivision area, including Wide Valley Drive and Winding Trail, of the Township that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.

Pine Valley Estates Subdivision Road Improvement Project  
Hamburg Township, Livingston County, Michigan



**Exhibit “B”**

**HAMBURG TOWNSHIP  
PINE VALLEY ESTATES SUBDIVISION ROAD IMPROVEMENT PROJECT**

(1) The Hamburg Township Pine Valley Estates Subdivision Road Improvement Project Special Assessment District (the “Special Assessment District”) has been formed to specially assess the lands which are benefitted from the Project described in Exhibit A.

(2) The proposed Special Assessment District, within which the cost of the Project will be assessed, consists of the properties identified by the following permanent lot and parcel numbers.

15-12-301-001	15-12-301-002	15-12-301-003	15-12-301-004
15-12-301-005	15-12-301-006	15-12-301-007	15-21-301-008
15-12-301-009	15-12-301-010	15-12-301-011	15-12-301-012
15-12-301-013	15-12-301-014	15-12-301-015	15-12-301-016
15-12-301-017	15-12-301-018	15-12-301-019	15-12-301-020
15-12-301-021	15-12-301-022	15-12-301-023	15-12-301-024
15-12-301-025	15-12-301-026	15-12-301-027	15-12-301-028
15-12-301-029	15-12-301-030	15-12-301-031	15-12-301-032
15-12-301-033	15-12-301-034	15-12-301-035	15-12-301-036
15-12-301-037	15-12-301-038	15-12-301-039	15-12-301-040
15-12-301-041	15-12-301-042	15-12-301-043	15-12-301-044
15-12-301-045	15-12-301-046	15-12-301-047	15-12-301-048
15-12-301-049	15-12-301-050	15-12-301-051	15-12-301-052
15-12-301-053	15-12-301-054	15-12-301-055	15-12-301-056
15-12-301-057	15-12-301-058	15-12-301-059	15-12-301-060
15-12-301-061	15-12-301-062	15-12-301-063	15-12-301-064
15-12-301-065	15-12-301-066	15-12-301-067	15-12-301-068
15-12-301-069	15-12-301-070	15-12-301-071	15-12-301-072
15-12-301-073	15-14-200-012		



**Exhibit “C”**

**CERTIFICATE**

I, the undersigned, Supervisor of Hamburg Township, Livingston County, Michigan (the “Township”), acting pursuant to a resolution duly adopted by the Board of the Township on February 25<sup>th</sup>, 2020 (the “Resolution”) certify that (1) the attached special assessment roll for the Hamburg Township Pine Valley Estates Subdivision Road Improvement Project Special Assessment District, to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Patrick J. Hohl  
Hamburg Township Supervisor

**Resolution #4 – Pine Valley Estates Subdivision Road Improvement Project**

**TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

**RESOLUTION ACKNOWLEDGING THE FILING OF THE  
PINE VALLEY ESTATES SUBDIVISION SPECIAL ASSESSMENT ROLL,  
SCHEDULING A HEARING  
AND DIRECTING THE ISSUANCE OF THE STATUTORY NOTICES**

WHEREAS, the Board of Trustees (the “Township Board”) has determined that it is desirable and necessary to construct certain road improvements within the Township as described in Exhibit A (the “Project”);

WHEREAS, the Township Board has determined to proceed with the Project;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”) to finance the cost of the Project, in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Supervisor has prepared the proposed Special Assessment Roll entitled “The Proposed Special Assessment Roll for the Hamburg Township Pine Valley Estates Subdivision Road Improvement Project” (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Clerk.

2. The Township Board acknowledges that the Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the Township Board's direction and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan.

3. In accordance with Act 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Proposed Roll.

4. The public hearing will be held on Tuesday, March 24, 2020 at 6:30 p.m. at the Township Hall of Hamburg Township, Livingston County, Michigan, or at such other place as the Township Clerk may designate, provided sufficient notice is given of such alternate location as required by law.

5. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before March 11, 2020. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

6. The Township Clerk is directed to publish a notice of the public hearing in the Livingston County Press & Argus a newspaper of general circulation within the Township. The notice shall be published twice, once on or before March 11, 2020, and once on or before March 18, 2020. The notice shall be in form substantially similar to the notice attached in Exhibit B.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Resolution declared \_\_\_\_\_.

CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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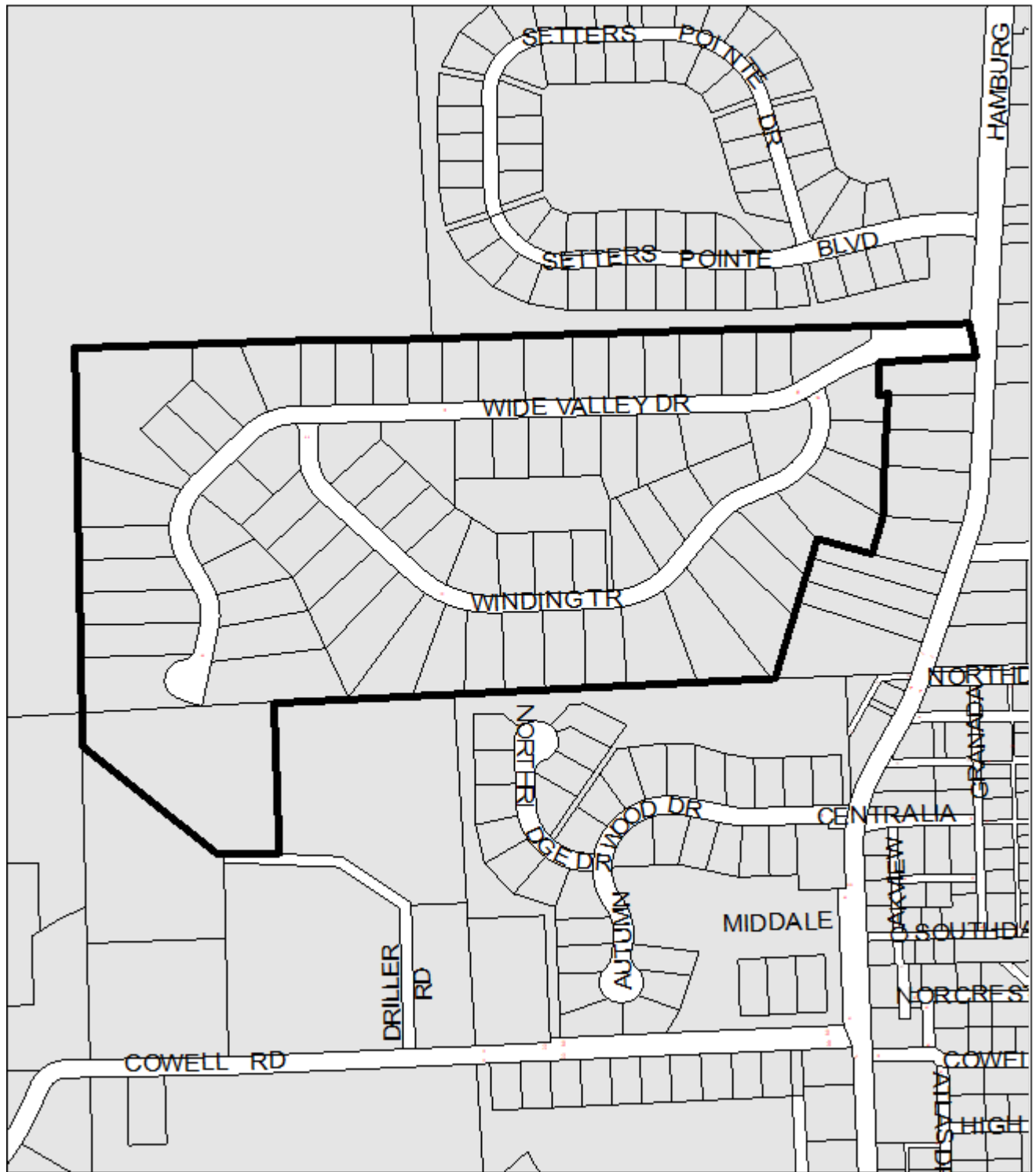
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT “A”**

### **DESCRIPTION OF PROJECT**

The project will consist of crushing and shaping the existing asphalt pavement including the asphalt curb. Approximately 3.75 inches of new hot mix asphalt in two lifts will be placed on the prepared grade. The wing curb will be placed on the final lift of asphalt pavement. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Pine Valley Estates subdivision area, including Wide Valley Drive and Winding Trail, of the Township that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.

Pine Valley Estates Subdivision Road Improvement Project  
Hamburg Township, Livingston County, Michigan



**EXHIBIT “B”**

**FORM OF NOTICE OF PUBLIC HEARING**

Hamburg Township  
Livingston County, Michigan

**NOTICE OF PUBLIC HEARING  
UPON SPECIAL ASSESSMENT ROLL FOR THE  
PINE VALLEY ESTATES SUBDIVISION ROAD IMPROVEMENT PROJECT  
SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) has determined to levy special assessments against lands in the PINE VALLEY ESTATES SUBDIVISION ROAD IMPROVEMENT PROJECT SPECIAL ASSESSMENT DISTRICT (the “District”) that will be benefited by the construction of road improvements in the District. The District consists of the lands identified in the map attached to this notice and is more specifically identified by the following permanent parcel numbers:

15-12-301-001	15-12-301-002	15-12-301-003	15-12-301-004
15-12-301-005	15-12-301-006	15-12-301-007	15-21-301-008
15-12-301-009	15-12-301-010	15-12-301-011	15-12-301-012
15-12-301-013	15-12-301-014	15-12-301-015	15-12-301-016
15-12-301-017	15-12-301-018	15-12-301-019	15-12-301-020
15-12-301-021	15-12-301-022	15-12-301-023	15-12-301-024
15-12-301-025	15-12-301-026	15-12-301-027	15-12-301-028
15-12-301-029	15-12-301-030	15-12-301-031	15-12-301-032
15-12-301-033	15-12-301-034	15-12-301-035	15-12-301-036
15-12-301-037	15-12-301-038	15-12-301-039	15-12-301-040
15-12-301-041	15-12-301-042	15-12-301-043	15-12-301-044
15-12-301-045	15-12-301-046	15-12-301-047	15-12-301-048
15-12-301-049	15-12-301-050	15-12-301-051	15-12-301-052
15-12-301-053	15-12-301-054	15-12-301-055	15-12-301-056
15-12-301-057	15-12-301-058	15-12-301-059	15-12-301-060
15-12-301-061	15-12-301-062	15-12-301-063	15-12-301-064
15-12-301-065	15-12-301-066	15-12-301-067	15-12-301-068
15-12-301-069	15-12-301-070	15-12-301-071	15-12-301-072
15-12-301-073	15-14-200-012		

(2) The proposed special assessment roll for the District (the “Roll”) has been prepared and is now on file in the office of the Township Clerk and is available at such office for public examination during the hours the Township Hall is regularly open to the public for business.

(3) The Township Board will conduct a public hearing beginning at 6:30 p.m., local time on Tuesday, March 24, 2020, at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan to explain and answer questions pertaining to the Roll and to hear objections to the Roll. Any person objecting to the Roll must file his or her objections in writing before the close of the public hearing or within such additional time (if any) as the Township Board may grant.

(4) The owner or other person having an interest in property that is specially assessed is entitled to file a written appeal with the Michigan Tax Tribunal within 30 days after confirmation of the Roll. However, appearance and protest at the public hearing are required by law in order to appeal the special assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may (1) appear and protest in person at the hearing or (2) file an appearance and protest by letter before the close of the hearing.

The Township Board will maintain a record of the persons who appear and protest at the hearing. If the hearing is terminated or adjourned for the day before a party is provided the opportunity to be heard, a party whose appearance was so recorded shall be considered to have protested the special assessment in person.

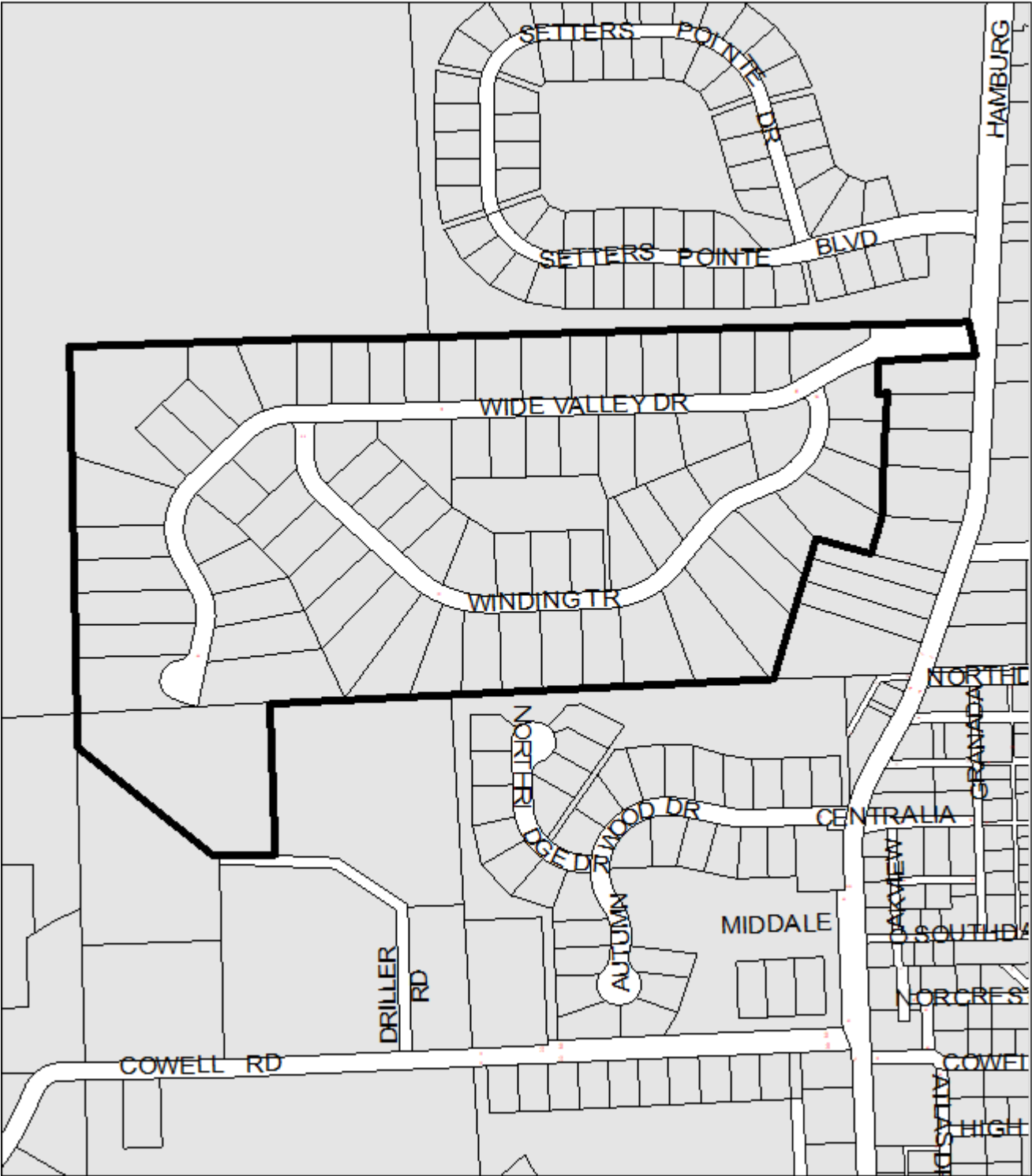
This notice is given by order of the Hamburg Township Board.

Dated: \_\_\_\_\_

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139



Pine Valley Estates Subdivision Road Improvement Project  
Hamburg Township, Livingston County, Michigan



**EXHIBIT "C"**

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

MICHAEL DOLAN, being first duly sworn, deposes, and says that he personally prepared for mailing, and did on March 11, 2020, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that he personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that he personally placed all of such envelopes in a United States Post Office receptacle on the above date.

---

Michael Dolan  
Hamburg Township Clerk

Subscribed and sworn to before me  
this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

\_\_\_\_\_, Notary Public  
Livingston County, MI  
My commission expires:



# Township Board Cover Sheet

## **Tamarack Lake Subdivision** **– Road Improvement S.A.D.** **First Public Hearing to Establish S.A.D.**

### **Information Packet:**

Hamburg Township has been approached by residents living in the Tamarack Lake Subdivision requesting that their road be improved through a Township financed special assessment district. This project would consist of the establishment of a S.A.D. with the road improvements constructed under the direction of the Livingston County Road Commission. Based upon property owner response, there are enough petitions to proceed with creating the district.

The following items have been included for the Board's review:

#### 1. **Notice of First Public Hearing:**

- A. Affidavit of Mailing
- B. Hearing Cover Letter
- C. Notice of Improvement Hearing – per Public Act 188 requirements
- D. Mailing List of Property Owners included in S.A.D.
- E. Estimate of Cost for the proposed Road Improvement S.A.D.
- F. Proposed Tamarack Lake Subdivision Special Assessment Roll

#### 2. **Project Resolution(s):**

- **Resolution No. 3** – Resolution Approving Petitions, Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared
- **Resolution No. 4** – Resolution Acknowledging the Filing of the Tamarack Lake Subdivision Special Assessment Roll, Scheduling a Hearing and Directing the Issuance of the Statutory Notices

**NOTE:** Resolution No. 4 will set the date and time for the second public hearing to be held to adopt the Assessment Roll. I am recommending that the 2<sup>nd</sup> public hearing be scheduled for **Tuesday, March 24<sup>th</sup>, 2020 beginning at 6:00 p.m.** to allow enough time for notice to be published in the newspaper as well as mailing individual notices to property owners.

The Tamarack Lake Subdivision Road Improvement district will be included on the upcoming bond issue along with a number of other Road Improvement projects.

*Drafted: February 12<sup>th</sup>, 2020*



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

AFFIDAVIT OF MAILING

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

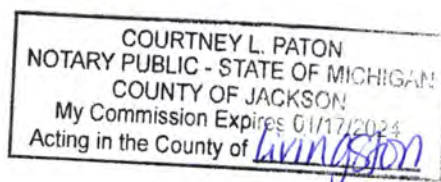
BRITTANY K. CAMPBELL, being first duly sworn, deposes, and says that she personally prepared for mailing, and did on February 12, 2020, send by first-class mail, the proposed **Tamarack Lake Subdivision – Road Improvement Special Assessment District** notice of first public hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

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

Subscribed and sworn to before me  
this 12<sup>th</sup> day of February, 2020.

Courtney L. Paton  
Courtney L. Paton, Notary Public  
Jackson County, MI

My commission expires: 4/17/2024  
Acting in Livingston County





February 12, 2020

Re: **Tamarack Lake Subdivision – Road Improvement Special Assessment District**  
Notice of First Public Hearing

Dear Property Owner,

Enclosed is a copy of the Notice of Improvement Hearing to establish the Tamarack Lake Subdivision road improvement special assessment district (SAD). The project will consist of crushing and shaping the existing asphalt pavement and placing 3.5" of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives and brick pavers, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Tamarack Lake subdivision area, including the unimproved portions of Pleasant View, Lauderdale Ct., Tamarack Lake, Tamarack Ct., Ridge Dr. (including 600 ft. of the paved portion of Indian Trail) and Cedar Bend Drive.

The Township Board has scheduled the first public hearing for Tuesday, February 25<sup>th</sup>, 2020 to begin at 6:00 p.m. here at the Township Offices located at 10405 Merrill Road. The purpose of the meeting is to discuss the desire to establish the district, the district boundaries and the estimated cost of the project. The estimated road improvement project cost is \$400,000.00 which will be split equally among the 182 parcels in an assessment of \$2,197.81 per parcel plus interest charges under a ten (10) year bond repayment schedule.

Any property owner or owners who wish to remove their support for the project must submit a letter in writing to the Township requesting to rescind their signatures from the petition by the first public hearing on February 25<sup>th</sup>. Letters may be addressed to me or the Township Clerk, Michael Dolan, and mailed to Hamburg Township, P.O. Box 157, Hamburg, MI 48139. Faxed copies or emailed/scanned copies cannot be accepted. If after the first public hearing there is still enough support to move forward with establishing the special assessment district the Board will pass a resolution to schedule the 2<sup>nd</sup> public hearing for the purpose of discussing the Assessment Roll and adoption by the Township Board which will authorize the collection of the special assessments that will first appear on the December 1, 2020 tax bill.

If you would like to discuss the road improvement project before the public hearing please feel free to contact the Township Supervisor, Patrick J. Hohl, at (810) 231-1000 Ext. 202 or his direct line at (810) 222-1116 or via email at [pathohl@hamburg.mi.us](mailto:pathohl@hamburg.mi.us).

Sincerely,

Brittany K. Campbell  
Hamburg Township Utilities Coordinator

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## NOTICE OF PUBLIC HEARING

Hamburg Township  
Livingston County, Michigan

### NOTICE OF PUBLIC HEARING UPON A PROPOSED ROAD IMPROVEMENT PROJECT AND SPECIAL ASSESSMENT DISTRICT FOR TAMARACK LAKE SUBDIVISION

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Hamburg Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a public hearing on Tuesday, February 25, 2020 at 6:00 p.m., at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan 48139, to review the following proposed special assessment district:

#### HAMBURG TOWNSHIP TAMARACK LAKE SUBDIVISION ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT

and to hear any objections thereto and to the proposed Project and to the petitions filed with the Township Board requesting the Project.

(2) The project (the "Project") will consist of crushing and shaping the existing asphalt pavement and placing 3.5" of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives and brick pavers, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Tamarack Lake subdivision area, including the unimproved portions of Pleasant View, Lauderdale Ct., Tamarack Lake, Tamarack Ct., Ridge Dr. (including 600 ft. of the paved portion of Indian Trail) and Cedar Bend Drive. The Project is being designed to serve the properties in the Special Assessment District, which properties are adjacent to the Tamarack Lake Subdivision, and which properties are identified by the following permanent parcel numbers:

15-31-200-006	15-31-200-007	15-31-200-008	15-31-200-009
15-31-201-001	15-31-201-002	15-31-201-003	15-31-201-004
15-31-201-005	15-31-201-006	15-31-201-007	15-31-201-008
15-31-201-009	15-31-201-010	15-31-201-011	15-31-201-012
15-31-201-013	15-31-201-014	15-31-201-015	15-31-201-016
15-31-201-017	15-31-201-018	15-31-201-019	15-31-201-020
15-31-201-021	15-31-201-022	15-31-201-023	15-31-201-024

15-31-201-025	15-31-201-026	15-31-201-027	15-31-201-028
15-31-201-029	15-31-201-030	15-31-201-031	15-31-201-032
15-31-201-033	15-31-201-034	15-31-201-035	15-31-201-036
15-31-201-037	15-31-201-038	15-31-201-039	15-31-201-040
15-31-201-043	15-31-201-044	15-31-201-045	15-31-201-047
15-31-400-003	15-31-400-009	15-31-400-014	15-31-400-015
15-31-400-016	15-31-400-018	15-31-400-019	15-31-400-020
15-31-400-024	15-31-400-025	15-31-400-032	15-31-400-033
15-31-400-037	15-31-400-038	15-31-400-047	15-31-400-048
15-31-400-050	15-31-400-053	15-31-400-059	15-31-400-060
15-31-400-065	15-31-400-066	15-31-402-001	15-31-402-002
15-31-402-003	15-31-402-004	15-31-402-005	15-21-402-006
15-31-402-007	15-31-402-008	15-31-402-009	15-31-402-010
15-31-402-013	15-31-402-014	15-31-402-015	15-31-402-024
15-31-402-025	15-31-402-026	15-31-402-027	15-31-402-028
15-31-402-029	15-31-402-030	15-31-402-033	15-31-402-035
15-31-402-036	15-31-402-037	15-31-402-038	15-31-402-039
15-31-402-040	15-31-402-041	15-31-402-042	15-31-402-043
15-31-402-047	15-31-402-049	15-31-402-052	15-31-402-053
15-31-402-054	15-31-402-058	15-31-402-060	15-31-402-061
15-31-402-062	15-31-402-063	15-31-402-064	15-31-402-065
15-31-402-066	15-31-402-067	15-31-402-068	15-31-402-069
15-31-402-071	15-31-403-001	15-31-403-002	15-31-403-003
15-31-403-004	15-31-403-005	15-31-403-006	15-31-403-007
15-31-403-008	15-31-403-010	15-31-403-011	15-31-403-012
15-31-403-013	15-31-403-020	15-31-403-021	15-31-403-022
15-31-403-023	15-31-403-025	15-31-403-027	15-31-403-028
15-31-403-029	15-31-403-030	15-31-403-031	15-31-403-034
15-31-403-035	15-31-403-036	15-31-403-037	15-31-403-038
15-31-403-042	15-31-403-043	15-31-403-044	15-31-403-045
15-31-403-046	15-31-403-047	15-31-403-048	15-31-403-049
15-31-403-050	15-31-403-051	15-31-403-052	15-31-403-053
15-31-403-054	15-31-403-055	15-31-403-056	15-31-403-057
15-31-403-060	15-31-403-061	15-31-403-062	15-31-403-063
15-31-403-064	15-31-403-065	15-31-403-066	15-31-403-067
15-31-403-068	15-31-403-069	15-31-404-001	15-31-404-002
15-31-404-005	15-31-404-006	15-15-404-007	15-32-100-051
15-32-100-052	15-32-100-053	15-32-100-054	15-32-300-003
15-32-300-015	15-32-300-016	15-32-300-018	

(3) The Township plans on imposing special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The plans and cost estimates for the proposed Project, the boundaries of the Special Assessment District and the petitions filed in support of the Project are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%.

Any person objecting to the proposed Project, the petitions for the Project or the proposed Special Assessment District shall file an objection in writing with the Township Clerk before the close of the February 25<sup>th</sup>, 2020 hearing, or within such further time the Township Board may grant.

This notice is given by order of the Hamburg Township Board.

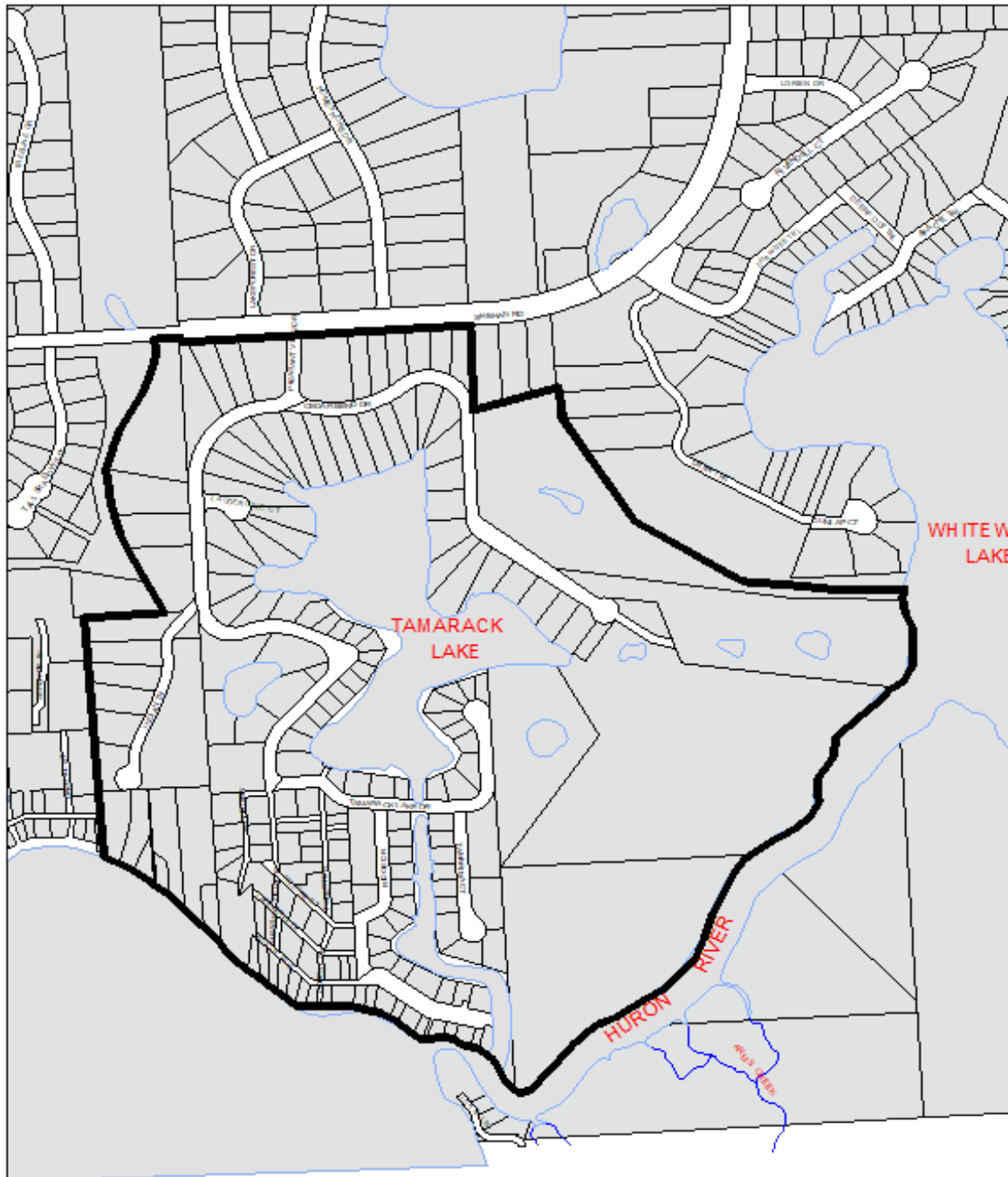
Dated: February 12<sup>th</sup>, 2020

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139



**TAMARACK LAKE SUBDIVISION  
- ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**  
Hamburg Township, Livingston County, Michigan

The general service area in which a proposed special assessment district is to be designated. The Hamburg Township Board of Trustees may adjust the district boundaries based upon property owner response in support of creating a road improvement special assessment district.



General service area establishing the Tamarack Lake Subdivision – Road Improvement Special Assessment District. **Proposed special assessment district boundary shown within thick black-lined area.**

15-31-200-006  
Lewis A. Hamlett Estate  
11470 Pleasant View Dr.  
Pinckney, MI 48169

15-31-200-007  
Steven A. & Cheryllyn Brown  
11462 Pleasant View Dr.  
Pinckney, MI 48169

15-31-200-008  
Jeffery & Christine Cook  
11414 Pleasant View Dr.  
Pinckney, MI 48169

15-31-200-009  
Jerry L. & Valerie Muck  
11396 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-001  
Donald J. & Sharon M. Cox  
11539 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-002  
Jack L. & Dorothy L. Irwin  
11521 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-003  
Theodore W. & Kim Clark  
11515 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-004  
Raymond & Malvina F. Dobis  
11487 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-005  
Ronald D. & Joyce J. Strong  
11475 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-006  
William K. & Bonnie R. Swanson  
11463 Lauderdale Ct.  
Pinckney, MI 48169

15-31-201-007  
James F. Sansone  
11451 Lauderdale Ct.  
Pinckney, MI 48169

15-31-201-008  
James & Theresa Markey Trust  
11439 Lauderdale Ct.  
Pinckney, MI 48169

15-31-201-009  
George & Taffeta Kelsey  
11427 Lauderdale Ct.  
Pinckney, MI 48169

15-31-201-010  
Robert J. & Kelly Smith  
11415 Lauderdale Ct.  
Pinckney, MI 48169

15-31-201-011  
Clint & Lori Shepley  
11383 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-012  
Ronald Jeffries & Patricia Hughes  
11359 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-013  
Ronald Jeffries & Patricia Hughes  
11359 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-014  
Robert J. & Brandi A. Straker  
11347 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-015  
Michael & Diana Brunner  
11335 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-016  
Gerald M. & Carol A. Sartor  
11306 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-017  
Greg & Andrea J. LaFave  
11310 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-018  
Michael D. & Alicia Phillips  
11314 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-019  
John F. & Michelle Bodary  
6396 Product Dr.  
Sterling Heights, MI 48312

15-31-201-020  
John F. & Michelle Bodary  
6396 Product Dr.  
Sterling Heights, MI 48312

15-31-201-021  
Michael E. & Debra Ann Nanry  
11376 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-022  
Andrew Schurman  
11390 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-023  
Eric J. & Heidi C. Hassen  
11404 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-024  
Finley J. & Erika G. Sizemore  
13833 Buckingham  
Plymouth, MI 48170

15-31-201-025  
William & Kathryn Sumpter  
11440 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-026  
Philip Zazove & Barbara D. Reed  
2903 Craig Rd.  
Ann Arbor, MI 48103

15-31-201-027  
Jeanne Tarcha  
11476 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-028  
Bernard & Cynthia Bobola  
11494 Cedard Bend Dr.  
Pinckney, MI 48169

15-31-201-029  
Mary S. Creswell  
2210 Avalon Pl.  
Ann Arbor, MI 48104

15-31-201-030  
Allan C. Matson  
11530 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-031  
George & Christine Davis  
11548 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-032  
Lou Ann Lenio  
11566 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-033  
R. Schneider & J. Stocker-Schneider  
11582 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-034  
Mary Beth Timmerman  
11598 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-035  
Thomas Laski  
11403 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-036  
Woods Properties LLC  
6396 Product Dr.  
Sterling Heights, MI 48312

15-31-201-037  
Janet Sullins  
11383 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-038  
Jeffrey & Kimberly L. Steinaway  
11373 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-039  
Christopher B. & Susan A. Curtis  
11361 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-040  
Vickie Plotner  
11347 Cedar Bend Dr.  
Pinckney, MI 48169

15-31-201-043  
Victor S. Bertl  
11352 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-044  
Randy & Samantha Wilcox  
11360 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-045  
Alexander P. & Rachel L. Henderson  
11372 Pleasant View Dr.  
Pinckney, MI 48169

15-31-201-047  
Dianne Johnson  
11340 Pleasant View Dr.  
Pinckney, MI 48169

15-31-400-003  
Leonard G. ,II & Katie P. Prezecki  
2968 Leslie Park Circle  
Ann Arbor, MI 48105

15-31-400-009  
Michael L. Gowing  
2696 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-014  
Douglas S. & Karen D. Vaughn  
11760 Woodview Dr.  
Pinckney, MI 48169

15-31-400-015  
Kurt L. Rohde Jr.  
11770 Woodview Dr.  
Pinckney, MI 48169

15-31-400-016  
M. Austin & M. Wagenmaker  
2125 Blue Stone Ln.  
Walled Lake, MI 48390

15-31-400-018  
James R. & Bonnie L. Dawson  
11750 Woodview Dr.  
Pinckney, MI 48169

15-31-400-019  
Kathy Merillat  
11500 Pleasant View Dr.  
Pinckney, MI 48169

15-31-400-020  
Ryan D. & Melissa M. McDonald  
2620 Tiplady Rd.  
Pinckney, MI 48169

15-31-400-024  
Donna M. Collier  
P.O. Box 585  
Pinckney, MI 48169

15-31-400-025  
Hugo Sanchez  
2770 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-032  
Gerald E. & Julie K. Baumgras  
2690 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-033  
Jane Sherzer Cissell Trust  
4777 Mohican Lane  
Okemos, MI 48864

15-31-400-037  
Gregory & Donna Forest Trust  
11684 Pleasant View Dr.  
Pinckney, MI 48169

15-31-400-038  
Paul & Renee Lichau  
11666 Pleasant View Dr.  
Pinckney, MI 48169

15-31-400-047  
Stephan Morse  
11632 Pleasant View Dr.  
Pinckney, MI 48186

15-31-400-048  
Brian & Alicia Franks  
11698 Pleasant View Dr.  
Pinckney, MI 48169

15-31-400-050  
Robert MacDonald Trust  
2698 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-053  
Dean & Cynthia Williams  
2642 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-059  
Michael S. Heffelfinger  
2956 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-400-060  
Benjamin M. Pfister, Sr.  
11755 Tamarina Ct.  
Pinckney, MI 48169

15-31-400-065  
Joseph Logelin  
2716 Indian Trail Dr.  
Pinckney, MI 48169

15-31-400-066  
Bradley & Jennifer Frederick  
620 Potomac St.  
Northville, MI 48167

15-31-402-001  
Patricia J. Trinkle Trust  
2780 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-002  
Charles Ray & Deborah Cleavinger  
11765 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-003  
Samuel A. & Geraldine A. Walk  
2806 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-004  
Samuel A. & Geraldine A. Walk  
2806 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-005  
Gregory S. Y. Yeh Trust  
2824 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-006  
Sandy Shores 2834 LLC  
2974 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-007  
R. & D. Shirlin & L. & P. Karevich  
8855 Norman Ave.  
Livonia, MI 48150

15-31-402-008  
Patricia A. Berwald & David C. Folk  
3388 Tiger Lily Dr.  
Ann Arbor, MI 48103

15-31-402-009  
David Carl & Linda Marie Folk  
2884 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-010  
Patricia A. Berwald & David C. Folk  
3388 Tiger Lily Dr.  
Ann Arbor, MI 48103

15-31-402-013  
Mounir J. & Tamra Haurani  
7598 Southview Ct.  
Columbus, OH 43235

15-31-402-014  
Brian U. DeCaluwe  
11680 Boston Post  
Livonia, MI 48150

15-31-402-015  
Leonard & Melissa A. Morgan  
9670 Marshall Rd., Apt. A  
South Lyon, MI 48178

15-31-402-024  
Patricia A. Berwald & David C. Folk  
3388 Tiger Lily Dr.  
Ann Arbor, MI 48103

15-31-402-025  
Patricia A. Berwald & David C. Folk  
3388 Tiger Lily Dr.  
Ann Arbor, MI 48103

15-31-402-026  
Kevin & Jeanne Dimeck  
11791 Forest Dr.  
Pinckney, MI 48169

15-31-402-027  
Erskine Revocable Living Trust  
2812 Lake Breeze Dr.  
Pinckney, MI 48169

15-31-402-028  
Dan J. Britton  
2836 Lake Breeze Dr.  
Pinckney, MI 48169

15-31-402-029  
Barbara K. Anderson  
2795 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-030  
DLB Investment Group Inc.  
2780 Bent Tree Dr.  
Dexter, MI 48130

15-31-402-033  
Kenneth & Lori Dlabal  
2710 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-035  
Norman & Deborah Leighton  
2730 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-036  
Bridget Patterson  
2740 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-037  
Diane Samples  
2870 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-038  
Gary W. & Linda Locher  
2877 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-039  
Charles, Jr. & Juanita J. Hunt  
11773 Forest Dr.  
Pinckney, MI 48169

15-31-402-040  
James Botti  
11757 Forest Dr.  
Pinckney, MI 48169

15-31-402-041  
Paul R. & Amy S. Meade  
11745 Forest Dr.  
Pinckney, MI 48169

15-31-402-042  
Ward M. & Randi E. Waite  
11733 Forest Dr.  
Pinckney, MI 48169

15-31-402-043  
Michael & Amy Webb  
2904 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-047  
Ashley M. Hosenev  
2731 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-049  
Charles & Deborah Cleavinger  
11765 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-052  
Victoria Sears  
11716 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-053  
Donald Patterson  
11734 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-054  
Katherine I. Gephart  
11756 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-058  
Joseph Dipzinski & Rafael Becerra  
2786 Hillcrest Dr.  
Pinckney, MI 48169

15-31-402-060  
Jeffery W. Lokken  
11742 Forest Dr.  
Pinckney, MI 48169

15-31-402-061  
Jason Lollio  
11748 Forest Dr.  
Pinckney, MI 48169

15-31-402-062  
Milton Zavsza & Michelle Mardegian  
11773 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-063  
Joseph F. Sproull & Laura Hammer  
2974 Indian Trail Dr.  
Pinckney, MI 48169

15-31-402-064  
J & M Erskine & Barbara K. Anderson  
2812 Lake Breeze Dr.  
Pinckney, MI 48169

15-31-402-065  
Harold M. & Ruth A. Ryan  
11729 Pleasant View Dr.  
Pinckney, MI 48169

15-31-402-066  
Leonard & Katia Prezecki  
2968 Leslie Park Circle  
Ann Arbor, MI 48105

15-31-402-067  
Jermy L. Biltz  
2828 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-402-068  
Charles Scrase  
3112 Tuscany Ct.  
Ann Arbor, MI 48103

15-31-402-069  
Ryan M. & Rebecca L. Olivier  
5980 Strawberry Lake Rd.  
Whitmore Lake, MI 48189

15-31-402-071  
Frances M. Marz  
2986 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-001  
Keith & Cassie Jo Saagman  
11555 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-002  
John E. Ochs Revocable Trust  
P.O. Box 956  
Pinckney, MI 48169

15-31-403-003  
Derek & Joanna Veverica  
11579 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-004  
John D. Allan  
11591 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-005  
Frank B. & Susan A. Sovis  
11603 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-006  
Frank B. & Susan A. Sovis  
11603 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-007  
Edward W. & Nancy L. Knox  
11625 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-008  
Phyllis J. Steeb  
11669 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-010  
Timothy & Sharon Mahoney  
11659 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-011  
Douglas Kennedy & Phyllis Steeb  
11669 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-012  
David R. & Jane M. Ollila  
11681 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-013  
Jeffrey A. Patterson  
11691 Pleasant View Dr.  
Pinckney, MI 48169

15-31-403-020  
Mark W. Howard  
2921 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-021  
Robert & Deborah Mozurkewich  
11711 Ridge Dr.  
Pinckney, MI 48169

15-31-403-022  
William M. & Allyson C. Hess  
11727 Ridge Dr.  
Pinckney, MI 48169

15-31-403-023  
Matthew A. & Kelly L. Lindberg  
11719 Ridge Dr.  
Pinckney, MI 48169

15-31-403-025  
Corey T. & Nicole M. Schingeck  
11749 Ridge Dr.  
Pinckney, MI 48169

15-31-403-027  
Paul M. Fahrner  
11687 Ridge Dr.  
Pinckney, MI 48169

15-31-403-028  
Robert, Gail & Chris Robertson  
11791 Ridge Dr.  
Pinckney, MI 48169

15-31-403-029  
Robert, Gail & Chris Robertson  
11791 Ridge Dr.  
Pinckney, MI 48169

15-31-403-030  
Brock A. Barth  
2893 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-031  
Kerry B. & Theresa A. Spicer  
2909 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-034  
Ronald & Joyce Priebe  
2961 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-035  
David & Cheryl Gramling  
2973 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-036  
Patrick M. Burns  
2987 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-037  
Mark W. Macauley  
11780 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-038  
Shawn Slotnick  
11774 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-042  
Melasi Family Trust  
11746 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-043  
Leroy & Sherly D. Meade  
11738 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-044  
Steven M. & Lynn M. Hamilton  
11730 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-045  
David McLachlan & Tracie A. Vieau  
11722 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-046  
William R. & Amelia Rahn Trust  
11714 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-047  
Kathleen L. Lumadue  
11706 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-048  
Neil H. Luckhardt  
2939 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-049  
Douglas G. & Tammy A. Nummerdor  
2951 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-050  
David M. & Dana L. Jamnik  
3005 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-051  
Mark K. Lindley & Sandra J. Talbot  
10977 Patina Dr.  
Dexter, MI 48130

15-31-403-052  
Robert & Susan Nikanowicz Trust  
3023 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-053  
David D. Glomski  
8772 Ingram  
Westland, MI 48185

15-31-403-054  
Bernard & Mary Bindus Trust  
3039 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-055  
Gary J. & Sandra Guider  
3047 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-056  
Adam L. & Erin N. Lape  
3055 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-057  
Geraldine Marie Ritchie  
3063 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-060  
Benjamin M. Pfister, Sr.  
11755 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-061  
David & Kay Schurman  
11754 Tamarina Ct.  
Pinckney, MI 48169

15-31-403-062  
Lonny & Christine Tomlin  
12433 Arbor View Dr.  
Fort Myers, FL 33908

15-31-403-063  
Lawrence D. Clark  
2845 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-064  
David K. & Kathryn L. Brownlee  
2909 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-065  
Victoria & Stephen Gibson  
2939 Indian Trail Dr.  
Pinckney, MI 48169

15-31-403-066  
James Seymore & Allison Matson  
2815 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-067  
William R. & Lynn M. Hosenev  
2837 Tamarack Lake Dr.  
Pinckney, MI 48169

15-31-403-068  
Marvin & Shawn Benoit  
11757 Ridge Dr.  
Pinckney, MI 48169

15-31-403-069  
Paul M. & Kendra L. McDonald  
11735 Ridge Dr.  
Pinckney, MI 48169

15-31-404-001  
Woods Properties LLC  
6396 Product Dr.  
Sterling Heights, MI 48312

15-31-404-002  
William J.A., Jr. & Sandra Van Gieson  
9947 Dixie Hwy.  
Clarkston, MI 48348

15-31-404-005  
Woods Properties LLC  
6396 Product Dr.  
Sterling Heights, MI 48312

15-31-404-006  
Kay Avigne  
2662 Indian Trail Dr.  
Pinckney, MI 48169

15-31-404-007  
Sean & Mika McAskill  
2664 Indain Trail Dr.  
Pinckney, MI 48169

15-32-100-051  
Smart VCR Inc. /Mike Levine  
2122 NW 60th Circle  
Boca Raton, FL 33496

15-32-100-052  
Smart VCR Inc. /Mike Levine  
2122 NW 60th Circle  
Boca Raton, FL 33496

15-32-100-053  
Smart VCR Inc. /Mike Levine  
2122 NW 60th Circle  
Boca Raton, FL 33496

15-32-100-054  
Smart VCR Inc. /Mike Levine  
2122 NW 60th Circle  
Boca Raton, FL 33496

15-32-300-003  
Benjamin M. Pfister Sr.  
11755 Tamarina Ct.  
Pinckney, MI 48169

15-32-300-015

John B. & Sherri L. Goff  
11601 Cedar Bend Dr.  
Pinckney, MI 48169

15-32-300-016

Michael & Carol Kuehnl Trust  
3020 Tamarack Lake Dr.  
Pinckney, MI 48169

15-32-300-018

Smart VCR Inc. /Mike Levine  
2122 NW 60th Circle  
Boca Raton, FL 33496





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**ESTIMATE OF COST  
PROPOSED TAMARACK LAKE SUBDIVISION AREA  
ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

**Hamburg Township Administration Expenses:**

Total Township Fees: \$ 0.00

**Road Improvements:** Livingston County Road Commission \$ 400,000.00

Road improvements shall include crushing and shaping the existing asphalt pavement and placing 3.5" of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives and brick pavers, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch.

Total Estimated Project Cost \$ 400,000.00

\$ 400,000.00 divided by 182 Parcels = **\$2,197.81 per parcel.**

**NOTE:** The streets to be rehabilitated include the un-improved portions of Pleasant View Drive, Lauderdale Court, Tamarack Lake Drive, Tamarina Court, Ridge Drive, including approx. 600 feet of the paved portion of east Indian Trail Drive, and Cedar Bend Drive.

**NOTE:**

The cost of the road improvements will be financed through special assessment bonds. Property owners within the SAD will only be charged for the road improvement construction charges. The Township will pay for all legal and administrative fees to establish the district and for the sale of the bond to finance the project. Annual principal payments will be equally assessed per parcel plus interest on the unpaid balance. The interest amount will be determined by the market interest rate for the sale of the Bonds at the time the project is financed. The assessment costs will be presented to property owners prior to establishing the special assessment district.

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**EXHIBIT "B"**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-200-006	Lewis A. Hamlett Estate 11470 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E BEG SW COR TAMARINA PARK SUB TH N 89°13'53"W ALG THE EW 1/4 LN 116.69 FT TH ALG CL OF DITCH ON FOLLOWING 3 COURSES N 23°28'17"W 66.30 FT & N 26°14'32" W 239.34 FT TH N 25°09'32" W 57.85 FT TH E 273.51 FT TH S 0°0'04" W 329.41 FT ALG W LN PLEASANT VIEW DR TO POB.	\$ 187,388.00	Occupied	\$ 2,197.81
15-31-200-007	Steven A. & Cherilyn Brown 11462 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E BEG SW COR TAMARINA PARK SUB TH N 0°0'04" E 329.41 FT ALG W LN PLEASANT VIEW DR FOR POB TH W 273.51 FT TH ALG CL OF DITCH ON FOLLOW -ING 2 COURSES N 25°09'32" W 78.54 FT & N 11°47'02"W 80.61 FT TH E 325.37 FT TH S 0°0'04"W 150 FT ALG W LN OF PLEASANT VIEW DR TO POB.	294,657.00	Occupied	2,197.81
15-31-200-008	Jeffrey & Christine Cook 11414 Pleasant View Dr. Pinkney, MI 48169	SEC 31 T1N R5E BEG SW COR TAMARINA PARK SUB TH N 0°0'04" E 479.41 FT ALG W LN PLEASANT VIEW DR FOR POB TH W 323.37 FT TH ALG CL OF DITCH ON FOLLOW -ING 2 COURSES N 11°47'02" W 129 FT & N 03°21'32" W 103.22 FT TH S 77°25'50"E 364.5 FT TH S 0°0'04" W 150 FT ALG W LN PLEASANT VIEW DR TO POB.	227,067.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-200-009	Jerry L. & Valerie Muck 11396 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E BEG SW COR TAMARINA PARK SUB TH N 0*0'04"E 629.41 FT ALG W LN PLEASANT VIEW DR FOR POB TH N 77*25'50" W 364.5 FT T H ALG CL OF DITCH ON FOLLOWING 4 COURSES N 19*30'58" E 170.45 FT N 30*07'13"E 232. 01 FT N 22*23'43" E 163.77 FT & N 02*20'13"E 127.91 FT TO CL SHEHAN RD TH ALG CL SAID RD N 89*43' 58"E 114.35 FT TH S 0*0'04"W 720 FT ALG W LN OUTLOT B SAID SUB TO POB ALSO BEG AT SW COR OUTLOT B OF TAMARINA PARK SUB TH N 00*00'E ALG W LN SAID SUB 102.44 FT TH S74*42'E 13.75 FT TH ALG CHD BRG S 07*38'W 99.70 FT TO POB.	\$ 360,849.00	Occupied	\$ 2,197.81
15-31-201-001	Donald J. & Sharon M. Cox 11539 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 1	401,813.00	Occupied	2,197.81
15-31-201-002	Jack L. & Dorothy L. Irwin 11521 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 2	431,023.00	Occupied	2,197.81
15-31-201-003	Theodore W. & Kim Clark 11515 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 3	390,209.00	Occupied	2,197.81
15-31-201-004	Raymond & Malvina F. Dobis 11487 Pleasant View Dr. Pinkney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 4	337,044.00	Occupied	2,197.81
15-31-201-005	Ronald D. & Joyce J. Strong 11475 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 5	407,972.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-201-006	William K. & Bonnie R. Swanson 11463 Lauderdale Ct. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 6	\$ 648,412.00	Occupied	\$ 2,197.81
15-31-201-007	James F. Sansone 11451 Lauderdale Ct. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 7	487,174.00	Occupied	2,197.81
15-31-201-008	James & Theresa Markey Trust 11439 Lauderdale Ct. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 8	506,479.00	Occupied	2,197.81
15-31-201-009	George & Taffeta Kelsey 11427 Lauderdale Ct. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 9	979,220.00	Occupied	2,197.81
15-31-201-010	Robert J. & Kelly Smith 11415 Lauderdale Ct. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 10	492,780.00	Occupied	2,197.81
15-31-201-011	Clint & Lori Shepley 11383 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 11	416,326.00	Occupied	2,197.81
15-31-201-012	Ronald Jeffries & Patricia Hughes 11359 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 12	219,417.00	Vacant	2,197.81
15-31-201-013	Ronald Jeffries & Patricia Hughes 11359 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 13	433,097.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-201-014	Robert J. & Brandi A. Straker 11347 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 14	\$ 436,528.00	Occupied	\$ 2,197.81
15-31-201-015	Michael & Diana Brunner 11335 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 15	520,560.00	Occupied	2,197.81
15-31-201-016	Gerald M. & Carol Sartor 11306 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 16	572,027.00	Occupied	2,197.81
15-31-201-017	Greg & Andrea J. LaFave 11310 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 17	767,865.00	Occupied	2,197.81
15-31-201-018	Michael D. & Alicia Phillips 11314 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 18	357,835.00	Occupied	2,197.81
15-31-201-019	John F. & Michelle Bodary 6396 Product Dr. Sterling Heights, MI 48312	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 19	589,950.00	Occupied	2,197.81
15-31-201-020	John F. & Michelle Bodary 6396 Product Dr. Sterling Heights, MI 48312	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 20	473,262.00	Occupied	2,197.81
15-31-201-021	Michael E. & Debra Ann Nanry 11376 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 21	393,584.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-201-022	Andrew Schurman 11390 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 22	\$ 408,924.00	Occupied	\$ 2,197.81
15-31-201-023	Eric J. & Heidi C. Hassen 11404 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 23	634,371.00	Occupied	2,197.81
15-31-201-024	Finley J. & Erika G. Sizemore 13833 Buckingham Ct. Plymouth, MI 48170	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 24	505,133.00	Occupied	2,197.81
15-31-201-025	William & Kathryn Sumpter 11440 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 25	318,202.00	Occupied	2,197.81
15-31-201-026	Philip Zazove & Barbara D. Reed 2903 Craig Rd. Ann Arbor, MI 48103	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 26	577,090.00	Occupied	2,197.81
15-31-201-027	Jeanne Tarcha 11476 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 27	572,948.00	Occupied	2,197.81
15-31-201-028	Bernard & Cynthia Bobola 11494 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 28	454,010.00	Occupied	2,197.81
15-31-201-029	Mary S. Creswell 2210 Avalon Pl. Ann Arbor, MI 48104	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 29	806,592.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-201-030	Allan C. Matson 11530 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 30	\$ 439,206.00	Occupied	\$ 2,197.81
15-31-201-031	George & Christine Davis 11548 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 31	456,947.00	Occupied	2,197.81
15-31-201-032	Lou Ann Lenio P.O. Box 885 Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 32	576,993.00	Occupied	2,197.81
15-31-201-033	R. Schneider & J. Stocker-Schneider 11582 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 33	384,988.00	Occupied	2,197.81
15-31-201-034	Mary Beth Timmerman 11598 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 34	422,259.00	Occupied	2,197.81
15-31-201-035	Thomas Laski 11403 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 35	270,926.00	Occupied	2,197.81
15-31-201-036	Woods Properties, LLC 6396 Product Dr. Sterling Heights, MI 48312	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 36	149,595.00	Occupied	2,197.81
15-31-201-037	Janet Sullins 11383 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 37	181,763.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-201-038	Jeffrey & Kimberly L. Steinaway 11373 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 38	\$ 276,563.00	Occupied	\$ 2,197.81
15-31-201-039	Christopher B. & Susan A. Curtis 11361 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 39	451,228.00	Occupied	2,197.81
15-31-201-040	Vickie Plotner 11347 Cedar Bend Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 40	257,893.00	Occupied	2,197.81
15-31-201-043	Victor S. Bertl 11352 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 43	229,381.00	Occupied	2,197.81
15-31-201-044	Randy & Samantha Wilcox 11360 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 44	219,356.00	Occupied	2,197.81
15-31-201-045	Alexander P. & Rachel L. Henderson 11372 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOT 45 & OUTLOT B EXC BEG SW COR OUTLOT B TAMARINA PARK SUB TH N 00*00' E ALG W LINE SAID SUB 102.44 FT TH S 74*42' E 13.75 FT TH SWLY ALG W LINE PLEASANT VIEW DR ON ARC LEFT 100 FT CHD BRG S07*38'W 99.70 FT TO POB	245,891.00	Occupied	2,197.81
15-31-201-047	Dianne Johnson 11340 Pleasant View Dr. Pinckney, MI 48169	SEC 31/32 T1N R5E TAMARINA PARK SUB LOTS 41 & 42	218,821.00	Occupied	2,197.81



**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-400-003	Leonard G., II & Katie P. Prezecki 2968 Leslie Park Circle Ann Arbor, MI 48105	SEC 31 T1N R5E BEG NWLY COR LOT 1 GLENWOOD ON THE LAKES SUB TH S 0*36' W 150.3 FT TH S 0*36' W TO WTR'S EDGE BASE LAKE TH N 12*59' E TO IRON PIPE WHICH BEARS N 40*31'30 "W 65 FT FROM LAST IRON PIPE TH N 12*59'E 121.88 FT TH S 42*30'E 24.25 FT TO POB.	\$ 345,280.00	Occupied	\$ 2,197.81
15-31-400-009	Michael L. Gowing 2696 Indian Trail Pinckney, MI 48169	SEC 31 T1N R5E BEG S 60* E 245.41 FT & S 48* E 6.625 FT & N 5 FT SE COR OF PLAT SUNSET COVE TH N 125 FT TH S 48*E 72.92 FT TH S 126.54 FT TH N 48*W 75 FT BEING 5 FT N OF HIGH WTR LN TO BEG.	336,146.00	Occupied	2,197.81
15-31-400-014	Douglas S. & Karen D. Vaughn 11760 Woodview Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM W LN OF E 1/2 OF SE 1/4 907.5 FT S OF E AND W 1/4 LINE S 0*58'W 280.65 FT FOR BEG TH N 81*25'E 150.11 FT TH S 4*11'30" W 38.0 FT TH S 59*43'30" W 170.64 FT TH N 0* 58'E 101.55 FT TO BEG.	238,697.00	Occupied	2,197.81
15-31-400-015	Kurt L. Rohde Jr. 11770 Woodview Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM 907.5 FT S OF EW 1/4 LN TH S 382.20 FT FOR POB TH N 59*43'30" E 170.64 FT TH S 4*11'30" W 15.66 FT TH S 21*10' W 133.56 FT TH N 72* W 103.46 FT TH N 0*58' E 22.07 FT TO POB.	487,491.00	Occupied	2,197.81
15-31-400-016	M. Austin & M. Wagenmaker 2125 Blue Stone Ln. Walled Lake, MI 48390	SEC31 T1NR5E COM SE COR SUNSET COVE SUB TH N 0*26' E 17.12 FT FOR POB TH N 0*26' E 281.13 FT TH S 89*34'E 132.12 FT TH S 5*50'50" W 174.30 FT TH S 19*26'30"W 156.61 FT TH N 57*32'W 76.28 FT TO POB.	562,085.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-400-018	James R. & Bonnie L. Dawson 11750 Woodview Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM W LN OF E 1/2 OF SE 1/4 907.5 FT S OF EW 1/4 LN S 155.65 FT FOR POB TH N 85*27'30"E 152.90 FT TH S 4*18'E 15.57 FT TH S 4*11'30"W 99.43 FT TH S 81*25' W 150.11 FT TH N 00*25'E 125 FT TO POB.	\$ 246,024.00	Occupied	\$ 2,197.81
15-31-400-019	Kathy Merillat 11500 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM NW COR TAMARINA SUB TH S 63.99 FT FOR POB TH ALG S LY ROW PLEASANT VIEW DR ALG CHD BRG S 64*02'12"E 219.34 FT TH N 74*36'00"E 25.59 FT TH ALG CHD BRG N 84*38'29"E 119.39 FT TH S 36*00'00"W 322.02 FT TH N 89*24'00"W 155.00 FT TH N 00*36'00" E 337.00 FT TO POB.	244,001.00	Occupied	2,197.81
15-31-400-020	Ryan D. & Melissa M. McDonald 2620 Tiplady Rd. Pinckney, MI 48169	SEC 31 T1N R5E BEG 400.99 FT S & 155 FT E FROM NW COR TAMARINA SUB TH N 36*E 322.02 FT TH ALG SLY ROW PLEASANT VIEW DR TO PT N 76*40' 20" E FROM BEG TH S 76*40'20"W TO POB.	232,172.00	Occupied	2,197.81
15-31-400-024	Donna M. Collier P.O. Box 585 Pinckney, MI 48169	SEC 31 T1N R5E COM COS TH S 89*07' E 1341.14 FT ALG EW 1/4 LN SAID SEC TH S 0*58' W 907.5 FT ALG W LN E 1/2 OF SE 1/4 OF SD SEC FOR POB TH S 89*42 'E 166.26 FT TH ALG CHD BRG S 43*18'W 36.92 FT TH S 04*18' E 116.12 FT TH S 85*27'30"W 152.9 FT TH N 0*58'E 155.85 FT TO POB.	186,937.00	Occupied	2,197.81
15-31-400-025	Hugo Sanchez 2770 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM COS TH S 89* E 1341 FT TH S 1311.77 FT FOR POB TH S 72*E 103.47 FT TH S 2*W 72.29 FT TH N 53*E 93.71 FT TH S 242.57 FT TH N 44*W 23.92 FT TH S 13* W 121.88 FT TH N 37*W 30 FT TH N 40*W 165.23 FT TH N 243.75 FT TO POB.	458,358.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
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15-31-400-032	Gerald E. & Julie K. Baumgras 2690 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM SE COR SUNSET COVE TH N 0*26' E 17.12 FT TH S 57*32'E 152.57 FT FOR POB TH N 29* 56'E 172.91 FT TH S 0*26' W 207.19 FT TO PT S 55*50' E 102.34 FT FROM BEG TH S 0*26' W TO SHORE BASE LINE LAKE TH NWLY ALG SHORE TO PT S 29*58' W OF BEG TH N 29*58'E TO POB.	\$ 429,639.00	Occupied	\$ 2,197.81
15-31-400-033	Jane Sherzer Cissell Trust 4777 Mohican Lane Okemos, MI 48864	SEC 31 T1N R5E COM SE COR SUNSET COVE SUB N 0*26' E 17.12 FT TH S 57*32'E 76.28 FT FOR POB TH N 19*26'30" E 156.61 FT TH N 05* 50'50" E 174.30 FT TH S 89*34'E 82.38 FT TH S 0*26' W 211.65 FT TH S 29*56' W 172.91 FT TH N 57*32'W 76.28 FT TO POB.	500,998.00	Occupied	2,197.81
15-31-400-037	Gregory & Donna Forest Trust 11684 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM NW COR TAMARINA SUB TH S 00*36' W 400.99 FT FOR POB TH S 89*24' E 155 FT TH S 06*44'W 268.80 FT TH N 89*24' W 126.24 FT TH N 00*36 'E 267.26 FT TO POB.	383,153.00	Occupied	2,197.81
15-31-400-038	Paul & Renee Lichau 11666 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM NW COR TAMARINA SUB TH S 00*36' W 400.99 FT TH S 89*24'E 155 FT FOR POB TH S 48*15'E 243.85 FT TO WLY ROW LN PLEASANT VIEW DR TH ALG CHD BRG S 33*54'39"W 127.82 FT TH N 89*24' W 142.20 FT TH N 06*44'E 268.80 FT TO POB.	380,580.00	Occupied	2,197.81
15-31-400-047	Stephan Morse 11632 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM NW COR TAMARINA SUB TH S 00*36'00"W 400.99 FT TH S 89*24'00" E 155 FT FOR POB TH N 76*40'20"E 314.33 FT TH S 42*30'00"E 89.41 FT TH S 47*30'00"W 250 FT ALG SWLY ROW PLEASANT VIEW DR TH N 48*15'30"W 243.85 FT TO POB.	225,212.00	Occupied	2,197.81

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15-31-400-048	Brian & Alicia Franks 11698 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM NW COR TAMARINA SUB TH S ALG W LNE E 1/2 OF SE 1/4 SAID SEC 668.24 FT FOR POB TH S89*E 268.44 FT TO WLY ROW LN PLEASANT VIEW DR TH ALG CHD BRG S 10*W 93.16 FT TH S 144.89 FT TH W 252.5 FT TO W LN E 1/2 OF SE 1/4 TH N ALG SD LN 239.32 FT TO POB.	\$ 345,859.00	Occupied	\$ 2,197.81
15-31-400-050	Robert MacDonald Trust 2698 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM COS TH ALG E/W 1/4 LN S 89* E 841.2 FT TH ALG E LN SUNSET COVE S 839.64 FT TH N 89*E 214.5 FT FOR POB TH N 89*E 119.3 FT TH ALG C/L CANAL S 315.85 FT TH ALG SD C/L S2* E 221.43 FT TH ALG HIGH WTR LN BASE LAKE N 41*W 23.66 FT TH ALG SD WTR LN N 49*W 70.95 FT TH N1*W 131.59 FT TH N49*W 72.92 FT TH S130 FT TH N49*W 6.65 FT TH N 418.6 FT TO POB.	419,689.00	Occupied	2,197.81
15-31-400-053	Dean & Cynthia Williams 2642 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM COS TH S89*E 841.2 FT FOR POB TH S89*E 499.41 FT TH ALG E LN OF W 1/2 OF SE 1/4 S 125 FT TH N89*W 498.43 FT TH ALG N'LY EXT OF E LN SUNSET COVE N 125.02 FT TO POB.	350,594.00	Occupied	2,197.81
15-31-400-059	Michael S. Heffelfinger 2956 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E PART OF OUTLOT A GLEN -WOOD ON THE LAKES COM NE COR OUTLOT A TH S 01*10' 00" W 44.37 FT FOR POB TH S 01*10'00" W 434.26 FT TH N 88*50'00"W 127.25 FT TH N 00*36'00"E 314.17 FT TH S 89*24'00" E 11.54 FT TH ALG CHD BRG N 45*53'00"E 168.86 FT TO POB.	318,792.00	Occupied	2,197.81

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15-31-400-060	Benjamin M. Pfister, Sr. 11755 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E PART OF OUTLOT A GLEN -WOOD ON THE LAKES COM NE COR OUTLOT A TH S 01*10'00"W 478.63 FT FOR POB TH S 01*10'00" W 255.71 FT TH N 89*24'00" W 64.72 FT TH ALG CHD BRG N 22*43'44" W 47.52 FT TH ALG CHD BRG N 22*43'44"W 103.99 FT TH N 00*36'00"E 117.83 FT TH S 88*50'00"E 127.25 FT TO POB.	\$ 32,010.00	Vacant	\$ 2,197.81
15-31-400-065	Joseph Logelin 2716 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E COM COS TH S89*E 1340.61 FT TH S 00*15'36"E 827.67 FT FOR POB TH S 15*00'36" E 479.60 FT TH S 89*44'24"W 71.91 FT TH S01*23'29"E 139.57 FT TO TRAV PT C TH S 01*23'29" E 36 FT TO WTRS EDGE BASELINE LK TH NWLY ALG WTRS EDGE 113 FT TH ALG CL CANAL N 02*50'07" W 37 FT TO PT N 41*24'39" E 16.04 FT FROM TRAV PT D TH N02*50'07"W 216.43 FT TH N 00*15'36" W 315.85 FT TH N 89*19'39"E 10 FT TO TRAV PT E SAID PT BEING FOLLOWING 3 COURSES ALG TRAV LN FROM TRAV PT C N 41*24'39"W 98.13 FT TO TRAV D N 02*50'07" W 228.75 FT & N 00*15'36"W 315.70FT TH CONT FROM TRAV PT E N 89*19'39"E 144 FT TO POB.	411,066.00	Occupied	2,197.81
15-31-400-066	Bradley & Jennifer Frederick 620 Potomac St. Northville, MI 48167	SEC 31 T1N R5E COM COS TH S 89*17'51"E 1340.61 FT TH S 00*15'36" E 1307.27 FT FOR POB TH S 00*15'36" E 223.40 FT TO TRAV PT A TH S 00*15'36" E 43 FT TO WTRS EDGE BASELINE LK TH NWLY ALG WTRS EDGE 113 FT TH N 01*23'29" W 36 FT TO TRAV PT C SD PT BEING N 2 5*49'17" W 11.59 FT & N 41*24'39" W 97.49 FT FROM TRAV PT A TH N 01*23'29" W 139.57 FT TH N 89*44'24"E 71.91 FT TO POB.	865,359.00	Occupied	2,197.81

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15-31-402-001	Patricia J. Trinkle Trust Luther Haab, Trustee 2780 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 1	\$ 416,556.00	Occupied	\$ 2,197.81
15-31-402-002	Charles R. & Deborah Cleavinger 11765 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES AN UNDIVIDED 1/2 INTEREST IN LOT 2.	19,007.00	Vacant	1,098.91
15-31-402-003	Samuel A. & Geraldine A. Walk 2806 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 3	549,399.00	Occupied	2,197.81
15-31-402-004	Samuel A. & Geraldine A. Walk 2806 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 4	340,121.00	Occupied	2,197.81
15-31-402-005	Gregory S. Y. Yeh Trust 2824 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 5	317,609.00	Occupied	2,197.81
15-31-402-006	Sandy Shores 2834 LLC 2974 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 6	494,098.00	Occupied	2,197.81
15-31-402-007	R. & D. Shirlin & L. & P. Karevich 3233 Third Street Wayne, MI 48184	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 7	243,029.00	Occupied	2,197.81
15-31-402-008	Patricia A. Berwald & David C. Folk 3388 Tiger Lily Dr. Ann Arbor, MI 48103	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 8 & 9	317,176.00	Occupied	2,197.81
15-31-402-009	David Carl & Linda Marie Folk 2884 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 10	439,923.00	Occupied	2,197.81

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15-31-402-010	Patricia A. Berwald & David C. Folk 3388 Tigerlily Dr. Ann Arbor, MI 48103	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 11	\$ 402,748.00	Occupied	\$ 2,197.81
15-31-402-013	Mounir J. & Tamra Haurani 7598 Southview Ct. Columbus, OH 43235	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 14	373,478.00	Occupied	2,197.81
15-31-402-014	Brian U. DeCaluwe 11680 Boston Post Livonia, MI 48150	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 15 & 16	376,342.00	Occupied	2,197.81
15-31-402-015	Leonard & Melissa A. Morgan 1339 Buckboard Circle South Lyon, MI 48178	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 17	340,974.00	Occupied	2,197.81
15-31-402-021	Frances M. Marz 2986 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 23	456,602.00	Occupied	2,197.81
15-31-402-024	Patrica A. Berwald & David C. Folk 3388 Tiger Lily Dr. Ann Arbor, MI 48103	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 26	24,725.00	Vacant	2,197.81
15-31-402-025	Patricia A. Berwald & David C. Folk 3388 Tiger Lily Dr. Ann Arbor, MI 48103	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 27	24,725.00	Vacant	2,197.81
15-31-402-026	Kevin & Jeanne Dimeck 11791 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 28 & 29	266,517.00	Occupied	2,197.81
15-31-402-027	Erskine Revocable Living Trust 2812 Lake Breeze Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 32 & 33	196,138.00	Occupied	2,197.81

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15-31-402-028	Dan J. Britton 2836 Lake Breeze Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 30 & 31	\$ 263,055.00	Occupied	\$ 2,197.81
15-31-402-029	Barbara K. Anderson 2795 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 34	175,671.00	Occupied	2,197.81
15-31-402-030	DLB Investment Group Inc. 2780 Bent Tree Dr. Dexter, MI 48130	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 35	198,733.00	Occupied	2,197.81
15-31-402-033	Kenneth & Lori Dlabal 2710 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 38 & W 1/2 LOT 39	203,946.00	Occupied	2,197.81
15-31-402-035	Norman & Deborah Leighton 2730 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 40 & E 1/2 LOT 39	183,912.00	Occupied	2,197.81
15-31-402-036	Bridget Patterson 2740 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 41 & 42	231,221.00	Occupied	2,197.81
15-31-402-037	Diane Samples 2870 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT S 43, 44 & 45 & AN UNDIVIDED 1/14 INTEREST IN LOT 2	246,932.00	Occupied	2,197.81
15-31-402-038	Gary W. & Linda Locher 2877 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 46 & 47	141,862.00	Occupied	2,197.81
15-31-402-039	Charles, Jr. & Juanita J. Hunt 11773 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 48 & 49	300,810.00	Occupied	2,197.81



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15-31-402-040	James Botti 11757 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 50 & 51	\$ 356,583.00	Occupied	\$ 2,197.81
15-31-402-041	Paul R. & Amy S. Meade 11745 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 52 & 53	401,439.00	Occupied	2,197.81
15-31-402-042	Ward M. & Randi E. Waite 11733 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 54 & 55	383,845.00	Occupied	2,197.81
15-31-402-043	Michael & Amy Webb 2904 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 12 & 13	568,898.00	Occupied	2,197.81
15-31-402-047	Ashley M. Hosenev 2731 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 65, 66 & 67	229,725.00	Occupied	2,197.81
15-31-402-049	Charles & Deborah Cleavinger 11765 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 70, 71 & 72	311,517.00	Occupied	2,197.81
15-31-402-052	Victoria Sears 11716 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 76 & 77	171,242.00	Occupied	2,197.81
15-31-402-053	Donald Patterson 11743 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 78 & 79	279,660.00	Occupied	2,197.81
15-31-402-054	Katherine I. Gephart 11756 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 80	175,574.00	Occupied	2,197.81

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15-31-402-058	Joseph Dipzinski & Rafael Becerra 2786 Hillcrest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES SUB LOTS 36 & 37 ALSO COM AT NW COR SD SUB TH S ALG W LINE 325 FT TO NWLY COR LOT 36 FOR POB TH SLY ALG W LINE 112.02 FT TH S 47*W 103.54 FT TO PT ON E LINE 20 FT WIDE ROW TH N19*E 69.95 FT TH N21*E 125.36 FT TH N89*E 9.36 FT TO POB.	\$ 579,415.00	Occupied	\$ 2,197.81
15-31-402-060	Jeffrey W. Lokken 11742 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 61 & N 1/2 LOT 62.	158,885.00	Occupied	2,197.81
15-31-402-061	Jason Lollo 11748 Forest Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 63 & S 1/2 LOT 62.	321,414.00	Occupied	2,197.81
15-31-402-062	Milton Zavsza & Michelle Mardegian 11773 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 64, 68 & 69	374,785.00	Occupied	2,197.81
15-31-402-063	Joseph F. Sproull & Laura Hammer 2974 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 21 & 22	620,915.00	Occupied	2,197.81
15-31-402-064	J & M Erskine & Barbara K. Anderson 2812 Lake Breeze Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES SUB AN UNDIVIDED 1/2 INTEREST IN LOT 2 *Assessment shared with Parcel #15-31-402-002	19,007.00	Vacant	1,098.90
15-31-402-065	Harold M. & Ruth A. Ryan 11729 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 60 & 73	149,341.00	Occupied	2,197.81
15-31-402-066	Leonard & Katia Prezecki 2968 Leslie Park Circle Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 74 & 75	153,972.00	Occupied	2,197.81

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15-31-402-067	Jermey L. Biltz 2828 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 58 & 59	\$ 380,622.00	Occupied	\$ 2,197.81
15-31-402-068	Charles Scrase 3112 Tuscany Ct. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOTS 18 & PART OF 19 DESC BEG NW COR LOT 18 TH S 74*30'00" E 59.21 FT TH S 17*59' 26"W 74 FT TO TRAV PT C TH S 17*59'26"W 4 FT TO WTRS EDGE TH SWLY ALG WTRS EDGE 78 FT TH N 22*24'35"E 5 FT TO TRAV PT E TH N 22*24'35"E 108 FT TO POB.	547,705.00	Occupied	2,197.81
15-31-402-069	Ryan M. & Rebecca L. Olivier 5980 Strawberry Lake Rd.	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 20 & PART LOT 19 DESC BEG NE COR LOT 20 TH S 16*13'35"W 71.22 FT TO TRAV PT A TH S 16*13'35" W 3 FT TO WTRS EDGE TH NWLY ALG WTRS EDGE 63 FT TH N 18*33'39" E 4 FT TO TRAV PT C TH N 17*59'26"E 74 FT TH S 74*30'00"E 56.87 FT TO POB.	254,109.00	Occupied	2,197.81
15-31-402-071	Frances M. Marz 2986 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E GLENWOOD ON THE LAKES LOT 23 & TAMARINA LOT B.	654,415.00	Occupied	2,197.81
15-31-403-001	Keith & Cassie Jo Saagman 11555 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 1	668,569.00	Occupied	2,197.81
15-31-403-002	John E. Ochs Revocable Trust P.O. Box 956 Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 2	480,975.00	Occupied	2,197.81
15-31-403-003	Derek & Joanna Veverica 11579 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 3	322,841.00	Occupied	2,197.81
15-31-403-004	John D Allan 1320 Burgandy Rd. Ann Arbor, MI 48105	SEC 31 T1N R5E TAMARINA LOT 4	342,114.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-005	Frank B. & Susan A. Sovis 47890 Ravello Ct. Northville, MI 48167	SEC 31 T1N R5E TAMARINA LOT 5	\$ 1,187,962.00	Occupied	\$ 2,197.81
15-31-403-006	Frank B. & Susan A. Sovis 47890 Ravello Ct. Northville, MI 48167	SEC 31 T1N R5E TAMARINA LOT 6	660,724.00	Occupied	2,197.81
15-31-403-007	Edward W. & Nancy L. Knox 11625 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 7	609,205.00	Occupied	2,197.81
15-31-403-008	Phyllis J. Steeb 11669 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 8	267,950.00	Occupied	2,197.81
15-31-403-010	Timothy & Sharon Mahoney 11659 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 10	385,784.00	Occupied	2,197.81
15-31-403-011	Douglas Kennedy & Phyllis Steeb 11669 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 11	315,797.00	Occupied	2,197.81
15-31-403-012	David R. & Jane M. Ollila 11681 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 12	645,249.00	Occupied	2,197.81
15-31-403-013	Jeffrey A. Patterson 11691 Pleasant View Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 13	417,715.00	Occupied	2,197.81
15-31-403-020	Mark W. Howard 2921 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 20	321,194.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-021	Robert & Deborah Mozurkewich 11711 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 21	\$ 311,142.00	Occupied	\$ 2,197.81
15-31-403-022	William M. & Allyson C. Hess 11727 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 22	322,025.00	Occupied	2,197.81
15-31-403-023	Matthew A. & Kelly L. Lindberg 11719 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 23	255,838.00	Occupied	2,197.81
15-31-403-025	Corey T. & Nicole M. Schingeck 11749 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 25	559,821.00	Occupied	2,197.81
15-31-403-027	Paul M. Fahrner 11687 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 27	532,620.00	Occupied	2,197.81
15-31-403-028	Robert R. & Gail E. Robertson 11791 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 28	123,677.00	Vacant	2,197.81
15-31-403-029	Robert R. & Gail E. Robertson 11791 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 29	307,914.00	Occupied	2,197.81
15-31-403-030	Brock A. Barth 2893 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 30	316,363.00	Occupied	2,197.81
15-31-403-031	Kerry B. & Theresa A. Spicer 2909 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 31	357,414.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
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<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-034	Ronald & Joyce Priebe 2961 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 34	\$ 410,929.00	Occupied	\$ 2,197.81
15-31-403-035	David & Cheryl Gramling 2973 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 35	362,414.00	Occupied	2,197.81
15-31-403-036	Patrick M. Burns 2987 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 36	300,741.00	Occupied	2,197.81
15-13-403-037	Mark W. Macauley 11780 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 37	639,958.00	Occupied	2,197.81
15-13-403-038	Shawn Slotnick 11774 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOTS 38 & 39	480,839.00	Occupied	2,197.81
15-13-403-042	Melasi Family Trust 11746 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 42	366,440.00	Occupied	2,197.81
15-13-403-043	Leroy & Sheryl D. Meade 11738 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 43	332,341.00	Occupied	2,197.81
15-13-403-044	Steven M. & Lynn M. Hamilton 11730 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 44	311,967.00	Occupied	2,197.81
15-13-403-045	David McLachlan & Tracie A. Vieau 11722 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 45	307,350.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
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<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-046	William R. & Amelia Rahn Trust 11714 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 46	\$ 414,674.00	Occupied	\$ 2,197.81
15-31-403-047	Kathleen L. Lumadue 11706 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 47	389,594.00	Occupied	2,197.81
15-31-403-048	Neil H. Luckhardt 2939 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 48	469,329.00	Occupied	2,197.81
15-31-403-049	Douglas G. & Tammy A. Nummerdor 2951 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 49	402,022.00	Occupied	2,197.81
15-31-403-050	David M. & Dana L. Jamnik 3005 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 50	358,851.00	Occupied	2,197.81
15-31-403-051	Mark K. Lindley & Sandra J. Talbot 10977 Patina Dr. Dexter, MI 48130	SEC 31 T1N R5E TAMARINA LOT 51	336,861.00	Occupied	2,197.81
15-31-403-052	Robert & Susan Nikanowicz Trust 3023 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 52	340,645.00	Occupied	2,197.81
15-31-403-053	David D. & Mercedes A. Glomski 8772 Ingram Westland, MI 48185	SEC 31 T1N R5E TAMARINA LOT 53	318,876.00	Occupied	2,197.81
15-31-403-054	Bernard & Mary Bindus Trust 3039 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 54	331,948.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-055	Gary J. & Sandra Guider 3047 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 55	\$ 360,729.00	Occupied	\$ 2,197.81
15-31-403-056	Adam L. & Erin N. Lape 3055 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 56	386,736.00	Occupied	2,197.81
15-31-403-057	Geraldine Marie Ritchie 3063 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 57	329,539.00	Occupied	2,197.81
15-31-403-060	Benjamin M. Pfister, Sr. 11755 Tamarina Ct. Pinckney, MI 48139	SEC 31 T1N R5E TAMARINA LOT C	10,000.00	Vacant	2,197.81
15-31-403-061	David & Kay Schurman 11754 Tamarina Ct. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOTS 40 & 41	528,619.00	Occupied	2,197.81
15-31-403-062	Lonny & Christine Tomlin 12433 Arbor View Dr. Fort Myers, FL 33908	SEC 31 T1N R5E TAMARINA LOT 9 ALSO COM NW COR SAID SUB TH S 400.99 FT ALG W LINE OF E 1/2 OF S E1/4 OF SEC TH S89* E 155 FT TH N 76* E 314.33 FT TO POB TH CONT N 76* E 122.25 FT TO WLY ROW PLEASANT VIEW DR TH ALG CHD BRG S 25*W 77.96 FT TH S 47*W 34.71 FT TH N42* W 89.41 FT TO POB.	643,883.00	Occupied	2,197.81
15-31-403-063	Lawrence D. Clark 2845 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 17 & WLY 1/2 LOT 18	540,340.00	Occupied	2,197.81
15-31-403-064	David K. & Kathryn L. Brownlee 2909 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 19 & ELY 1/2 LOT 18	345,526.00	Occupied	2,197.81



**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-403-065	Stephen & Victoria Gibson 2939 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOTS 32 & 33	\$ 510,837.00	Occupied	\$ 2,197.81
15-31-403-066	James Seymore & Allison Matson 2815 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOTS 14 & 15	469,542.00	Occupied	2,197.81
15-31-403-067	William R. & Lynn M. Hosenev 2837 Tamarack Lake Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 16 & LOT A	417,637.00	Occupied	2,197.81
15-31-403-068	Marvin & Shawn Benoit 11757 Ridge Dr. Pinckney, MI 48169	SEC 31 T1N R5E TAMARINA LOT 26 & THAT PART OUTLOT A GLENWOOD ON THE LAKES SUB BEG INTER SW COR TAMARACK LK DR & ROW RIDGE DR TH S 0*36'W 362.32 FT FOR POB TH N 89*24'00"W 120.01 FT TH S 0*36'W 139.12 FT TH N 69*06' 00" E 104.47 TH ALG CHD BRG N 34*51'00"E 40.52 FT TH N 0*36'00E 67.33 FT TO POB.	364,264.00	Occupied	2,197.81
15-13-403-069	Paul M. & Kendra L. McDonald	SEC 31 T1N R5E TAMARINA LOT 26 & THAT PART OUTLOT A GLENWOOD ON THE LAKES SUB BEG INTERSECTION SW COR TAMARACK LK DR & ROW RIDGE DR TH S 0*36' W 362.32 FT TH N 89*24'00" W 120.01 FT TH N 0*36' E 380.56 FT TH ALG CHD BRG S77*02'28"E 37.36 FT TH S82*24' E 84.14 FT TO POB.	699,008.00	Occupied	2,197.81
15-31-404-001	Woods Properties LLC 6396 Product Dr. Sterling Heights, MI 48312	SEC 31 T1N R5E FOREST COVE CONDO -MINIUM UNIT 1	458,911.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
**TAMARACK LAKE SUBDIVISION - ROAD IMPROVEMENT DISTRICT**  
**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-31-404-002	William J.A., Jr. & Sandra Van Gieson 9947 Dixie Hwy. Clarkston, MI 48348	SEC 31 T1N R5E FOREST COVE CONDO -MINIUM UNIT 2	\$ 37,830.00	Vacant	\$ 2,197.81
15-31-404-005	Woods Properties LLC 6396 Product Dr. Sterling Heights, MI 48312	SEC 31 T1N R5E FOREST COVE CONDO -MINIUM UNIT 5	430,091.00	Occupied	2,197.81
15-31-404-006	Kay Avigne 2662 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E FOREST COVE CONDO -MINIUM UNIT 3 ALSO BEG SW COR UNIT 3 TH S 88*15'15"E 223.10 FT TH N 84*42'56"W 74.08 FT TH N 70*45'31"W 83.01 FT TH N 50*46'17"W 74.25 FT TO POB.	273,128.00	Occupied	2,197.81
15-31-404-007	Sean & Mika McAskill 2664 Indian Trail Dr. Pinckney, MI 48169	SEC 31 T1N R5E FOREST COVE CONDO -MINIUM UNIT 4 EXC BEG SW COR UNIT 3 TH S 88*59'15"E 223.10 FT TO SE COR UNIT 3 TH N 84*43'56"W 74.08 FT TH N 70*45'31"W 83.01 FT TH N 50*46' 17"W 72.45 FT TO POB.	435,763.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
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**PROPOSED SPECIAL ASSESSMENT ROLL**  
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<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-32-100-051	Smart VCR Inc./Mike Levine 2122 NW 60 <sup>th</sup> Circle Boca Raton, FL 33496	SEC 32 T1N R5E BEG W 1/4 COR SD SEC TH N 00*15'48"E 400 FT TH N 00*15'48"E 144.77 FT ALG E LN TAMARINA PARK SUB TH S89*42'18"E 26 FT TH N 00*17'42" E 30 FT TH S 89*42'18"E 131 FT TH S 85* 31'27"E 411.50 FT TH S 28*19'29"E 245.46 FT TH S 54*31'43"E 534.75 FT TH S 77*42' 45"E 297.55 FT TH S 84*22'59"E 476.73 FT TO TRAV PT B1 TH S 84*22'59"E 10 FT TO WTRS EDGE WHITEWOOD LAKE TH SELY ALG WTRS EDGE 50 FT TH N84*22' 59"W 2 FT TO TRAV PT C1 SD PT BEING S 15*10'21"E 53.46 FT FROM TRAV PT B1 TH FROM TRAV PT C1 N 84*22'59"W 32.26 FT TH N 05*37'01" E 41.98 FT TH N 84*22'59"W 463.91 FT TH S 08*57'54" W 42.05 FT TH N 78*16'48" W 1086.81 FT TH N 50*46'37" W 437.35 FT ALG NELY LN TAMARINA PARK SUB TO POB CONT 7.85 AC	\$ 196,417.00	Vacant	\$ 2,197.81
15-32-100-052	Smart VCR Inc./Mike Levine 2122 NW 60 <sup>th</sup> Circle	SEC 32 T1N R5E COM W 1/4 COR SD SEC TH N 00*15'48" E 400 FT FOR POB TH N 00*15'48" E 394.77 FT ALG E LN TAMARINA PARK SUB TH N 00*15'48"E 124.94 FT TH N 78*51'40"E 400.96 FT TH S 00*20'03"W 134.27 FT TH S 28*19'29"E 79.92 FT TH N 89*42'18"W 431.13 FT TO POB 1.52 AC.	49,280.00	Vacant	2,197.81

**HAMBURG TOWNSHIP**  
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<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-32-100-053	Smart VCR Inc./Mike Levine 2122 NW 60 <sup>th</sup> Circle Boca Raton, FL 33496	SEC 32 T1N R5E BEG W 1/4 COR SD SEC TH N 00*15'48"E 400 FT TH N 00*15'48"E 269.77 FT ALG E LN TAMARINA PARK SUB FOR POB TH N 00*15'48"E 125 FT TH S 89*42'18"E 431.13 FT TH S 28*19'29" E 142.40 FT TH N 89*42'18"W 499.27 FT TO POB CONT 1.33 AC.	\$ 48,995.00	Vacant	\$ 2,197.81
15-32-100-054	Smart VCR Inc./Mike Levine 2122 NW 60 <sup>th</sup> Circle Boca Raton, FL 33496	SEC 32 T1N R5E COM W 1/4 COR SD SEC TH N 00*15'48"E 400 FT TH N 00*15'48"E 144.77 FT ALG E LN TAMARINA PARK SUB FOR POB TH N 00*15'48"E 125 FT TH S 89*42'18"E 499.27 FT TH S 28*19'29"E 142.40 FT TH N 85*31'27"W 411.50 FT TH N 89*42'18"W 131 FT TH S 00*17'42"W 30 FT TH N 89*42'18"W 26 FT TO POB 1.30 AC.	48,950.00	Vacant	2,197.81
15-32-300-003	Benjamin M Pfister, Sr. 11755 Tamarina Ct. Pinckney, MI 48169	SEC 32 T1N R5E S PART OF SW 1/4 W OF HURON RIVER 15 AC	314,561.00	Occupied	2,197.81

**HAMBURG TOWNSHIP**  
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**PROPOSED SPECIAL ASSESSMENT ROLL**  
**FEBRUARY 25, 2020**

<b>Tax I.D. #</b>	<b>Property Owner Name &amp; Address</b>	<b>Legal Description</b>	<b>True Cash Value</b>	<b>Vacant/Occupied</b>	<b>Assessment</b>
15-32-300-015	John B. & Sherri L. Goff 11601 Cedar Bend Dr. Pinckney, MI 48169	SEC 32 T1N R5E COM N 00*17'42"E 400 FT FROM W 1/4 COR TH S50*46'37"E 642.62FT TH ALG CHD BRG S73*20'39"E 35.04 FT TH ALG CHD BRG S 84*48'54" E 18.82 FT FOR POB TH S78*56'07"E 222.60 FT TH S17*27'39" E 316.93 FT TH S 79*36'46" E 914.80 FT TO TRAV PT D TH S 79*36'46"E 10 FT TO WTRS EDGE HURON RIVER TH SWLY ALG SD EDGE 1100 FT TH S 89*53'10" W 20 FT TO TRAV PT "E" SD PT BEING THESE 4 COURSES FROM TRV PT D S 45*55'30" W 90.45 FT S 51*10' 00" W 176.72FT S 24*07' 23" W 466.85 FT S 56*58'11" W 367.45 FT TH S 89*53'10" W 1088.38 FT TH N 34*47' 09" E 758.73 FT TH N 26*47'40" W 416.63 FT TO TRAV PT G TH N 26*47'40"W 6 FT TO WTRS EDGE TAMARACK LK TH ELY AND NELY ALG SD EDGE 158 FT TH N 85*05'17"E 6 FT TO TRAV PT "H" SD PT BEING S 83*47'20" E AND N38* 03'19"E 38.69FT FROM TRV PT G TH N 85*05'17" E 45.46 FT TO SE COR OUT LOT C TH N 37* 14' 35" E 254.60 FT TH ALG CHD BRG N 19*15'08"W 100.11 FT TO POB.	\$ 1,126,946.00	Occupied	\$ 2,197.81
15-32-300-016	Michael & Carol Kuehnl Trust	SEC 32 T1N R5E COM W 1/4 COR SAID SEC TH N 00*17'42" W 400 FT TH S 00* 02' 26" W 335.53 FT FOR POB TH N 00* 02' 26" E 7.00 FT TO WTRS EDGE TAMARACK LK TH N 85*17'11" E 94.84 FT TH S86*31'45"E 150.10 FT TH S 26* 47' 40" E 6.00 FT TH S 26* 47' 40" E 416.63 FT TH S 34* 47' 09" W 758.73 FT TH N00* 02' 26" E 996.32 FT TO POB PARCEL 8.	920,905.00	Occupied	2,197.81

HAMBURG TOWNSHIP  
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Tax I.D. #	Property Owner Name & Address	Legal Description	True Cash Value	Vacant/Occupied	Assessment
15-32-300-018	Smart VCR Inc./Mike Levine 2122 NW 60 <sup>th</sup> Circle Boca Raton, FL 33496	SEC 32 T1N R5E PT OF SW 1/4 & N/W 1/4 COM E LN TAMARINA PARK SUB N00* 17'42"E 400 FT FROM W 1/4 COR TH ALG NELY LN SD SUB & NE'LY ROW CEDAR BEND DR S50*46'37"E 437.35 FT FOR POB TH S78*16'48"E 1086.81 FT TH S84*22'59"E 506.37 FT TH CONT 10 FT TO WTRS EDGE TH SLY ALG WTRS EDGE WHITEWOOD LAKE & SWLY ALG WTRS EDGE HURON RIVER 455 FT TH N79*36'46"W 941.80 FT TH N17*27'39"W 316.93 FT TH N78*56'07" W 222.60 FT TH ALG NELY LN SD SUB NWLY ALG CHD BRG N84*48'54"W 18.82 FT TH ALG CHD BRG N73*20'39"W 35.40 FT TH N50*46'37"W 205.27 FT TO POB CONT 10.32 AC PARCEL 6.	\$ 1,177.683.00	Occupied	\$ 2,197.81

TOTAL ESTIMATED PROJECT COST: \$ 400,000.00

Total Amount to be Assessed: **\$ 400,000.00**

## **Resolution #3 – Tamarack Lake Subdivision Road Improvement Project**

### **TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

### **RESOLUTION APPROVING PETITIONS, PROJECT, COST ESTIMATES, SPECIAL ASSESSMENT DISTRICT AND CAUSING THE SPECIAL ASSESSMENT ROLL TO BE PREPARED**

WHEREAS, the Township Board of Trustees (the “Township Board”) has received petitions from property owners in the Township (the “Petitions”) for certain road improvements to be made within the Tamarack Lake Subdivision located in the Township;

WHEREAS, the Township Board has determined to proceed with the Tamarack Lake Subdivision road improvements as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”), in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the Township Board held a public hearing on the Project, the Petitions that have been submitted to the Township Board requesting the Project, and the proposed special assessment district (the “Special Assessment District”) for the Project on February 25<sup>th</sup>, 2020;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act 188, and the laws of the State of Michigan, the Township Board approves the completion of the Project and the Township Board approves the plans and cost estimates for the Project, which are on file with the Township Clerk and which are identified as "Plans and Cost Estimates for the "Tamarack Lake Subdivision Road Improvement Project".

2. The Township Board determines that the petitions for the Project submitted to the Township Board were sufficient to satisfy the requirements under Act 188 for initiating an improvement project.

3. The Township Board determines that the Special Assessment District for the Project shall consist of those properties that are described in Exhibit B. The term of the special assessment district shall be through 2030, or such shorter period of time as may be determined by the Township Board prior to the issuance of the Bonds.

4. After construction costs for the Project are determined, the Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District as identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll, which certificate shall be substantially in the in the form of Exhibit C to this resolution.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

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

Resolution declared \_\_\_\_\_.



CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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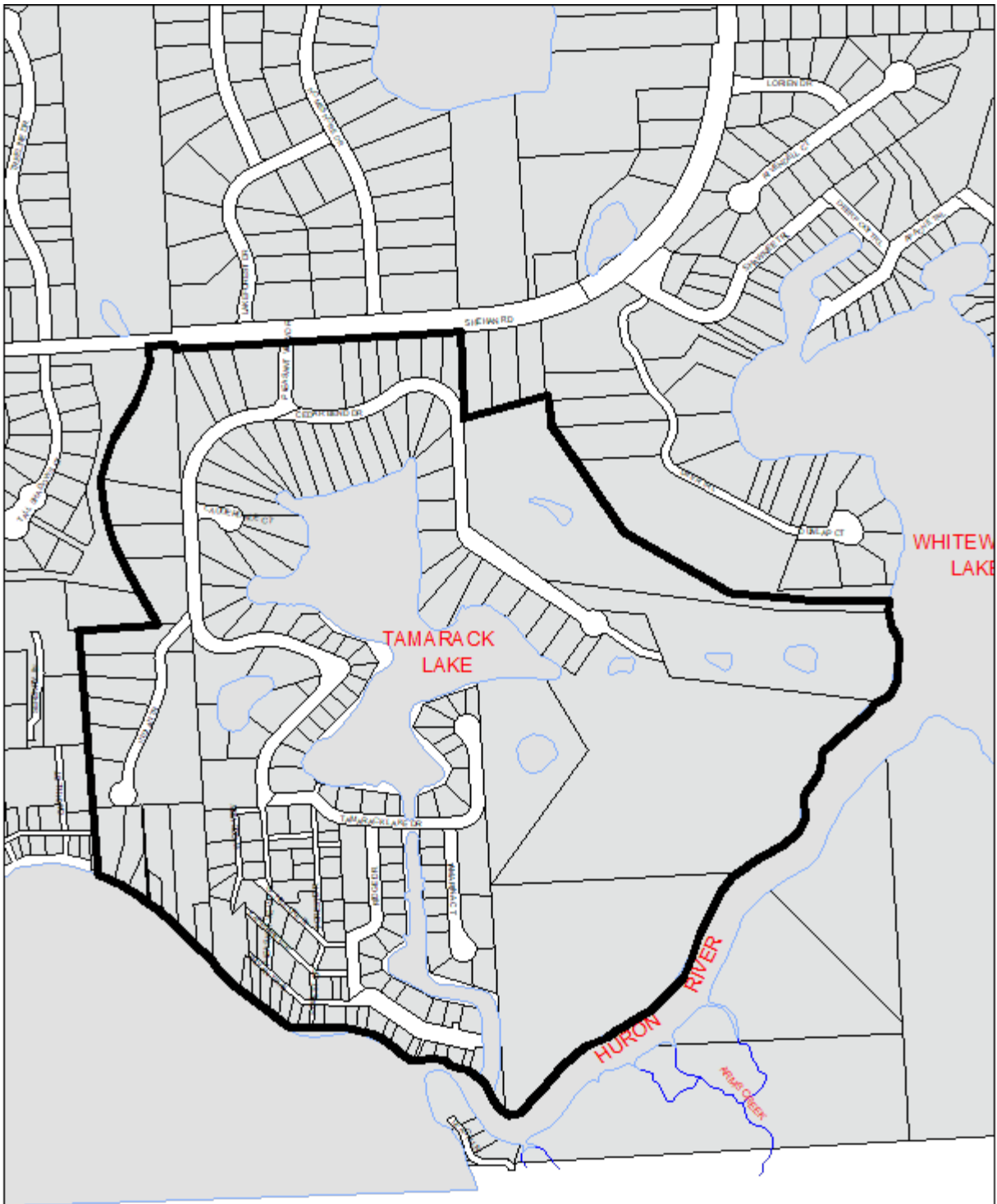
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT A**

### Description of the Project

The project will consist of crushing and shaping the existing asphalt pavement and placing 3.5” of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives and brick pavers, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Tamarack Lake subdivision area, including the unimproved portions of Pleasant View, Lauderdale Ct., Tamarack Lake, Tamarack Ct., Ridge Dr. (including 600 ft. of the paved portion of Indian Trail) and Cedar Bend Drive, of the Township that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.

Tamarack Lake Subdivision Road Improvement Project  
Hamburg Township, Livingston County, Michigan



**Exhibit “B”**

**HAMBURG TOWNSHIP  
TAMARACK LAKE SUBDIVISION ROAD IMPROVEMENT PROJECT**

(1) The Hamburg Township Tamarack Lake Subdivision Road Improvement Project Special Assessment District (the “Special Assessment District”) has been formed to specially assess the lands which are benefitted from the Project described in Exhibit A.

(2) The proposed Special Assessment District, within which the cost of the Project will be assessed, consists of the properties identified by the following permanent lot and parcel numbers.

15-31-200-006	15-31-200-007	15-31-200-008	15-31-200-009
15-31-201-001	15-31-201-002	15-31-201-003	15-31-201-004
15-31-201-005	15-31-201-006	15-31-201-007	15-31-201-008
15-31-201-009	15-31-201-010	15-31-201-011	15-31-201-012
15-31-201-013	15-31-201-014	15-31-201-015	15-31-201-016
15-31-201-017	15-31-201-018	15-31-201-019	15-31-201-020
15-31-201-021	15-31-201-022	15-31-201-023	15-31-201-024
15-31-201-025	15-31-201-026	15-31-201-027	15-31-201-028
15-31-201-029	15-31-201-030	15-31-201-031	15-31-201-032
15-31-201-033	15-31-201-034	15-31-201-035	15-31-201-036
15-31-201-037	15-31-201-038	15-31-201-039	15-31-201-040
15-31-201-043	15-31-201-044	15-31-201-045	15-31-201-047
15-31-400-003	15-31-400-009	15-31-400-014	15-31-400-015
15-31-400-016	15-31-400-018	15-31-400-019	15-31-400-020
15-31-400-024	15-31-400-025	15-31-400-032	15-31-400-033
15-31-400-037	15-31-400-038	15-31-400-047	15-31-400-048
15-31-400-050	15-31-400-053	15-31-400-059	15-31-400-060
15-31-400-065	15-31-400-066	15-31-402-001	15-31-402-002
15-31-402-003	15-31-402-004	15-31-402-005	15-31-402-006
15-31-402-007	15-31-402-008	15-31-402-009	15-31-402-010
15-31-402-013	15-31-402-014	15-31-402-015	15-31-402-024
15-31-402-025	15-31-402-026	15-31-402-027	15-31-402-028
15-31-402-029	15-31-402-030	15-31-402-033	15-31-402-035
15-31-402-036	15-31-402-037	15-31-402-038	15-31-402-039
15-31-402-040	15-31-402-041	15-31-402-042	15-31-402-043
15-31-402-047	15-31-402-049	15-31-402-052	15-31-402-053
15-31-402-054	15-31-402-058	15-31-402-060	15-31-402-061
15-31-402-062	15-31-402-063	15-31-402-064	15-31-402-065
15-31-402-066	15-31-402-067	15-31-402-068	15-31-402-069
15-31-402-071	15-31-403-001	15-31-403-002	15-31-403-003
15-31-403-004	15-31-403-005	15-31-403-006	15-31-403-007
15-31-403-008	15-31-403-010	15-31-403-011	15-31-403-012
15-31-403-013	15-31-403-020	15-31-403-021	15-31-403-022

15-31-403-023	15-31-403-025	15-31-403-027	15-31-403-028
15-31-403-029	15-31-403-030	15-31-403-031	15-31-403-034
15-31-403-035	15-31-403-036	15-31-403-037	15-31-403-038
15-31-403-042	15-31-403-043	15-31-403-044	15-31-403-045
15-31-403-046	15-31-403-047	15-31-403-048	15-31-403-049
15-31-403-050	15-31-403-051	15-31-403-052	15-31-403-053
15-31-403-054	15-31-403-055	15-31-403-056	15-31-403-057
15-31-403-060	15-31-403-061	15-31-403-062	15-31-403-063
15-31-403-064	15-31-403-065	15-31-403-066	15-31-403-067
15-31-403-068	15-31-403-069	15-31-404-001	15-31-404-002
15-31-404-005	15-31-404-006	15-15-404-007	15-32-100-051
15-32-100-052	15-32-100-053	15-32-100-054	15-32-300-003
15-32-300-015	15-32-300-016	15-32-300-018	

**Exhibit “C”**

**CERTIFICATE**

I, the undersigned, Supervisor of Hamburg Township, Livingston County, Michigan (the “Township”), acting pursuant to a resolution duly adopted by the Board of the Township on February 25<sup>th</sup>, 2020 (the “Resolution”) certify that (1) the attached special assessment roll for the Hamburg Township Tamarack Lake Subdivision Road Improvement Project Special Assessment District, to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Patrick J. Hohl  
Hamburg Township Supervisor

**Resolution #4 – Tamarack Lake Subdivision Road Improvement Project**

**TOWNSHIP OF HAMBURG**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) held at the Hamburg Township Hall Meeting Room on Tuesday, February 25<sup>th</sup>, 2020, beginning at 7:00 p.m. Eastern Time, there were:

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

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

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

**RESOLUTION ACKNOWLEDGING THE FILING OF THE  
TAMARACK LAKE SUBDIVISION SPECIAL ASSESSMENT ROLL,  
SCHEDULING A HEARING  
AND DIRECTING THE ISSUANCE OF THE STATUTORY NOTICES**

WHEREAS, the Board of Trustees (the “Township Board”) has determined that it is desirable and necessary to construct certain road improvements within the Township as described in Exhibit A (the “Project”);

WHEREAS, the Township Board has determined to proceed with the Project;

WHEREAS, the Township Board has tentatively determined to finance the cost of the Project by issuing bonds (the “Bonds”) to finance the cost of the Project, in accordance with Act No. 188, Michigan Public Acts of 1954, as amended (“Act 188”);

WHEREAS, the Township Board has tentatively determined to use Special Assessments levied under Act 188 to raise the funds to pay the Township’s obligations on the Bonds;

WHEREAS, the plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Township Supervisor has prepared the proposed Special Assessment Roll entitled “The Proposed Special Assessment Roll for the Hamburg Township Tamarack Lake Subdivision Road Improvement Project” (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Clerk.

2. The Township Board acknowledges that the Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the Township Board's direction and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan.

3. In accordance with Act 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Proposed Roll.

4. The public hearing will be held on Tuesday, March 24, 2020 at 6:00 p.m. at the Township Hall of Hamburg Township, Livingston County, Michigan, or at such other place as the Township Clerk may designate, provided sufficient notice is given of such alternate location as required by law.

5. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before March 11, 2020. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

6. The Township Clerk is directed to publish a notice of the public hearing in the Livingston County Press & Argus a newspaper of general circulation within the Township. The notice shall be published twice, once on or before March 11, 2020, and once on or before March 18, 2020. The notice shall be in form substantially similar to the notice attached in Exhibit B.

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

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Resolution declared \_\_\_\_\_.



CLERK'S CERTIFICATE

The undersigned, being the Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on February 25, 2020, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1967, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

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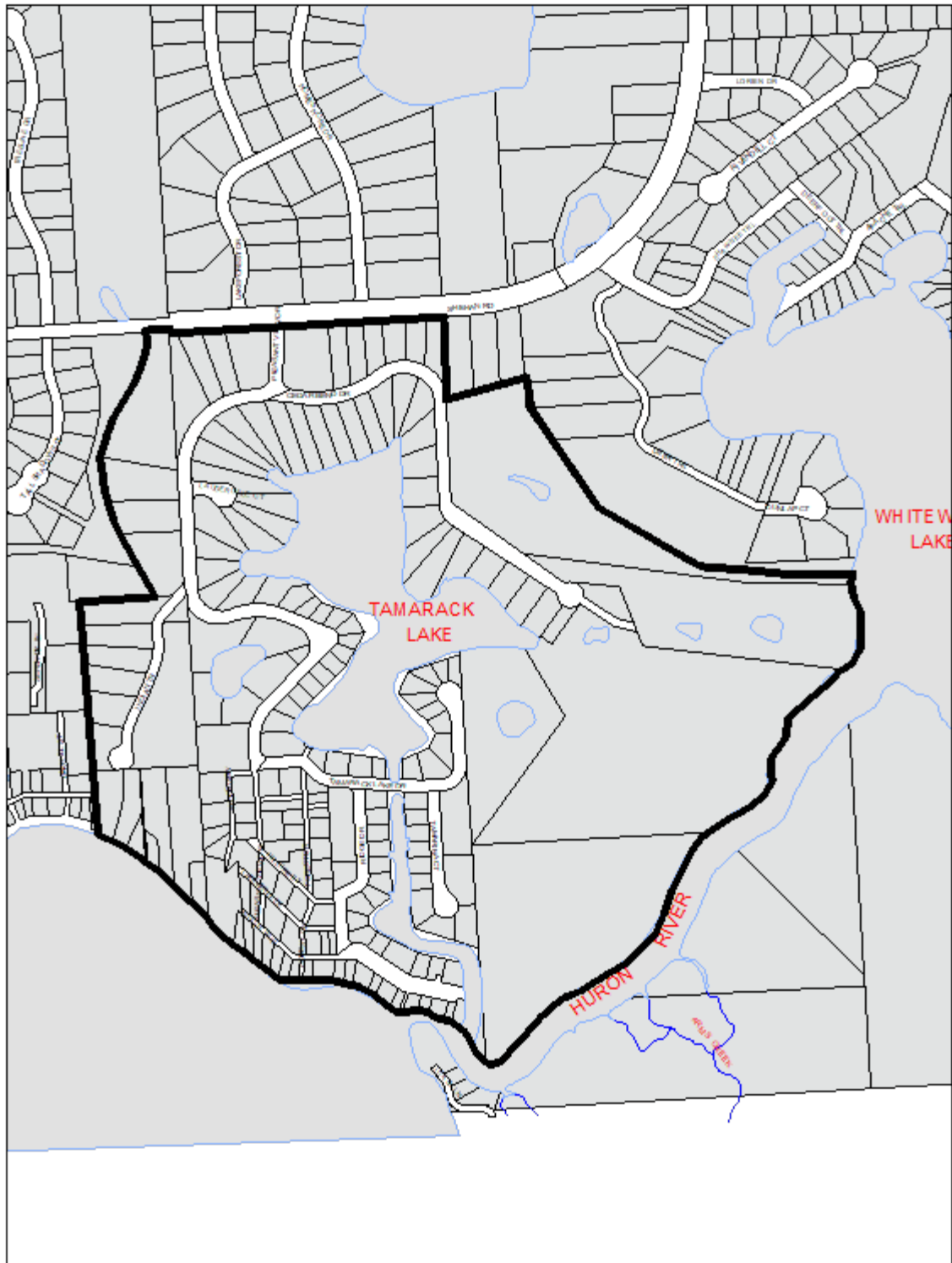
Michael Dolan  
Hamburg Township Clerk

## **EXHIBIT “A”**

### **DESCRIPTION OF PROJECT**

The project will consist of crushing and shaping the existing asphalt pavement and placing 3.5” of new hot mix asphalt in two lifts. The hot mix asphalt will be feathered on to the existing driveway approaches, including concrete drives and brick pavers, to match the new road elevation. The edge of the roadway will be restored with topsoil, seed and mulch. The street rehabilitation shall serve the properties in the Tamarack Lake subdivision area, including the unimproved portions of Pleasant View, Lauderdale Ct., Tamarack Lake, Tamarack Ct., Ridge Dr. (including 600 ft. of the paved portion of Indian Trail) and Cedar Bend Drive, of the Township that are within the boundaries indicated on the attached map, along with all necessary construction, drainage and restoration for such project.

Tamarack Lake Subdivision Road Improvement Project  
Hamburg Township, Livingston County, Michigan



**EXHIBIT “B”**

**FORM OF NOTICE OF PUBLIC HEARING**

Hamburg Township  
Livingston County, Michigan

**NOTICE OF PUBLIC HEARING  
UPON SPECIAL ASSESSMENT ROLL FOR THE  
TAMARACK LAKE SUBDIVISION ROAD IMPROVEMENT PROJECT  
SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of the Township of Hamburg, Livingston County, Michigan (the “Township”) has determined to levy special assessments against lands in the TAMARACK LAKE SUBDIVISION ROAD IMPROVEMENT PROJECT SPECIAL ASSESSMENT DISTRICT (the “District”) that will be benefited by the construction of road improvements in the District. The District consists of the lands identified in the map attached to this notice and is more specifically identified by the following permanent parcel numbers:

15-31-200-006	15-31-200-007	15-31-200-008	15-31-200-009
15-31-201-001	15-31-201-002	15-31-201-003	15-31-201-004
15-31-201-005	15-31-201-006	15-31-201-007	15-31-201-008
15-31-201-009	15-31-201-010	15-31-201-011	15-31-201-012
15-31-201-013	15-31-201-014	15-31-201-015	15-31-201-016
15-31-201-017	15-31-201-018	15-31-201-019	15-31-201-020
15-31-201-021	15-31-201-022	15-31-201-023	15-31-201-024
15-31-201-025	15-31-201-026	15-31-201-027	15-31-201-028
15-31-201-029	15-31-201-030	15-31-201-031	15-31-201-032
15-31-201-033	15-31-201-034	15-31-201-035	15-31-201-036
15-31-201-037	15-31-201-038	15-31-201-039	15-31-201-040
15-31-201-043	15-31-201-044	15-31-201-045	15-31-201-047
15-31-400-003	15-31-400-009	15-31-400-014	15-31-400-015
15-31-400-016	15-31-400-018	15-31-400-019	15-31-400-020
15-31-400-024	15-31-400-025	15-31-400-032	15-31-400-033
15-31-400-037	15-31-400-038	15-31-400-047	15-31-400-048
15-31-400-050	15-31-400-053	15-31-400-059	15-31-400-060
15-31-400-065	15-31-400-066	15-31-402-001	15-31-402-002
15-31-402-003	15-31-402-004	15-31-402-005	15-21-402-006
15-31-402-007	15-31-402-008	15-31-402-009	15-31-402-010
15-31-402-013	15-31-402-014	15-31-402-015	15-31-402-024
15-31-402-025	15-31-402-026	15-31-402-027	15-31-402-028

15-31-402-029	15-31-402-030	15-31-402-033	15-31-402-035
15-31-402-036	15-31-402-037	15-31-402-038	15-31-402-039
15-31-402-040	15-31-402-041	15-31-402-042	15-31-402-043
15-31-402-047	15-31-402-049	15-31-402-052	15-31-402-053
15-31-402-054	15-31-402-058	15-31-402-060	15-31-402-061
15-31-402-062	15-31-402-063	15-31-402-064	15-31-402-065
15-31-402-066	15-31-402-067	15-31-402-068	15-31-402-069
15-31-402-071	15-31-403-001	15-31-403-002	15-31-403-003
15-31-403-004	15-31-403-005	15-31-403-006	15-31-403-007
15-31-403-008	15-31-403-010	15-31-403-011	15-31-403-012
15-31-403-013	15-31-403-020	15-31-403-021	15-31-403-022
15-31-403-023	15-31-403-025	15-31-403-027	15-31-403-028
15-31-403-029	15-31-403-030	15-31-403-031	15-31-403-034
15-31-403-035	15-31-403-036	15-31-403-037	15-31-403-038
15-31-403-042	15-31-403-043	15-31-403-044	15-31-403-045
15-31-403-046	15-31-403-047	15-31-403-048	15-31-403-049
15-31-403-050	15-31-403-051	15-31-403-052	15-31-403-053
15-31-403-054	15-31-403-055	15-31-403-056	15-31-403-057
15-31-403-060	15-31-403-061	15-31-403-062	15-31-403-063
15-31-403-064	15-31-403-065	15-31-403-066	15-31-403-067
15-31-403-068	15-31-403-069	15-31-404-001	15-31-404-002
15-31-404-005	15-31-404-006	15-15-404-007	15-32-100-051
15-32-100-052	15-32-100-053	15-32-100-054	15-32-300-003
15-32-300-015	15-32-300-016	15-32-300-018	

(2) The proposed special assessment roll for the District (the “Roll”) has been prepared and is now on file in the office of the Township Clerk and is available at such office for public examination during the hours the Township Hall is regularly open to the public for business.

(3) The Township Board will conduct a public hearing beginning at 6:00 p.m., local time on Tuesday, March 24, 2020, at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan to explain and answer questions pertaining to the Roll and to hear objections to the Roll. Any person objecting to the Roll must file his or her objections in writing before the close of the public hearing or within such additional time (if any) as the Township Board may grant.

(4) The owner or other person having an interest in property that is specially assessed is entitled to file a written appeal with the Michigan Tax Tribunal within 30 days after confirmation of the Roll. However, appearance and protest at the public hearing are required by law in order to appeal the special assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may (1) appear and protest in person at the hearing or (2) file an appearance and protest by letter before the close of the hearing.

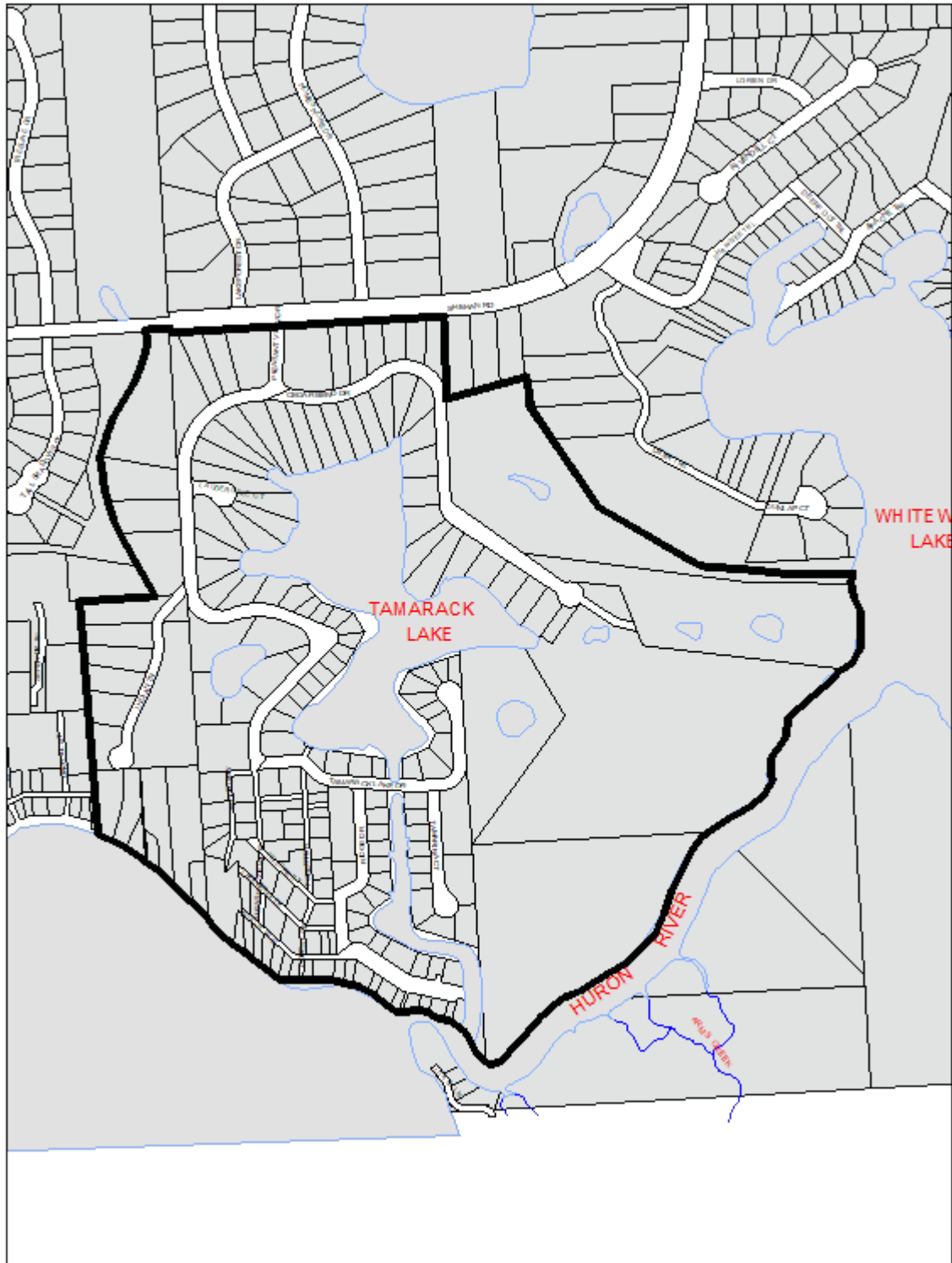
The Township Board will maintain a record of the persons who appear and protest at the hearing. If the hearing is terminated or adjourned for the day before a party is provided the opportunity to be heard, a party whose appearance was so recorded shall be considered to have protested the special assessment in person.

This notice is given by order of the Hamburg Township Board.

Dated: \_\_\_\_\_

Michael Dolan  
Hamburg Township Clerk  
10405 Merrill Rd. P.O. Box 157  
Hamburg, MI 48139

# Tamarack Lake Subdivision Road Improvement Project



**EXHIBIT "C"**

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN       )  
  )ss  
COUNTY OF LIVINGSTON)

MICHAEL DOLAN, being first duly sworn, deposes, and says that he personally prepared for mailing, and did on March 11, 2020, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that he personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that he personally placed all of such envelopes in a United States Post Office receptacle on the above date.

---

Michael Dolan  
Hamburg Township Clerk

Subscribed and sworn to before me  
this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

\_\_\_\_\_, Notary Public  
Livingston County, MI  
My commission expires:



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## Memorandum

To: Township Board of Trustees  
From: Scott Pacheco  
Date: March 3, 2020  
Re: Hamburg Township Draft 2020 Master Plan

---

### PROJECT HISTORY:

The Michigan Planning Enabling Act requires the following steps in the Master Plan Process

- 1) Notice of intent to plan,
- 2) Planning Commission review of Draft Master Plan,
- 3) Township Board of approval to Distribute the Draft Master Plan,
- 4) Distribution of the Draft Master Plan,
- 5) Public Planning Commission Hearing and approval of the Master Plan (optional assertion to approve or reject by the Township Board), and
- 6) Distribution of the Approved Master Plan.

In March of 2018 the notice of intent to prepare the 2020 Hamburg Township Master Plan was sent to the interested agencies. Also in March of 2018 the Master Plan Steering Committee was formed to guide the creation of the plan. From April 2018 to October 2018 the Steering Committee and Township Staff conducted public outreach, which included the following:

- April 2018 held a Kick-off Meeting for the 2020 Master Plan
- June 2018 created the 2020 Master Plan website and the public survey were created and made available to the public
- June 14 -16, 2018 staffed a booth at the Hamburg Family Fun Fest
- July 4-8 2018 visited commercial businesses throughout the township
- August 22, 2018 held a public open house/ ice scream social
- September 26, 2018 the public survey was closed
- October 3, 2018 held meeting to present and discuss the survey result.

After the information that was gathered from the different public outreach efforts was reviewed and discussed staff prepared the draft 2020 Master Plan. In September and October of 2019 the Steering Committee held four meeting discussing and providing recommended changes to the draft Master Plan document. On November 13, 2019 a meeting which included the Governmental and Qusi-Governmental agencies was conducted to receive final feedback from these agencies prior to the Planning Commission review of the document.

On February 19, 2020 the Planning Commission held a public meeting to review and discuss the Draft 2020 Master Plan. At this meeting the Planning Commission recommended some minor grammatical changes to the Draft Master Plan, however, due to the extensive review by the steering committee and the public outreach throughout the project very little change was

Page 2

necessary. The Planning Commission recommended approval and distributions of the Draft 2020 Master Plan and the minor update to the Village Center Master Plan. The information in the M-36 Corridor Plan, was incorporated into the Draft 2020 Master Plan eliminating the need for that sub-plan moving forward.

After the review from the Planning Commission at the February 19, 2020 meeting, one additional minor change was made to the Draft 2020 Master Plan by staff. This change was to include the maps from Appendix E into the actual Master Plan document. This was done to make the Master Plan easier to use by the public. As nothing in the maps or the wording of the Master Plan has changed this would not be considered a major change to the Draft Master Plan and therefore would not need to be sent back to the Planning Commission for review prior to the Distribution of the plan if the Township Board approved this change.

This change along with all of the comments from the Planning Commission, Master Plan Steering Committee, and governmental and quasi-governmental agencies have been incorporated into the draft 2020 Hamburg Township Master Plan and the update to the Village Center Master Plan that has been attached to this report for your review .

#### **RECOMMENDATION:**

The Township Board should review and discuss the Draft 2020 Master Plan and the update to the Village Center Master Plan and either approve the distribution with no changes or minor changes or they can recommend major changes to the draft Master Plan. If they recommend major changes to the Plan than the Plan with the proposed changes will need to be sent back to the Planning Commission for review.

The Michigan Planning Enabling Act Michigan Planning Enabling Act allows the Planning Commission to approve the Master Plan unless the legislative body, the Township Board, by resolution has asserted the right to approve or reject the master plan. If the Township Board would like to have the final approval or rejection of the Master Plan they should also approve the attached resolution to assert the right to approve or reject amendment to the Township Master Plan and sub plans.

#### **NEXT STEPS:**

If the Township Board approves the distribution of the draft plan. The draft plan is sent to the same entities that were provided the original notice of intent letters. These entities have 63 days to review and provide comments on the draft plan. After this required review period is complete, the Planning Commission notices and holds a public hearing on the draft Master Plan. After the public hearing, because the Township Board has asserted its right to adopt the Master Plan, the Planning Commission will make a recommendation to adopt the Master Plan to the Township Board. The Township Board will then officially pass a resolution to adopt the Master Plan. After adoption, a notice/copy of the adopted plan is sent to the same entities that were provided the original notice of intent letters

#### **ATTACHMENTS:**

Attachment A: Draft 2020 Master Plan

Attachment B: Draft Updates to the Village Center Master Plan

Attachment C: Master Plan Appendices

Attachment D: February 19, 2020 Planning Commission staff report and draft minutes

Attachment E: Resolution to assert



# 2020 MASTER PLAN

Hamburg Township

*DRAFT 03/03/2020*



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# INTRODUCTION

## Importance of a Master Plan

A Master Plan is a document that is prepared in cooperation with the public to identify communities short and long range planning goals and objectives. Municipalities produce master plans to develop an overall vision for the next 20 years and to conduct a comprehensive review of their facilities and services. A successful master plan also helps the public understanding of the planning process and describes how the goals for the community were created and how they can be implemented.

In the state of Michigan municipalities are required to prepare a master plan in accordance to [Section 31 of the Michigan Planning Enabling Act \(MPEA\)](#) (PA 33 of 2008, MCL 125.3831). The MPEA requires that the Master Plan “*make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions*” and that “*A master plan shall address land use and infrastructure issues and may project 20 years or more into the future. A master plan shall include maps, plats, charts, and descriptive, explanatory, and other related matter and shall show the planning commission’s recommendations for the physical development of the planning jurisdiction*”.

MPEA requires that the Master Plan include; a land use plan; recommendations on infrastructure; recommendations for redevelopment or rehabilitation of blighted areas; a zoning plan and implementation measures. MPEA also provides suggestions for other additional information that a municipality may want to consider including into their Master Plan. These suggestions include transportation, safety, good civic design, public utilities, recreation, and use of resources.

Hamburg Township last adopted a Master Plan in 2011. With increased development pressure coming from both within the Township and neighboring municipalities, the Master Plan needed to be revisited and revised to insure the plan can keep pace with the Community needs.

## Principals of a Master Plan

Before using the Master Plan to guide future development, it is important to understand some of the basic principles upon which it is based:

**The plan should be flexible:** The document is not meant to be cast in stone, it should be fluid and able to change with the conditions of the community. The plan is a general guide to be used by the government to provide direction for the future of Hamburg Township. It is required by MPEA that the document be reviewed a minimum of every 5 years to make sure the plan adequately addresses the community’s needs and changing conditions.

**The plan should allow for orderly development:** The land use allocations reflected in the plan are based on the best available demographic projections for Hamburg Township. The plan must realistically provide sufficient land area to meet the anticipated needs and demands of our residents, including residential and commercial uses, while at the same time protecting the overall quality of life and physical environment.



**The plan should encourage public participation:** The plan should be written in a way that aids public understanding of, and invites public participation into, the planning processes and goal implementation.

**The plan should balance property rights:** Property rights are personal and valuable, reasonable use of your property is protected by law. The Master Plan guides the impacts of land use throughout the community.

**The plan is more than a zoning map:** The Master Plan reflects the planned use of land, taking into consideration existing development, but does not depict a "new" zoning district map. Because the Master Plan and zoning map are intended to be in reasonable harmony, it is likely that future zoning districts will take the shape of the plan as rezoning requests are received and reviewed by the community.

**Zoning is not a substitute for a master plan:** The plan is a long-range guide for community development, while zoning approvals are specific to a piece of property. Zoning approvals are mostly permanent, unless the use itself is temporary in nature.

**Deviation from the plan puts zoning decisions at risk of invalidation:** Community development should be supported by the Master Plan. Zoning decisions that are not based upon the plan risk invalidation if faced with a legal challenge. Decisions made based on the document may be afforded additional validity, since the decision was not made in an arbitrary fashion, but follows a rational plan for Hamburg Township.

**The plan should be kept current:** The Township should conduct Annual review of the plan. Township officials and employees can assist by bringing issues not addressed in the document to the attention of the Planning Commission or Township Board. Amendments to the plan can be done at that time to keep it up to date and consistent with community philosophies. As the Master Plan is a guiding document, if situations and circumstances change during the life of the document, uses can be approved to comply with these changes. The Master Plan should then be amended at the next update to reflect these new situations and approved uses. MPEA requires that a comprehensive update occur at least every 5 years.

### **Who uses the Master Plan**

The master plan is a policy and action driven document. The Township staff, residents, the development community, and community partners are all responsible for the master plan's implementation.

**The Township:** The Master Plan will shape actions ranging from staff discussions with potential developers to the Township Board's review of priority-based budgeting (PBB). The vision detailed in this document will provide the foundation for updating regulations and policies, including the Zoning Ordinance and the Complete Streets Policy, and set priorities for infrastructure and improvement projects for streets and parks. Hamburg Township boards and commissions are critical to Master Plan implementation, particularly the Planning Commission who will use this document to review development requests.

**The Development Community:** The Master Plan is a must-read for anyone interested in developing in Hamburg Township. The Future Land Use section of this plan details the type and scale of development envisioned by the community. The Township will review all proposed projects through the lens of the Master Plan.

**The Residents:** Residents are critical stakeholders in this document. Whether serving on a board or commission or participating in neighborhood planning and discussions, residents are guardians of this document. There were

several opportunities during the preparation of the Master Plan for community members to define the direction of the Township and identify the challenges and opportunities to achieving this vision. Many community members provided the Township with input through the Master Plan review process.

**Neighborhood Leaders:** The health and vitality of our neighborhoods are critical to the Township's overall health. With this in mind, the Master Plan focuses on raising the quality of life for all residents. The Future Land Use section of this document and the [Village Center Master Plan](#) provides a road map for future neighborhood planning efforts.

**Partners:** The Township cannot achieve the goals of this document on its own. To move forward, the Township will partner with local and state organizations, the local business community, Township residents, local developers and many others who will play a role in the implementation of this Master Plan.

### **Using the Master Plan**

While the Master Plan serves many purposes, it is important to remember that the Master Plan is a general guide for the Township's goals, objectives, policies and implementation measures and provides a single, comprehensive view of the community's desires for the future of the Township.

The Master Plan will be implemented by:

- Aiding in daily decision-making. The goals and policies outlined will help guide the Township Board and Planning Commission in their decisions on zoning, development proposals, capital improvements and other matters related to land use and development.
- Helping in decision-making on how and where to invest in public infrastructure and improve municipal services. So the public investment results in the maximum benefits to the community as a whole.
- Informing Township officials about the changing demographics within the Township and how these shifts in the Township's population might impact housing, municipal services, transportation needs, and other aspects of the community.
- Routinely bringing all stakeholders together to discuss the future of the Township.
- Making the Township eligible for future funding opportunities, such as state and federal funding sources.
- Helping to protect and enhance the things in Hamburg Township that make it a great place to live, work and play for both of today's residents, visitors and for those of future generations.

**Zoning decisions:** Because the Master Plan envisions the future use of land, rezoning decisions should be consistent with its recommendations. This is not to say that all rezonings that are consistent with the [Future Land Use Map](#) should be approved or that all rezonings that differ from the [Future Land Use Map](#) should be rejected. Each request needs to be evaluated separately. When considering these items, consideration should be given to changing conditions. Again, the annual review of the Master Plan will be key in identifying such conditions.

**Transportation improvements:** There is a strong nexus between transportation and land use. As development proceeds, the need for new or improved roadways, alternative forms of transportation, and new trail systems



becomes obvious. By measuring the intensity of future development shown in the Master Plan, transportation planners can estimate needed rights-of-way widths, number of lanes, and the level of necessary access management to allow all types of transportation options. Additionally, the Master Plan may consider other transportation needs necessary to reduce traffic or to help the mobility of the users on the roadways or trail systems.

**Environmental impact:** As a reflection of the intensity of land use, the Master Plan should reflect Hamburg Township desire to protect its environment and natural features. The plan should establish that value to the community and propose steps to implement the appropriate regulations.

**Utility extensions/capital improvements:** The Master Plan designation of land use intensity is useful when evaluating the need for improved utilities, new roadways, public buildings, and other improvements. This information may be included in a Capital Improvement Program (CIP). The CIP is a six-year plan, updated annually, for capital expenditures necessary for plan implementation. Development of the CIP is the responsibility of the Township Board, with considerable input from municipal staff and/or consultants (e.g., engineers, planners, administrators, etc.).

**Recreation planning:** As the Township continues to grow and develop there will be additional need for recreation/open space land. The Master Plan can assist in the setting of priorities for park development. For example, parks and recreation plans pay special attention to the goals and objectives of the Master Plan. If additional recreational services are called for in the Master Plan, these services may be noted in the Parks and Recreation plans. A review of future land use is also important. If a Master Plan indicates that substantial new residential development will be forthcoming in a particular area, some thought should be given for the need to provide and develop additional park land. However, the [Future Land Use Map](#) cannot indicate specific properties as park land unless the land is in public ownership, or steps are already well underway to acquire the property.

### **Development of the Master Plan**

In March of 2018 the Township Board directed staff to create and send a Notice of Intent to prepare the 2020 Master Plan. This notice was sent to the interested agencies as required in [Section 39 of the Michigan Planning Enabling Act](#) (MPEA) (MCL 125.3839).

The Township formed a Steering Committee to guide the creation of the plan. The Steering Committee was made up of three citizens of the Township, one of which was a local business owner; two members of the Township Board, one member each of the Planning Commission and Zoning Board of Appeals, and a representative of the Livingston County Planning Department.

The Steering Committee and Township staff created a website dedicated to the Master Plan update, created and distributed a public survey, staffed an informational booth at the Hamburg Family Fun Fest, visited many commercial businesses in the Township to solicit input from the business community, and held multiple meetings, including a kickoff meeting and an ice cream social open house as a part of the public outreach efforts for the development of this Master Plan.



Between October of 2018 and December of 2019 multiple meetings were held between the Steering Committee members and Township staff to review and discuss the results of the public outreach efforts, the steps required in the master planning process and the working draft of the Hamburg Township 2020 Master Plan.

Review of the public outreach suggested that the opinions of the community have not significantly changed since the last Master Plan update in 2011 or the Master Plan review in 2016. The community believed the quality of life within the Township was above average and that they wanted to preserve the things they most enjoy about the community, such as; the waterbodies, natural areas, and outdoor recreation options. Therefore, in the preparation of this update much of the plan will remained unchanged from the 2011 Master Plan. The 2020 Master Plan focuses on updating the data used in the Master Plan and reformatting the Master Plan to make it more user friendly. Also as required by MPEA discussion regarding the Township's [Zoning Map](#) and complete streets were added to the 2020 Master Plan.

In February of 2020 the Planning Commission discussed and reviewed the draft Master Plan at their regular monthly meeting. The Planning Commission made a recommendation to the Township Board to approve the distribution of the draft Master Plan for comment.

On March 3, 2020, the Township Board reviewed the draft Master Plan and the recommendation from the Planning Commission and approved the distribution of the draft Master Plan for comment.

After the 63-day comment period all comments were reviewed and because there were no significant changes required the Planning Commission held a public hearing on [REDACTED], 2020 and made a recommendation to the Township Board to approved the Hamburg Township 2020 Master Plan.

On [REDACTED], [REDACTED] 2020 the Township Board once again reviewed the draft Master Plan and the recommendation from the Planning Commission and approved the Hamburg Township 2020 Master Plan.

### **Design of the Master Plan**

The Master Plan is separated into four chapters. Each chapter includes a summary of the existing conditions and key determining factors that influences the vision and policies of those areas. The factors could include public input, demographic data, and generally accepted planning practices. Although the goals and objectives

are consolidated at the end of chapter 1, specific goal and objectives addressing the chapter topics are also located at the end of in each chapter.

**Executive Summary (Chapter 1):** This chapter is one of the most important in the plan as it summarizes the data used in the creation of the plan, including all public input, as well as the goals and objectives the Township hopes to achieve in the next 10 to 20 years.

**Land Use (Chapter 2):** Discusses and identifies the existing land uses and explores future development and land use opportunities.

**Transportation (Chapter 3):** Discusses and identifies the existing transportation conditions in the Township and how the Township can accommodate the future transportation needs of the citizens.

**Natural Features (Chapter 4):** Discusses and identifies the existing natural feature and environmental conditions in the Township and how the Township can preserve and protect these features into the future.

### **Integration with other plans**

In addition to the Township Master Plan, there are subarea plans that address specific areas and interests of the Township in more detail. Subarea plans are created to focus on a certain section of a community where more specific goals have been identified. This component of the Township Master Plan has served as a catalyst for detailed standards outlined in the Township's Zoning Ordinance.

**Hamburg Village Center Master Plan:** The Hamburg Village Center Master Plan is designed to preserve the existing village character and require that future development be designed to maintain a traditional village character by following specific design principals (commonly referred to as traditional neighborhood design). This plan details the land use, transportation and urban design framework for continued development of the village. Streetscape elements such as street trees, ornamental streetlights, sidewalks and road curbs are proposed throughout the village area. The plan also designates areas for neighborhood open space and village greens.

**Hamburg Township 2018 Parks and Recreation Master Plan:** The Parks and Recreation Master Plan serves as a roadmap for future recreation facilities and programs by considering existing parks and programs in and around the Township and the anticipated demand for additional or improved recreation facilities. This plan also forms the basis for potential recreation grant funding from the Michigan Department of Natural Resources (MDNR) and other agencies and foundations.

**Hamburg Township Water and Sewer Master Plan:** The Hamburg Township Water and Sewer Master Plan was developed to determine the future water and sewer needs of the Township, evaluate the ability of the existing systems to provide for this need, evaluate alternatives for future water and sewer needs, estimate preliminary costs of each of these alternatives and provide recommendations. The sections of this plan regarding water services were updated in the [Hamburg Township Water Master Plan](#).

**Livingston County Master Plan:** The Livingston County Master Plan was developed to connect the twenty municipalities within the County, so that the positive impacts of good planning and zoning practices could be replicated throughout a majority of these municipalities. The plan identifies critical issues and provides best practices for communities to use in addressing these issues.

**Livingston County Greenways Plan:** The Hamburg Greenways Plan includes local standards for providing useful pathway and greenway connections between the Township's commercial, residential, and recreational areas, as well as between the natural habitats within the Township. Each project that is developed within the Township is evaluated for the potential of connecting existing, future, and planned greenways.

**Livingston County Transit Master Plan:** The Livingston County Transit Master Plan determined what transit system enhancements can be made to improve the quality of life in Livingston County. With this information, the Plan presents a set of actions that can be taken in the short, mid, and long term to improve the existing transit system and offer new mobility options for residents and visitors, as well as funding and governance options to achieve their implementation.

# CHAPTER 1-EXECUTIVE SUMMARY

The following executive summary discusses and summarizes the history of the Township; the past, current and future demographics and housing trends for the Township; and the public input that was gathered through the public outreach process. Lastly, the executive summary consolidates all the goals and objectives that are identified through the Master Plan process.

## History of the area

Less than 200 years ago Hamburg Township was a great source of food for the Potawatomi Indians. They hunted, fished and gathered wild berries and fruits from the areas fertile land and its abundance of lakes, rivers and streams.

The first white settler to the Hamburg area was Jesse Hall who purchased Section 25 from the United States government in 1831 and built a cabin in the northeast quarter section. This was the beginning of the settlement of Hamburg Village. In 1835, E.F. Gay, a merchant from Ann Arbor, bought 30 acres and built a dam and sawmill. That same year, property owners established the organization of the Township within Livingston County and elected the first Township officials. Two years later in 1837 Gay sold his land to three Germans known as the Messrs. Grisson, who added a gristmill, store, and hotel. A plat was recorded in 1837, but no consensus could be reached on the township name (although the names of Steuben and Lenox were originally considered), the Messrs. Grisson were giving the privilege of naming the Township and they chose Hamburg after their hometown in Germany.



Due to the availability of inexpensive farmland, Hamburg thrived as an agricultural community throughout the nineteenth century. However, except for a brief resurgence during the Depression, agricultural activities declined in the twentieth century.

In the latter part of the nineteenth and early part of the twentieth century, Livingston County began to be recognized as a recreational haven for Detroit and Ann Arbor residents, thereby establishing a trend that remains today. Prior to 1900, the sole occupants of Zukey Lake were the Ann Arbor Sporting Club and the Oak Grove Club, both private hunting and fishing clubs. The improvement of county and state roads, and the completion of the Ann Arbor Railroad through Hamburg Township, opened the lakes to more summer visitors by the early twentieth century.



The Ann Arbor Railroad track was laid in 1886 establishing Hamburg as the village with two railroads. By the 1920's six Ann Arbor Railroad passenger trains and four Grand Trunk trains stopped daily in Hamburg. The railroads brought jobs, people and goods to the community. Lakeland, located in the heart of the lakes region, emerged as a port of entry to the lakes upon completion of its railroad station.

Development of Hamburg Township as a recreational community slowed during the great depression and then again during World War II. The transformation of Hamburg Township from a seasonal recreational to a permanent residential environment occurred largely after World War II with the conversion of cottages to year round residences.

The once dominant rural character of the Township has been slowly changing since the early 1950's, when suburbanites from the Detroit and Ann Arbor area began looking at Livingston County as a convenient commute between the rural or lake front lifestyle and metro area employment. Population in the Township nearly doubled every 10 years between 1950 and 1980 until the United States fell into a recession. The recession temporarily slowed migration into Livingston County. This slow growth was short lived, however, with the population once again increasing at a fast pace between 1990 and 2000. The Township saw largest inflow of population, 7,544 people, for a 10-year period between 1990 and 2000. The growth once again slowed due to the economic condition of the country and the region due to the mortgage crises and recession of 2007. The growth rate decreased to 2.7 percent between 2000 and 2010 and the Township continues to grow at a similar pace in 2020.

### **Demographics and Housing**

The population data used in the Master Plan comes from multiple sources; the United States Census Bureau, [2000 and 2010 Census Data](#), [American Community Survey Data 5-year Estimates](#), [SEMCOG 2018 Population and Household Estimates for Southeast Michigan](#), [Hamburg Township Community Profile](#) and [2045 Regional Development Forecast](#), and [Livingston County Community Demographics and Economic Data Profile](#). See the links to the websites and [Appendix B](#) for detailed population information. The Hamburg Township demographic and housing data is summarized below:

**General Population:** The population in Hamburg Township, as well as many of the surrounding Townships, has increased since 1950. The growth rate from 1960-2000 for Hamburg Township was consistently greater than the total growth rate for Livingston County or the State of Michigan. Population in the Township increased almost four times between 1970 and 2000. Since 2000 the population growth of Hamburg Township has slowed from over 57 percent population growth between 1990 and 2000 to 2.7 percent population growth between 2000 and 2010. The population of Hamburg Township was 21,163 residents in 2010. The population growth of the township is estimably to remain low between 2010 and 2020. The population of the Township will be collected as a part of the 2020 census.

**Age & Gender:** The median age of Hamburg Township residents was 42.6 years in 2010. However, by 2016 the median age of Hamburg Township residents was projected to increase to age 45. People between the ages of 45 and 54 were the largest age group, comprising 19.8 percent of residents in 2010. Between 2000 and 2010 the age of the population within the Township has begun to shift with the total number of people between ages

45 and 85 growing by 3,305 people, and the total number of people from ages 0 to 45 decreased by 2,767 people. The population of people 0 to 19 years of age decreased by 11.2% between 2000 and 2010 and the population of people older than 65 years old increased by 79.3% between 2000 and 2010. This shift in the demographic makeup of the community is important to note when creating the policies and objectives in this Master Plan. This information helps to determine the needs of the existing population and providing policies to make the community more sustainable into the future.

**Race & Ethnicity:** The racial and ethnic makeup of Hamburg Township is very homogeneous. The majority of the population in the Township (96.2%) was estimated to be Caucasian in 2010. In contrast, it is estimated that only a small minority of the population of the Township (1.3%) considered themselves Hispanic or Latino/Latina. Asian and Black races round off the top four race population is the Township at .6 and .3 percent of the population respectively.

**Education:** Hamburg Township is highly educated with 95.3 percent of the population over age 25 having obtained a high school diploma and 73 percent of the population at least having some college education. In contrast, the State of Michigan has 89.9 percent of the total population over age 25 having obtained a high school diploma and 60.3% of the total population that have some college education.

**Income:** Hamburg Township has a strong economic base with 74 percent of Township residents earning \$50,000 or more annually and over half of Township residents earning more than \$75,000 annually. The median household income for the Township was estimated at \$82,819 as of 2016. In comparison, the median household income for the State of Michigan was estimated at \$50,803. Although these levels of income display a strong economic base compared to that of the State of Michigan, approximately 16 percent of the population earns below \$35,000 and 2.4 percent live below the federal poverty line. These estimates should be considered for access and affordability when planning for housing, transportation, and park and recreation needs within the Township.

**Households & Families:** Hamburg Township was comprised of 7,860 households (a person or group of people occupying a housing unit) in 2010, which is an increase of 774 households since 2000. The average household size was 2.69 people in 2010, which is a decrease from 2000 when the average household size in Hamburg Township was 2.88 people. Families (one or more other people related to the householder by birth, marriage or adoption) comprised 78.2 percent of all households with an estimated family size of 3.05 people in 2010. In 2010 Single-person households comprises 17.2 percent of all households within the township. While largest percentage of household in the Township were two person households, which comprised 37.7 percent of the total households in the Township. There were also significant proportions of three and four person households, 17.5 and 18 percent respectively. As of 2018 SEMCOG estimates there are 595 additional households since the 2010 census within the Township, for a total of 8,455 households. However, they are also estimating that the household size continues to drop to an average of 2.55 persons per household.

Over the past 50 years there has been a steady increase in the number of households in Hamburg Township and this is also reflected in the population levels. The rate of population and number of households increasing in tandem suggests that the community is stable and could result in favorable community involvement and

participation in parks and recreation activities. However, the average household size has recently been declining and this trend is expected to continue. The declining household size is likely due to aging population and reduced family sizes. The decline in the household size may create a more dispersed population if the housing densities do not increase accordingly. Future parks and recreation facilities will need to be dispersed to reflect the trend.

**Housing Costs:** Hamburg Township is almost entirely a single-family residential community with 91.1% of the housing units being single-family homes. In the 90's housing values in Hamburg Township started to increase at a more rapid rate and in 2000 the median value of housing was \$100,200. The value of Hamburg Township housing decreased slightly during the housing crisis starting in 2007; but has slowly and steadily increased since. The median price of a housing unit was \$183,100 in 2013 and in 2016 the median price was \$217,300. This is considerably higher than the median housing prices for the State of Michigan (\$127,800) and Livingston County (\$204,000) in 2016. Because of the high housing costs and other characteristics, there continues to be very limited housing opportunities for young families or senior citizens, who for the most part have limited budgets.

**Housing Occupancy:** Hamburg Township had 8,668 housing units in 2010, of those housing units, 7,860 were occupied, and 808 were vacant. Of the occupied housing units, 91.1 percent were owner occupied and 8.1 percent were renter occupied in 2010.

**Age of Housing:** Almost 75 percent of Hamburg Township's housing has been constructed since 1970 and 46.2 percent has been constructed since 1990. The Township had a housing boom in the late 1990's early 2000's. At this time Hamburg Township was the fastest growing Township in Michigan. This housing boom was ultimately slowed by the 2007 United States recession. Only 1.8 percent of the housing within the Township was constructed between 2010 and 2016. The slow growth in new homes and the decrease in the average household size could create a situation where the population of the Township starts to decline over time.

**Seasonal Housing:** In Hamburg Township, there were a total of 8,668 housing units in 2010, which is 981 more units or 12.7 percent more units than compared to total number of housing units in 2000 and is 3,578 more units or 70.3 percent more units than compared to the total number of housing units in 1990. Of the 8,668 housing units, 5.5 percent are not year round owner occupied homes. In comparison, 5.3 percent of the housing units were not year round owner occupied homes in 2000 and 10.3 percent of the housing units were not year round owner occupied homes in 1990. The decrease in the amount of seasonal housing within the Township provides evidence that existing cottages are being converted to permanent year round homes.

**Housing Type:** Hamburg Township is almost entirely a single-family residential community with 91.1 percent of the housing units being single-family homes in 2016. Another 5 percent of the housing units are made up of mobile homes. The remaining 3.9 percent of the housing units are some type or form of multi-family units, the largest portion of these units are duplexes at 1.7 percent. In 2016, it was also estimated that 84.2 percent of existing housing units had three or more bedrooms.

**Population Projections:** The three factors which modify the population of an area are births, deaths, and migration. The birth and death rate are factors over which local government can exert the least control. However, in and out migration is very much influenced by the local economy, transportation accessibility, development



policies and local lending policies. Utilizing the population projections prepared for the [2045 Regional Development Forecast by the SEMCOG](#) Hamburg Township's population will continue to grow slowly through 2045 with the population increasing to a projected 23,325 people and the total number of households growing to 9,491. Which is a 10.8 percent and a 14.8 percent increase respectively, from the 2010 census.

**Summary:** From 2000 to 2010 and continuing in the latest demographic estimates in 2016 and 2018 Hamburg Township's population growth has slowed, the community is getting older, more educated, and more affluent. The housing within the Township continues to increase in value, although construction of housing in the Township has also slowed. Most of the homes in the Township are single family detached and are owner occupied. The decrease in the population growth can be attributed to multiple factors; a decrease in the average household size due to the aging population, a decrease in the average family size with younger families waiting longer and having fewer children, and a reduction in the development growth of the Township. These demographic and housing trends for the Township are projected to continue through 2045.

### **Public Input and Outreach**

Good planning requires extensive public outreach and feedback from a wide variety of stakeholders within the community. Township staff and the Master Plan Steering Committee understood the importance of this outreach and worked to get the community involved in all stages of the Master Plan process.

The following is a summary of the public outreach efforts that were held as a part of the Hamburg Township 2020 Master Plan process:

- On April 12, 2018 an initial kickoff meeting was held. This meeting was attended by many representatives from local governments and quasi-government agencies,
- In May of 2018 a website dedicated to the Master Plan was created to consolidate information on the Master Plan process and to allow the community an easily accessed portal for public review and comments on the Master Plan,
- In Mid-June 2018 the Master Plan survey was distributed to community members through the Township's websites, Facebook pages, email lists, personal invitations, and other outreach efforts in an attempt to receive greater public input,
- The Steering Committee members and Township employees staffed a booth at the Hamburg Township Fun Fest from June 14 to June 16, 2018, to further inform the public of the process and to gain greater public comment on the plan,
- The first three weeks of July 2018 Steering Committee members visited businesses throughout the community to solicit comments from the business community,
- On August 22, 2018 an ice cream social and public open house was held to discuss the Master Plan process and gather more comments from the public, and
- On September 7, 2018 the public survey was closed to the public for review.

From these public outreach efforts, it became clear that, in general, the community believed the quality of life within the Township was above average and that the things they enjoyed about the community such as the waterbodies, natural areas, and outdoor recreation options should be preserved. It also became clear that the community's goals and objectives had not changed dramatically since 2011 Master Plan. Therefore, the scope of this update would be mostly limited to updating the data used in the creation of the plan, revising the format of the plan to make it more user friendly, and by adding discussions of the new items required by MPEA.

[Appendix C](#), public outreach and input contains a full account of all the public input efforts including public survey results.

### **Community Goals and Objectives**

What follows is three chapters on [Land Use](#), [Transportation](#), and [Natural Features](#). Each of these topics is important to the community and the creation of the Master Plan. Each chapter identifies its own community goals and objectives to better guide the development of the Township into the future. Some of the goals and objectives are found in multiple chapters as the goal or objective may address items considered under Land Use, Transportation and Natural Features.

Goals are general statements that define the direction and character of future development. Objectives create a framework for action and form the basis upon which more detailed development decisions may be made under a specific goal.

Goals and objectives should be followed by implementation measures. Implementation measures are action items that can be used in the future to meet the specific goal or objective of the Master Plan. The implementation measures listed in [Appendix A](#) are to be used as a guide to implement the goals and objective of the 2020 Master Plan. Yearly the Township should review the implementation measures and may determine that there are other items, not on this list, that are more important based on additional information or changing conditions. The inclusion of the implementation measures into the Master Plan does not commit Hamburg Township to any particular recommendations, but rather they are used to guide community decision makers to take actions consistent with 2020 Master Plan.

The goals and objectives from each chapter are summarized below for easy reference.

<b>COMMUNITY GOALS AND OBJECTIVES</b>	
<b>GENERAL</b>	
<b>Goal 1:</b> Protect and promote the public health, safety, comfort and general welfare.	
<u>Objective A:</u> Manage the Land Use, Transportation and Environmental aspects of the Township.	
<u>Objective B:</u> Create a healthy and safe community.	
<b>LAND USE</b>	

**Goal 2:** Preserve the natural and historic character of Hamburg Township by accommodating a reasonable amount of development, but ensuring the development is in harmony with the natural features and the unique environmental requirements of the Township.

Objective A: Direct future development to areas most suited for that type of development.

Objective B: Consider the location of the natural features on a site during review of future development layouts.

Objective C: Encourage preservation of the existing landscaping and natural features along M-36 to retain the rural/scenic quality of the Township.

Objective D: Encourage residential clustering and allow for a wider variety of uses on land that is actively farmed, develop additional practical alternatives for farmers to reduce the necessity to convert prime farmland to other uses.

Objective E: Cluster and contain future commercial development around existing commercial areas in the Hamburg Village, Village Center, M-36/Chilson Road, Lakeland, Hamburg Road and Ore Lake Road, M-36/Pettysville Road areas to enhance and serve the residents of the surrounding neighborhoods and motorists on M-36.

Objective F: Preserve the existing farmland throughout the community.

Objective G: Encourage clean energy sources, but still balance the benefits and drawbacks presented by the alternatives.

Objective H: To retain industrial growth within the area of the Township where it will least conflict with surrounding land use.

**Goal 3:** Promote a mix of development types to manage sustainable growth.

Objective A: Provide an avenue to allow for a diversity in housing types to support the changing demographics, such as young professionals, empty nesters and the increasing elderly population.

Objective B: Encourage development that supports the aging population of the community, including aging in place, access to core services, and the expansion of necessary medical services.

Objective C: Provide an avenue for attainable housing.

Objective D: Encourage development in the Village Center area as indicated in the [Village Center Master Plan](#).

**Goal 4:** Create a more visible identity for Hamburg Township and promote a sense of place within Hamburg Township.

Objective A: Encourage the development of the Village Center as indicated in the [Village Center Master Plan](#).

Objective B: Prioritize the economic development along the M-36 commercial corridor and in the Village Center area.

Objective C: Promote revitalization of the commercial properties.

## TRANSPORTATION

**Goal 5:** Promote safe and efficient travel within the Township.

Objective A: Encourage maintenance and repair of existing transportation routes, including roadways, trails and transit.

Objective B: Provide and promote a vehicular and non-motorized transportation network that is a vital component of a high quality community environment for people who live, work, shop and recreate in Hamburg Township.

Objective C: Encourage vehicular and non-motorized connections between neighboring development and from developments to recreation facilities, commercial businesses, Township services and buildings and the school buildings.

Objective D: Manage growth by encouraging and promoting future development in areas with adequate transportation networks.

Objective E: Encourage developments to provide alternative transportation opportunities for their communities.

Objective F: Promote complete streets.

Objective G: Utilize best access management practices.

**Goal 6:** Accommodate increases in traffic volumes or implement measures to reduce traffic volumes on roadways where needed.

Objective A: Provide for higher traffic volumes through selected widening of M-36, intersection or traffic signal improvements, access management, preservation of select right-of-way and construction of indirect access systems.

Objective B: Utilize best access management practices.

Objective C: Encourage public transportation and multi-modal transportation options to reduce traffic on heavily used roadways such as M-36.

**Goal 7:** Preserve the rural appearance of the Township as viewed from the roadways when appropriate.

Objective A: Preserve the existing natural features along Township roadways including M-36 when possible.

**Objective B:** Development should be situated away from the main thoroughfares to protect key view sheds and to retain an appearance of low intensity development.

**Objective C:** Commercial development shall be contained at the Village Center area and key commercial nodes along M-36.

**Objective D:** Except in the Village Center area and other commercial corridors, existing landscaping and natural features viewed along M-36 should be preserved; development should be situated away from the roadway and key view sheds should be protected.

## NATURAL FEATURES

**Goal 8:** Protect, preserve, and enhance whenever possible the unique and desirable natural amenities of Hamburg Township.

**Objective A:** Direct future development to areas most suited for that type of development.

**Objective B:** Consider the location of the natural features on a site during review of future development layouts.

**Objective C:** Encourage preservation of the existing landscaping and natural features of the rural/scenic quality of the Township.

**Objective D:** Encourage future development to incorporate green infrastructure measures.

**Objective E:** Discourage developments from removing existing woodland areas and significant trees when appropriate.

**Objective F:** Better regulate the usage of the waterways within the Township where possible.

**Objective G:** Identify and restore existing wetland areas that have been damaged.

**Objective H:** Encourage clean energy sources while still balancing the benefits and drawbacks presented by the alternatives.

# CHAPTER 2-LAND USE

## Overview

This chapter identifies the existing land uses and explores future development and land use opportunities.

## Existing Land Use Conditions

Since the 2011 Master Plan was adopted Hamburg Township has experienced the following land development:

- **450** vacant residentially zoned parcels have been developed with new single family homes,
- The Hamburg Elementary School was demolished and a 208 unit apartment development has been approved on 16 acres in the Village Center area,
- A 70-unit, open space, site condominium development on 50-acres zoned medium density residential, along M-36, west of the railroad crossing was approved and construction has started,
- An 86-unit senior housing development on 6.5 acre zoned village center, previously occupied by a septic company, at M-36 and Veterans Memorial Drive was approved and construction has started, and
- Three properties were rezoned to better conform to their existing uses and to better serve the community as a whole and the adjacent neighborhoods into the future:
  - o 5960 Cunningham Lake Road (rezoned from PPRF to WFR),
  - o 10480 Hall Road (rezoned from GI to VR), and
  - o 8977 and 8999 Hamburg Road (rezoned from WFR to NS).

There are 23,040 acres within the Township. For the 2020 Master Plan update an inventory of existing land use was conducted using aerial photographs and verified by field observation. Existing land uses presented in [Map 1](#) were classified into the following categories and Geographic Information System software was used to calculate the acreages:

- **Vacant Land:** Includes land that currently is not developed with an improved structure. This may include property that is actively used for agricultural purposes. These lands comprise 3,475 acres.
- **Water Bodies:** Includes lakes and rivers and comprises 2,525 acres.
- **Single Family Residential:** Includes land that is developed with single-family homes and comprises 9,665 acres. These can be categorized into the following:
  - o Low density residential includes parcels developed with single-family residences at a density of one dwelling unit per two acres or greater. There are large lot single-family parcels throughout the Township, generally created through metes-and-bounds land divisions. The north and western portions of the Township are characterized by low density, or large estate sized parcels.
  - o Medium density residential includes parcels developed with single-family residences at a density of one dwelling unit per 20,000 square feet to two acres. These developments generally include subdivisions that developed since the Township adopted its first Zoning Ordinance in 1968 which

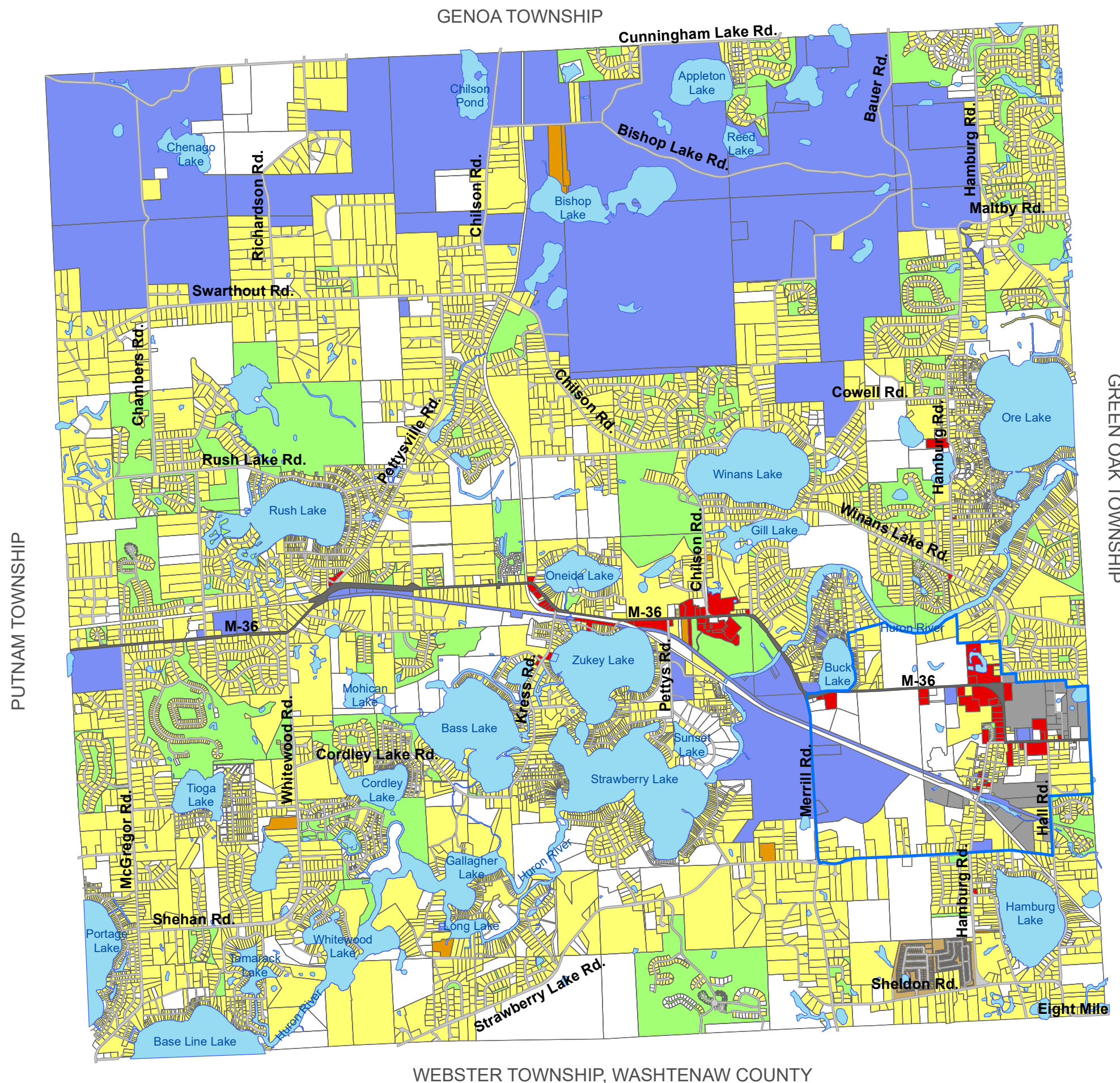
required a 30,000 square foot minimum lot size for a majority of the Township. The 30,000 square foot lot area requirement was increased to one acre in the early 2000's. Although the minimum lot size in this district is now one acre a development could utilize the planned unit development process to reduce this requirement with appropriate design.

- o High density residential includes parcels of land developed with single-family residences at a density greater than one unit per 20,000 square feet. This area consists of older subdivisions that were platted prior to the 1968 Zoning Ordinance. Much of this area was originally developed as resort cottage communities that have been converted to permanent year-round homes.
- **Multiple Family Residential:** There are a few small multiple family developments in isolated areas around the Township. Multiple family developments comprise 52 acres.
- **Manufactured Housing Community:** There is currently a mobile home park located in the southeast corner of the Township. This development comprises 88 acres.
- **Commercial:** Commercial includes all land and buildings where products, goods or services are sold. There are several commercial clusters located along M-36. The predominance of commercial activity is located on the north side of the Hamburg Village along M-36. Commercial uses comprise 156 acres.
- **Industrial:** Includes all lands and buildings devoted to manufacturing, processing, warehousing and related storage. Industrial uses are limited to locations around the Hamburg Village area. There is an industrial park at the eastern portion of the Township north of M-36. Industrial uses comprise 171 acres.
- **Public:** Includes public and quasi-public, which are all lands and buildings devoted to governmental facilities, schools, churches and cemeteries. Public facilities are generally located in the southern portion of the Township along M-36 and in the Hamburg Village area. These uses comprise 479 acres. Also included as public is state land and private recreation and preserved open space areas.
  - o The Brighton State Recreation Area comprises 4,345 acres in the northern portion of the Township.
  - o Private recreation and preserved open space includes golf courses, private recreation clubs and open space areas that are part of a clustered residential development and are preserved through a planned unit development or open space community regulations. Private recreation and open space lands comprise 2,066 acres.



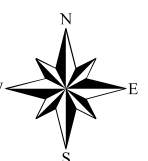
# Map 1 Existing Land Use

Hamburg Township,  
Livingston County, Michigan



- Single Family Residential
- Multiple Family Residential
- Manufactured Housing Community
- Commercial
- Conserved Open Space
- Industrial
- Public
- Vacant
- Village Boundary
- Water Bodies

0 0.25 0.5 1 1.5 2 Miles



Source: Hamburg Township, 2019

01/2020



## **Future Land Use Summary**

The Future Land Use section of the Master Plan serves to translate community development goals into a narrative and graphic illustration. It is based largely on existing land use patterns, projected demographics, natural resource capability and adequacy of community facilities and services such as roads, public utilities, schools, police and fire protection. Other contributing factors include the input received during the Master Plan process and the consideration of proper planning principles. The [Future Land Use Map \(Map 4\)](#) is not intended to serve as a [Zoning Map \(Map 5\)](#) nor dictate the use of individual parcels of property. Rather, it is to be used as a generalized guide to the location of growth and development. The land uses and residential densities that are indicated are to serve as a guide to overall densities within the various areas provided.

**Factors for Consideration:** The following are factors that were taken into consideration in preparing the future land use plan and map:

- **Existing Land Use:** The existing land use patterns of both Hamburg Township and the surrounding communities were considered to ensure that the future land use plan would be compatible with those patterns. Forty-four percent of the Township's land has been developed for residential purposes, particularly single-family dwellings on individual lots. The location of most existing nonresidential development is appropriate and will continue to serve as the primary business centers for the Township. The communities land use patterns have evolved in a relatively orderly manner. Commercial developments are located along major roadways and in neighborhood centers. Industrial developments are in relatively secluded areas, away from signal family residential developments. Higher density residential development is in areas where residential development is in higher demand and more services can be provided. Lower density development is in areas further from services where more natural features can be preserved. These land use patterns will be continued, with slight modification, rather than altered in a significant manner. The Village Center area was created to guide future development and growth away from the more rural areas of the Township to a centralized area better equipped with a more adequate roadway system, existing utilities and a closer proximity to police and fire services.
- **Existing Zoning:** Changes to the existing zoning designations from the 2011 Master Plan are not proposed. However, there is no vested interest in a parcel that guarantees zoning will not change.
- **Natural Features:** The natural rolling topography, woodlands and waterways provide highly attractive and marketable property for development. The location of each future land use designation were determined, in part, by the location and extent of natural features. For example, soil conditions and the ability of the soil to accommodate individual septic systems require that certain areas of the Township be limited to low-density and medium-density residential development. Lower overall single family residential development densities are also proposed for properties containing significant wetland areas, although the use of clustered developments and green infrastructure in buildable areas of properties, while conserving the wetlands, can provide a balance between the environment and the development potential of the property.
- **Desires of the Community:** The future land use pattern desired by Township officials and property

owners has been expressed through a variety of venues. Residents and business owners generally expressed that they wanted to retain the quality of life within Hamburg Township by preserving and enhancing the existing natural features, waterbodies and outdoor recreational opportunities within the community, directing development to appropriate areas, and requiring a high quality of design for future development. To allow the community to thrive in the future it is important for Hamburg Township to create a sense of place and to diversify housing types to promote more multi-generational, senior and workforce housing opportunities.

- **Community Character:** The Hamburg Township community values the rural aesthetic of the Township. At the same time, there is interest in the Township continuing to provide desired high quality services. This can be done by ensuring that the quality, quantity and location of future development will provide the tax base to support the desires of the community while preserving the valued rural character.
- **Demographic, Housing and Populations Projection:** It was important to consider the existing demographics and housing stock within the community when preparing the Master Plan. This data along with the future demographics, and population trends of the community will provide information to guide the future land use needs of a community. For example:
  - o **Future Growth:** Hamburg Township is expected to experience steady slow growth (see [Appendix A](#) for demographic analysis). The Township population has been climbing steadily over the past thirty years, almost tripling in size. The Township is expected to continue to grow although at a much slower rate in the foreseeable future.
  - o **Aging Population:** The average age of the population of United States will be getting older over the next twenty to thirty years, with the majority of the baby boomer generation reaching the age of 65. Hamburg Township's population break down is currently older than that of the State of Michigan or Livingston County. The aging population will have impacts on the development of the Township. In 2010 11 percent of the population of Hamburg Township was older than 65 years old. By 2045 it is projected that over 29 percent of the Township's population will be older than 65 years old. This is important to consider when looking at the future land uses as older people have different needs and wants which will have different impacts on a community.
  - o **Declining Household Sizes:** The average household size has declined in the past twenty years. In addition, the increased number of households, relative to the size of the population, creates a need for more housing. In the future, the number of households is expected to increase at a faster rate than the population.
- **Non-conforming Lots:** There are a number of older subdivisions within the Township that pre-date current zoning and subdivision standards. In many instances, the lots within these subdivisions do not conform to current minimum lot size standards, are accessed by substandard roadways, have soil conditions that are unsuitable for onsite septic fields, and are located within wetlands or floodplains. These subdivisions are generally located along the Chain of Lakes and were originally developed for lakefront cottages. Over time and with the installation of the public sewer system, these small cottages

where able to be expanded and converted to permanent year-round residences and the vacant non-conforming lots are now more viable for development. The Zoning Ordinance provides that a nonconforming lot may be developed without obtaining a variance from the Township Zoning Board of Appeals provided the structure meets all setback requirements. Some of the non-conforming lots of record may not be able to be developed due their size, lack of adequate access or the location of existing wetlands and floodplains.

- **Relationship of Uses:** When considering future land uses the master plan strives to reduce or eliminate incompatible land use relationships existing in the Township. For example, industrial uses would be incompatible with single-family residential uses or in the middle of the village center area. The Future Land Use section designates areas for uses that are considered most appropriate for the community's long-term objectives, with the intention of eventually relocating some existing uses that do not meet these objectives. More dense residential development is directed to areas of the community that have the necessary infrastructure such as the Village Center area.
- **Residential Trends:** The fast pace of growth in Hamburg Township over the last 30 years has resulted in a significant amount of housing development. Most of the existing and new housing is comprised of single-family detached units and most of the housing that has been built over the last 20 years are large homes on large lots. The citizens of Hamburg Township have expressed a desire to continue with residential development on "large" lots. However the need for more diversity in housing types will increase due to changing demographics (aging, smaller households, lifestyle). As current residents age, some will desire to downsize and stay in the area. Also, a variety of housing is needed to allow younger families, single parent households, employees of the business within the community and other individuals to stay and live in the Township. For Hamburg Township to remain economically and socially viable into the future, a diversity of housing types should be promoted.
  - o **Senior Housing:** By 2045 it is estimated that people older than 65 will make up 29.5 percent of the Township population that will be up from 11.2 percent currently. The Township currently has zoning regulations for Elder Cottage Housing Opportunity (ECHO) Villages, which incentivizes development of senior housing. ECHO Villages consist of clustered cottage units with smaller minimum floor areas that are often less than 1,000 square feet. The cottages are permanent, singular or attached structures, and they are not accessory to a principal dwelling. ECHO Villages allow seniors the opportunity for an active, independent lifestyle, where they can age in place in their own home for as long as possible. Villages often have qualifying conditions such as age restrictions or they must have a household member that is disabled. Villages are built according to [International Code Council \(American National Standards Institute\) Accessibility Standards](#) and the [American with Disability Act](#) regulations for maximum interior and exterior accessibility. The zoning regulations for ECHO housing have been in place since 1993 and although these ECHO regulations provide for senior housing opportunities, there have only been \_\_\_ developments that have taken advantage of the ECHO regulations. Of those developments, only one of them is still age restricted. The Township should consider additional ways to promote housing that will be

accessible to this aging population.

- o **Missing Middle:** In the 2020 housing market it is expected that different housing types are needed to support changing demographics. Market demands for certain target groups such as young professionals and empty nesters, as well as the increasing elderly population are recognized as being very similar. All of these demographics are seeking a more compact, attached housing product in the form of row houses, townhomes, duplexes, four-plexes, or low rise apartments within established neighborhoods which exhibit a full array of amenities, such as walkability, parks or other recreation opportunities, and proximity to areas with commercial and entertainment opportunities. Proximity to jobs that are walkable, bike-able, or easily accessed by convenient transit are also important to young professionals and empty nesters who are still in the workforce. This housing type is being referred to as the “missing middle”. Missing middle is a range of multi-unit or clustered housing types compatible in scale with single-family homes that help meet the growing demand for walkable urban living. Such housing is intended to be incorporated into a traditional single-family neighborhood through infill projects in such a way as to be seamlessly integrated into the character of the neighborhood. Design regulations for such housing types should be created to ensure that new construction is consistent with the neighborhood both in scale and architectural quality. This type of housing should be directed to areas that can support the higher densities such as the Village Center area.



- o **Workforce Housing:** Workforce housing refers to housing that is affordable to those who are employed in the Township, but cannot afford to live in the Township. It is costly to train workers only to have them leave their employment if a job closer to their home becomes available. Based on survey results and conversation with employers within the Township and County; they have suggested that it is difficult to adequately staff some of the service and retail jobs within the Township because of the lack of housing for these workers. Other employees within the Township that may need workforce housing may be considered “essential workers” such as teachers, nurses, firefighters and police officers. Growth in the economy of the Township is greatly

hampered by the lack of workforce housing. As a solution to the lack of workforce housing, some employers across the country are building housing for their employees on land that they already own or have acquired. This dedicated employee housing near worksites can be a powerful attraction and retention tool for employers. Another workforce-housing tool is Employer Assisted Housing (EAH) programs through which employer's help employees attain rental or home ownership through benefits such as down payment assistance, rental/mortgage assistance, shared equity, forgivable loans, and matched savings or upfront grants.

- **Market Condition:** Market conditions were considered even though they may change during the time frame of this Plan. Hamburg Township's existing commercial, office, and institutional developments may experience growth in the coming years; however, the areas for this potential growth will remain unchanged from the 2011 master plan. Most of the growth will be infill of the existing facilities and on vacant properties within the existing designated areas. The manner in which the commercial development occurs will have potential impacts on the aesthetics of the community, traffic patterns, the level of commercial services enjoyed by Township residents, and the relationship to other land uses. Retail, trade, service and office/business jobs have historically been the employment base in Hamburg Township. Although the Township is mostly a bedroom community, the job opportunities within the Township are important to consider when looking at the future land use as it is important to provide housing opportunities for people working within the Township to limit future traffic and environmental impact on the community.
- **Commercial Trends:** The existing commercial nodes along M-36 offer a limited range of goods and services. The most common commercial uses in Hamburg Township are restaurants, service businesses and retail sales of convenience goods. Service-type businesses include beauty and barbershops, real estate offices, insurance offices and other businesses that provide a service rather than sell a product. Convenience goods are goods consumed or used on a daily basis, such as groceries, drugs, and hardware items. Only a few of the retail businesses within the Township market comparison goods. Comparison goods are purchased less frequently and usually only after people have compared prices and quality of competing stores. Township residents generally travel to surrounding communities such as Brighton or Howell for these comparison goods. If they desire a broad selection of goods or a variety of stores, residents will travel to regional shopping centers in Washtenaw or Oakland Counties. Certain specialized services, such as the services of a stockbroker or medical specialist, are generally acquired outside of the Township.
  - o **Commercial Development Potential:** Projections of commercial development potential through 2030 ([Appendix D](#)) was prepared for the 2011 Master Plan. With little change in the data between 2011 and 2019, these projections are still valid. The commercial base analysis revealed that continued commercial development, primarily convenience commercial, can be expected to meet the needs of the Township's population and that insufficient market support for most comparison goods businesses exists within the Township. Consequently, it appears that the potential for large-scale commercial development is limited. It is likely that any new construction of commercial



facilities will be no larger than a neighborhood shopping center. Such facilities can be accommodated within the existing commercially zoned areas of the Township. Also, based on the retail analysis of the [Village Center Master Plan](#), approximately half of the commercial development can be supported in the Village area.

- o ***Village Historic Downtown:*** This is the small commercial area along Hamburg Road within the Village Center area. With future development directed to the Village Center Area it will be important that small neighborhood oriented commercial opportunities be created in this area. These commercial activities will offer walkable and convenience services to the residents in the immediate area. The commercial node will also help to create a sense of place for not only the immediate neighborhood but for the community as a whole.
- **Infrastructure, Public Facilities and Services:** The density of residential uses and the designation of land for industrial and commercial development are dependent on the availability and capacity of the community's public water and sanitary sewers, existing transportation facilities, public infrastructure, important environmental features, and existing development patterns. Portions of the Township are currently served, are planned to be served, or have the potential to be served by public water and/or sewer, see the [Water and Sewer Master Plan](#) and the [Water Master Plan](#) for more details. Accessibility to and the capacity of the road network will determine, in part, the types and intensity of uses that the Township may expect. The availability of community facilities such as schools and recreational facilities determines the areas that are especially attractive for residential development, while the level of police and fire protection contributes to quality of life in all areas of the Township.
  - o ***Sanitary Sewer Service Area:*** Much of the historic development in Hamburg Township was around the chain-of-lakes. These areas were developed with resort cottages on small lots with individual septic drain fields. Over time, these areas have been converted to year-round homes. Areas surrounding the lakes have soil conditions and high water tables that are not well suited for drain fields. The combination of the natural soil characteristics and increased residential use of the lake areas led to significant problems with septic tank systems. The lack of septic system treatment performance was affecting the quality of wells and the lakes. In response to these problems, Hamburg Township has provided a sanitary sewer system to serve the most intensely developed areas around the lakes. Currently, in conjunction with the Township's system, there is an agreement between Hamburg Township and the City of Brighton for treatment. The City of Brighton Sewage Treatment Plant is located in the northeast corner of Hamburg Township. To accommodate the current and projected level of development and to reduce the environmental impacts of the existing and future development, Hamburg Township prepared a [Water and Sewer Master Plan](#). The plan indicated and increased service areas including the Village Center and the area around Rush Lake. Sanitary sewer services have also been expanded to serve most of the southern and eastern portions of the Township. ([See Map 2, Existing and Future Sanitary Sewer Districts](#))

# Map 2 Existing and Future Sanitary Sewer

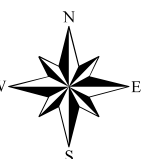
Hamburg Township,  
Livingston County, Michigan

- Current Sewered Parcels
- Future Sewer Districts
- Existing Sewer Lines

PUTNAM TOWNSHIP

GREEN OAK TOWNSHIP

0 0.25 0.5 1 1.5 2 Miles

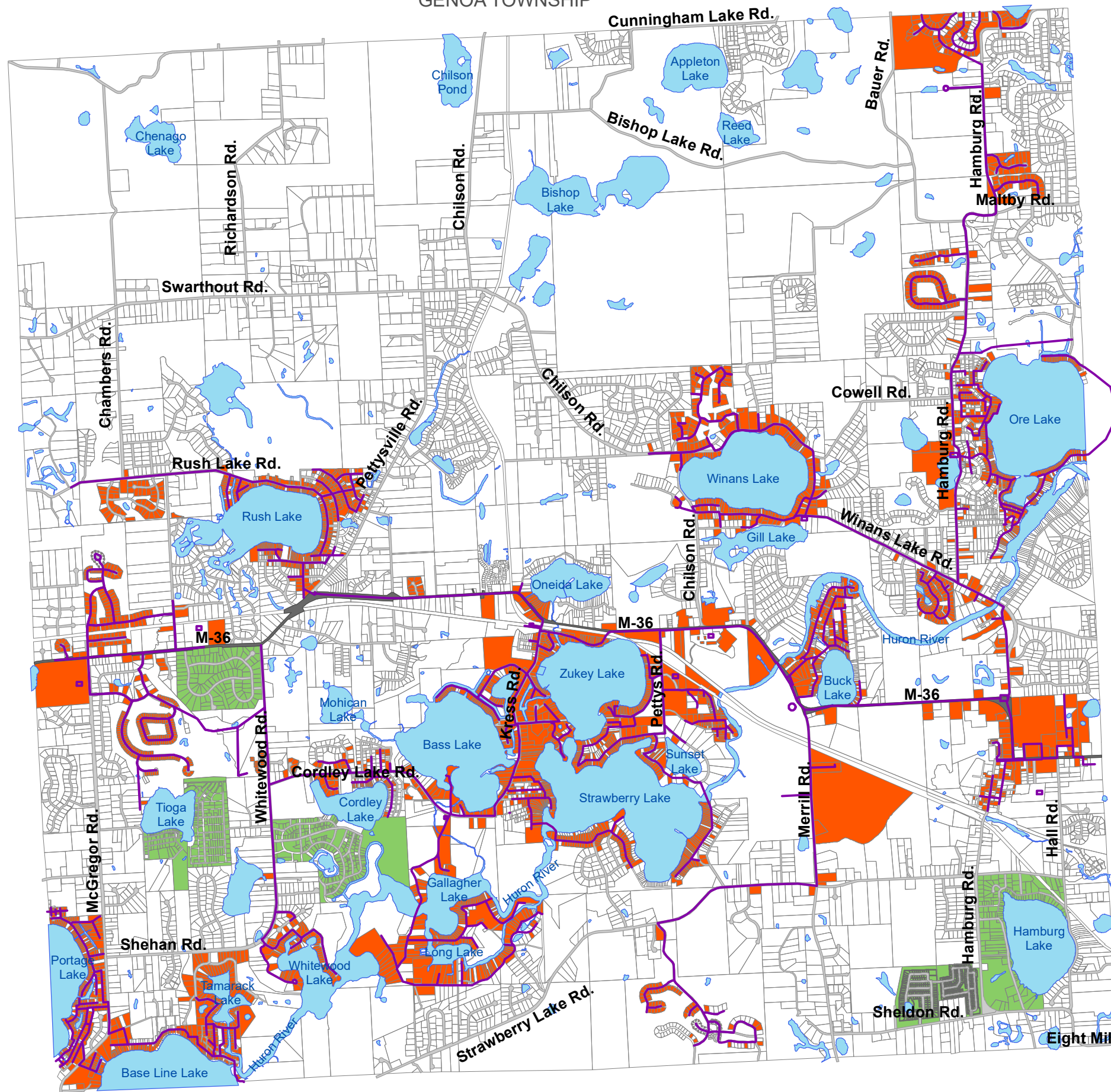


Source: Hamburg Township, 2019

01/2020

GENOA TOWNSHIP

WEBSTER TOWNSHIP, WASHTENAW COUNTY



- o **Public Water:** The growth of Hamburg Township has led to the development of a public water supply system. Township residents and businesses largely continue to rely on individual wells for water supply with only eight businesses currently hooked up to the public water system. The need for municipal water has been greatest within the Hamburg Village area, because the Village is planned for much of the higher density development within the Township. There also exist areas in the township with low water production where a public water system would alleviate current low capacity issue for residents and potentially allow for development of sites. The Township updated the section of the [Sewer and Water Master Plan](#) in 2006 with the creation of the [Water Master Plan](#). This plan creates a water service area and splits that area into four phases. The water services will be extended based on the plans for each phase when new development is proposed in the areas ([See Map 3, Existing and Future Water Map](#)).
- **Neighboring Communities:** Land use in the areas surrounding Hamburg Township is predominantly low density residential, recreational, agricultural, and vacant. The City of Brighton, bordering the northeast corner of Hamburg Township, represents the most urbanized neighbor. Hamburg Township's relationship with its neighbors will be closely tied to land use activities along the major growth corridors linking Hamburg Township with neighboring units. These corridors include M-36 west to Putnam Township, M-36 east to Green Oak Township, Brighton Road north to the City of Brighton and Chilson Road north to Genoa Township and the City of Howell, Hamburg Road southeast to Green Oak Township and Strawberry Lake and Merrill Roads south to Webster Township. All units of government should carefully weigh the impact on their neighbors of land use decision within the major growth corridors.
- **Emerging Technologies:** Innovations and technological advances will likely have impacts on the future growth of the Township. One recent example of technology affecting growth came about with the invention of the internet and more recently with the access and ease in on-line shopping. This online shopping trend has affected the existing and future growth of retail development throughout the Township, and the entire world. Two of the most recent up and coming emerging technologies that may have an impact on land use within the Township are in Alternative Energies. Due to solar and wind power generation becoming more economically feasible, the fact that solar and wind are a cleaner energy source, and the fact that new federal and state laws have been created to requiring less dependence on fossil fuels, there is greater pressure on municipalities to allow larger scale solar and wind projects. Solar and wind power may have less impacts on the environment, but large scale solar and wind project systems could have greater impacts on nearby properties. Another new technology that may have an impact on future growth in the Township is autonomous vehicles. Although these vehicles are currently not in mass production, they may within the time frame of this Master Plan. The Township should continue to monitor new technologies and to weigh the benefits and impacts of these technologies when determining how to regulate them.
- **Existing Township Master Plan:** The previous Township Master Plan, adopted by Hamburg Township in 2011, and other applicable plans were reviewed and used as a guide for the current version of the Township Master Plan. Because the opinions of the community, the demographics of the area and the



existing land uses have not significantly changed since our last Master Plan update in 2011 the future land use plan contained in the previous plan has been re-evaluated based on current trends and conditions and has not been significantly changed.

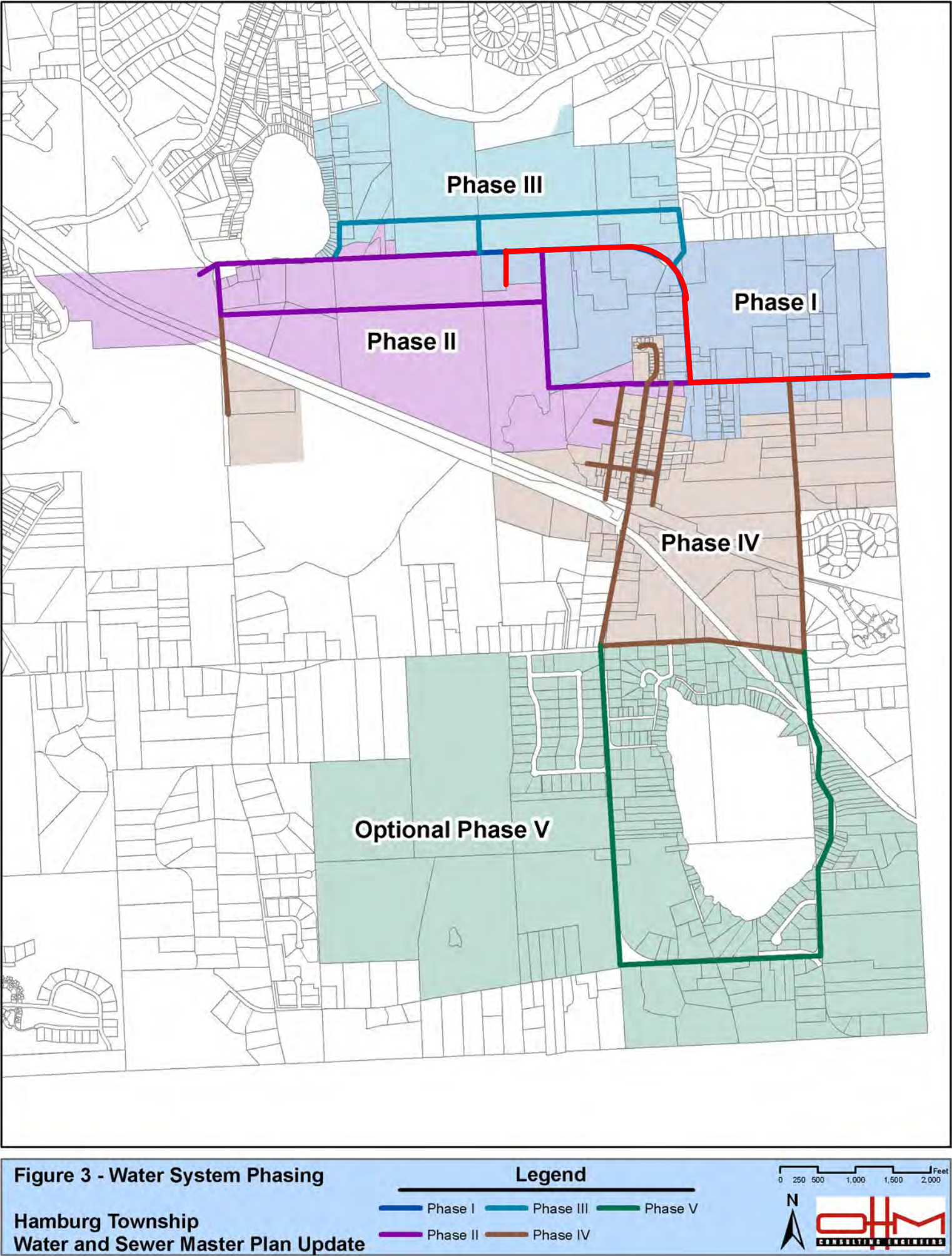
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# Map 3 Existing and Future Water Service

Hamburg Township,  
Livingston County, Michigan

Existing Water Line  
(Livingston County Water Authority)

This Map is the Water System Phasing map which creates a water service area and splits that area into four phases. The water services will be extended based on the plans for each phase when new development is proposed in the areas.  
(Excerpt of Hamburg Township Water and Sewer Master Plan, 2006)



Source: Hamburg Township, 2019



## **Future Land Use Designations**

**Rural Low Density Single Family Residential (One dwelling unit per two acres):** Rural Low Density Residential land use is planned for land areas within the southern and northern most portions of the Township that are least capable of supporting development. This designation also applies to transitional areas from the recreational lands to the Medium Density Single Family Residential in the northern third of the Township. Much of this area contains significant natural features such as wetlands and floodplains.

Within the Rural Low Density Residential area, single-family residences should be developed at one dwelling unit per two acres. The overall density of this area should be kept relatively low. The provision of low-density rural residential areas will lead toward the preservation of open space and the rural atmosphere of Hamburg Township. Developments in these areas are encouraged to take advantage of the Township's open space and agricultural tourism provisions.



**Medium Density Single Family Residential (One dwelling unit per acre):** Medium Density Residential is intended for areas that are characteristic of moderate density residential and undeveloped land areas, which are capable of supporting development at moderate densities. This designation applies to much of the land surrounding the lakes and in the center of the Township concentrated along M-36. Medium density residential provides for single-family residences at a density of one dwelling unit per acre. Developments in these areas are encouraged to take advantage of the Township's open space provisions.

**High Density Single Family Residential (Four to ten dwelling units per acre):**

High Density Single Family Residential is intended for areas that are characteristic of higher density residential, capable of supporting development at higher densities, and located in close proximity to community facilities, service, transportation routes, and commercial areas. This designation applies to the areas around most of the lakes within the Township, as well as in the Village Center. High Density Single Family Residential provides for single-family residences at four dwelling units per acre and higher. Developments in these areas are encouraged to take advantage of the Township's planned unit development regulations to allow projects that provide additional benefits to the Township more regulatory flexibility.



**Multiple Family Residential:** Multiple Family Residential is specifically identified for areas capable of supporting development at higher densities and located in close proximity to community facilities, service, transportation routes, and commercial areas. It is intended that these areas will develop as multiple family or mobile home park residential with public water and sanitary sewer. Densities will vary depending upon site conditions, but is planned to be a net of four dwelling units per acre. Developments in these areas are encouraged to take advantage of the Township's planned unit development regulations to allow projects that provide additional benefits to the Township more regulatory flexibility.



**Neighborhood Commercial:** Neighborhood commercial includes all land and buildings where products, goods or services are provided to serve the residents of the immediate neighborhood areas. These uses are smaller, low traffic generating commercial services. This land use designation is for the maintenance of the existing commercial clusters located along M-36.

Neighborhood commercial includes two areas that are located on the chain-of-lakes and one small area along Hamburg Road. These waterfront and neighborhood commercial areas are intended to develop for low intensity uses that serve the immediate neighborhood and boaters. Uses would include restaurants, bait shops or small neighborhood grocery stores. Developments in these areas are encouraged to take advantage of the Township's planned unit development provisions.



**General Commercial:** General commercial includes all land and buildings where products, goods or services are provided to service a larger community area. These uses will be larger uses and will generate higher traffic volumes. This land use designation will be used for the maintenance and some expansion of the existing commercial clusters located along M-36. Strip commercial development along M-36 beyond these community nodes should be discouraged.



**Industrial:** Industrial properties are contained to the larger existing industrial areas. These areas are relatively isolated from residential areas and can be provided with existing and planned community facilities and services, such as access to M-36 and public water and sewer services.

**Public/Quasi-Public:** The public/quasi-public includes all lands and buildings devoted to governmental facilities, schools, parks and cemeteries.



**Public and Private Recreational Facilities (40 acre lot size):**

Public and private recreational land provides an exclusive area for specified government, civic and private recreational facilities. This will assist in protecting the Brighton State Recreation Area and private recreational facilities from intrusion by more intense suburban development that would otherwise detract from the natural amenities and resources of this area. These types of land uses will also limit the need for extensive public services such as public water, sanitary sewer, and additional schools. This area of the Township is largely in a natural state and contains large areas of woodlands, wetland and wildlife habitat.

**Natural River Residential:** The natural river residential is located within the Huron Natural River District, as established by [Huron River Management Plan](#) adopted by the Natural Resources Commission (NRC). All land within 400 feet of the shoreline of the Huron River is included in this designation.



**Waterfront Residential:** The waterfront residential is located along the major lakes within the Township and intended to regulate the small waterfront parcels, typically less than one acre. These parcels should maintain their existing character and setbacks from the lakes. Developments in this district are encouraged to take advantage of the Township's open space provisions.

**Village Center:** The Village Center area was created to allow a critical mass of activities and to be pedestrian oriented in order to create a sense of place within the Township. This Village Center area and the [Village Center Master Plan](#) were designed to create a community center area within the township, offers additional services, encourage development, and allow a variety of development types. Encouraging the development of the Village Center area will lessen the development pressures on other areas throughout the township that may be less suitable for development. Developments in this district are encouraged to take advantage of the Township's planned unit development regulations.





# Map 4

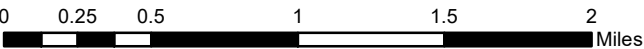
## Future Land Use

### Hamburg Township, Livingston County, Michigan

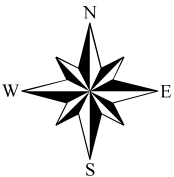
- High Density Residential
- Medium Density Residential
- Low Density Residential
- Multiple Family Residential
- Waterfront Residential
- Natural River Residential
- Neighborhood Commercial
- General Commercial
- Conserved Open Space
- Public and Private Recreational Facilities
- Public/Quasi-Public
- Water Bodies
- M-36 Corridor
- Trail

#### Village Center Area

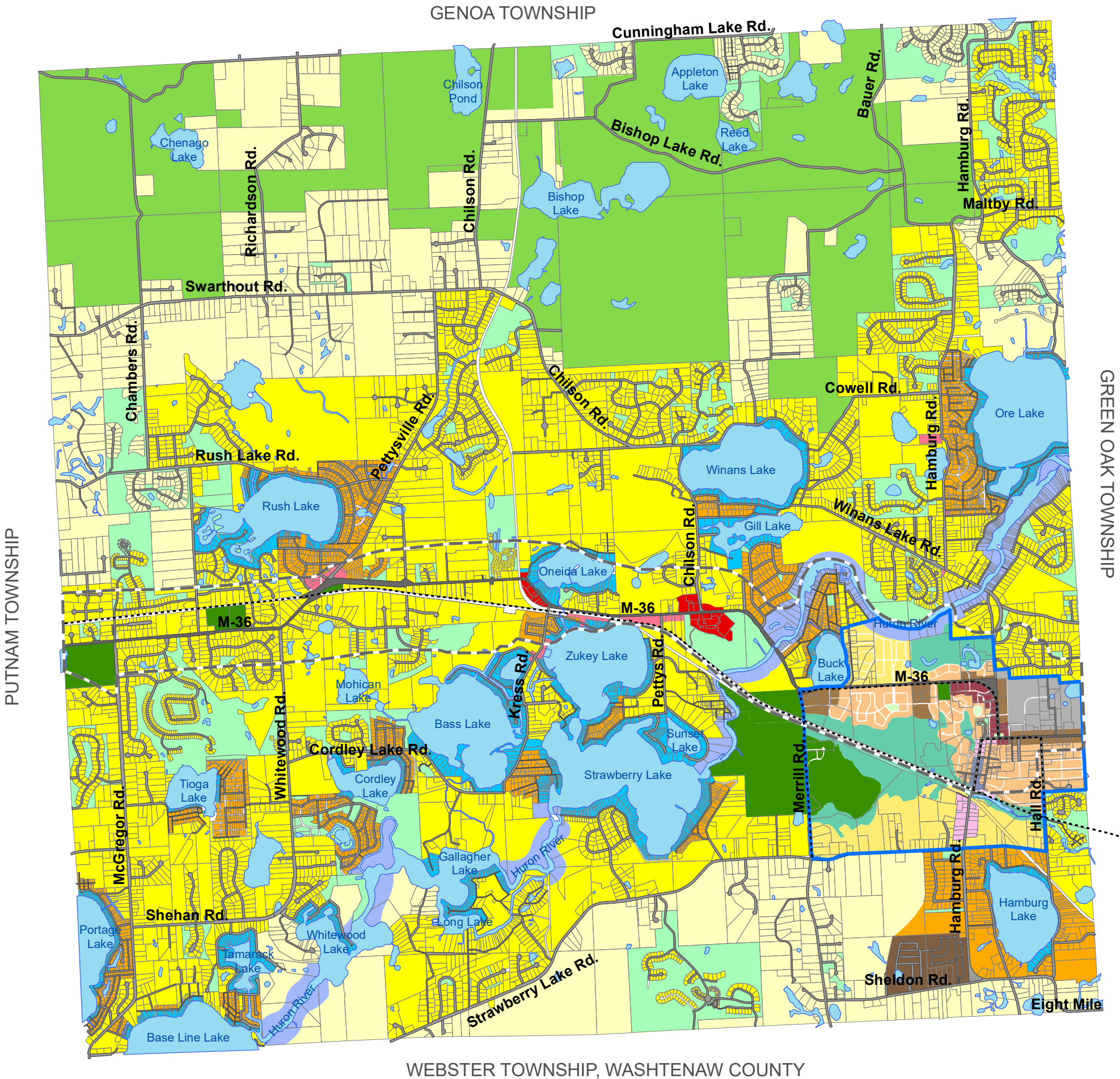
- Village Residential-2
- Village Residential-10
- Village Core
- Village Gateway
- Village Historic
- Village Transition
- Industrial
- Conservation District
- Parkland
- Village Boundary



Source: Hamburg Township, 2019



01/2020





## **Zoning**

The following table illustrates the proposed future land use and the corresponding zoning district designations. This table in combination with the [Future Land Use Map](#), should be used as a guide to making decisions on rezoning. However, there are also other conditions that need to be taken into consideration when making a decision on the appropriate timing of a rezoning, such as current availability of public infrastructure.

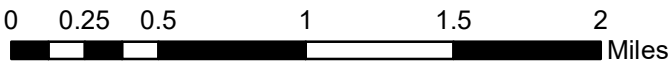
**Table 1**  
**Future Land Use Classifications and Applicable Zoning Designations**

Land Use	Proposed Density	Applicable Zoning District(s)	Actual Density
<b>Rural Low Density Single Family Residential</b>	1 unit/2 acres	RAA – Low Density Rural Residential	1 unit/2 acres (87,120 sq. ft.)
<b>Medium Density Single Family Residential</b>	1 unit/acre	RA – Medium Density Residential	1 unit/acre (43,560 sq. ft.)
<b>High Density Single Family Residential</b>	4 units/acre	RB – High Density Residential	1 unit/10,000 sq. ft.
<b>Multiple Family Residential</b>	4 units/acre	RC – Multiple Family Residential MHP – Mobile Home Park Residential	Varies depending on size of development
<b>Neighborhood Commercial</b>	NA	NS – Neighborhood Service	NA
<b>General Commercial</b>	NA	CS – Community Service	NA
<b>Industrial</b>	NA	LI – Light Industrial GI – General Industrial	NA
<b>Public and Private Recreational</b>	1 unit/40 acres	PPRF – Proposed Public and Private Recreational facilities	1 unit/40 acres (1,742,400 sq. ft.)
<b>Natural River</b>	1 unit/acre	NR – Natural River Residential	1 unit/acre (43,560 sq. ft.)
<b>Waterfront Residential</b>	1 unit/acre	WFR – Waterfront Residential	1 unit/acre (43,560 sq. ft.)
<b>Hamburg Village</b>	*See Hamburg Township <a href="#">Village Center Master Plan</a>	Proposed VG – Village Gateway VC – Village Core VH – Village Historic VT – Village Transition VR-2 – Village Residential 2 VR-10 – Village Residential 10 MD-Mixed Development	Varies depending on land use type

# Map 5 Zoning Map

Hamburg Township,  
Livingston County, Michigan

- Zoning District**
- RAA - Low Density Residential
  - RA - Medium Density Residential
  - RB - High Density Residential
  - WFR - Waterfront Residential
  - NR - Natural River Residential
  - MHP - Mobile Home Park Residential
  - NS - Neighborhood Service
  - CS - Community Service
  - LI - Limited Industrial
  - GI - General Industrial
  - MD - Mixed Development
  - VC - Village Center
  - VR - Village Residential
  - PPRF - Public and Private Recreational Facilities



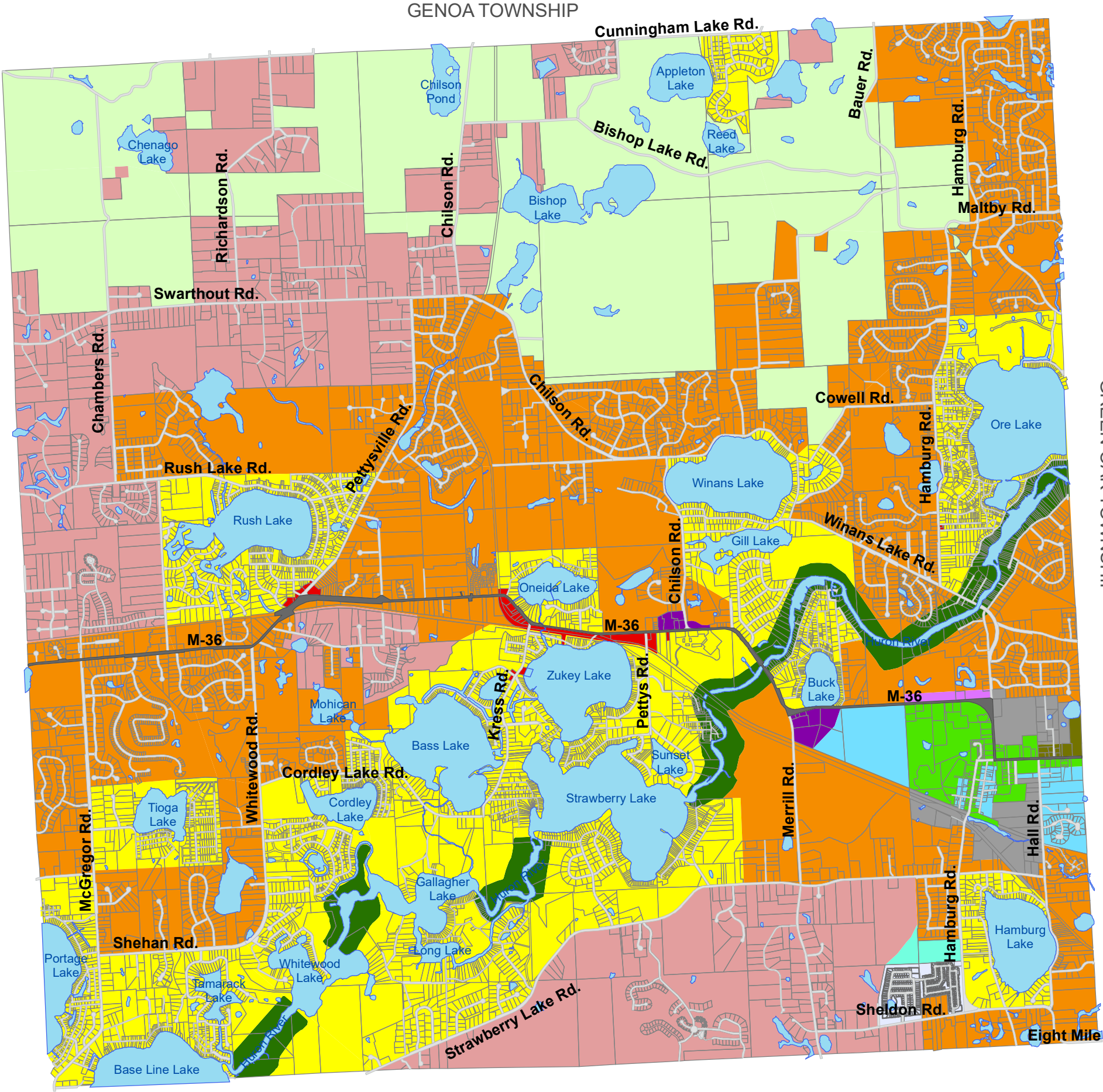
Source: Hamburg Township, 2019

01/2020

PUTNAM TOWNSHIP

GREEN OAK TOWNSHIP

WEBSTER TOWNSHIP, WASHTENAW COUNTY

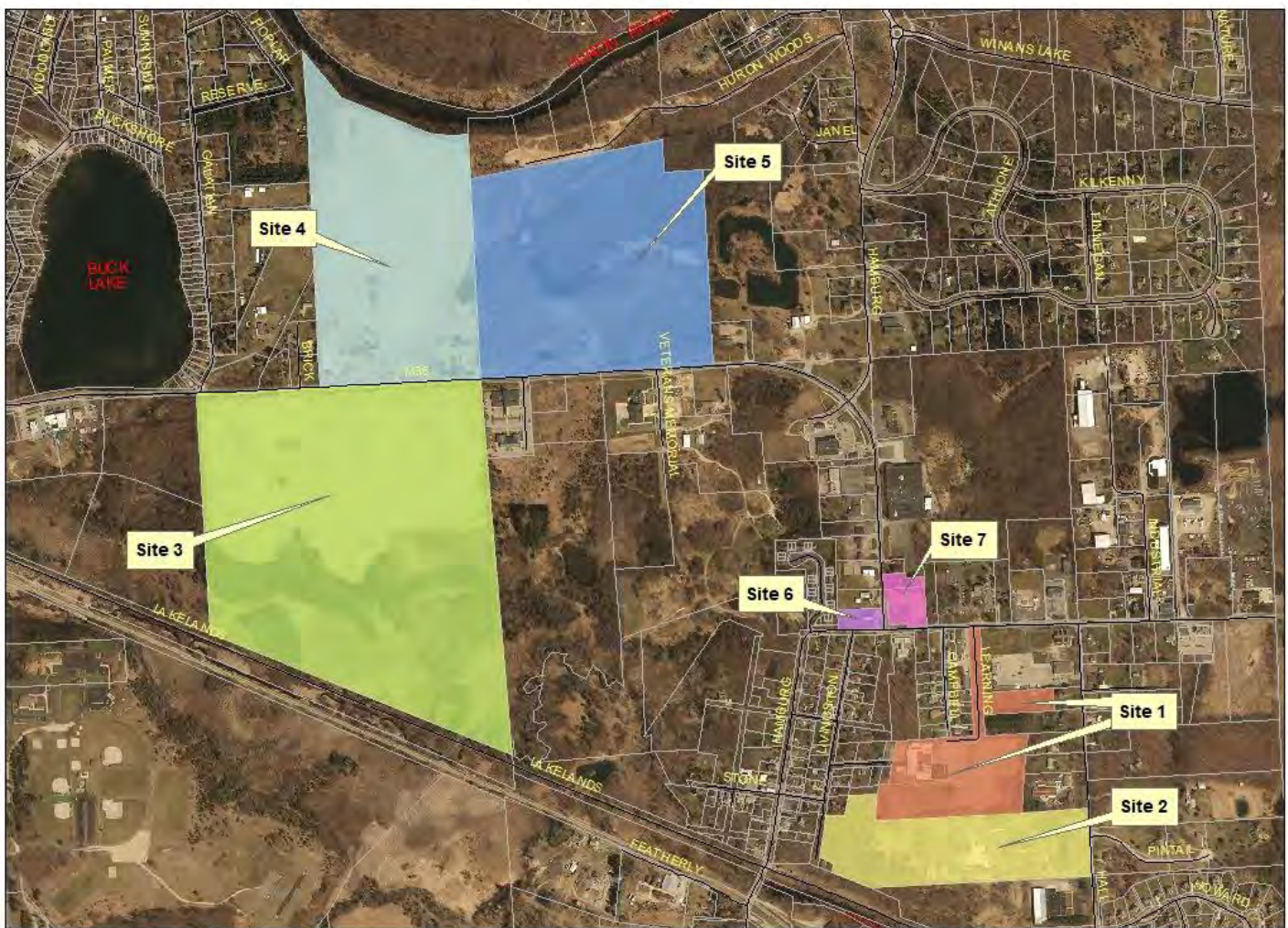




## Opportunity Sites

Seven sites have been identified to spotlight for future development opportunities. These sites have been chosen because they are currently vacant or under-utilized, given their location, unique features, and size. All of the sites chosen are located within the [Village Center Master Plan](#) area, as it is the Township's goal to direct development to this area helping to preserve other areas of the Township that are more environmentally sensitive and less suitable for development. This area is also in close proximity to existing sewer and water services. Although there are many vacant or under-utilized sites throughout the Township, these seven sites have been singled out to highlight their potential for future development.

Map 6  
Hamburg Township Opportunity Sites





### Opportunity Site 1: Old Hamburg Elementary

**Sites:** 16-acre area that is currently vacant. In December of 2016 the site was rezoned under a Planned Unit Development to include 208 unit apartment complex. The existing buildings were removed from the site and the lot was cleared for development but no improvement have been started. The property is currently zoned Village Center (VC) and the [Future Land Use Map](#) designates this site for Village Residential-10. This site ideal for higher density residential as it has direct access to the old downtown area, M-36 and the Lakeland Trail.



Opportunity Site 2



**Opportunity Site 2: Hoskins Property:** A 20-acre site that currently has a vacant single story commercial building on it. The Hoskins Manufacturing facility closed in 2001 and since this property has been bought and sold multiple times at municipal tax sales. The site is currently considered a brownfield site due to contamination resulting from the prior manufacturing facility and the depositing of fill materials from unknown sources on the site. In 2018 the Hamburg Township Brownfield Redevelopment Authority was granted a Brownfield Development Loan and Grant from the Michigan Department of Environment, Great Lakes and Energy (EGLE) to help the owners of the property with the clean-

up of the site, which includes the removal of an existing building and the necessary clean-up to address soil and groundwater contamination. The property is currently zoned General Industrial (GI) and the [Future Land Use Map](#) designates the site as Village Residential-10. Because of the zoning and future land use designations this property can be used for a wide variety of development types.

**Opportunity Site 3: Knapp Property:** A 97-acre vacant site off of the south side of M-36 and west of Professional Center Drive. The site is zoned High Density Residential (RB) and the [Future Land Use Map](#) designates a portion of this site for Village Gateway district and a portion of this site for Village Residential-10.



**Opportunity site 4 and 5: Knapp Property and Guo Property (North Side of M-36):** These sites include 102 acres of vacant property off of the north side of M-36 across from Veterans Memorial Drive and Professional Center Drive. The southern 100 feet of these sites is zoned for Mixed Development (MD), and the rest of the site is zoned Medium Density Residential (RA). The [Future Land Use Map](#) designates the site as Village Residential-2. Opportunity site 4 is approximately 48 acres and is relatively flat with the Huron River running along the north property line. Opportunity site 5 is approximately 54 acres and has a sensitive wetland area in the middle of the property.

**Opportunity site 6 and 7: Quin-Martin Property and Silay (Quonset Hut) Property:** These sites include 3.18 acres of vacant property at the northwest and northeast corner of the intersection of M-36 and Hamburg Road. These sites are zoned Village Center (VC) and the [Future Land Use Map](#) designation is Village Core with a small area at the corner of each of the sites to remain public parklands to create a defined entrance to the Village Center area of Hamburg Township. With the construction of new residential developments of approximately 250 units in Green Oak Township directly adjacent to the eastern boarder of Hamburg Township along M-36 these sites are prime locations for future mixed use development with commercial on the ground floor and residential or office above.





## **Goals and Objectives**

The following section will list out some of the more important goals and objectives of the Land Use section followed by possible implementation measures to reach these goals.

### **LAND USE GOALS AND OBJECTIVES**

**Goal 2:** Preserve the natural and historic character of Hamburg Township by accommodating a reasonable amount of development, but ensuring the development is in harmony with the natural features and the unique environmental requirements of the Township.

Objective A: Direct future development to areas most suited for that type of development.

Objective B: Consider the location of the natural features on a site during review of future development layouts.

Objective C: Encourage preservation of the existing landscaping and natural features along M-36 to retain the rural/scenic quality of the Township.

Objective D: Encourage residential clustering and allow for a wider variety of uses on land that is actively farmed, develop additional practical alternatives for farmers to reduce the necessity to convert prime farmland to other uses.

Objective E: Cluster and contain future commercial development around existing commercial areas in the Hamburg Village, Village Center, M-36/Chilson Road, Lakeland, Hamburg Road and Ore Lake Road, M-36/Pettysville Road areas to enhance and serve the residents of the surrounding neighborhoods and motorists on M-36.

Objective F: Preserve the existing farmland throughout the community.

Objective G: Encourage clean energy sources but still balance the benefits and drawbacks presented by the alternatives.

Objective H: To retain industrial growth within the area of the Township where it will least conflict with surrounding land use.

Objective I: Address potential problems that may be associated with development of nonconforming lots of record, particularly development of the existing vacant nonconforming lots of record that are constrained by size, location or access.

**Goal 3:** Promote a mix of development types to manage sustainable growth.

Objective A: Provide an avenue for to allow for a diversity in housing types to support the changing demographics, such as young professionals and empty nesters and the increasing elderly population.

Objective B: Encourage development that supports the aging population of the community, including aging in place, access to core services, and the expansion of necessary medical services.

Objective C: Provide an avenue for attainable housing.

Objective D: Encourage development in the Village Center area as indicated in the [Village Center Master Plan](#).

**Goal 4:** Create a more visible identity for Hamburg Township and promote a sense of place within Hamburg Township.

Objective A: Encourage the development of the Village Center as indicated in the [Village Center Master Plan](#).

Objective B: Prioritize the economic development along the M-36 commercial corridor and in the Village Center area.

Objective C: Promote revitalization of the commercial properties.

# CHAPTER 3-Transportation

## Overview

This chapter identifies the existing transportation conditions and explores future transportation needs and opportunities across five main mode of transportation: vehicular, pedestrian, bicycle, rail and air transportation

## Existing Transportation

Hamburg Township is characterized by lakes and rolling topography. The beauty and abundance of the natural features make Hamburg Township a desirable place for homebuyers that are seeking a rural atmosphere. While the Township's many natural features enhance the desirable quality of the community, they present limitations for roadways. The rolling topography, sharp curves and limited sight distances, while enhancing the pedestrian and bicycle transportation conditions, contribute to more difficult driving conditions, especially during adverse weather. Complicating these conditions are narrow driving lanes along roadways, which are constrained to relatively narrow right-of-ways. Adjacent land uses and numerous road intersections at curves and areas with poor sight distance cause traffic flow restrictions and potential safety hazards.



The Township's vehicular corridors are linked to the regional transportation network via M-36, which intersect with US-23 in neighboring Green Oak Township. Arterial east-west roads within the Township are M-36, Strawberry Lake Road, and Winans Lake Road. The major north-south roads within the Township are Hamburg, Chilson, Pettysville, Whitewood, and McGregor Roads.

Among the roads in Hamburg Township, M-36 is a state route under the jurisdiction of the Michigan Department of Transportation (MDOT). Primary and local public roads are maintained by the Livingston County Road Commission (LCRC) with the State Motor Vehicle Highway Fund matched by Township funds.

M-36 links many communities including the communities adjacent to Hamburg Township including Village of Pinckney, Putnam Township and Green Oak Township. There is currently much concern over the safety and general conditions of M-36, which is the most travelled roadway within the community. The same concerns exist for county roads. Chilson Road and Winans Lake Road are the busiest county roads in the Township. Other roads within the Township that have greater daily usage are Hamburg, McGregor and Pettysville Roads. Many of these roads have limitations due to sharp curves and poor sight distance. Complicating these conditions are driving lanes, which are 11 feet instead of 12 feet wide with gravel shoulders along most of the road. Adjacent land uses and numerous primary road intersections cause traffic flow restrictions and potential safety hazards. Bishop Lake Road is the only county primary gravel road in Hamburg Township and provides access to the Brighton State Recreation Area. Traffic volumes are higher on this roadway during summer weekends and holidays.



Local subdivision roads built in the 1920's and 1930's were not subject to Livingston County approval. Many of these roads serving lake frontages are often very narrow and provide little right-of-way for improvements or maintenance. Some of these roads have segments with only one gravel lane making it difficult if not impossible for two vehicles to pass. There are a number of subdivisions within the Township that were platted with roads that were never constructed. There are also some privately owned lots of record that do not have improved road frontage. As development of the Township continues and un-subdivided parcels become scarcer, demand for developing these old lots of record is becoming greater. Dealing with development in this situation is difficult because these lots are often developed on a lot-by-lot basis and if road improvements are constructed, they are completed on a piece-meal basis. Making this situation more difficult, the road improvements in these situations fall of the owner of the property that is requesting the developed. This property owner then needs to work on an agreement with other property owner that may benefit from the new improvements, to cover the cost of the new roadway or they will need to cover the costs themselves. While new public roads are subject to LCRC approval and design standards, the Township should work with the LCRC to develop policies for dealing with development on these platted, un-improved roads.

The roadway system within Hamburg Township has a four element hierarchy which includes a major arterial (M-36), arterial, collector, and local streets. This hierarchy defines the roles of each street in terms of operational requirements, which in turn can be translated into planning, management and physical design features.

**Table 2**  
**Hamburg Township Roadway Hierarchy**

	<b>North/South</b>	<b>East/West</b>
<b>Major Arterials</b>		M-36
<b>Arterials</b>	Hamburg Road (portion) Chilson Road Pettysville Road	Winans Lake Road
<b>Collectors</b>	Whitewood Road McGregor Road Merrill Road (portion) Hamburg Road (portion) Bauer Road*	Strawberry Lake Road Shehan Road Cunningham Lake Road* Bishop Lake Road Swarthout Road* Maltby Road
<b>Local Streets</b>	All other streets	All other streets

\*Portion of roadway gravel

There are two major bridges in Hamburg Township, both spanning the Huron River. The M-36 bridge which was recently widened to 40 feet to carry two 12-foot lanes of traffic with eight-foot shoulders. The Winans Lake Road bridge was replaced in 2009 and has an expected life of another 50 years. Both of these bridges are in the eastern portion of the Township. Where the river flows out of the southwest corner of the Township, it is a

considerable distance into Washtenaw County before there is another crossing. The distance along the Huron River between the M-36 bridge and the North Territorial Road bridge in Washtenaw County is approximately eight miles.

The major non-motorized route through the Township is the 10-foot-wide, paved, multi-use, Lakelands Trail. This trail was constructed within an abandoned railroad right-of-way. It begins in the center of the Old Hamburg Village area and continues west to the Township line and onwards to the Village of Pinckney to the west. The Lakelands Trail travels through some of the more developed portions of the Township and runs adjacent to the Pinckney Middle School at the western edge of the Township. The Lakelands Trail provides a valuable non-motorized route through the Township. As new developments are being built, many neighborhood paths and trails are also being created within these developments. As these new developments and new pathways are created future connections to adjacent developments, community commercial nodes and the Lakeland Trails should be considered.



There are currently limited public transportation options within Hamburg Township. Livingston Essential Transportation Service (LETS) is a county agency that provides on demand bus or what is called a paratransit service to the area. While LETS is available to the public, it is often overbooked. People's Express of Whitmore Lake provides a similar service and is also available to Hamburg residents. Other mass transportation options that are currently available within the Township, although on a very limited basis, are ride-sharing services such as carpooling and private on demand services such as Uber and Lyft.

In March of 2019 the [Livingston County Transit Master Plan](#) was approved. Many of the communities within Livingston County, including Hamburg Township, collaborated in the creation of this plan. The goals of the plan include improving the system efficiency of current service for existing and new customers; developing new services that expand the customer base and respond to unserved needs; providing regional connections; and collaborating across communities, agencies, and sectors to have multimodal transportation considered as part of the county's development. Since the plan was adopted LETS has worked to expand their door-to-door transportation services with additional weekend dial-a-ride service and several new special services, including an agreement with the Hamburg Township Senior Center that launched in July 2019 to provide additional paratransit service to seniors within the Township at a reduced rate. A new healthcare transportation service was launched in October 2019 and is open to the public for medical appointments, pharmacy visits, on-demand emergency department discharges, and other activities that fulfill the mission of improving health and wellness. Also in October 2019, with support from the Township and other communities within Livingston County, LETS entered into an agreement with Michigan Flyer to provide round-trip shuttle service between Livingston County and Detroit Metro Airport from a stop at the Brighton Meijer.

Hamburg Township has one active railroad line. This line bisects the Township at its center from the north and proceeds easterly, from the center, through the Old Hamburg Village, and finally, exits the Township into Green

Oak Township. This line is owned by the State of Michigan and operated by Great Lakes Central Railroad. The rail line is predominantly for freight transit. According to the MDOT, the railroad is utilized by approximately two trains a day, five to six days a week. The tracks merge with what was once the old Grand Trunk Western and Ann Arbor Rail Road lines that have recently been abandoned and converted for use as the Lakelands Trail.

There is an airfield in Hamburg Township, Cackleberry Airport on Strawberry Road, at the southwest corner of the Township. Additional airports are within close proximity to Hamburg Township including the Livingston County Airport, northwest of the City of Howell, Detroit Metropolitan Airport, in the City of Romulus, approximately 25 miles southeast of Hamburg Township, and Willow Run Airport in Van Buren Township, approximately 18 miles southeast of Hamburg Township. Willow Run Airport is primarily a freight airport.

**Existing Vehicular Traffic Patterns:** Future traffic patterns within the road network will be closely related to land use. Because of this it is important that road development be coordinated with the overall plan for the Township. The most critical corridor is along M-36. Careful consideration of land use planning, zoning and site development along this corridor will ensure a well-coordinated traffic system and land use pattern.

Traffic is influenced by trip generation, route selection and street capacity. Trip generation varies by land use. The type and amount of traffic originating from a household will vary based on the demographic makeup such as household size, age of residents, and number of autos owned. Since many of the residents of Hamburg Township work outside of the community, much of the trips generated within the Township are to destinations outside of the Township.

Existing traffic volumes for roadways throughout Hamburg Township vary, depending upon the location of the segment studied or the date the study was conducted. Over the past 20 years the Township population growth and development activity has slowed. The slowing of population and development growth, reduction in household sizes, aging of the Township's population, increase in the number of people working from home, and increase in access to non-motorized transportation options all contribute to a reduction in actual daily vehicular traffic generated over previous projections for daily traffic volumes for year 2020 within the Township. The most recent traffic counts collected by the LCRC can be found in [Map 7, Existing Traffic Conditions](#). Table 3 summarizes the traffic count data for some of the main arterials that connect Hamburg Township. As you can see in Table 3 the actual vehicular trip counts after 2018 are lower on many of the Township's roadways than the projected vehicular trip counts for 2000 and none of the roadways have surpassed the projected vehicular trip counts for 2020.

**Table 3**

**Traffic Counts prior to 1995 vs Traffic Projection vs Traffic Counts after 2015**

Street Locations	Actual Trip Counts Prior to 1995 (LCRC)	Projected counts for 2000*	Actual Trip counts after 2018 (LCRC)	Projected counts for 2020*
<b>Strawberry Lake Road (East of Merrill Road)</b>	3,328 (1994)	4,000	4,650 (2019)	6,600

<b>Merrill Road (North of Strawberry Lake Road)</b>	4,075 (1993)	9,000	7,370 (2019)	13,800
<b>Hamburg Road (South of Strawberry Lake Road)</b>	3,848 (1993)	5,700	4,760 (2018)	7,960
<b>Hamburg Road (North of Winans Lake Road)</b>	2,575 (1987)	5,200	3,610 (2018)	7,500
<b>Winans Lake Road (West of Hamburg Road)</b>	4,205 (1994)	4,100	4,380 (2018)	4,900
<b>Winans Lake Road (East of Hamburg Road)</b>	5,205 (1992)	8,100	10,300 (2018)	11,400
<b>Chilson Road (South of Swarthout Road)</b>	4,851 (1993)	6,000	5,720 (2019)	8,500
<b>Chilson Road (North of Swarthout)</b>	6,934 (1992)	8,800	8,910 (2019)	12,300
<b>Swarthout Road (West of Chilson Road)</b>	5,727(1993)	6,800	7,390 (2019)	12,300
<b>Pettysville Road (South of Swarthout Road)</b>	4,902 (1994)	8,300	6,370 (2019)	10,400
<b>Whitewood Road (South of M-36)</b>	3,549 (1988)	6,100	3,600(2018)	9,700
<b>McGregor Road (South of M-36)</b>	4,169 (1995)	4,900	3,810(2019)	6,200

\*2000 and 2020 traffic projections from QRS-11 Traffic Model prepared by McKenna Associates, Inc for prior Master Plan



# Map 7

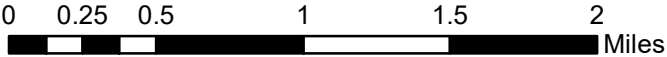
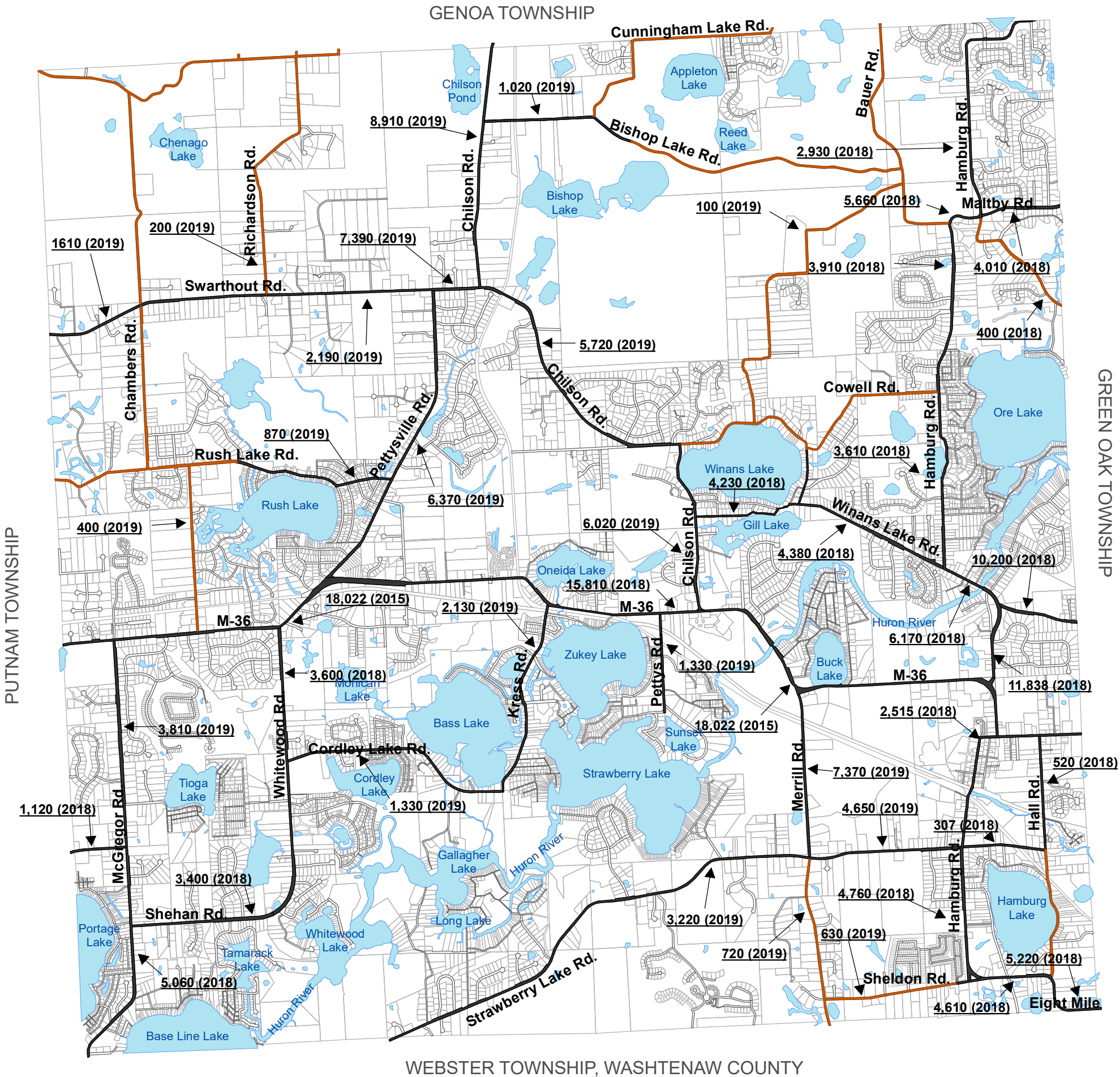
## Existing Traffic Conditions

Hamburg Township,  
Livingston County, Michigan

Gravel Collectors

Paved Arterials and Collectors

1,234 (2019) = 24 Hour Average Daily Traffic (Year)



Sources:  
Hamburg Township, 2019.  
Livingston County Road Commission, Transportation Data Management System, 2019.  
MDOT, Transportation Data Management System, 2019.

## **Future Transportation**

The following section discusses items to be considered when reviewing new roadway, trails and development projects throughout the Township. Consideration of these items will help to reduce possible future transportation congestions and provide multiple modes of transportation in the Township for future residence and employees.

### **Future Roadway Improvements (widening, intersection improvements, roundabouts, traffic lights, etc.):**

It is important to consider existing traffic volumes when considering future development within the township. The Township should work with the MDOT, LCRC, Township citizens and future developers to plan for roadway upgrading, roadway widening, intersection improvements or projection of future capacity.

The Township should work with MDOT to consider widening M-36 at select locations along M-36. This would primarily be done at major intersections and along the commercial segments of the corridor.

In order to preserve the rural character of Hamburg Township, any future road widening of roadways within the Township should balance traffic needs with consideration of natural features. Road improvements should not be designed to address only peak hour traffic conditions alone, but should be sensitive to the 24-hour impacts of traffic in terms of the environment, community character and traffic conditions. Excessive road widening would lead to increased traffic speeds and a more suburbanized appearance. Periodic congestion may be preferred over excessive widening for through traffic. Throughout most of the Township, roads are expected to remain two lanes. The narrower roads, which wind through the hills and lakes of the community, add to the natural rural character of Hamburg Township.

The Township should work with the LCRC to determine if acceleration, deceleration, or passing lanes should be required for new developments along major roadways. These improvements should be considered for developments that will generate moderate to high turn volumes or where there are sight distance limitations. These improvements should be the responsibility of the developer.

Selected intersection improvements should be made at locations, which have experienced higher crash rates than other intersections. Improvements can include turn lanes, sight distance improvements, pavement improvements, signalization or other form of traffic control such as roundabouts.

As an alternative to signalization, the Township should consider other forms of traffic control devices such as roundabouts. MDOT considers these traffic control devices as possible alternatives to signalization, in appropriate situations. While roundabouts are similar to traffic circles, the modern roundabout is designed to allow traffic to flow freely around the circle, with entering vehicles yielding to vehicles already in the circle. Roundabouts are seen as a means to increase roadway capacity while minimizing the need to add lanes. Also, eliminating the need for signalization at roundabouts will help to preserve the rural character of Hamburg Township.

When new developments include private roadways, the Township should consider the standards in the Township Private Road Ordinance. These standards are applicable to local streets that provide access to abutting residential land, and that do not serve higher volumes of through traffic. The private road standards allow for

development of narrower roads with steeper grades and smaller turning radii. These are all intended to minimize the impact of road construction and preserve natural features.

Development of future roads, either within new developments or within existing development but that have not yet been constructed, whether public or private, needs to be well planned to ensure the establishment of a safe and efficient vehicular circulation system. Special attention needs to be given to the planning and design of roads for the following purposes:

- Protect the substantial public investment in the street system.
- Promote and coordinate effective and energy efficient development.
- Promote the orderly development of, and ongoing access to, land.
- Protect community character and minimize environmental impacts.
- Promote safe and efficient travel within the Township.
- Prevent duplication of roads.
- Ensure reasonable, though not always direct, access to properties.
- Ensure roads remain passable in all weather conditions and are adequate to provide safe, year-round access by fire, police and other public and emergency vehicles.
- Ensure roads are improved to properly handle development impacts.

[Map 8, Potential Future Roadway Connections](#) and the [Future Land Use Map](#) in the [Village Center Master Plan](#) both identify potential locations for future road connections. The Township should consider connections of local roads when looking at development projects. Providing road connections between adjacent subdivisions allows for movement between adjacent neighborhoods without the need to access major roads. It also provides an alternative means for residents within the subdivisions to access the major road network at locations that are most efficient for traveling to their destination, shortening trips and thereby minimizing traffic impacts to the major road network. It is important that connections between local streets be designed to discourage use by through traffic that does not have an origin or destination within the local neighborhood.

When the Township received requests to vacate, existing road right-of-ways were roadways have not yet been developed within existing subdivisions and other unplanted areas of the Township, careful consideration should be made to verify the potential vacations will not eliminate the possibilities for future connections to adjacent neighborhoods, other improvements or undeveloped sites.

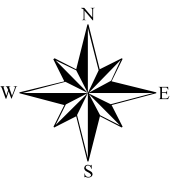
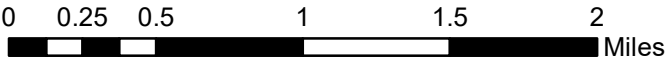
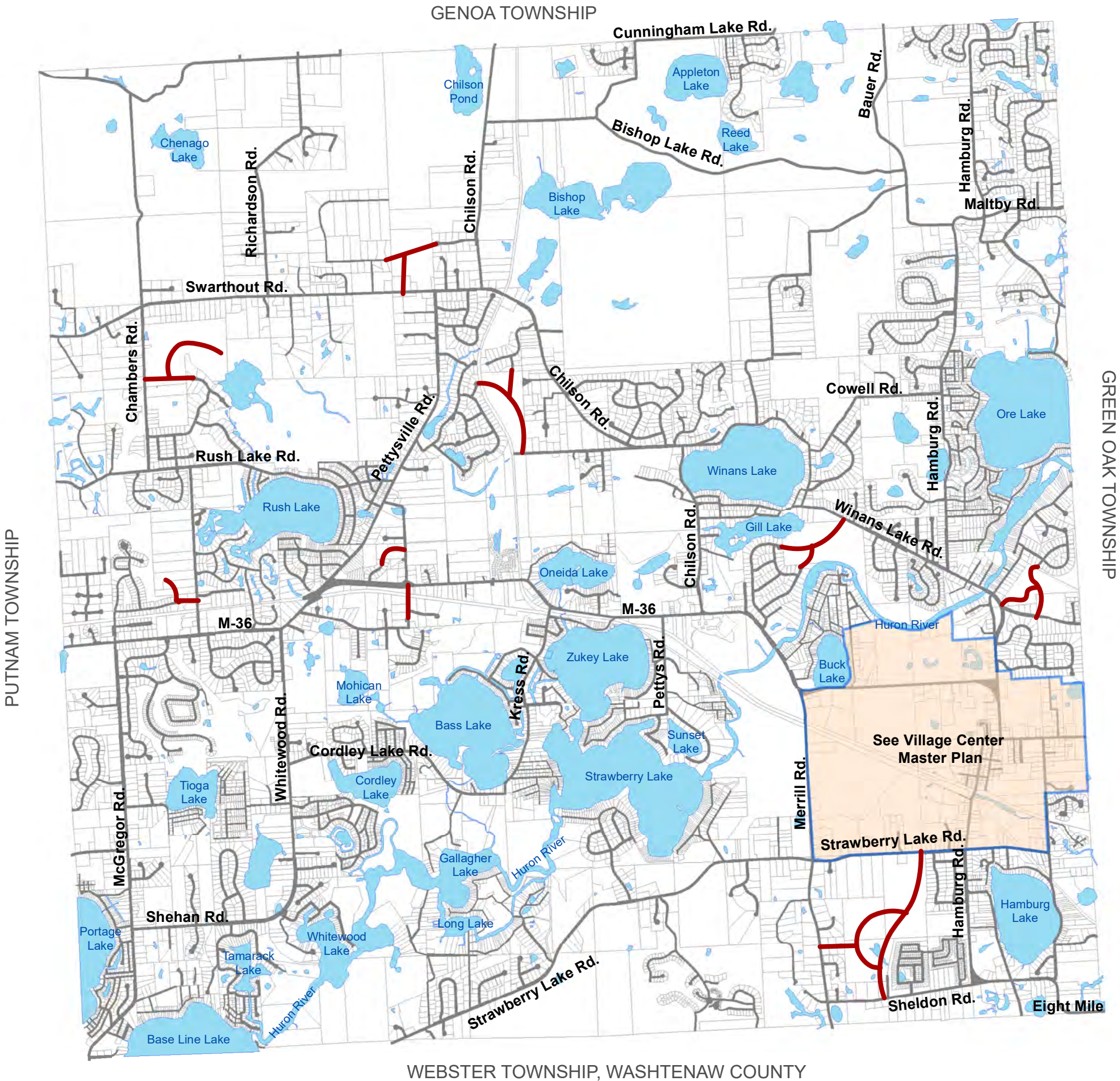
New development within the Hamburg Village area should consider the transportation recommendations of the [Village Center Master Plan](#). This plan contains a proposed circulation and access system that includes a hierarchical road system that establishes road functions ranging from local access to through arterial. This system defines the roles of each street in terms of operational requirements, which in turn translates into planning, management and physical design features. The location of future access points to M-36 are defined. This road network will reduce the need for direct access to M-36 and help to manage the flow of traffic in this



# Map 8 Potential Future Roadway Connections

Hamburg Township,  
Livingston County, Michigan

- Future Road / Connections
- Village Center Area





more intensely developed portion of the Township. This plan should be followed as closely as possible when considering the development of new roadways within this area.

It is impossible to apply a general formula to each of the Township's many arterial and collector streets to establish a threshold of maximum expected roadway capacity. The Township should work with the MDOT and the LCRC to evaluate existing conditions and establish an action plan for review of specific traffic management issues. For example, the Township can establish general guidelines as to when an unpaved roadway should be considered for paving; when a paved roadway should be considered for widening; or when other special attention by the Township is warranted.

**Complete Street Design:** The Township should also work with LCRC and the MDOT to consider construction of complete street designs for any future roadway projects. Complete streets are roadways that are planned, designed and constructed to provide appropriate access to all uses in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot or bicycle (also known as multi-modal transportation). In 2010, Michigan legislation was passed requiring road commissions, MDOT and local units of government to consult with one another regarding transportation projects or plans and to agree on how best to address their respective Complete Streets policies. However, this state law does not give local communities authority or jurisdiction over projects planned or undertaken by transportation agencies. Hamburg Township does not own any roadways. Roadways within the Township are either under the jurisdiction of the Michigan Department of Transportation, the Livingston County Road Commission, or are privately owned and maintained roads.

The concept of complete streets encompasses many approaches to planning, designing, and operating roadways and rights of way with all users in mind to make the transportation network safer and more efficient. Complete streets approaches vary based on community context. They can address many elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. Complete streets may reduce motor vehicle-related crashes and pedestrian risk, as well as bicyclist risk when well-designed bicycle-specific infrastructure is included in the street design. They promote walking and bicycling by providing safer places to achieve physical activity through transportation.

Complete streets provide a number of benefits including, but not limited to, improved safety for all uses, improved human health by encouraging walking and biking, decreased vehicular traffic, reduced dependence on gasoline and other petroleum products, and improved air quality. Providing more transportation options fosters more livable communities and improves quality of life for all ages and socio-economic groups in the Township.

**Access Management:** According to the Federal Highway Administration, access management is the proactive management of vehicular access points to land parcels adjacent to all manner of roadways. Good access management principles promote safe and efficient use of the community transportation network.

Access management includes a set of techniques that local governments can use to control access to each of the roads within their network. Studies show reducing or limiting the number of access points, carefully placing and spacing access points and designing the road and access points to serve all users, can help achieve safer

environments and preserve efficient traffic flow. These techniques are used to improve transportation operations and increase safety while maintaining reasonable access to properties. In some cases, access may be provided through shared or indirect means, but in every case, reasonable access is always maintained. Many of these techniques require cooperation between local, state, and federal agencies, but some can be directly influenced by the local municipality.

Access management can also improve the corridor for bicyclists and pedestrians by reducing and limiting the number of potential conflict points along the corridor. Proper placement and design of access points can help improve visibility of pedestrians and bicyclists and reduce the risk involved in crossing multiple driveways and intersections.

Access spacing can increase distances between traffic signals to improve the flow of traffic on major and minor arterials reducing congestion and improving air quality. Driveway spacing can require fewer driveways by spacing them more adequately apart allowing for more orderly management of traffic and reducing challenges posed by sight distances. By utilizing access management principles, Hamburg Township can provide for expanded traffic control while striving to maintain the rural environment residents have come to enjoy.

Along major arterials, such as M-36, alternative access should be encouraged, such as shared driveways, rear service drives or frontage roads. Commercial developments and parking lots should be connected through front or rear service drives. Frontage drives, rear service drives, shared driveways, and connected parking lots should be used to minimize the number of driveways and access points, while preserving the property owner's right to reasonable access. Certain turning movements should be limited, especially left turns, where safety hazards may be created or traffic flow may be impeded.

**Access to Amenities:** Access to recreation facilities, municipal services, commercial areas and schools can be difficult for certain segments of the population, primarily children and the elderly, because these amenities are scattered throughout the Township. The municipal services including the Township offices, public library and the senior center are not located near residential areas and due to the size and rural nature of the Township there is considerable distance between these amenities and the location where much of the population currently lives.

Efforts have been made recently to expand the bike paths throughout the Township and improvements to the Lakelands Trail has been completed across the entire Township. The Township should continue to improve the pedestrian and bicycle access to all of these amenities. Improving access to these areas can be increased through a few different avenues such as: creating and adopting complete street policies and working with the LCRC and the MDOT to implement that policy; and working with future developers to provide connections from future developments to the Lakelands Trail, nearby parks, community schools, commercial areas, and other community amenities.

**Pedestrian and Bike Trails:** As discussed previously the Lakeland Trail is the major non-motorized route east to west through the Township. In addition to this existing 10-foot wide paved trail, many of the existing developed areas (subdivisions) throughout the Township were required to build internal trail systems for the use of the property owners within the development. In the [Village Center Master Plan](#) an eight-foot wide paved multi-use trail is proposed along the south side on M-36 from Merrill Road to Hall Road, along Merrill Road from M-36 to

Strawberry Lake Road, and along Hall Road and Hamburg Road from M-36 to the Lakeland Trail. Additionally the township is working on funding for a future multi-use trail along McGregor Road south of the Lakeland Trail. There are also many miles of existing hiking, biking and equestrian trails within the Pinckney and Brighton Recreation Areas located within Hamburg Township.

As stated under the complete streets and access sections of this chapter additional bike and pedestrian pathways are needed to better connect residential development to Township amenities (parks, municipal services, other trails, and local commercial areas). The Township should develop a pathways plan and a complete streets program to expand the existing network of non-motorized trails in the most logical locations.

**Mass Transportation:** Mass transit is simply defined as public transportation. This can include buses, commuter trains, car and vanpool services, and taxis/ride sharing services. The use of mass transit benefits residents by alleviating traffic congestion, reducing the impacts of the roadways, saving household income that would otherwise be used for transportation costs, providing transportation options for citizen that cannot drive, such as younger citizens and the elderly, and improving community health by the reduction of pollutants that are by-products of automobiles. Mass transit also help business attract and retain a more reliable workforce.

As stated previously the mass transit options in Hamburg Township include LETS (Livingston Essential Transportation Services), semi-private transportation options such as Peoples Express, the Michigan Flyer Airport Shuttle (in Brighton) and private transportation options in the form of ride sharing services such as Uber or Lyft.

To better provide for the aging population within the Township, to create a more accessible community for young families and businesses and to help the community grow into the future the Township should continue to work with surrounding communities to expand mass transportation options in the area.

**Emerging Technologies in Transportation:** Some trends in the emerging technologies in the transportation field are closer to wide scale use than others. For example, the use of ride-sharing services is becoming more prevalent. Also the use of smart transportation technologies to manage traffic like the addition of the auxiliary lane on Highway US-23 or traffic mapping applications on smart devices help to disperse traffic volumes at peak traffic times. Other emerging trend that may impact transportation within the Township are clean vehicles; autonomous (driverless) vehicles; car, scooter and bike share services; and smart transportation technologies that will allow better synchronized transportation options which will allow the users better connectivity. These smart technologies could be as simple as providing better interfaces to allow the public easier access and knowledge of different transportation options or they could be more complex like driverless rail trail services.

**Summary:** As the Township's population continues to both grow and age it is likely that there will be a greater need for more transportation options and services. The citizens also continue to want quick undisrupted transportation routes through the Township. The [Livingston County Transit Master Plan](#) creates goals and objectives for the county to provide better transportation service to the area. The Township should work together with the county to provide the best transportation options for the community.

## **The M-36 Corridor**

The M-36 corridor is the main transportation corridor through Hamburg Township and acts as the gateway to the Township for many citizens and visitors that travel through and to the Township. The limited crossings of the Huron River and the natural features within the Township have led to a road system that funnels most of the longer distance travel to M-36. Because of this the M-36 corridor is vital to the transportation network through the Township.

This section provides for continued development along M-36 while preserving the rural character of the surrounding neighborhoods, the existing landscaping and the natural features viewed along M-36. This should be done by maintaining well-defined nodes of clustered commercial development and by promoting improved site design for new development and redevelopment of existing sites. This section also identifies means for accommodating increased traffic volumes through selective transportation improvements to the M-36 corridor.

**Streetscape:** There are two general types of streetscapes located along the M-36 corridor. Existing commercial development centers and natural, rural environments. The commercial developments are in several locations along the corridor and the natural rural environments are located between these commercial centers. The commercial center areas should provide well-defined commercial nodes that serve the surrounding neighborhoods and motorists on M-36. The natural rural environments should be preserved when possible by allowing lower intensity development in these areas that maintains or enhances the natural quality of the areas.

The M-36 corridor should not be "suburbanized" with excessive clearing of natural vegetation, deep building setbacks and large front parking lots. Development patterns need to be sensitive and complimentary to the overall character of the Township. Low-to-medium density single-family residential development should be maintained in areas identified as important because of their open rural character. Future commercial and office development along the corridor should be directed towards areas where transportation improvements can be made to support the uses.

**Improvements:** Increases in traffic volumes should be accommodated through selective widening of M-36, intersection improvements, installation of traffic signals, use of deceleration lanes and construction of indirect access systems. Select road widening should be made at commercial nodes as the corridor develops. In noncommercial areas, M-36 should remain a two-lane roadway. To preserve the rural character of Hamburg Township, any future road widening should balance traffic needs with consideration of natural features.

Working with MDOT on a complete streets plan for the M-36 corridor will provide for multiple modes of transportation and increasing the public transportation options within the Township. It will also help to alleviate traffic congestion along this corridor into the future.

**Site Design:** The Township should encourage the neo-traditional village concept where appropriate in commercial areas with mixed-use development, reduced setbacks, parking at the side or rear and a more pedestrian oriented streetscape. In areas where the wide-open rural character is identified as a critical community asset, buildings should be located in the background so that the natural features remain the dominant

feature of the streetscape. Buildings on these sites should fit into the natural topography and preserve an undisturbed natural vegetative buffer along M-36.

To prevent Hamburg Township from developing a suburbanized character, parking lots should be discouraged in the front of buildings. Parking should be encouraged within the side yards or rear yard of the site. Impervious surface (i.e. pavement) coverage should be minimized by limiting the size of parking lots in order to maintain natural open space and minimize drainage problems.

**Signage:** Signs are another feature which have a major impact on the character of the streetscape. To have signs as an integral part of the character of M-36, they should be located in relation to buildings, landscaping, natural features and other signs. Consolidation of signs at shopping centers should be encouraged. Ground signs should be required in place of pylon signs for all new development. Sign materials and color should complement the building materials. Sign designs should be required as part of site plan review.

**Landscaping:** Landscaping is also an integral part of the natural character of the M-36 corridor. The existing landscaping and natural features should be preserved along the M-36 right-of-way. Important views along the corridor should be preserved through building location, orientation and other site plan standards. When development is proposed it should maximize the amount of green space through street trees and plantings, landscape parking lot setbacks, providing trees within parking lots, and discouraging large and uninterrupted pavement areas. Landscaping should blend in with the natural setting of the Township by utilizing similar plant species.

**Open Space:** An open space network should be created along the corridor and throughout the whole Township. Non-motorized paths should be required with all new development or redevelopment of existing sites along the M-36 corridor. The Lakeland Trail should be combined with other bike paths to interconnect the open space areas along the M-36 corridor. These paths should also be linked with other areas of the Township, and areas in adjacent communities, as part of a comprehensive open space network.

**Building Design:** New buildings should be designed to preserve or complement the character of existing development and blend harmoniously into the streetscape. The overall appearance should be "timeless". The intent of "timeless" architecture is style and quality, which continues to be admired and copied in any era. Timeless architecture commonly includes features such as brick, peaked roofs, accent features and windows. Brick facades with traditional windows are preferred for most commercial buildings.

**Access Management:** Access management involves reducing traffic conflicts (i.e. potential for crashes) and preserving through traffic flow using a variety of measures. The number of access points to M-36 should be managed through best management practices. Alternative means of vehicular access should be encouraged; deceleration tapers and left turn bypass lanes should be used to convey traffic turning movements.

## **Goals and Objectives**

The following section will list some of the more important goals and objectives of the Transportation section followed by possible implementation measures to reach these goals.

### **TRANSPORTATION GOALS AND OBJECTIVES**

**Goal 5:** Promote safe and efficient travel within the Township.

Objective A: Encourage maintenance and repair of existing transportation routes, including roadways, trails and transit.

Objective B: Provide and promote a vehicular and non-motorized transportation network that is a vital component of a high quality community environment for people who live, work, shop and recreate in Hamburg Township.

Objective C: Encourage vehicular and non-motorized connections between neighboring development and from developments to recreation facilities, commercial businesses, Township services and buildings and the school buildings.

Objective D: Manage growth by encouraging and promoting future development in areas with adequate transportation networks.

Objective E: Encourage developments to provide alternative transportation opportunities for their communities.

Objective F: Promote complete streets.

Objective G: Utilize best access management practices.

**Goal 6:** Accommodate increases in traffic volumes or implement measures to reduce traffic volumes on roadways where needed.

Objective A: Provide for higher traffic volumes through selected widening of M-36, intersection or traffic signal improvements, access management, preservation of select right-of-way and construction of indirect access systems.

Objective B: Utilize best access management practices.

Objective C: Encourage public transportation and multi-modal transportation options to reduce traffic on heavily used roadways such as M-36.

**Goal 7:** Preserve the rural appearance of the Township as viewed from the roadways when appropriate.

Objective A: Preserve the existing natural features along Township roadways including M-36 when possible.



Objective B: Development should be situated away from the main thoroughfares to protect key view sheds and to retain an appearance of low intensity development.

Objective C: Commercial development shall be contained at the Village Center area and key commercial nodes along M-36.

Objective D: Except in the Village Center area and other commercial corridors, existing landscaping and natural features viewed along M-36 should be preserved; development should be situated away from the roadway and key view sheds should be protected.

# CHAPTER 4- Natural Features

## Overview

This chapter identifies the existing environmental and natural features within the Township and explores opportunities and strategies to preserve, protect and enhance these features.

How we interact with the natural environment is critical in how the community develops. The geology, topography, soils, water resources, woodlands, fish and wildlife, and scenic features, along with other natural features change and interact as part of a community's ecosystem. We must protect the natural environment while still allowing the community to grow in a controlled manner. Development must be directed to areas that are suitable for growth while still integrating the projects into the natural and physical fabric of the community.

## Existing Conditions

Hamburg Township is blessed with an abundance of natural resources including water features, sandy soils, woodlands, and rolling topography. These features make an important contribution to the quality of life in the Township. In terms of development, these features provide both constraints and opportunities. Thus, the natural features have a significant influence on the future land use pattern for the Township, in conjunction with other factors such as existing land use, infrastructure, market factors, transportation, and community regulations.



In Hamburg Township, these natural resource factors create limitations on the type and extent of future development that can occur in certain areas. These areas include, but are not limited to areas that are unsuitable for septic systems, unstable for building foundations, poorly drained, and susceptible to flooding. While these factors place restrictions upon development, other natural resource factors present opportunities for development. The scenic and recreational attractiveness of the lakes, hills and woodlands offer a unique residential setting. It is helpful to examine these natural resource factors in detail to determine both the opportunities and constraints. The examination involves an inventory of resource factors, and a determination of the capability of the natural resource base to support future development.

The following is a brief overview of some of the major natural features that are prevalent throughout the Township. As development occurs, the following features should be considered in addition to other site-specific conditions that may be pertinent to each individual location.

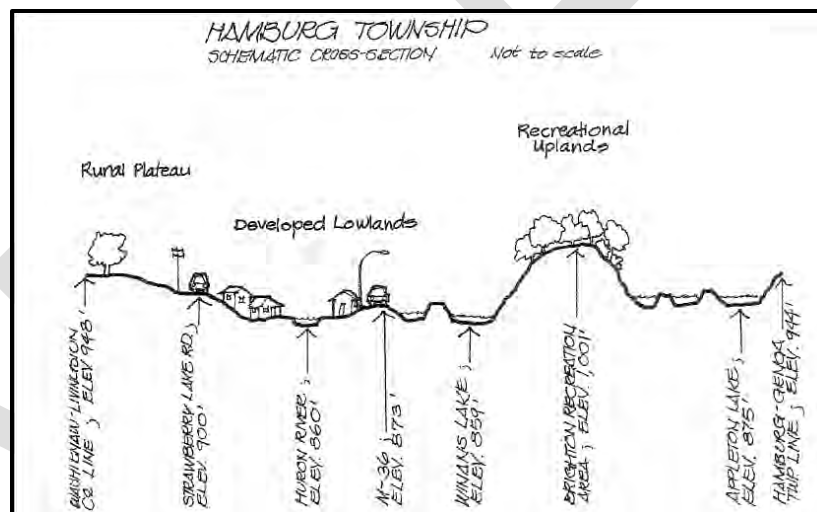
**Geology:** The soils and geology in the Township are characteristic of glacially formed landscapes consisting mainly of moraines (glacially deposited sands and gravel) and till plains. The underlying bedrock is a gray shale known as the Coldwater Formation. The surface geology of the Township was formed 10,000 to 12,000 years

ago when glacial activity deposited rock, soil, and large blocks of ice. The glacial drift is a very thick layer of soil material that has been deposited by the advancement and retreat of the Wisconsin glacier during the last ice age. The ice blocks embedded within the soil eventually melted and left depressions, which are today's lakes. These lakes were connected by an outwash channel, which is now the Huron River and chain of lakes system.

Since the last ice age, the soils on Hamburg Township have formed as a result of a number of soil forming factors. These include water drainage, wind, slopes, climate, biological activity, and human activity.

**Topography/Slope:** The topographic features of the area and the relative elevations of the Huron River, chain of lakes, and the upland moraines to the north and south are depicted in Figure 1, which illustrates a typical cross-section through the Township. Most of the residential development within the Township is located within the lower elevations. There is limited development at the higher elevations to the north and to the south of the river corridor. These uplands have become an attraction for development because of the unique contrast to the flat terrain of southeastern Michigan.

**Figure 1**



Slope is an important development consideration associated with topographic features. Areas of extreme slope have been included in the development suitability map so that opportunities and constraints for potential development can be identified. There are three common slope problems:

- Mechanical cut and fill, where slopes are reshaped and in some locations steepened, results in a significant change in the natural functions of the hillside.
- Deforestation from past agricultural operations, and now by development, causes both a weakening of the slope and increased surface runoff rates.
- Improper location of structures on slopes causes changes to vegetation, slopes, and drainage patterns.

There are two major areas of extreme slope. These are the areas north of Winans Lake and the area west of the

Chilson Impoundment. The remainder of the Township is generally flat to gently rolling with isolated areas of severe or moderate slope. Steep slopes will require sensitive site planning prior to development. Care should be taken to ensure that extensive grading is minimized and to ensure that natural features such as vegetation and top soil are protected.

Above the floodplains and wetlands that line the Huron River and the other drainage ways of the Township, there are steep banks or bluffs, which separate the lowland and the upland. These will generally have steep slopes and be heavily vegetated. Disruption of the vegetative cover on these bluff areas may cause significant erosion problems and effect stream ecology.

**Soils:** In order to minimize construction costs and risks to the environment, it is desirable for future development to be constructed upon sites with suitable soils. Poor soils present problems such as poor foundation stability and septic field failure. The three major soil characteristics considered in the analysis of soil conditions are drainage, foundation stability, and septic suitability characteristics. Each of these factors have been inventoried and mapped by the Livingston County Soil Survey, prepared by the Soil Conservation Service. ([See Map 9, General Soil Survey](#)).

- **Drainage:** Soil drainage characteristics are examined because of the potentially high development costs, maintenance costs and sanitary problems encountered on poorly drained soils. These costs and problems are often associated with septic field failures, flooded basements, and susceptibility to frost action. Dense mucks, silts, and clays with high water tables are the soils most often associated with drainage problems.

In general, poorly drained lands lie within the floodplains of the Huron River and chain of lakes. Other areas include lands associated with Hay, Chilson, South Ore and Horseshoe Creeks and the numerous small ponds or depressions throughout the Township. Moderately drained and well-drained soils consist of loamy sands, which allow the passage of water from surface layers to lower soil depths. These areas are sufficiently above the groundwater table to assist drainage and provide a suitable foundation for construction.

- **Foundation Stability:** Shifting foundations, cracked walls, and cracked pavement and roadways are some of the potential problems associated with foundation instability. These problems often result in increased development and maintenance costs or, in extreme cases, structural failure.

Generally, well-drained, coarse-textured soils provide the most suitable foundations. Soils with good or fair stability are located in the upland sections of the Township. Poor soil stability occurs with soils containing large concentrations of organic material, such as muck, silt and clay. The areas of poor soil stability are concentrated in the low lying and poorly drained areas adjacent to lakes and creeks. In those low-lying areas, the presence of water in and near the surface contributes to frost heave, compression, shrinkage and swelling.

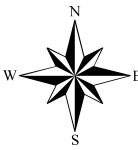
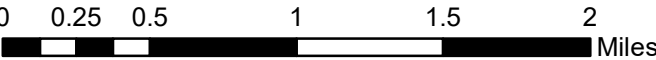


# Map 9 General Soil Survey

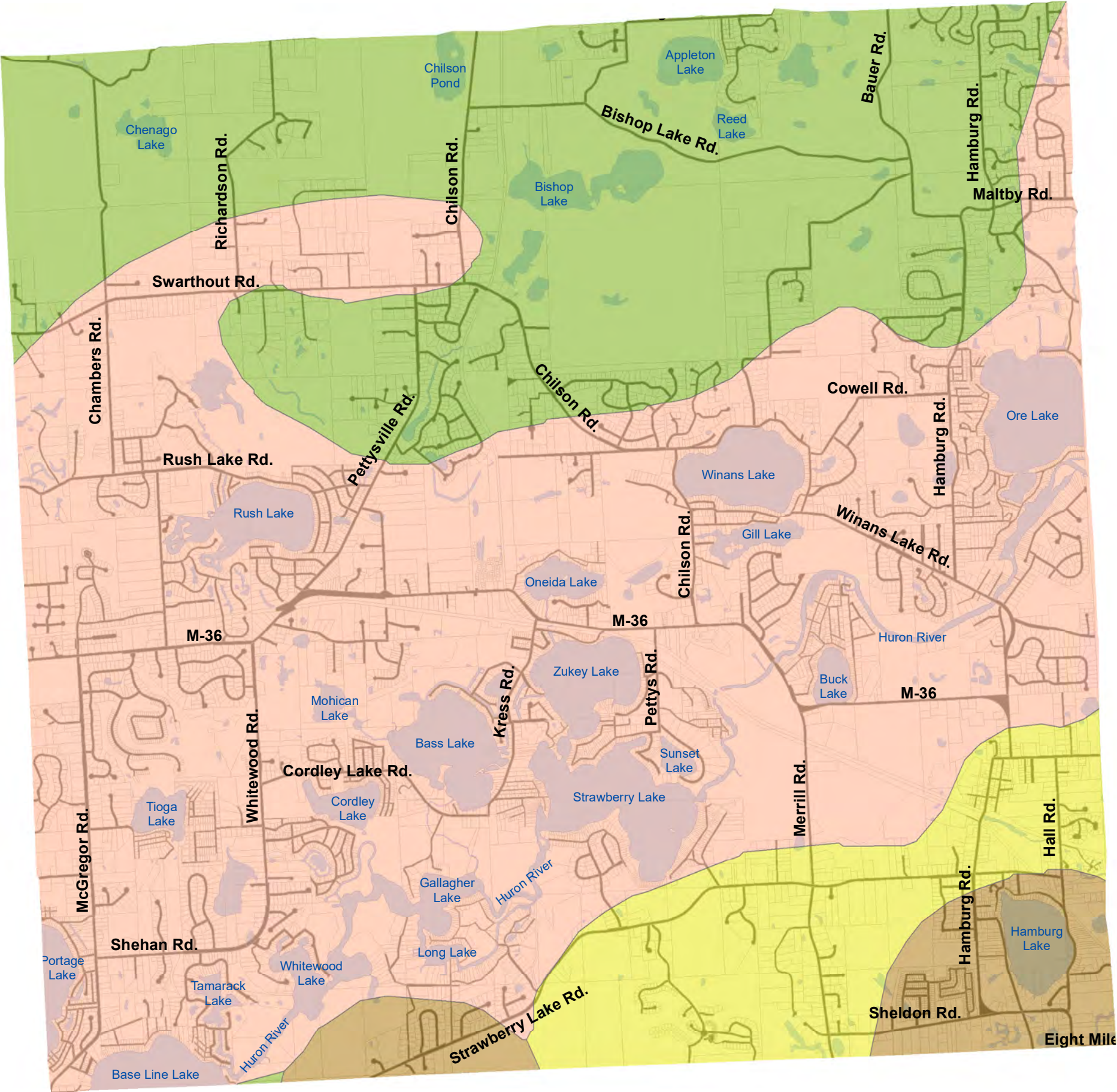
Hamburg Township,  
Livingston County, Michigan

- Wasepi-Fox-Boyer Association
- Spinks-Oshtemo-Houghton-Fox-Boyer Association
- Miami-Conover-Brookston Association
- Morley-Blount Association

Sources:  
Hamburg Township, 2019  
Natural Resources Conservation Service, United States  
Department of Agriculture. Web Soil Survey.



PUTNAM TOWNSHIP



GENOA TOWNSHIP

GREEN OAK TOWNSHIP

WEBSTER TOWNSHIP, WASHTENAW COUNTY



- **Septic Suitability:** Because many of the residential dwellings within Hamburg Township are served by individual septic systems, the location of septic systems on proper soils is extremely important. Inspection and approval for use of a septic system is Livingston County Health Department's jurisdiction and through their Sanitary Code permit, inspect, and correct known failures. Septic system failures are often the result of poor soil permeability, high water table or excessive slope, lack of proper maintenance (periodic pumping of the tank), and water use in the home. Soils such as compacted clays and silts will not allow wastewater to percolate through the filtering layers of soil. A high water table prohibits adequate filtering thereby allowing the sewage effluent to pollute the groundwater supplies and contaminate residential wells, lakes, and streams. Finally, the Livingston County Health Department, through conformance with their Sanitary Code considers soil type, water table, and slope to determine system-citing suitability.

Areas of slight septic suitability are scattered throughout the Township, but are predominantly in upland areas. Important areas of suitable soils are located near the Village of Hamburg, southeast of Winans Lake, and along the western portions of M-36.

- **Soil Series:** According to the United States Department of Agriculture, Web Soils Survey, the three most abundant soil series within Hamburg Township, located in the upland areas, are Boyer-Oshtemo, Fox, and Miami. Many of the low-lying, wet areas along lakes and rivers contain alluvial materials such as Carlisle and Houghton mucks. Other soils found within the Township are the Bronson, Gilford, and Oakville.

While the Boyer series is found throughout the Township, it is most abundant in the southern portion near the lakes. The Fox series is found throughout the Township, but is most abundant in the western portion of the Township. The Boyer series are well-drained loamy sands and the Fox series are well-drained sandy loams. Both are found at slopes ranging from 0-25 percent. Both soil series have moderate permeability and are good for a variety of uses. The major limitation of these soils for construction are areas where the slope exceeds 12 percent. For instance, removal of the vegetation which cover these steep hillsides may cause severe erosion problems. These soils do have some limitations for septic fields, as their sandy texture is a poor filter.

The Miami series is predominant throughout the eastern portion of the Township around Old Hamburg. These soils are well-drained clay loams found at slopes ranging from 0-25 percent. The Miami series have moderate permeability and have only slight or moderate limitations for most uses. The major limitation of these soils for construction is where their slope exceeds 12 percent. Similar to the Boyer and Fox series, areas of steep slope should be protected from disturbance to avoid severe erosion problems. Because these soils percolate slowly, they do have some significant limitations for septic fields.

Carlisle mucks and Houghton mucks are both found along the drainage ways of the Township, particularly in low-lying areas adjacent to the Huron River and the lakes. These soils are nearly level, very poorly drained soils. They contain high levels of organic matter, which are easily compressible under the weight of construction and decay when dried out. These mucks can be used for agriculture, but have severe

limitations due to wetness and low strength for any other uses. These soils are generally associated with wetlands and floodplains.

Other soils encountered in the Township are the Bronson, Gilford, and Oakville series. Bronson is a level, poorly drained loamy sand. Gilford is a very poorly drained sandy loam found in low areas. Both these soils are not well suited for construction due to poor drainage and wetness. Oakville is a well-drained fine sandy loam. These soils are well suited for construction.

**Water Resources:** Groundwater and surface water deposits are a vital resource within Hamburg Township. Because there is a limited area within the Township that is served by a central water distribution system, most of the residents must rely upon individual wells for their water supply. Lakes and streams of the Township are also an important resource for their scenic and recreational value. These water resources should continue to be protected and managed to ensure their quality and availability for future use.

- **Drainage:** Upland areas drain to the low-lying wetlands, lakes and streams that pass through the Township. Soil permeability of most upland areas are moderate to moderately rapid. As these areas become developed, the amount of water infiltrating the surface will decrease and the surface runoff will increase. This will be caused by clearing of natural vegetation, addition of impervious material to the land (buildings and pavement), and installation of storm drains. These will have the cumulative effect of increasing the peak discharge in the area rivers and streams while reducing the amount of water infiltrating to ground water. Minimization of these impacts may involve protecting native vegetation, increasing green infrastructure regulations, on-site stormwater retention, and clustered development.

**Groundwater:** Important factors in the evaluation of groundwater are the quantity and quality of the water. The Livingston county health department requires that residential properties have wells that produce a minimum of 10 gallons per minute. The average estimated yield from wells within Hamburg Township is around 30 gallons per minute. However, this figure will vary upon the location within the Township and there have been a few instances where adequate water could not be provided. More water appears to be available within the outwash channels of the central lowlands than the upland moraines.

The Livingston County Health Department evaluates every well construction site and determines if restrictions are required based on the potential risk due to contamination sources in the area. The restrictions may require the well to be drilled to a certain depth or require the well be placed a distance from a potential source of contamination, such as a sewer line, septic system, or historical contamination site. Water quality concerns in the township include aesthetic issues including elevated hardness and iron. Naturally occurring arsenic is also found in wells in the township. LCHD requires that wells that test over the drinking water standard of 10 parts per billion install treatment devices to reduce the arsenic. The wells in the township vary in depth and may be constructed the sand and gravel deposits or into the underlying bedrock.

- **Surface Water:** Connected by the Huron River are the chain of lakes, which pass through the Township and are among the most valuable natural resources of the community. In combination, the river, lakes, and rolling hills create picturesque views. The numerous lakes and Huron River provide a number of recreational opportunities such as boating, fishing, and swimming. The quality of these water features



enhance the value of adjacent property for residential opportunities. The Huron River provides vital functions to the region for drainage and water supply, fish and wildlife habitat, industry and recreation.

The Huron River passes diagonally through the Township from the northeast to the southwest. This valuable regional resource, which has its headwaters in Oakland County, flows southwesterly through Hamburg Township, towards Ann Arbor, and then discharges to Lake Erie. A vast number of communities are linked by this river in Oakland, Livingston, Washtenaw, Wayne and Monroe Counties. This river provides vital functions to the region for drainage and water supply, fish and wildlife habitat, industry and recreation. Development of the Township should maintain or enhance this resource.

The inland lakes and Huron River corridor are unique because of their residential attractiveness and scenic amenities. Because of these attributes and the desire of residents for access to these water resources, the relationship between man and the environment becomes extremely important. Water pollution is a major concern, which if created would jeopardizes the residential and recreational setting of the Township.

Permits are required for activities including dredging, filling, constructing or placing a structure on bottomlands, constructing, reconfiguring, or expanding a marina, interfering with natural flow of water or connecting a ditch or canal to an inland lake or stream through the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE), under the authority of Part 301, Inland Lakes and Streams, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). The program oversees EGLE also administers the federal permit program which regulates the dredging or filling of inland lakes and streams under Section 404 of the Clean Water Act (except in coastal areas where the United States Army Corps of Engineers retains this authority).

Many government and quasi-governmental agencies are monitoring the water quality of the lakes and rivers within the Township. Many of these agencies have prepared reports on the chemical makeup, temperature, clarity and biodiversity of these lakes and rivers. Some of these agencies include, but are not limited to, Army Corp of Engineering: Federal Emergency Management Agency: Michigan Department of Environment, Great Lakes, and Energy, SEMCOG, the Huron River Watershed Council (HRWC); and the Portage, Base, Whitewood Owners Association and other lake associations.

The Huron River area in Hamburg Township has been designated as a "country-scenic" river under the [Michigan Natural River Act 1970](#). The adoption of a Natural River District by the Township in 1978 provides for the management of the river corridor, which will help protect water quality and aesthetic appeal in the future.

In addition to the Huron River, many streams and creeks contribute to the river, as well as interconnect the many lakes. There are three major streams in the Township that flow from the north down to the Huron River. These major creeks are the Hay, Chilson, South Ore and Horseshoe Creeks. Associated with the creeks is a corridor of adjacent wetlands. The creeks and wetlands are important for surface drainage, groundwater recharge and wildlife habitat.

Proper land management can improve the current water quality conditions of Hamburg Township. Sources of pollution can be controlled through drainage and runoff controls, septic field corrections, proper treatment of sanitary wastes, land use planning, limitation of fertilizer applications, and action by lake associations or residents. Alteration of the creeks and wetlands can contribute to flooding, poor water quality, insufficient water supply and loss of valuable wildlife habitat. Protecting the quality of the many lakes and streams of the Township, while providing the opportunity for the community to grow, will require land use planning and engineering that considers key components of these water features.

- **Wetlands:** Wetlands play a very important part in the hydrological and ecological systems. In addition to providing fish and wildlife habitat, wetlands also maintain and stabilize groundwater supplies, reduce the dangers of flooding, and improve water quality.

Any wetlands which are greater than five acres in size or within 500 feet of a lake, stream, or pond are regulated by the Michigan Department of EGLE through the Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended. Any activity that requires that these regulated wetlands be filled, dredged, or drained, requires a permit from the Michigan Department of EGLE. Permits will generally not be granted unless the issuance is in the public interest and necessary to realize the benefits derived from the activity. If a wetland fill permit is granted, then mitigation should be required such as creating new wetlands within the same drainage way or enhancement of existing wetlands.

Major wetland complexes associated with the lakes, streams and floodplains are found throughout Hamburg Township. The largest wetlands are located adjacent to the Huron River and chain of lakes. The areas north of Bass Lake and near Chilson Creek comprise some of the larger wetlands within the Township. Other areas are found along Hay Creek, South Ore Creek, and the numerous kettle depressions scattered throughout the Township.

Wetlands serve a variety of important functions, which not only benefit the natural environment, but also the community. Wetland areas help to mitigate flooding by detaining surface runoff, control soil erosion and sedimentation loading in rivers and lakes interlinked with groundwater; improve water quality; and provide highly productive ecosystems in terms of wildlife habitat and vegetation.

Future development in areas surrounding these wetlands could impact wetland resources. When development is proposed near wetlands a viable alternative should be evaluated to avoid any negative impact to the wetlands. This is done by considering wetland resources as constraints to development. The cost of avoidance of these wetlands should also be considered when considering future development.

Wetland areas also can provide natural buffers between residential and commercial land uses and contribute significantly to the aesthetic character of the community. Many wetlands are located in low areas adjacent to lakes and rivers. Since these wetlands are undevelopable, the open areas should remain natural. These open areas will help maintain picturesque views of the lakes. Wetland regulation has prevented recent development of many major wetland complexes within the Township. By

incorporating wetlands as part of the future development of the community, they will continue to maintain open and green space as well as contribute to a more rural setting. Wetlands areas as identified by the National Wetlands Inventory and the Michigan Resource Inventory System within the Township are shown on [Map 10, Lakes, Wetlands and Floodplain](#).

- **Floodplains:** A floodplain is the land area adjacent to a watercourse that is subject to flooding. The designation of floodplains and the restriction of their development is a measure designed to protect life, health and property. Federal, state and local laws regulate encroachment, dredging and filling within floodplain areas. The 2008 FEMA floodplain and floodway areas within the Township are shown on [Map 10, Lakes, Wetlands and Floodplain](#).

Floodplain permits are required for project that occupy, fill or grade lands within a floodplain through the State of Michigan Department of Environment, Great Lakes and Energy (EGLE) under the provisions of Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). The purpose of this permit is to assure that channels and floodways are not inhabited and that the capacity of the floodway is not unduly restricted.

Floodplains perform important hydrological, geological, ecological, and environmental functions including but not limited to, flood conveyance, storage of floodwater, reduction of peak flow during flood events, groundwater recharge, support of riparian vegetation and wildlife habitat, filtration of storm water through vegetation to remove sediment, absorption of excess nutrients from water into soil and plants, transportation and deposition of nutrients and plant materials, and biological treatment of other pollutants.

Floodplains associated with the Huron River and the drainage courses that cross Hamburg Township are vital to the ecosystem of these low-lying areas. Periodic flooding of these drainage ways is critical to the types of vegetation and animal species that live here. Floodplains also contain water during periods of high stream levels. Any alteration to the physical size of the floodplain will disrupt the drainage flow during high water periods and potentially cause increased flooding elsewhere. Future development in the floodplain should be cautiously considered, as there are risks to property, structures, and lives in the event of a high water event.

**Woodlands:** A significant portion of the total land area of the Township is wooded. Much of this area is adjacent to the inland lakes or wetlands. Water tolerant species such as ash, silver maple, cottonwood, tamarack, willow, and sycamore are typically found where natural vegetation meets the water's edge. Future development should be planned in a manner protecting unique woodlands.

Hamburg Township trees and woodlands substantially contribute to the economic and mental well-being of Township residents. The abundant woodlands and trees help create the peaceful, rural atmosphere that makes Hamburg Township a very special place to live. Trees provide a visual barrier between individual properties and neighboring properties, an essential factor for preserving the rural atmosphere and property values.

Woodlands provide the following community benefits: influence on microclimate, reduction in air pollution, reduction in soil erosion, and provide valuable wildlife habitat.

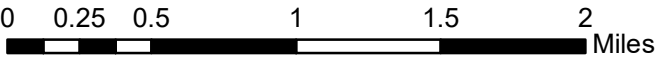


# Map 10 Lakes, Wetlands and Floodplain

Hamburg Township,  
Livingston County, Michigan

- Lakes, Rivers & Streams
- 100-Year Floodplain (2008)
- Wetlands

Sources:  
Hamburg Township, 2019  
Michigan Department of Environment, Great Lakes and Energy.  
Federal Emergency Management Agency, Department of  
Homeland Security.





There is a significant amount of mature vegetation along many of the road corridors that pass through the Township. Woodlands located near the roadway contribute to a natural/rural atmosphere in a number of ways. The impact of vegetation on the motorist will be greater because of the close proximity to the roadway. A greater mass of vegetation will be within the forward view of the motorist. Other features such as buildings will have a less dominant impact on the streetscape because they fall behind the vegetative foreground. Taller trees will provide a sense of enclosure, providing a very define space bounded by vegetation. There is also a significant amount of vegetation along most lakes and streams throughout the area.

**Fish and Wildlife:** The continued existence of fish and wildlife depends upon the maintenance of adequate habitat. While some species can adopt to the pressures of urbanization, others cannot live in close proximity to humans. Fish and wildlife habitat are areas which provide food, cover, and corridors for movement. For example, the wetlands in Hamburg Township are essential as habitat and as a food source for the abundant fishery of the Huron River and the various lakes of the Township. As wetland vegetation dies back each season, it breaks down into particles called detritus, which is eaten by insects as well as birds and small mammals. Insects, in turn, are eaten by the fish. The shallow, sheltered wetlands connected with the Huron River and the various lakes of the Township also provide protected spawning and nursery areas for fish.

It is important to provide areas of sufficient size to be useful to wildlife through either protection of existing habitat or creating new habitat. Reasonably continuous corridors must be provided for adequate movement of wildlife and plant seeds between isolated areas. The township trail systems and open spaces areas should be used to provide these corridors. The inland lakes are good for fishing. Bass, pike, and bluegill are the primary species, while an occasional walleye is caught in the Huron River. Wetlands adjacent to lakes are used as spawning areas for bass and pike. Populations of Canadian geese, ducks, songbirds, muskrat, mink, and raccoon are also dependent upon these wetlands. Fox, squirrel, woodchuck, rabbit and deer are the predominant mammals and are actively hunted within state lands in the Brighton State Recreation Area and other private lands. The valuable habitats for fish and wildlife within the Township should be preserved to the best extent possible while still allowing adequate development of the land.

- **The Michigan Natural Features Inventory:** This inventory is maintained by the MDNR as a service to citizens and local officials. Plants and animals which are (or are potentially) threatened or endangered are listed on the inventories. The inventory is not a definitive statement about the presence, absence or condition of environmental features, since many of the sites listed have not been completely surveyed. Unfortunately, some features present in the past may have already been destroyed by human factors and development.

Plant and animal species that are endangered, threatened or of special concern in Hamburg Township lands and waters are noted on by section number in [Appendix F](#). If developments are proposed on or near these areas the presence and importance of the plant or animal should be reviewed. For extremely rare or endangered species, a permit may be needed from the MDNR. It is important to note that threatened and endangered species may have special value when located in a protected area or woodland. It may be the presence of woodlands, which protect the species and provide habitat.

**Scenic Features:** The lakes, topography, vegetation and cultural resources are components in the overall scenic attractiveness of the Township. Scenic vistas are places which afford expansive views of Township visual resources. These are located on top of hills and high elevations (north of Winans Lake) or along roadways (M-36 and other local roads). Roadways are important visual corridors because they unfold a rapid sequence of vistas. Lakes, trees, fields, homes, commercial enterprises and signs are common sites that are presented to the roadside viewer. Like other rural/urban areas, the organization of the vistas is based upon the roadway. Homes, retail centers and other activities are located off these roads and too often, the viewer is presented with a multitude of messages, signs, and symbols, which are often associated with a strip development. Too many signs and establishments lacking a sense of organization and purposeful design can become an offensive strip development. It is important that future planning efforts recognize the overall image or impression presented along roadways and avoid potentially offensive developments, particularly along M-36. There are a number of areas of the Township that have view characteristics of a rural/open space community. These are topographically high or open agricultural areas. These areas provide a wide panoramic view of the surrounding hills and are characteristic of an open, rural agricultural area overlooking many of the lakes and adjacent hills.

Landmarks are important visual resources. St. Stephen's Church, historical structures, Village Center, the Huron River and other waterbodies are visual landmarks, which lend an important character and identity to the Township. The cultural or man built landmarks should be preserved and managed in a sensitive manner. New development should complement unique landmarks and should not detract from the scenic vistas of Hamburg Township's lakes, hills and vegetation.

**Contamination Sites:** According to the State of Michigan records, there are eighteen sites within the Township that are on the states inventory of know facilities list. These sites consist of all known facilities where there has been a release of a hazardous substance(s) in excess of the Part 201 residential criteria and/or where response actions have not been completed to meet the applicable cleanup criteria. Also on this list are all known facilities where there has been a release of a hazardous substance(s) under a Part 213, leaking underground storage tanks, of the Natural Resources and Environmental Protection Act (NREPA) residential risk-based screening levels, and/or where response actions have not been completed to meet the applicable cleanup criteria. The following table includes a list of the 19 sites and the designation the state currently has on each of the sites. A map of the location of these sites can be found under [Map 11, Contamination Sites](#).

**Table 4**  
**Hamburg Township Contamination Sites\***

Number	Name	Address	Summary Description
1	Grossman Ideal Steel	10800 Hamburg Rd.	Site Contamination PCE, VOC, and Metals
2	R & B Manufacturing	7495 E. M-36	Site Contamination: VOC
3	Hoskins Manufacturing**	10776 Hall Rd.	Site Contamination: PCE and VOC
4	Kings Kleaners	5589 E. M-36	Dry Cleaner: PCE discharge

5	Strawberry Lake Rd Dump	Strawberry Lake Rd.	Closed historic residential landfill site
6	Hamburg/Shell Hop-In	7620 E. M-36	Storage Tank: Historic Release of Petroleum, Tanks Removed
7	Brighton Boy Scout Rifle Range	Pine Creek Subdivision	Site Contamination: Metals
8	Kennedy Property	7609 E. M-36	Storage Tank: Historic Release of Petroleum, Tanks Removed
9	Lakeland Car Care Center	5637 E. M-36	Storage Tank: Historic Release of Petroleum
10	Lakeland Montessori	5520 E. M-36	Storage Tank: Historic Release of Petroleum, Tanks Removed
11	National Controls	10737 Hamburg Rd.	Site Contamination: PCE and VOC
12	Pettysville Store	9190 Pettysville Rd.	Storage Tank: Historic Release of Petroleum
13	Whitewood Meadows	Whitewood Meadows Lane	Closed historic residential landfill
14	Winter's Quick Clean	6458 E. M-36	Dry Cleaner: PCE discharge
15	Ted Cobb Boats & Motors	9653 Kress Rd.	Storage Tank: Historic Release of Petroleum, Tanks Removed
16	Chalet Cleaners	7490 E. M-36	Dry Cleaner: PCE discharge
17	Barbara Johnson Property	10814 Hamburg Rd.	Site Contamination: Metals
18	Key Plastics	7530 Strawberry Lake Rd.	Fire suppression water contamination

PCE= Perchloroethylene VOC=Volatile Organic Compounds

\* For additional details regarding these sites, visit Michigan Department of EGLE's Environmental Mapper at

<https://www.mcgi.state.mi.us/environmentalmapper/>

\*\* Brownfield Redevelopment site currently undergoing cleanup

- The Hoskins Manufacturing Site:** In February of 2019 the State of Michigan, Hamburg Township and the current property owners and local developer have partnered to revitalize the vacant, blighted property. A \$205,000 grant and a \$425,000 loan were awarded to the Hamburg Township Brownfield Redevelopment Authority (BRA) from the State of Michigan to address environmental contamination at this site. The grant and loan will not only help assess, but will also help to mitigate environmental contamination and remove blight from the site.



# Map 11

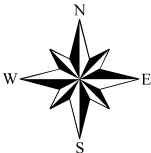
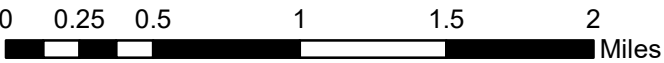
## Contamination Sites

Hamburg Township,  
Livingston County, Michigan

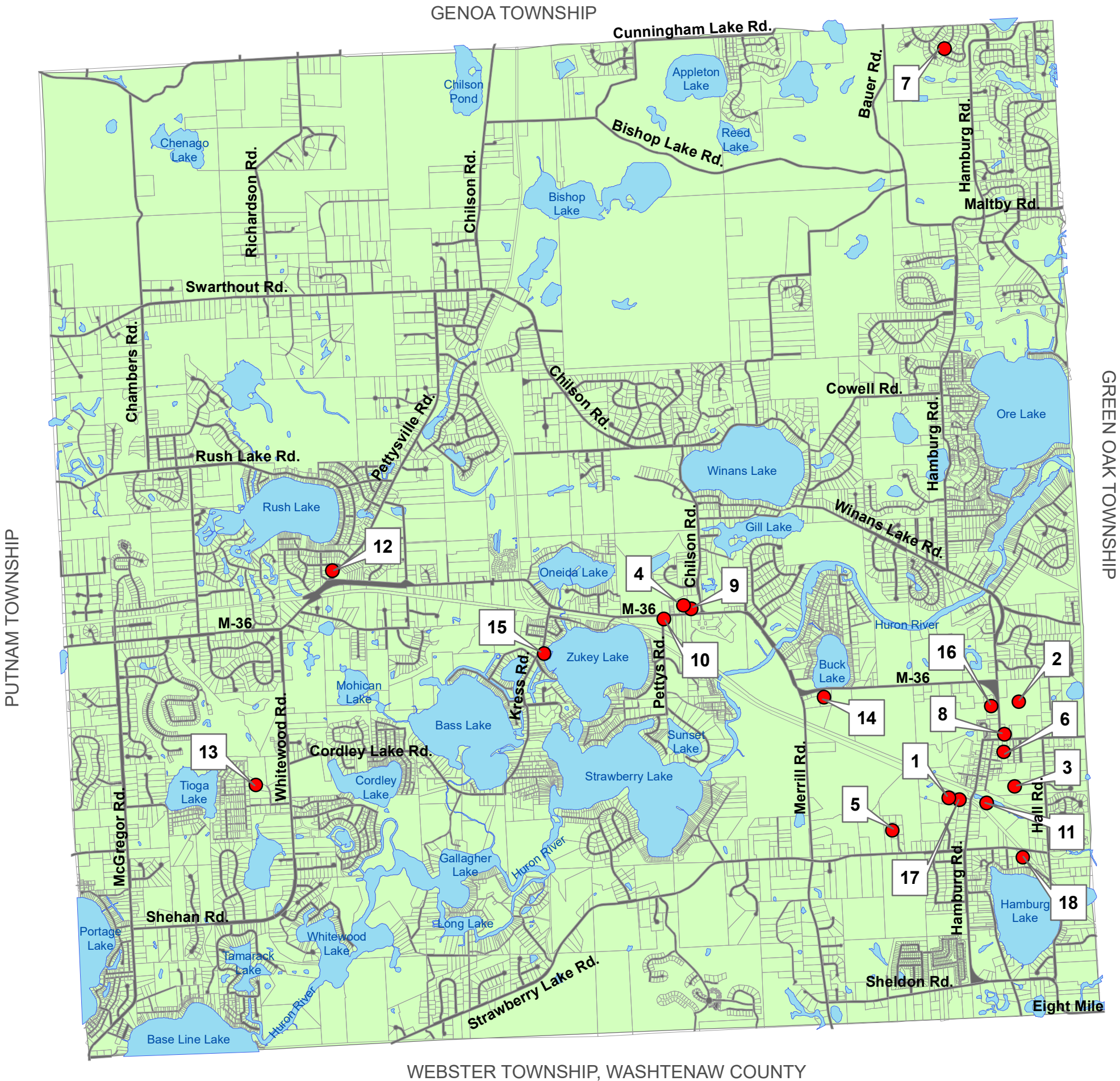
● Contamination Sites

Site Number	Name	Address
1	Grossman Ideal Steel	10800 Hamburg Rd.
2	R & B Manufacturing	7495 E. M-36
3	Hoskins Manufacturing	10776 Hall Rd.
4	Kings Kleaners	5589 E. M-36
5	Strawberry Lake Road Dump	Strawberry Lake Rd. at North Star Dr.
6	Hamburg/Shell Hop-In	7620 E. M-36
7	Brighton Boy Scout Rifle Range	Pine Creek Bluffs Subdivision
8	Kennedy Property	7609 E. M-36
9	Lakeland Car Care Center	5637 E. M-36
10	Lakeland Montessori	5520 E. M-36
11	National Controls	10737 Hamburg Rd.
12	Pettysville Store	9190 Pettysville Rd.
13	Whitewood Meadows	Whitewood Meadows Lane
14	Winter's Quick Clean	6458 E. M-36
15	Ted Cobb Boats and Motors	9653 Kress Rd.
16	Chalet Cleaners	7490 E. M-36
17	Barbara Johnson Property	10814 Hamburg Rd.
18	Key Plastics	7530 Strawberry Lake Rd.

Sources:  
Hamburg Township, 2019.  
Michigan Department of Environment, Great Lakes & Energy.



01/2020



**Summary of Existing Natural Features:** After review of all the natural features a needs assessment inventory was created. This inventory of natural resources is useful when interpreted to determine the capability of the natural resource base to support development. By guiding future development into the most capable areas, problems associated with large-scale grading, flood damage, foundation stability, poor drainage, and septic system failures can be avoided. The resource factors considered include topography, floodplains, wetlands, and soils (foundation stability, drainage, and septic suitability), and the criteria illustrated below were established for the various resource factors to determine which land areas were most or least capable of supporting development.

**Table 5**  
**Natural Resources Capability Map Process**

<b>Areas Least Capable of Supporting Development</b>	<b>Areas Most Capable of Supporting Development</b>
Areas with slope greater than 12%	Areas with slope 12% or less
Areas within 100 year floodplain	Areas outside of 100 year floodplain
Wetland areas	Upland areas
Areas with poor soil stability	Areas with good or fair soil stability
Areas with poor soil drainage	Areas with good or fair soil drainage
Areas with severe septic limitations	Areas with few septic limitations

The final step in the development capability process was the mapping of the individual natural resource capability criteria on transparent overlays. By combining the overlays, a composite development capability map was produced.

The Development Capability Map is illustrated on [Map 12, Land Capability](#). Dark areas are lands least capable of supporting development while remaining Township lands are considered to be most capable of supporting development. As shown on this map, general patterns of land capabilities emerge. For example, lands adjacent to the chain of lakes, the Huron River and Hay, Chilson and South Ore Creeks are generally less capable of supporting development. Lands with a less restrictive development capability are scattered throughout the Township. Three major areas of favorable land are located within the Township. The first area is located in the vicinity of Hamburg Village. Another area is located to the southeast of Winans Lake, and a third area lies within the western portion of the Township along M-36. New structures built within these areas will pose few problems for development while projects proposed in areas outlined in the dark areas of the map will require close scrutiny and sensitive site design.

The natural resources data, inventory and map were all used in conjunction with the other factors discussed in the previous chapters to determine the appropriate locations for future land uses within the Township.



GENOA TOWNSHIP

# Map 12

## Land Capability



Hamburg Township,  
Livingston County, Michigan

PUTNAM TOWNSHIP

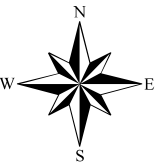
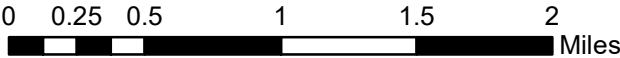
GREEN OAK TOWNSHIP



WEBSTER TOWNSHIP, WASHTENAW COUNTY

-  Land areas most capable of supporting development
-  Land areas least capable of supporting development

Source:  
Hamburg Township Master Plan, 1979  
Ayres, Lewis, Norris, & May, Inc.



**Existing Regulations:** Many regulations within the Township Zoning Ordinance and General Ordinances have been created to help preserve and protect the natural resources of the Township.

- **Conservation Zoning Districts:** The interrelation between the natural features and land use components of the Master Plan is most visible in the establishment of land use categories. The land use categories are created following the constraints and opportunities for development. Therefore, if an area is identified as having significant and fragile natural resources, lower impact/density development is recommended. This is based upon the natural capability analysis described in the previous section.

Natural features however, are not the only items considered when determining land use categories. Other factors such as existing land use patterns, infrastructure improvements and traffic patterns and community needs are also considered. The following are some examples of how zoning districts may provide for the protection of these fragile natural areas:

- o **RAA - Single Family Low Density Rural:** This district currently has a minimum lot area requirement of 87,120 square feet (2 acres) per dwelling unit. This is currently the lowest density zoning district in the Township. This lower density developed with the flexibility offered by the Township's open space community regulations allows for a low impact form of development that can minimize impact on natural features.
  - o **NR - Natural River Residential:** This district has been established along the Huron River and was established based upon standards contained in the [Michigan Natural River Act \(PA 231 of 1970\)](#). This district was established to implement public objectives embodied in the [Huron River Natural River Management Plan](#) adopted by the [NRC](#), and endorsed by Hamburg Township. These public objectives seek to preserve and enhance the values of the Huron River area. This district contains standards that protect the Huron River such as setback requirements for buildings and septic systems, restrictions on land alteration, standards for building design and screening, requirements for maintaining a natural vegetation strip along the river's edge and strong regulations for waterfront structures such as docks.
  - o **Planned Unit Developments (PUD's):** PUD's allows flexibility in the development of properties in exchange for the preservation of sensitive land or to better provide for the community needs. This often time happens by clustering of development to preserve open space areas around wetlands and floodplains or in other areas of a property that may have unique natural features.
- **Natural Feature Setbacks:** The Township has also enacted setback regulations to reduce the impact of development and to help preserve specific natural features. The development setback includes setbacks from wetlands, lakes, rivers, and bluffs.

There is a strong basis for this type of requirement. Development surrounding water features, particularly wetlands, affects the function of the water feature. Development immediately adjacent to a water feature may have the effect of increasing the disturbance to this natural ecosystem and reduce the water feature's ability to perform these functions.



The setbacks help to protect the wetlands by preserve areas around these natural features. This allows the undisturbed soil between site improvements and the wetlands to act as a buffer to try to maintain the natural upland/wetland interaction that existed prior to development. It also creates natural open space corridors to serve as wildlife habitat, allowing animals to move through suburban areas along remaining undeveloped natural corridors.

- **Other Zoning Regulations:** Other regulations that currently exist to preserve the natural features of the community include regulations that restrict the lot coverage of a site based on its zoning district, the development of sites that are within the floodplain and floodway, and the access to lakes and rivers through the common use regulations.
  - o **Lot Coverage:** By restricting the percentage of the lot that can be covered by impermeable surfaces and other drainage requirements help to protect the community from flooding and problem created by excessive stormwater runoff and protect the open space areas on private properties.
  - o **Floodplain regulations:** These regulations are intended to comply with the provisions and requirements of the [National Flood Insurance Program](#) and subsequent enactments and rules and regulations promulgated in furtherance of this program by the [Federal Emergency Management Agency \(FEMA\)](#). The provisions in the Zoning Ordinance are intended to help protect human life, prevent or minimize material losses, and reduce the cost to the public of rescue and relief efforts. The provisions also restrict or prohibit uses which are dangerous to health, safety, or property in times of flooding or cause excessive increases in flood heights or velocities; require that uses vulnerable to floods, including public facilities which serve such uses, shall be protected against flood damage at the time of initial construction; and protect individuals from buying lands which are designated to be unsuited for intended purposes because of flooding. The regulations balance, providing these safety items while still allowing reasonable economic use of properties located within a designated floodplain area.
  - o **Common Use Regulations:** These regulations restrict the use of lake front properties, the over-usage of inland lakes, and avoid situations, which may create a nuisance, impair important irreparable natural resources and destroy property values. These regulations are intended to reinforce the implementation of the [Michigan Inland Lakes and Streams Act](#).
- **Township General Ordinances:** These general ordinances were approved as police power ordinances. However, some of the general ordinances have aspects that also help to preserve the natural features of the Township, such as the Drainage, Subdivision Control, Land Divisions, and Blight Ordinances.
  - o **Drainage Ordinance:** Increases in development activity place additional burden on existing natural drainage systems. The overtaking of drainage systems could lead to localized flooding, environmental damage, and costly storm drainage improvements to be borne by taxpayers. By prompting the preservation of natural drainage ways and providing stormwater retention basins,

the impact of development upon drainage systems are minimized.

The Township has adopted a strong Drainage Ordinance. This ordinance takes a comprehensive approach to stormwater management by encouraging: the preservation of existing natural features that perform stormwater management functions, minimization of impervious surface, direction of stormwater discharge to open grassed areas, and careful design of erosion control mechanisms. This ordinance also addresses the management of erosion and sedimentation by incorporating drainage elements such as the utilization of natural grassed swales, sedimentation ponds, wet ponds, and stormwater marsh systems. The ordinance generally requires the development of wet ponds and stormwater marsh systems for detention. The ordinance requires landscaping of stormwater basins, wet ponds and stormwater marsh systems.

- o **Subdivision Control Ordinance:** This ordinance requires compliance with the land division act regarding subdivisions of property. The regulations help the preservation of natural features that add value to the subdivision and to the community when possible. This ordinance also requires buffer area to preserve scenic views from roads, and protects lands that are deemed uninhabitable due to its natural state.
- o **Land Division Ordinance:** This ordinance requires compliance with the land division act when processing exempt splits. The regulations help to preserve the natural features of the township by restricting the size, location and number of possible divisions on a subject property.
- o **Blight Ordinance:** The Blight Ordinance provides the Township with the ability to prevent property owners from creating situations that may have a detrimental impact on the natural environment, whether it be on the scenic nature of the community or on items that could contaminate natural features.

### **Future Opportunities**

Although the Township has many regulations currently in place to preserve and protect the natural features of the community there are still additional opportunities that the Township may wish to pursue in the future that would provide additional protection for these resources.

**Streambank & Slope Protection:** As pointed out previously in this plan, steep slopes require sensitive site planning prior to development. Above the floodplains and wetlands that line the Huron River and the other drainage ways of the Township there are steep banks or bluffs which separate the lowland and the upland. These will generally have steep slopes and be heavily vegetated. Disruption of the vegetative cover on these bluff areas may cause significant erosion problems and effect stream ecology. Care should be taken to ensure that extensive grading is minimized and to ensure that natural features such as vegetation and top soil are protected. This applies not only to bluffs that line waterways, but also to other areas of the Township where there is significant topography. The Township may wish to create stricter regulations to development activities on steep slopes.

There are a number of means for the Township to consider for the protection of steeply sloped areas:



- Setback requirements, such as the Natural River district setback of 125 feet for structure, could be established for all waterways. These requirements could be variable based upon the extent of the slope. This standard could be incorporated into the natural feature's setback described above where the setback is increased as the slope increase.
- The flexibility offered by the open space community regulations can be used to cluster the development away from steep slopes. The open space community regulations could be amended to require that areas with steep slopes be preserved as natural open space.
- Another innovative approach could be to adopt slope-related regulations where the density of development would be reduced on sites that contain steep slopes. Lots that are located in areas with severe topography would have to be larger. While this may add some complexity to conventional development, it may also serve as an incentive for clustered development under the open space community regulations.
- The Township may wish to work with the county, state, and HRWC to inventory areas where significant streambank erosion is occurring. A partnership can be formed between government agencies and private groups to undertake a streambank stabilization effort.

**Gravel Road Crossings of Streams:** In addition to streambank erosion, sediment delivered at road/stream crossings contribute significantly to sediment pollution in waterways. The problem is most pronounced with gravel road crossings. Sedimentation from roads destroys fish and wildlife habitat by filling deep ponds, decreasing hydrologic diversity and covering spawning gravel and aquatic substrate. The sediment also degrades water quality by carrying oils, greases and other pollutants from the roadway into the waterway. The Township can work with the LCRC, the MDNR, and the MDOT to control and manage sediment delivery at road crossings. This can be done through a variety of means including a combination of paving, curb and gutter, drainage control structures, diversions, and sedimentation basins. Also, the Township Private Road Ordinance and Drainage Ordinance can be amended to require that sedimentation control structures at all road/waterway crossings.

**Septic System Treatment:** Ground water and surface water contamination from septic drain fields is a serious concern in the Township. Many of the areas surrounding the chain of lakes in Hamburg Township were developed prior to current zoning and health regulations. Many of these neighborhoods were developed as cottage communities at higher densities than currently allowed, and within areas where the soils are not suitable for septic system treatment. The continued growth of the community and the conversion of many of these cottages into year-round homes has over time led to contamination problems. In response to this, the Township has established public sanitary sewer districts to serve these areas. Through working with the Livingston County Health Department, the Township can continue to manage the problem of ground water and surface water contamination from septic drain fields as they arise. The Township should also consider the continuation of the provision of public sanitary sewer to higher density areas of the Township and those areas with poor soil conditions and restrict the density of future development in areas where the threat to ground water and surface water contamination is highest. The Township can encourage and incentivize future developments to be served by sanitary sewer.

**Restoration of Wetlands:** Previous to current wetland regulations, many wetlands within the Township were filled, drained or otherwise altered. Wetlands along the Huron River and the chain of lakes have been filled for the purpose of development. In other areas, drains and agricultural tiles may have been installed to drain surface water from wetlands so that the land could be farmed.

The location of these altered wetlands can be identified. Although the hydrology of the site has been altered, the native soils will still exhibit coloration and textures associated with hydric conditions. In addition, the MDNR has mapped pre-settlement land cover (vegetation) based upon historic survey records. Maps are available for Hamburg Township that show the historic natural land cover.

These wetlands can be restored. Hydrologic restoration may involve the removal of fill material and/or closing (or slowing) man-made drainage ways. Restoration may also involve covering the soil surface with peat and re-establishment of hydrophytes (wetland vegetation). Within open space community developments where there are damaged or filled wetlands, a condition of approval may be the restoration of the natural system.

**Floodplains:** A significant portion of Township residents live within a floodplain. These areas are characterized by the older lake front cottage developments that pre-date current floodplain regulations. Any attempt to eliminate existing floodplain development is not practical. However, the Township has adopted realistic regulations that regulate any new development or redevelopment within the floodplain.

Within the floodplain, there are varying degrees of hazard, which require different regulatory treatment. The floodway is that portion of the floodplain, which directly adjoins the stream channel and endures frequent flooding and strong currents. The floodway is an inappropriate area for permanent construction, especially designed for human habitation. However, the area within the floodplain but outside the floodway serves as a backwater storage area and may be developed provided that structures are elevated above the flood level or flood-proofed. The current Township regulations reflect these standards. However, the Township should continue to educate staff and Township residents on the floodplain regulations.

**Lake Access & Use Regulations:** Increased population in Hamburg Township and lake front development have continued to place pressures on the many lakes of the Township for recreational use. The Township currently has regulations that govern the creation of common use “keyhole” development. A keyhole, also referred to as a common use access site, is a waterfront lot that is used to provide lake access for non-riparian (non-lake front) lot owners. Many existing subdivisions contain these keyhole lots and predate the ordinance. These keyholes are generally waterfront parks that are owned in common by all lot owners within the subdivision.

When used for access and dockage for numerous boats, these can increase the density of boat usage on the lakes and contribute to the following problems, particularly from powerboats:

- Shore erosion.
- Damage to lake bottom and stirring-up of sediment.
- Oil and gas spillage.
- Noise.
- Conflicts and safety problems between numerous users (power boats, sailboats, personal watercrafts,

canoes and swimmers).

As the Township continues to grow, the problem associated with lake overcrowding will worsen. It is important to point out that keyholes are only one part of the problem. Impacts to the safety and quality of the Township's waterways is also impacted by recreational use by riparian, or waterfront lot owners, as well as public access sites such as MDNR launch sites. While the current keyhole ordinance can help manage the problem, the Township should consider further study towards adopting a more comprehensive approach towards managing usage of the Township's waterways. This comprehensive approach to managing the usage of the waterways could include limiting the number of boats on all lake front lots (keyhole or private lots), requiring minimum lot shore lengths on waterways for new lots, or creating more enforceable regulations regarding the usage of docks. The Township may also consider working with the Livingston County Sheriff and the MDNR to create and adopt a marine safety ordinance that regulates recreational usage of the Township's waterways, such as safe operations of vessels, speed limits, noise levels, pollution of waters, obstruction of waterways, and use of road ends for mooring, along with many other items.

**Preservation of Natural Topography Vegetation:** For those who have resided in an urban setting, the intrinsic value of rolling topography, trees and vegetation is well understood. Poorly conceived subdivision activity has unwisely removed tree cover and involved massive grading to minimize site development cost. The scarcity of large tracts with woods or rolling topography make those that still exist highly valuable. The land use densities proposed by the Land Use section of this Master Plan will promote the preservation of existing vegetation and topography. Further, specific standards can be applied to subdivision plot regulations and site plan review to require preservation of tree cover, the provision of landscaping and buffer strips, and the minimization of site grading. The open space community regulations should continue to be utilized to encourage preservation of open space, vegetative cover, and natural topography.

**Woodland and Tree Preservation:** As discussed previously a significant portion of the total land area of the Township is wooded. With the increase in development throughout the Township, there is pressure from development to encroach on these wooded areas. Although the Township currently has some regulations in place to preserve the more important wood areas and to require new plantings to provide buffers and screening of the new developments, more could be done to protect these trees. The Township may wish to consider a tree preservation ordinance that requires that any significant sized vegetation that is removed due to a new development be replaced with additional new native landscaping based on the size and number of existing trees being removed. These types of regulations not only required the developer to replace vegetation that is removed, but also makes the project owners seriously consider the removal of existing vegetation when designing a project.

**Green Infrastructure:** Green infrastructure can be categorized in two ways: 1) Natural - the ecosystems present in the natural environment. 2) Built - constructed green infrastructure such as rain gardens, bioswales and community gardens. Green Infrastructure provides many natural resource benefits. It can reduce the amount of polluted stormwater runoff entering rivers, lakes, streams and wetlands and the risk of flooding by slowing and reducing stormwater runoff into waterways. It can be used for water collection for irrigation or infiltration into the soil to recharge groundwater and increase flow into rivers. It also can be used to create habitat corridors and to

increase vegetation, which positively impacts air quality through capture and reduction of carbon, dust and air pollution.

Built green infrastructure takes many forms such as:

- Bioswales: A shallow stormwater channel densely planted with grasses, shrubs and/or trees.
- Grow zones: Areas of concentrated native plantings.
- Pervious pavement systems: Paver blocks, permeable concrete parking lots and other systems that allow water to filter through and be stored/discharged.
- Streetscape planter boxes: Primarily fenced in areas containing plantings and a water filtration and release system.

The Township can educate the public on the benefits and use of green infrastructure and can work on regulations that either require the use or incentivize the use of green infrastructure on certain projects.

**New Zoning District:** There are certain portions of the Township that are characterized by significant natural features such as extreme topography, large wetland complexes and extensive wildlife habitat. Much of these areas are within the Brighton State Recreation Area in the northern portion of the Township. Many of the privately owned lands surrounding the Recreation Area have been developed at a very low density due to the extreme natural conditions of this area. As the surrounding areas become more urbanized, the MDNR may sell portions of the State Recreation Area to purchase land in more remote locations. The Township may consider adopting very low-density zoning district that would require a larger lot size, such as five acres, for this area. This would help ensure that the significant natural features of this area will be protected if this area becomes developed.

### **Goals and Objectives**

The following section will list out some of the more important goals and objectives of the Natural Features section followed by possible implementation measures to reach these goals.

#### **NATURAL FEATURES GOALS AND OBJECTIVES**

**Goal 7:** Protect, preserve, and enhance whenever possible the unique and desirable natural amenities of Hamburg Township.

Objective A: Direct future development to areas most suited for that type of development.

Objective B: Consider the location of the natural features on a site during review of future development layouts.

Objective C: Encourage preservation of the existing landscaping, natural features, and rural/scenic quality of the Township.

Objective D: Encourage future development to incorporate green infrastructure measures.

Objective E: Discourage developments from removing existing woodland areas and significant trees when appropriate.

Objective F: Better regulate the usage of the waterways within the Township where possible.

Objective G: Identify and restore existing wetland areas that have been damaged.

Objective H: Encourage clean energy sources while still balancing the benefits and drawbacks presented by the alternatives.

DRAFT

2010

HAMBURG TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN



# VILLAGE CENTER MASTER PLAN

Updated 2020

McKenna  
ASSOCIATES





## **Village Center Master Plan**

HAMBURG TOWNSHIP | Livingston County, Michigan

Adopted January 18, 2011

(Updated April 2020)

Prepared by:

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# Acknowledgments

The participation and cooperation of community leaders and residents in the preparation of the Hamburg Township Village Center Plan is greatly appreciated. In particular, we acknowledge the efforts of the following individuals:

## **Township Board**

Pat Hohl, Supervisor  
James Neilson, Clerk  
Allen Carlson, Treasurer  
Bill Hahn, Trustee  
Charles Menzies, Trustee  
Philip Semprevivo

## **Township Planning Commission**

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## **Township Administration**

Pat Hagman, Planning, Zoning, Utilities Administrator

## **Past Contributing Members**

Rod Danko  
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Marcia Jablonski  
Simon Ren

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## Village Analysis

**Village Size:** The area considered as the "village" needs to be limited. In order to develop the critical mass of activity and be pedestrian oriented, development should be within a walkable village. Residential development needs to be within walkable distance to shopping and recreation opportunities. Future commercial development should be contained within the present commercial node and not sprawl along M-36. This will encourage redevelopment of this commercial center and support existing commercial establishments with new commercial development.

# I. Existing Village Analysis

## Introduction

The 1995 Hamburg Township Village Plan outlines the concept of building upon the existing infrastructure of the original platted Village of Hamburg, and introduced the concept of village development through the designation of land uses through basic concepts. The 2007 Hamburg Township Village Plan will focus on analysis, design, public participation, and the implementation. The goal of updating the Village Plan is to prepare the Township for future development.

Analysis will include a physical inventory of existing uses, natural features and other physical constraints in the Village Area, a build-out analysis of residential uses and a retail base analysis for the commercial component of the Village. This update will also involve the use of a charrette to gather input from the community regarding the design of the village and the subsequent creation of an overall development plan for the Village with design guidelines and principals for the development of sites within the Village. Finally, the 2007 Hamburg Township Village Plan will outline a detailed implementation strategy for the development of the Village area.

Very little change has occurred within the Village Center Master Plan area since it was last updated in 2010. As a part of the 2020 update it has been determined, that the only changes necessary are to the Existing Land Use data and Existing Land Use Map. All other data and analysis in the Village Center Master Plan with remain unchanged and is still relevant.

This plan will insure that the future development will result in the creation of a cohesive community center which will offer services which benefit the entire Hamburg community.

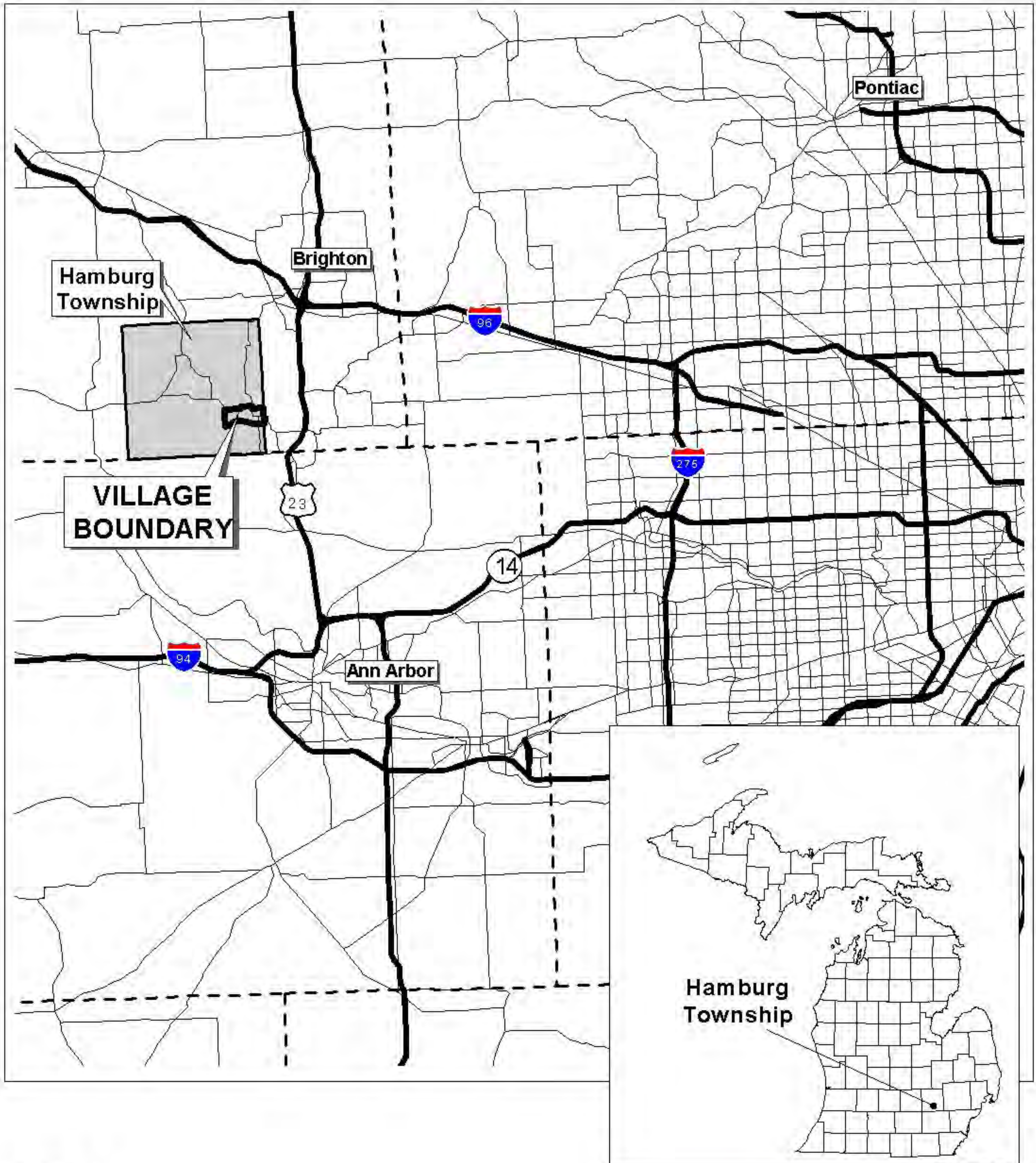
## Regional Analysis

Hamburg Township is located in Livingston County, Michigan, approximately 50 miles west of downtown Detroit and 10 miles north of downtown Ann Arbor. The Village of Hamburg is located in the southeast portion of Hamburg Township (See Map 1).

The area designated for village development is located along M-36 from Hamburg Road to Merrill Road. The Village area is approximately three miles to the west of US-23, and is roughly five miles south of downtown Brighton.

The Village is designed to provide a desirable and necessary range of housing options for the residents of Hamburg Township including single family detached units, attached single family units, and multiple family units. It is also intended to provide the day-to-day commercial needs of the residents within the Village area and to provide all residents of the Township with specialized commercial needs including antique stores, restaurants and other attractions. Based on these service principals, the Village area is contained in an area that is approximately one square mile in area.





## Map 1 Regional Location

Hamburg Township, Livingston County, Michigan

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0 MI. 1.5 MI. 3 MI.



1/18/06



## Build-Out Analysis

Build-out analysis provides a detailed look at the housing units, population and related services that could develop as a direct result of a community's plan. By determining the potential residential population, the results of the analysis will not only provide insight on the impact a planned area will have on the existing uses but can also be used to calculate the demand the area will generate for commercial uses and an accurate market analysis.

### Methodology

Build-out analysis is a two step process. First, through physical analysis the amount of land available for development will be determined. Based on the developable land area, the planned and zoned density characteristics can be applied to those areas to determine the number of housing units and the population for the area.

### Physical Analysis

To determine the amount of land available for development within the Village area, an existing land use survey was conducted. The characteristics of the existing uses will be used to define the following categories.

#### Single Family Residential:

This category includes dwellings in platted subdivisions, site condominium communities and the dwellings in the Summer Park development.



#### Neighborhood Commercial:

A retail or service establishment serving the day-to-day needs of Township residents. This includes restaurants, such as the Hamburg Pub, strip retail centers, such as Hamburg Plaza and convenience marts, such as Hamburg Food Center.



#### Multiple Family Residential:

Any existing residential structure with two or more visible dwelling units. The only multiple family structure is a duplex located near Livingston and Stone Road.



**General Commercial:**

A retail or service establishment which is auto-oriented or a large scale operation. All auto repair facilities, N.A. Mans Lumber and Alpine Food Center are larger scale commercial uses.

**Home Office:**

An office operation located in a residential dwelling is a home office. Jim Vasser Tax Service located on Hamburg Road is the only identifiable home office in the village area.

**Vacant Commercial:**

There are three vacant retail structures in the village which could be used for future commercial operations.

**Public/Semi-Public:**

Any church, school or Township facility, such as Hamburg Elementary and St. Paul's Lutheran Church.

**Office:**

The Hamburg Professional Center, Countryside Veterinary Clinic and Hamburg Professional Commons are examples of these uses.

**Industrial:**

Any manufacturing operation such as Ideal Steel, Metaldyne or CableTech.



**Open Space:** Land within a residential development providing recreational use for its residents or used as a buffer for the development.

**Right-of-Way (R.O.W.):** Any platted or dedicated improved public or private road located with the village area.

**Unimproved R.O.W.:** Any platted right-of-way which has not been constructed as a public roadway.

**Vacant:** Any land which is not occupied by a building, residential or non-residential use. Agricultural land use is considered vacant for the parameters of the village build-out

**Natural Features:** Locations of natural features in the Village area are also included in the survey. National Wetlands Inventory data from the U.S. Fish and Wildlife Division and Land Use/Land Cover data from the Michigan Resource Information System was utilized to initially locate wetlands and significant woodlands in the area. Since both data sets are approximately 20 years old, recent Township aerial photography and field observation was utilized to determine approximate boundaries of these natural features.

The above information has identified two types of significant woodlands and four types of wetlands within the village area (See Map 2).



Table 1 lists each existing land use category and the acreage of each existing land use category. Only minor changes have occurred to the Existing Land Use in the Village Center area since the 2010 Village Center Master Plan update. The majority of these changes include the following; 8 to 12 single homes have been built on large parcels of land that were previously vacant; the

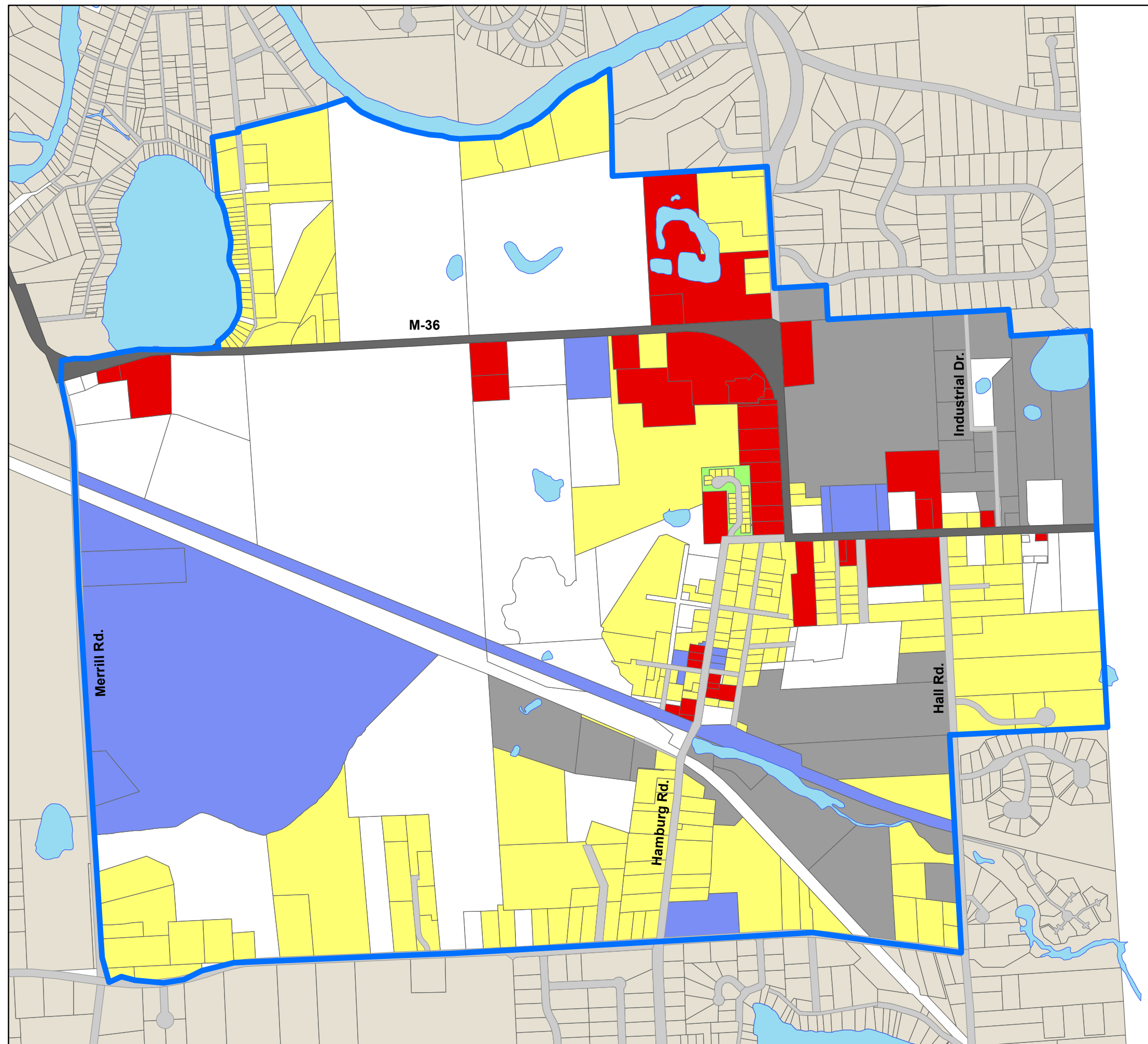
Hamburg Eye Care building was developed on an 1.86 acre site off Veterans Memorial Drive (two additional building are still proposed on this site); the Hamburg Township Fire Station was built on a 5 acres site on Veterans Memorial Parkway; an 86 unit senior housing development was approved and is under construction on a 6.5 acre site off of Veterans Memorial Parkway; and the Hamburg Elementary school and the Haskins Manufacturing sites are now vacant.

Table 1 (Updated): 2020 Existing Land Use - Village of Hamburg		
Land Use Category	Acreage	% of total
Single Family Residential	323.9	26.89%
Commercial	86.42	7.17%
Conserved Open Space	2.3	0.19%
Industrial	162.85	13.52%
Public	170.48	14.15%
Vacant	458.75	38.08%
TOTAL ACREAGE	1204.7	100.00%

# Map 2 Village Center Existing Land Use

Hamburg Township,  
Livingston County, Michigan

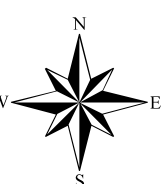
-  Single Family Residential
-  Commercial
-  Industrial
-  Public
-  Conserved Open Space
-  Vacant
-  Water Bodies
-  Village Boundary



0 0.05 0.1 0.2 0.3 0.4  
Miles



Source: Hamburg Township, 2019



01/2020



## DETERMINATION OF LAND AVAILABLE FOR DEVELOPMENT

While the above existing land use categories provide a basis for determining the land available for development, further analysis is necessary. Land uses are categorized into the following categories.

**Natural Features:** All wetland and woodland categories identified on Map 2 were determined to provide a substantial benefit to the Township and should be preserved or exhibited characteristics which could not be developed without significant mitigation efforts.

**Right-of-Way:** Both improved and unimproved rights-of-way were determined to be fundamental components to existing or future infrastructure demands of the village and should not be used for planned future development.

**Viable Uses:** Existing uses determined to continue as currently developed was removed from the calculation of land available for development. While some uses have the potential to be redeveloped at the planned future land use density, the land available for development does not involve redevelopment opportunities.

**Vacant/Underutilized Land:** Land identified as vacant and portions of several parcels which could be developed at the planned density have resulted in the amount of land available for development. Examples of underutilized land which has already been classified as vacant includes the western portion of the two industrial uses on Hall Road, portions of residential lots on Hall Road, a portion of the Alpine Food Center property, a portion of the Metaldyne property and a portion of the Towne One North development property.

The amount of vacant/underutilized land which is available for development is identified in Table 2.

Table 2: Land Available for Development – Village of Hamburg	
LAND USE CATEGORY	ACREAGE
Total Village Area	1128.82
- Natural Features	- 92.21
- Right-of-Way	- 43.25
- Viable Uses	- 189.10
<b>Land Available for Development</b>	<b>804.26</b>



### Determining the Potential Amount of Housing Units and Population

The land available for development identified above includes all future land use category areas, both residential and non-residential. The Village Future Land Use is identified on Map 4.

The residential density of each planned future land use category is dictated by the zoning district in which it is located. The zoning districts in the Village area are identified on Map 5. Geographic information system (GIS) software was used to determine the zoning district and residential future land use category for the land available for development.

Table 3: Future Land Use of Land Available for Development - Village of Hamburg		
FUTURE LAND USE CATEGORY	ACREAGE	% OF TOTAL ACREAGE
Village Residential-2 (VR-2)	121.47	15.10%
Village Residential-10 (VR-10)	146.69	18.24%
Village Gateway (VG)	49.22	6.12%
Village Core (VC)	7.07	0.88%
Village Historic (VH)	0.00	0.00%
Village Transition (VT)	5.09	0.63%
Industrial (LI/GI)	78.37	9.74%
Conservation District (NR)	306.34	38.10%
Public	90.01	11.19%
<b>TOTAL AREA</b>	<b>804.26</b>	<b>100.00 %</b>

The Hamburg Township Zoning Ordinance was used to determine the number of dwelling units per acre for each category. Build-out analysis requires the separation of high density residential uses into a percentage of townhomes and apartments based upon planning standards for a neighborhood community.

<b>Table 4: Village of Hamburg Build-Out</b>						
<b>Future Land Use Category and Zoning</b>	<b>Area (Acres)</b>	<b>Housing Unit Types</b>	<b>Average Dwelling Units per Acre</b>	<b>Number of Dwellings</b>	<b>Persons per Dwelling</b>	<b>Number of Persons</b>
Village Residential-2 (VR-2)	121.47	Accessory Dwelling Units, Apartments, ECHO, Single-Family Detached Dwellings, Townhouses	2.20	267	2.78	742
Village Residential-10 (VR-10)	146.69	Accessory Dwelling Units, Apartments, ECHO, Single-Family Detached Dwellings, Townhouses	10.00	1,467	2.78	4,078
Village Gateway (VG)	49.22	Accessory Dwelling Units, Apartments, ECHO, Live-Work Units, Single-Family Detached Dwellings, Townhouses	12.62	621	2.78	1,726
Village Core (VC)	7.07	Apartments, Live-Work Units	17.00	120	2.78	334
Village Historic (VH)	0.00	Apartments, Live-Work Units	17.00	0	2.78	0
Village Transition (VT)	5.09	Accessory Dwelling Units, Live-Work Units, Single-Family Detached Dwellings	8.70	44	2.78	122
Conservation (NR)	306.34	Single-Family Detached Dwellings	1.00	306	2.78	851
<b>TOTALS</b>	<b>804.26</b>	<b>--</b>	<b>--</b>	<b>2,826</b>	<b>--</b>	<b>7,853</b>

The number of persons per dwelling unit is provided by SEMCOG projections for March 2001.

## Retail Base Analysis

The retail base analysis is a quantitative tool used to indicate the potential demand for different types of commercial uses, given the population and income levels of households within the service area of the Village Center. Customer and merchant surveys or focus groups should be conducted to determine more qualitative information regarding where people shop and which types of uses they would like to see in the Village.

The service area of the Village Center was based on the anticipated mix of retail uses contained in the Village Center. A more detailed description of retail mix is included at the end of this chapter. The 1995 Village Plan identified the “primary market area” as including residents from within the Village as well as the overall Township. The uses anticipated by the 1995 plan included convenience stores, banks, dry cleaners, video rental shops, beauty/barber shops, and small retail strips. Based on this description, it was determined that the service area is a 6 mile radius from the Village area (See Map 3).

Although we identified the general service radius for the Village as 6 miles, the fact is that much of this area is currently being served by existing commercial development primarily along US-23, as well as the recently developed Chilson Commons. As a result, the Village market share is currently approximately 30% of the overall service

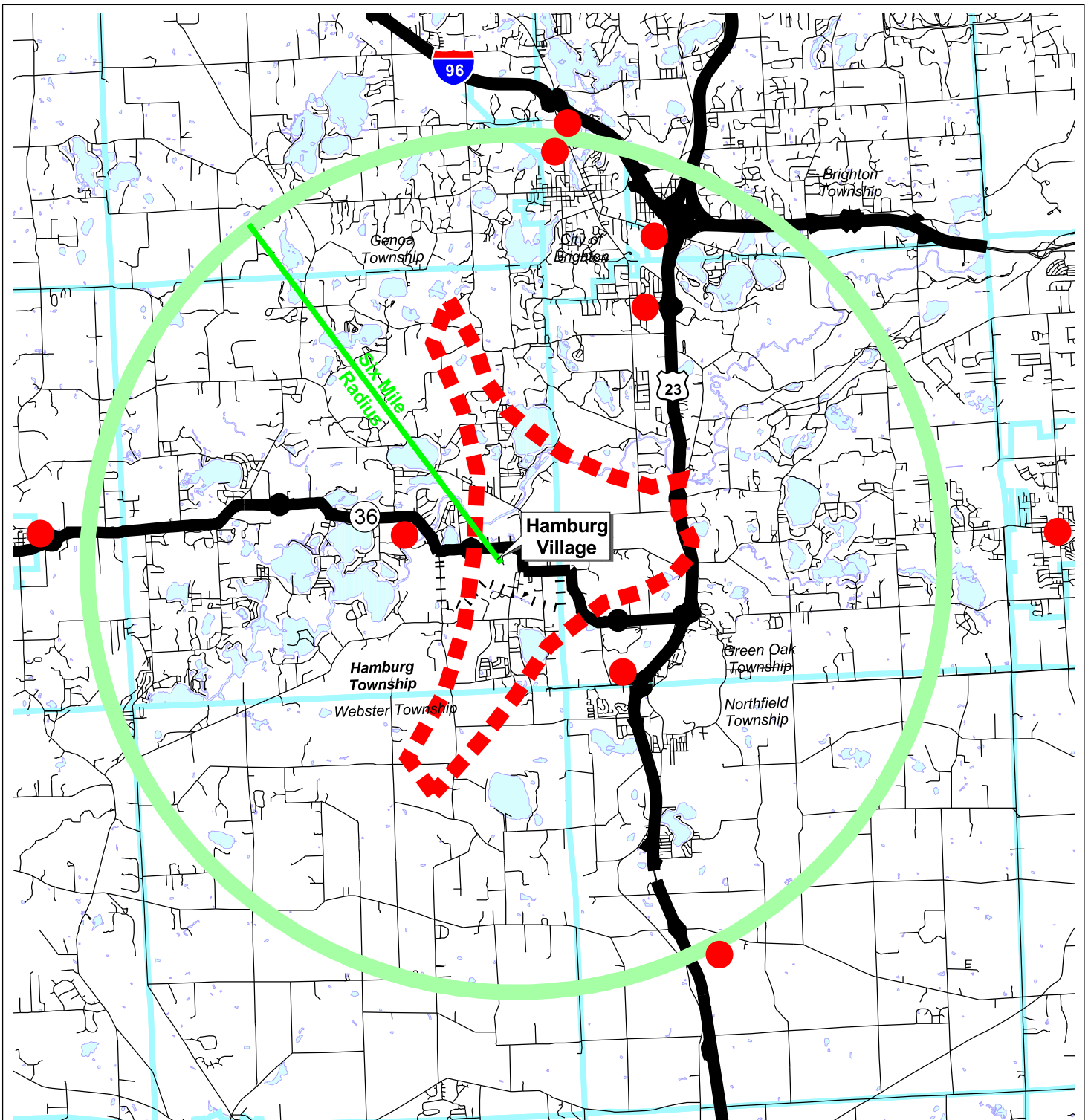
area based on access to other shopping centers. As the population in and around the Village increases, demand will increase.

To determine the potential demand for commercial uses we acquired market specific data for the six mile service area from Claritas Inc. This data describes how much money each household spends on grocery, food, household, apparel, entertainment, and other commercial goods on an annual basis.

The projected amount of commercial space that could be supported by the current population and future population was determined by multiplying the household expenditures for each of the major retail categories provided by Claritas by the current and future number of households in the service area and then factoring in the anticipated market share percentage.

The Urban Land Institute has conducted numerous surveys of various retail operations. In their publication, “Dollars & Cents of Shopping Centers”, they provide a detailed results of these surveys.

The survey information includes the amount of sales dollars per square foot of building area needed to support various commercial uses. The typical square footage of each of these uses is also included in the survey information. Table 5 indicates the amount of commercial demand for several retail categories.



Basemap Source: ESRI, Inc.

## Map 3 Village Market Area

- Six Mile Radius Market Area
- - - Modified Market Area
- Municipal Boundaries
- Adjacent Community Shopping Locations

0 MI. 3 MI. 6 MI.

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1/18/06

Hamburg Township, Livingston County, Michigan

**Table 5: Potential Commercial Demand by Category – Village Service Area**

		Modified Service Area	Village Center Residential Build-Out
<b>Demand for Grocery Store</b>			
Average Annual Household Expenditure		\$5,363.14	\$5,363.14
Number of Households		5,993	2,826
Total Expenditure		\$32,139,652	\$15,156,234
Sq. Footage supportable based on Expenditure	624	51,506	24,289
Total Site Area (Sq. Ft.) (structure x 2.5)		128,765	60,722
Site Area (acres)		2.96	1.39
<b>Demand for Junior Department Store</b>			
Average Annual Household Expenditure		\$5,199	\$5,199
Number of Households		5,993	2,826
Total Expenditure		\$31,156,012	\$14,692,374
Sq. Footage supportable based on Expenditure	248	125,629	59,243
Total Site Area (Sq. Ft.) (structure x 2.5)		314,073	148,109
Site Area (acres)		7.21	3.40
<b>Demand for Furniture</b>			
Average Annual Household Expenditure		\$923	\$923
Number of Households		5,993	2,826
Total Expenditure		\$5,531,256	\$2,608,398
Sq. Footage supportable based on Expenditure	387	14,293	6,740
Total Site Area (Sq. Ft.) (structure x 2.5)		35,732	16,850
Site Area (acres)		0.82	0.39
<b>Demand for Drugs</b>			
Average Annual Household Expenditure		\$2,029	\$2,029
Number of Households		5,993	2,826
Total Expenditure		\$12,159,174	\$5,733,954
Sq. Footage supportable based on Expenditure	493.5	24,639	11,619
Total Site Area (Sq. Ft.) (structure x 2.5)		61,597	29,047
Site Area (acres)		1.41	0.67
<b>Demand for Eating/Drinking</b>			
Average Annual Household Expenditure		\$6,755	\$6,755
Number of Households		5,993	2,826
Total Expenditure		\$40,477,646	\$19,089,630
Sq. Footage supportable based on Expenditure	593.95	68,150	32,140
Total Site Area (Sq. Ft.) (structure x 2.5)		170,375	80,350
Site Area (acres)		3.91	1.85

When the potential sales volume generated by the households within the service area is divided by the sales dollars per square foot of building area for each of the major types of retail uses, the result is the number of square feet of each retail use that could be supported. The average square footage from the survey data is then applied to determine the amount of commercial activity that the service area can support. Table 6 illustrates the estimated land area required to support the existing and future retail demand.

<b>Table 6: Summary of Acres Required to Support Retail Demand</b>			
<b>Retail Store Types</b>	<b>Modified Service Area</b>	<b>Village Center Residential</b>	<b>Total Service Area</b>
Grocery	2.96	1.39	4.35
Junior Department Store	7.21	3.40	10.61
Furniture	0.82	0.39	1.21
Drugs	1.41	0.67	2.08
Eating/ Drinking	3.91	1.85	5.76
<b>Total commercial acreage</b>			<b>24.01</b>

Based on the numbers from Table 6, there is a market for a grocery store, clothing stores, one or two drug stores, and several restaurants. A general standard for determining the land area required for retail uses is four times the gross building floor area. However, this figure reflects conventional development practices including excessive parking and inefficient site layout. Because the Village is anticipated to be a more compact development, we have used a factor of 2.5 square feet of land for each square foot of building area. Based on this reduced ratio, the land area needed to

accommodate the current retail market space needs of residents is estimated to be approximately 17 acres and 7 additional acres to support the retail needs of future residents of the Village.

#### **Other Factors**

As described above, the quantitative analysis is only one consideration in determining the market potential of the Village. Other factors including traffic, day-time customers, and recreational visitors also need to be considered.

The location of the Village area along a major regional arterial, M-36, beneficial because traffic volumes have increased by approximately 2% annually based on the latest information from MDOT. This is a result of increased development within and beyond the boundaries of the Township and the limited mobility through the Township. However, the result is a market for convenience commercial uses and development pressure for automobile oriented uses such as gas stations.

Hamburg Township is currently a bedroom community. There are minimal employment opportunities within the Township for the typical Township resident. As a result, most residents commute to work. This pattern can contribute significantly to loss of market share because many people shop close to where they work. On the other hand, there is a tremendous market potential on weekends, evenings, and holidays.

Seasonal weekend tourists or visitors to the Hamburg area add to the fluctuation in the market demand. Although the number of seasonal residents is diminishing through the redevelopment of cottages, there are still a large number of visitors who come to Hamburg on the weekends to enjoy the “chain-of-lakes” and other natural assets including state parks and the Lakeland Trail. These



visitors contribute not only to the demand for convenience goods, but they also create a market for entertainment and restaurant uses associated with a typical resort community.

### **Commercial Development Characteristics**

These factors clearly indicate that developing a strategy for the Village requires more than a simple quantitative analysis. It is essential that the Township understand these conditions in order to determine the type of retail uses that are desirable and that can succeed within the Village.

The real estate industry and the Urban Land Institute recognize and have surveyed the characteristics of a number of shopping center types. They range from super regional centers to fashion centers,

power centers, and others. Based on the goals and objectives contained in the Township Master Plan, and the existing market conditions, it is anticipated that the Village will contain elements of three types of shopping districts, the town center, neighborhood center, and the resort retail center.

A neighborhood shopping center includes the sale of convenience foods and personal services and is usually anchored by a supermarket or superstore with supermarket and pharmacy. The range in size of a neighborhood center is 30,000 to 100,000 square feet of floor area. A neighborhood shopping center is typically supported by 3,000 to 40,000 people who are located within 2 to 5 miles.

#### *Town Center*

“Town centers are being created on Greenfield sites in the centers of new communities such as Reston, Virginia. This approach to retailing is as much about creating a social environment as it is about providing a commercial center.”

#### **“Know the Market”**

- Identify the trade area.
- Determine the specific market forces at work.
- Identify where the Village fits into the retail continuum relative to other retail destinations, and the competition.
- Determine the shopping patterns of the market and set reasonable expectations about how they are likely to evolve.
- Build on the position that the Village holds in the regional hierarchy of retail locations.

Town center and resort retailing centers require a more qualitative approach addressing issues of design and place making. The objective of the Village Plan is to create the environment for these types of commercial uses to be successful and to serve the needs of the Village and Township residents and visitors.

### **Resort Retailing**

“Unlike traditional shopping centers, successful resort based retail stores exhibit several characteristics. In general, they:

- Are geared to visitors and are usually unable to survive on local traffic alone;
- Offer an intimate scale with a distinctive ambience and are strongly oriented toward pedestrian traffic;
- Create an “experience” that increases the resort’s appeal;
- Present a distinctive and consistent architectural design and a line of merchandise that convey a unifying theme;
- Offer a variety of restaurants, bars, and other entertainment facilities that function as a key tenants and help create a social ambience;
- Lack traditional anchor tenants;
- May have shops offering goods with distinctive logos and, depending on the market profile, higher-end commemorative merchandise; and
- Offer an ongoing program of special events and activities.

Although there is no set formula for success – each site is different, six key principals of design have been identified for developing resort centers:

**Milieu** – Capitalizing on distinctiveness of the setting and other special attributes of the location enhances the center’s draw.

**Multi-activity Environments** – By investing in multiple activities and making the resort a year-round destination, developers can ensure the feasibility of more diverse retail goods that can appeal to sightseers, local residents, regional residents, resort employees, and or corporate, meeting, or conference attendees.

**Town Center Hub** – Clustering retail functions in a central area increases their appeal and drawing power.

**Character through tenant Mix** – A carefully selected mix of retail tenants helps to create a distinctive image for the resort.

**The Right Retailers** – The tenant mix should carefully capitalize on the attractiveness of good health, wellness, and longevity; small indulgences and outdoor accessories; and entertainment.

**Design and Merchandising** – Design and architectural guidelines further strengthen a resort’s identity by offering a consistent image.

## II. Detailed Village Design

### Village Charrette

Hamburg Township in conjunction with McKenna Associates, Inc. led a two-day design charrette January 20<sup>th</sup> and 21<sup>st</sup>, 2006. The charrette meetings were held in the Township Council Chambers on Merrill Road, and were open to the public throughout the two day event. The public was encouraged to attend and review the evolution of designs as often as they liked. Approximately 80 people participated in the two-day process. The evening presentations were also filmed and shown on the local cable channel.

As previously defined, the charrette focused on the Village area. Background maps, aerial photos, plans and historic documents were displayed for public consideration. During the charrette's meetings and design sessions, planning and urban design ideas and concepts were outlined and tested in graphic form. Interested community leaders and residents provided their input on those graphics and concepts, all toward the overall goal of improving the appearance and retail climate of the Village. Meetings were held during the two-days with many different groups, including representatives of the Township Board, Planning Commission, Township Engineers, and civic groups.

Day one of the charrette included a tour of the Village area, a brief existing conditions assessment, and all-day design sessions focused on land use and circulation. It was then followed by an evening presentation to the public discussing the different concepts of the day.

Day two of the charrette focused on discussing specific design Principles as they related to; parks and open space, streetscape, and architecture and building design. These three sessions happened concurrently to allow members of the public to drop by during the day to provide their input into the planning and design process. A public review of the concepts developed during day two were presented that evening.

The results of the charrette are presented in both text and graphic form in this document including the conceptual design for the Village area.



## Design Concepts

The purpose of the Village Plan is to establish a detailed link between the policies established by the Township Master Land Use Plan and Zoning Ordinance and the actual designs for project proposals. The design guidelines incorporated into this plan will become an important implementation mechanism in assisting the Township in bringing these plans and ideas to reality.

To this point, the tools in place in the Township have succeeded in establishing strong policies in line with the intent and purpose of the Master Plan. However, interpretation and implementation of those policies has been difficult. The Village Plan establishes design guidelines, enhances zoning regulations, and provides incentives for development that will result in a high quality, well-designed, sustainable Village area.

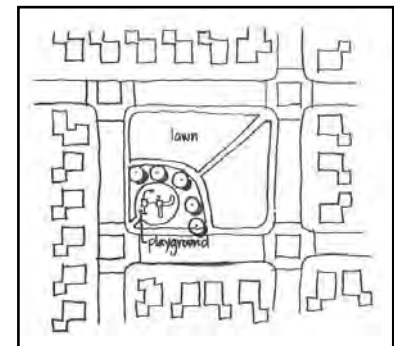
The development of these key design concepts was based on the results of analysis of existing conditions within the Village area, conversations with Township officials and administration, review of existing documents and plans, and the Township design charrette. This information was compiled together to develop the recommendations and strategies contained within this plan.

During the design portion three key elements were discussed as a starting point to developing specific design guidelines. Key elements discussed were: parks and open space; roads and streetscape; and architecture and building design. Provided here is general summary, detailed points can be found in the Appendix Section. You will find detailed design guidelines in the following chapter that have been derived from these general concepts discussed during the charrette.

### Parks and Open Space

The purpose of open space guidelines is to provide public and semi-public spaces that enhance the quality of life for Village and Township residents. Open space may be public or privately owned and maintained and may come in many shapes and sizes. Open space may include areas for active recreation such as Bennett Park, or it may be areas set aside for the preservation of natural resources or the passive enjoyment of the natural environment.

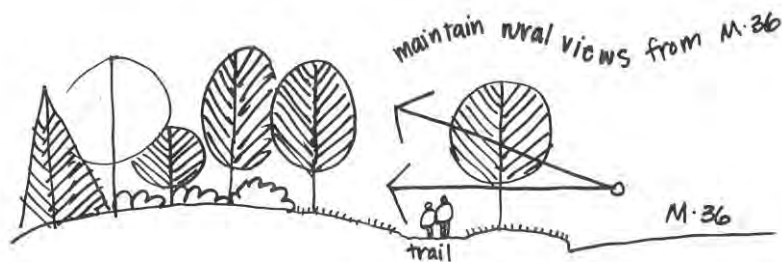
Within the Village area, the only current area of dedicated open space is Bennett Park located on Merrill Road. This well used facility includes soccer and baseball fields, a picnic area, playground, parking, restrooms, and a significant undeveloped, forested area with some lightly maintained trails through them. The Park is a tremendous resource for the Township and the Village area. However, access to the park is a concern, particularly for nearby residents who may like to allow their children to walk or bike to the park unsupervised. Providing smaller pocket parks with playgrounds for children or passive space for other residents to enjoy without having to cross major roadways should be a priority.



## Roads and Streetscape

Another key focus of the charrette was to discuss streetscape elements. This is essential when creating a Village Plan because positive streetscape can soften the traffic and road conditions, and enhance the pedestrian environment. Attendees discussed such elements as street trees, lighting, on-street parking and sidewalk design. These elements, which should remain consistent throughout the Village, will give it a sense of place and create a vibrant pedestrian atmosphere.

Another concept discussed was to keep M-36 a high volume, high speed thoroughfare with limited intersections and curb cuts. It was important to the attendees of the charrette that a rural view shed be maintained when traveling down M-36.

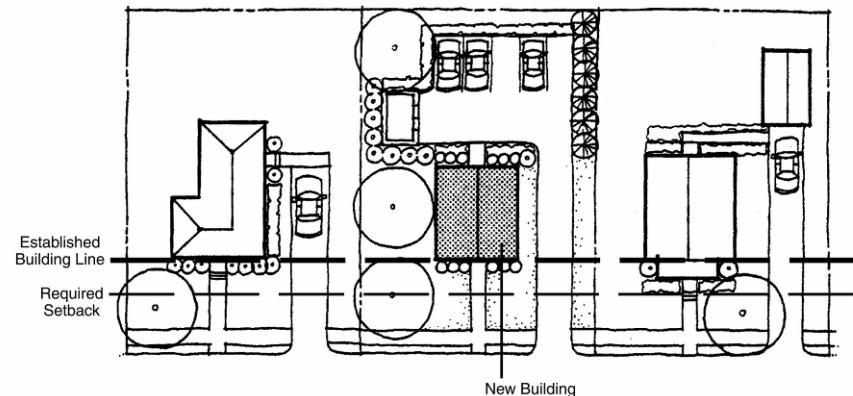


*Heavy landscaping as a tool to separate M-36 from the Village.*

## Architecture and Building Design

During the charrette general design principals were discussed as a precursor to establishing design guidelines. When regulating an area based on its design, the type or form of a building becomes more important than the use intended for it. In that sense, it does not matter whether a building is intended for use as a bakery, a butcher, or a bookstore. It does not matter if there are law offices up stairs or loft apartments. The point is more what form the building takes and whether or not that form is compatible with the form of adjacent structures.

Building elements that were focused on were; providing design guidelines that encourage mixed-use buildings within core areas, minimizing distances between buildings, establishing a build to line, and providing appropriate building scale.



*Established Building Line*



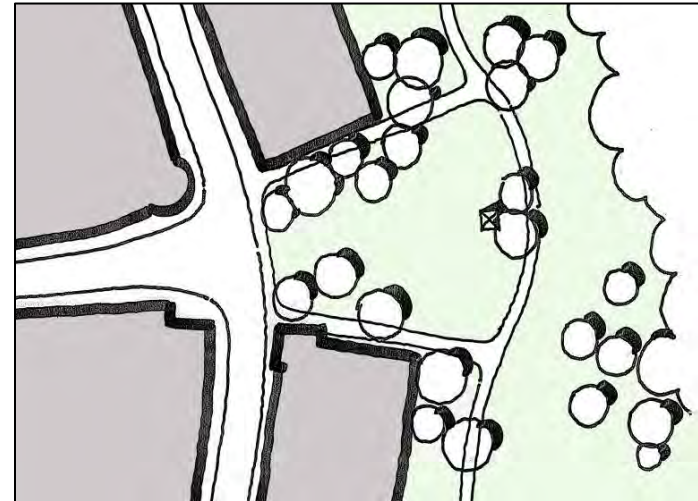
# Open Space Network

## Characteristics

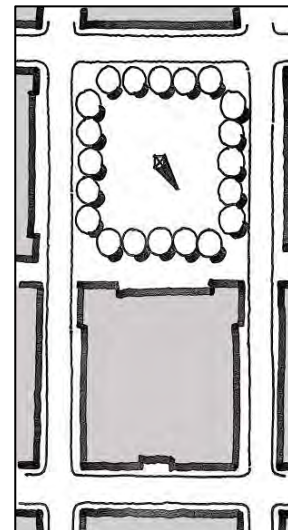
- Promote developments that reflect the Village's natural features and its traditional community patterns.
- Special attention should be paid to environmentally sensitive areas and trail design.
- Trails should not impact wildlife movement corridors, flood plains, wetlands or regional drainage systems.
- Natural corridors such as drainage corridors should be used to define edges of neighborhoods within communities and integrated into the overall open space structure of the community.
- Greenways with trails should line riparian corridors, drainage swales and retention areas, connecting natural open space with active open space destinations such as parks, schools, recreation fields, open lands, etc.

## Development Edges

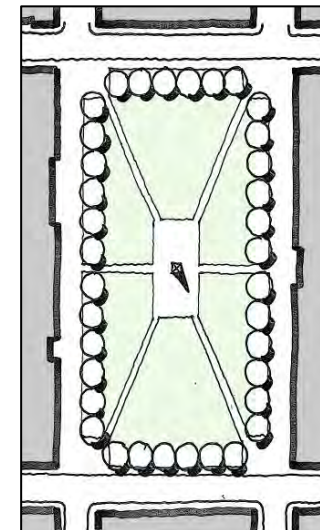
- Development adjacent to open space systems should front the open space with public access, while protecting the natural environment where desired.
- Edge treatment may be a combination of one-sided street frontage, open cul-de-sacs or integration with active parks, schools or other open space.
- Include walking paths and bike paths where called for in the area plan.



*Public Park*



*Plaza*



*Square*



### Natural River District

- Include public access path provisions
- Connect to other natural open space systems, bike paths, and linear parks.
- Adjacent development shall be permeable to allow access.

### Public and Private Community Parks

- Promote the creative design of a wide variety of community parks for the residents and visitors.
- Active community parks often contain multiple sports fields, community buildings and other active play areas.
- Community parks shall be easily accessible while still providing appropriate buffers to adjacent neighborhoods.
- Appropriately located, well-designed parking should be provided at community parks.
- Parks should be used to define boundaries between districts.
- Community parks should be designed to connect into the larger greenbelts in the planning area.

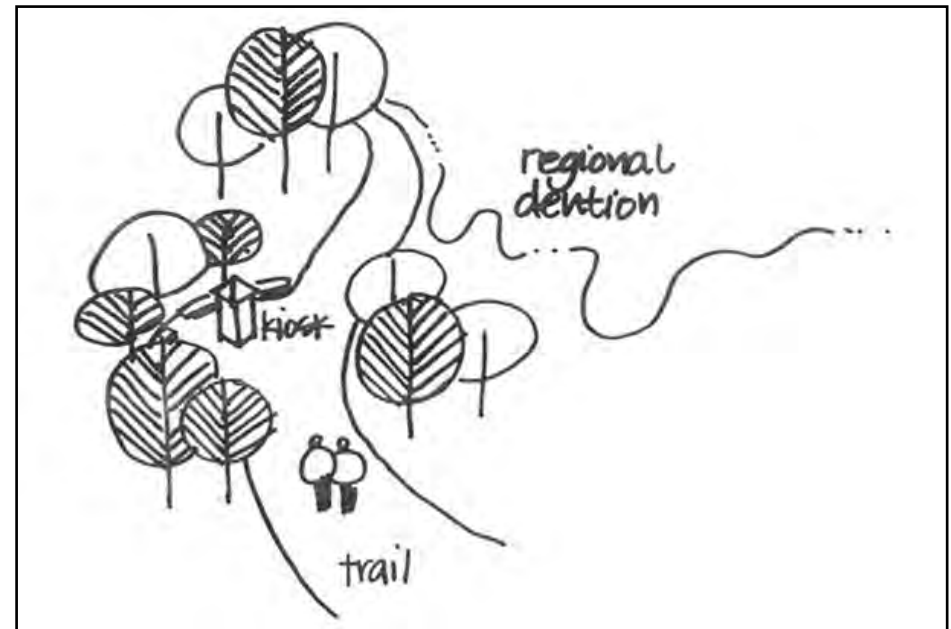
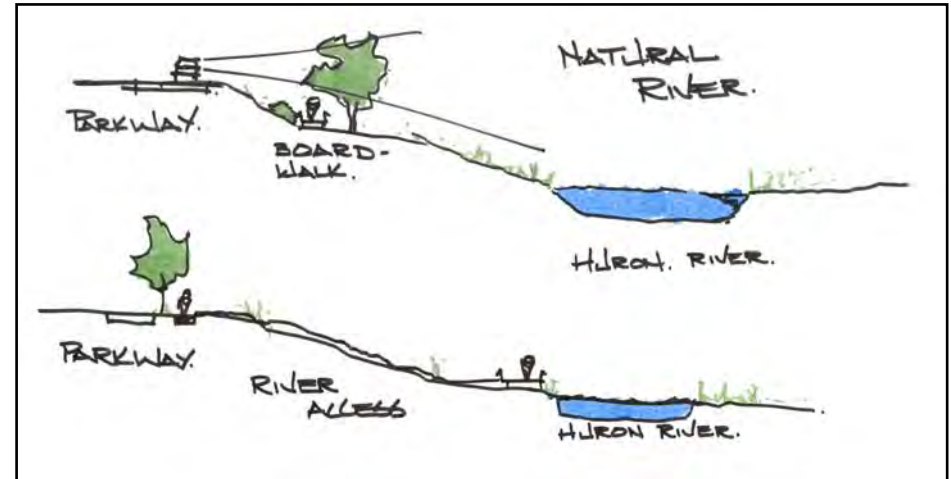


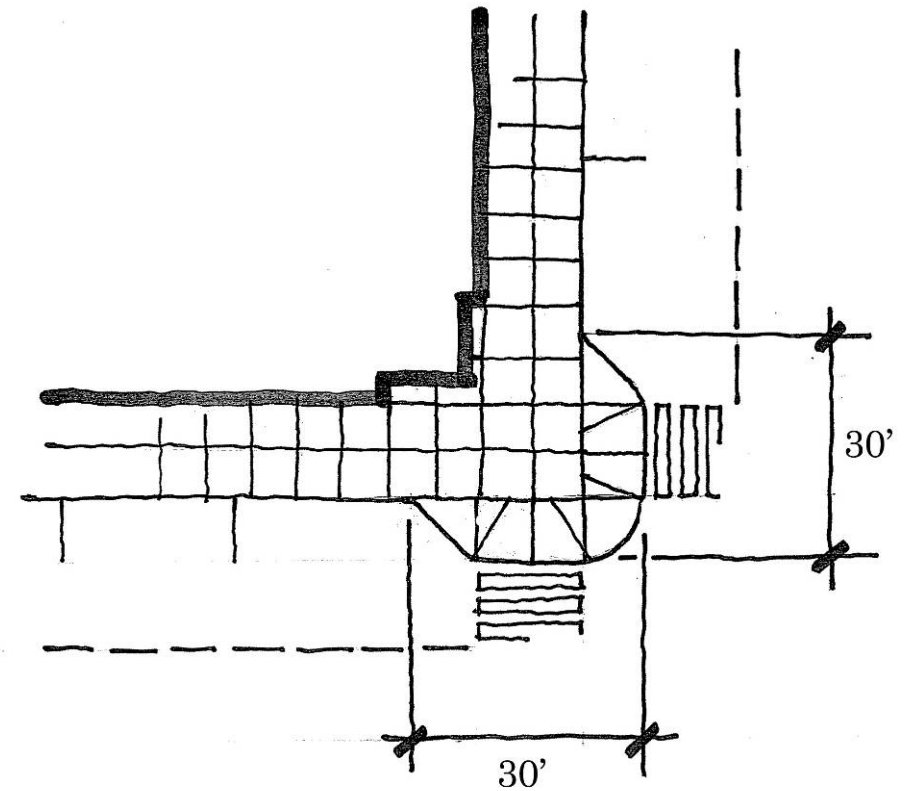
Chart 1: Open Space	VC	VG	VH/VT	VR 10	Industrial	Natural River
<b>Village Square:</b> The “Square” is an open space of hardscape and softscape that allows for public gatherings. It is a requirement to have lighting, signage, seating and provisions for public art, memorials and utility provisions for public entertainment etc.	•	•	•			
<b>Plazas:</b> Plaza’s are an approved alternative to Squares or Greens and substantially paved in hardscape material and are integrated with building developments rather than park-like. The space is to be dedicated public space. Other design provisions apply.	•	•	•	•		
<b>Community Commercial Parks:</b> Community commercial parks are to be provided proportionate to park standards. Community commercial parks are generally more formal and provided for residential and commercial users as well. Parks shall be public and range in size from .5 acres to 2 acres as appropriate.		•		•		
<b>Courtyards:</b> Courtyards in commercial developments are encouraged to be semi public open spaces during daytime hours.	•	•	•		•	
<b>Seating Areas:</b> Outdoor seating areas are desired and encouraged in the commercial mixed-use district.	•	•	•		•	
<b>Parks:</b> Neighborhood parks of 1 to 3 acres should become the focus and identity for the neighborhood. These parks are typically designed passive recreation and may include informal open ball playing areas and tot lots.				•		•
<b>Natural Spaces:</b> Natural open spaces should act as borders to development and also as part of the larger open space network.				•	•	•
<b>Tot Lots:</b> Tot lots for younger neighborhood children are often located on small parcels of 3,000 to 5,000 square feet. They often have play equipment for smaller children, protected hardscape areas, and shaded lawn space.				•		

# Circulation

## Characteristics

- The road network should provide multiple options for reaching Village amenities such as schools, parks, shops, and community facilities.
- View corridors to the river, open space, and other local landmarks should be a basic consideration.
- New roads, paths, and trails should connect to existing neighborhoods.
- Traffic calming measures should be used to eliminate short cuts and support a desirable living environment.
- Connecting roads should knit neighborhoods together, not form barriers.
- Roads, bikeways, and walkways should create a unifying circulation network that provides convenient routes throughout the Village.
- Discourage the use of cul-de-sacs.

Maximum Block Sizes	VC	VG	VH	Residential 10	Industrial
600 x 600		•			
300 x 500	•		•	•	
Unrestricted					•



## M-36

**Motor Vehicle Function:** M-36 is to serve regional mobility through Hamburg Township. Driveways and curb cuts along M-36 are permitted only as necessary to access the Village.

**Bicycle/Pedestrian Function:** M-36 shall provide for pedestrian/bicycle circulation and direct walking access to all land uses abutting the corridor. Minimum 8 foot walkways on both sides.

## STREET NETWORK

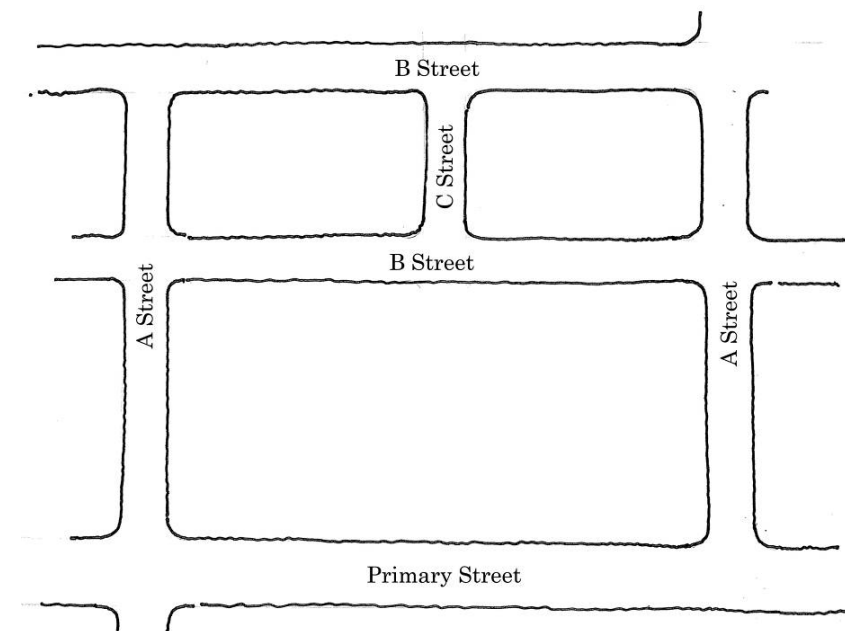
**Interior Streets:** All development in the Village shall occur along a fully developed interior street network. The street system located within parcels to be developed is referred to as the secondary street network, while public roads with a right-of-way width of 86 feet or greater are referred to as the primary street system.

The secondary street network shall consist of three types of street:

**A-Streets:** Shall form the basis around which the secondary street network is designed. A-Streets shall be the main street within a development, and shall have buildings or public spaces fronting on the street. Parking and loading areas shall not have frontage on an A-Street.

**B-Streets:** Are those streets that intersect with A-Streets. B-Streets are intended to provide a connection between A-Streets and to provide access to parking and loading areas. B-Streets are required to have buildings or public spaces along at least a portion of the street frontage, but parking and loading areas may also be located along B-Streets. B-Streets may intersect with both A-Streets and C-Streets.

**C-Streets:** Are streets that provide access to parking, loading, or other service areas of the site. C-Streets are not required to have any buildings or public space fronting the street, so the street frontage may consist of parking, loading, or service areas. Certain building types may also front on C-Streets. C-Streets may not intersect with an A-Street, but may intersect with a B-Street.

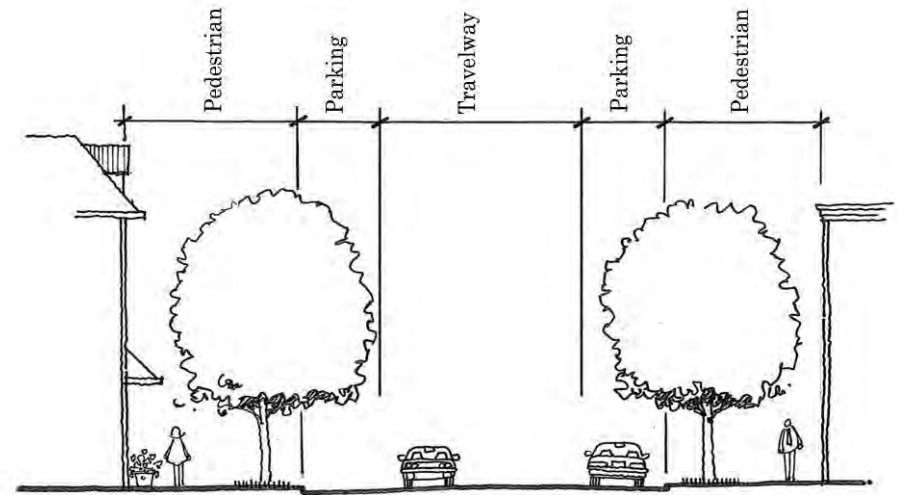


**A-Street Locations:** A-Streets shall be developed consistent with the locations shown on the Future Land Use Plan. The exact location of A-Streets on a particular site may be varied from those shown on the Plan to account for site-specific factors such as natural or man-made features provided that the general layout and number of A-Streets and connection points for the continuation of A-Streets on adjacent parcels are consistent. Additional A-Streets that are not shown on the Future Land Use Plan may also be created on a site. Any variations to the location or layout of A-Streets as shown on the Plan shall require the approval of the Planning Commission.

**B-Street and C-Street Locations:** B and C-Streets shall be developed as necessary to create the required block system, and to distribute vehicular and pedestrian traffic through a development. B and C-Streets may be developed wherever appropriate on the site, provided that they meet the layout and design standards of this Section.

## ALLEYWAYS

**Motor Vehicle Function:** Alley's provide secondary access to residential and commercial properties. They are located to the rear of properties that take their primary access from other streets. Alley's must be dedicated as public easements but are private streets. In commercial districts, they provide space for utilities, access for parking, garbage collection and delivery services. In residential districts, alleys provide access to garages, and may provide secondary access for emergency services. Residential and commercial parcels shall not take sole or primary access from an alley. Alley design speed shall be 10 mph in residential districts and 5 mph in commercial.



Residential Access off of Alley

**Motor Vehicle Parking:** Parking within the alley travel lane is prohibited.

**Bicycle/Pedestrian Function:** Alleys shall allow pedestrian/ bicycle circulation and direct walking access to land uses abutting the alley corridor in mixed traffic within the vehicular travel lane.

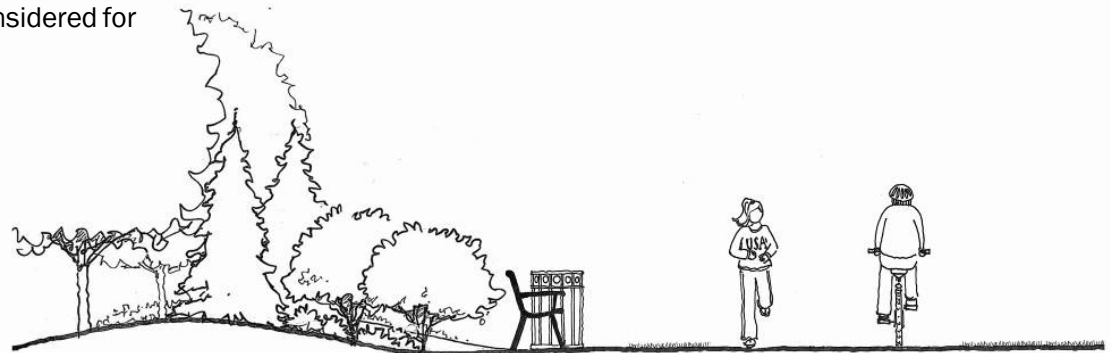
## PEDESTRIAN WAY

**Motor Vehicle Function:** Pedestrian ways are narrow paved pathways dedicated for public use and designed to provide walking access across large blocks or nearby streets. Pedestrian ways shall not be open to use by motor vehicles other than approved maintenance equipment.

**Bicycle/Pedestrian Function:** Pedestrian ways provide for continuous public access and circulation across residential and commercial/mixed blocks. Trees and pedestrian-scaled lighting are also included. Alternative pavement materials will be considered for low intensity use locations.

## Pedestrian and Bicycle Policies and Guidelines:

- The Village Plan should contain a master bikeway plan providing the basic structure of on and off-street bike paths as part of the overall circulation and transportation network.
- Generally bike paths should be provided on local roads/ M-36, and within open space systems.
- Pedestrian and bike connections should be made to residential neighborhoods, retail centers and open space systems. Pedestrian and bike connections should be made wherever auto connections are infeasible due to physical constraints or other considerations.
- Loop road layouts should be supplemented with pedestrian and bike path, “shortcuts” to make walking and biking more convenient.



*A shared pedestrian and bike path*



### Transit Oriented Development (TOD):

Hamburg has a long history of railroad activity. Recently a public private-partnership has committed to establishing an active commuter line between Whitmore Lake and Howell. The line may eventually connect Ann Arbor to the south with Traverse City to the north.

The train would operate on an existing rail line that runs through the Village Center area from the southeast corner of the Village, past the Historic Village area, and through to the northwest just south of where the Lakeland Trail intersects Merrill Road. Establishing a station along this section of the rail line would present a tremendous opportunity for the creation of an active, vibrant, collection of businesses, restaurants, recreation, and residential uses.

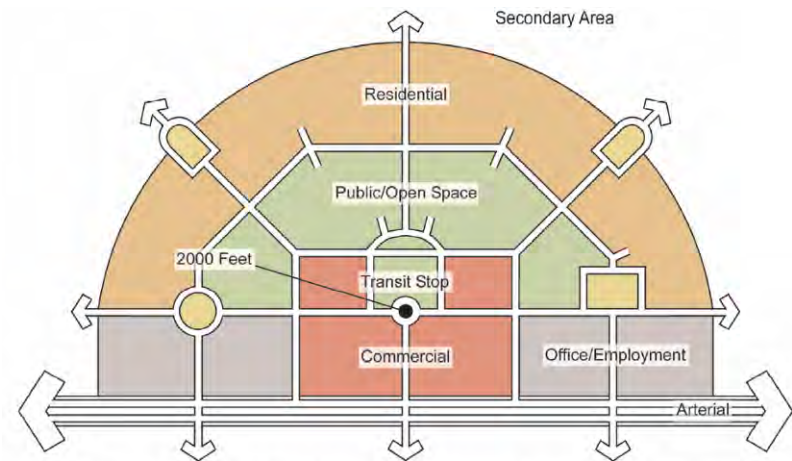
Often referred to as transit oriented developments or TODs, this pattern of development typically falls within easy walking distance of a bus or train station. A transit oriented development would provide a regional attraction with access to other destinations such as Ann Arbor, Howell, and Traverse City. This creates additional opportunity for commercial development by drawing in more potential customers to the Village Area.

The most beneficial location of a station in this area would be south of the Mill Pond along Hamburg Road south of the Historic Village area. This location would bring people into the Historic Village area and provide the catalyst for redeveloping some industrial property with potential contamination. This site would be a strong candidate for the establishment of a Brownfield Site.

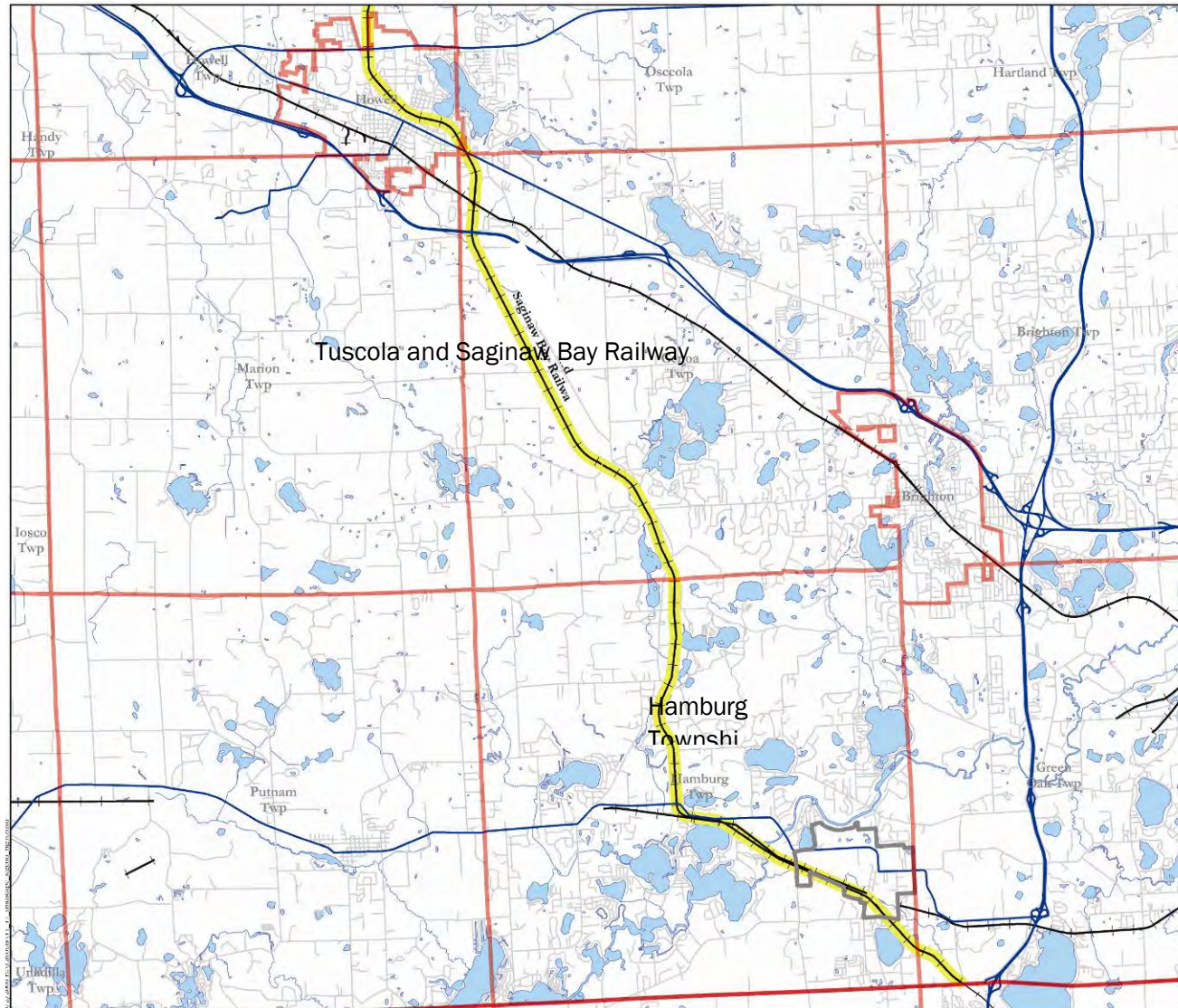
A second possible location would be near Merrill Road north of the Lakeland Trail. There is sufficient area here to accommodate parking and it is close to the Township facilities on Merrill Road.

Because the exact location has not been identified, this plan is proposing the establishment of a TOD Overlay District. This would allow the development pattern of a TOD to be established within a ¼ mile radius of a station once the location is established.

The development patterns and characteristics of a TOD are similar to those anticipated in the Village Core District with a concentration and mix of uses that is greater than in other areas of the Village Center area.



*From: Peter Calthorpe, The Next American Metropolis: Ecology, Community, and the American Dream, New York: Princeton Architectural Press, 1993, [www.papress.com](http://www.papress.com)*



Railroad Line

# Land Use Plan

The chart below represents land use guidelines within The Village. Please refer to the Zoning Ordinance and Appendix A for specific uses and special requirements.

Chart 2: Building Uses	VC	VG	VH	VT	Residential 2/10	Industrial	Natural River
<b>Residential Uses</b>							
Accessory Dwelling Unit		◦		•	◦/•		
Apartment	•	•	•		◦/•		
ECHO		◦			◦/•		
Live-Work Unit	•	•	•	•			
Single-Family Detached Dwelling		◦	◦	•	•/•		•
Townhouse		◦			◦/•		
<b>Commercial/Office Uses</b>							
Auto Uses (sales, storage, carwash, maintenance)						•	
Business and Professional Offices 0 to 10,000 SF +	•/◦	•/◦	•	•			
Drive-thru Service	◦	◦				•	
Entertainment/Recreation Facilities	•/◦	•/◦	◦	◦		◦	
Food and Beverage Establishments and Stores	•	•	•/◦	•/◦			
Open air display	◦	◦	◦	◦		•	
Personal Service Establishments 0 to 5,000 SF GFA	•	•	•	•/◦			
Planned Shopping Center	•	•					
Retail 0 to 5,000 SF GFA	•	•	•/◦	•			
<b>Civic Uses</b>	•/◦	•/◦	•/◦	•			◦
<b>Lodging Uses</b>	◦	◦	◦	◦			◦
<b>Industrial Uses</b>						•/◦	

- Permitted Use
- Special Use



# Map 4 Village Future Land Use

Hamburg Township,  
Livingston County, Michigan

## Future Land Use

- Village Residential-2
- Village Residential-10
- Village Gateway District
- Village Core District
- Village Historic District
- Village Transition
- Conservation District
- Public
- Parkland
- Industrial
- Transit Oriented Development Overlay District

Lakeland Trail

Trail

Lakes and Streams

Wetlands as identified on NWI and MIRIS maps

Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils

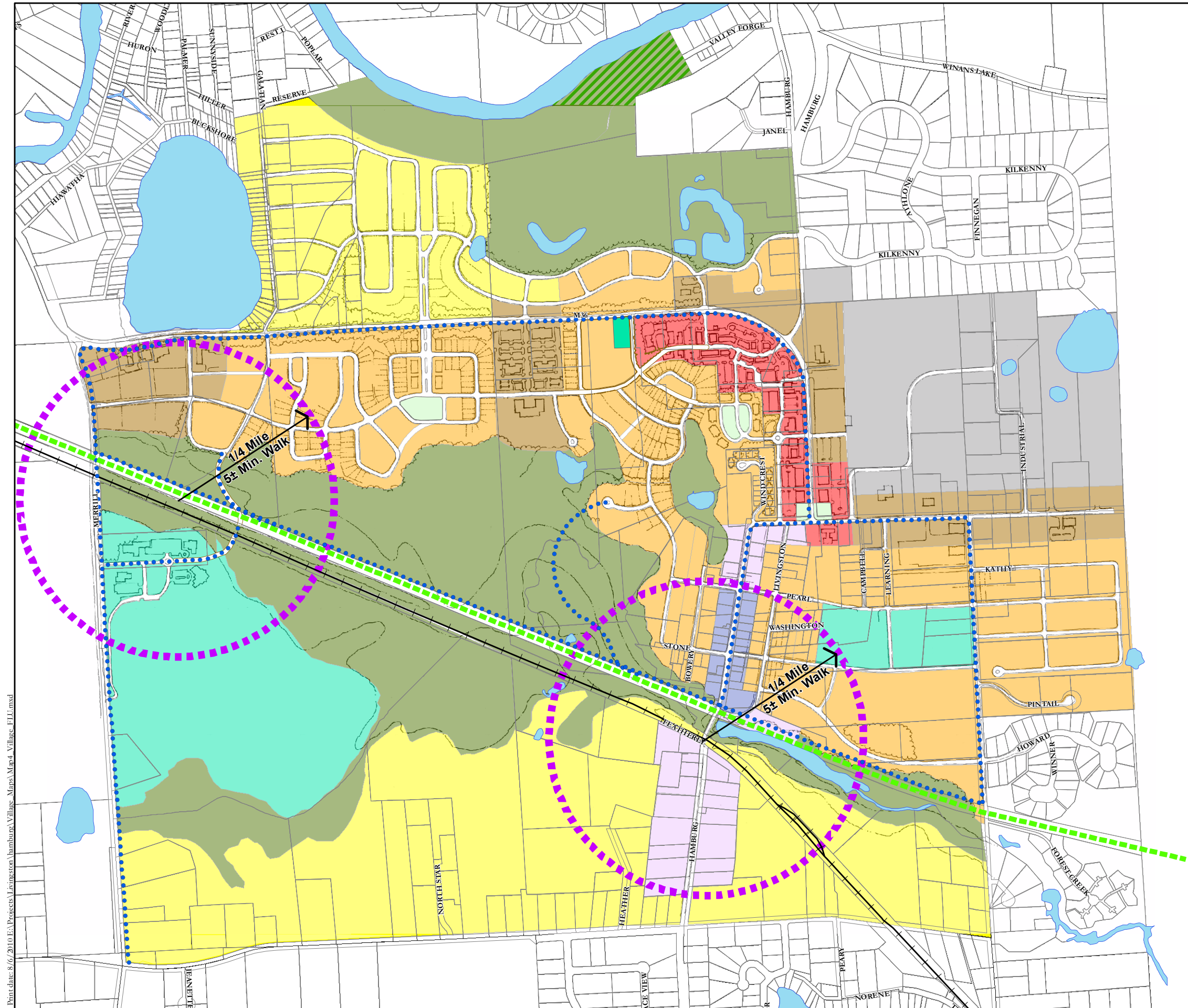
Data Source: Livingston County Information  
Technology Department GIS Division, 2005

0 500 1,000  
Feet

**McKenna**  
ASSOCIATES  
INCORPORATED

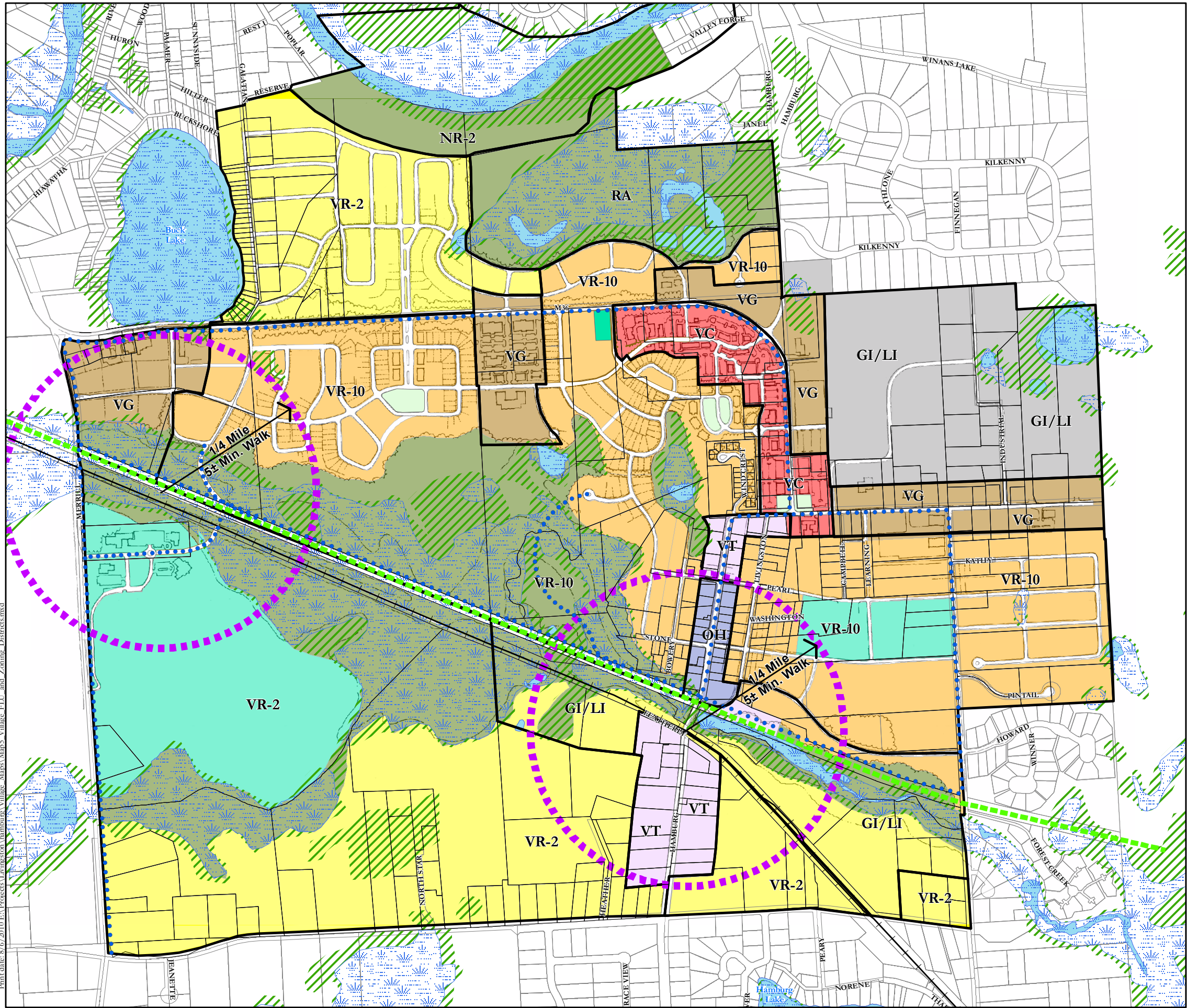


08/06/10





Print date: 8/6/2010 EA Project: Livingston\Hamburg Village Maps\Map5 Village FLL and Zoning Districts.mxd



# Map 5 Village Future Land Use and Zoning Districts

Draft

Hamburg Township,  
Livingston County, Michigan

## Zoning

	NR-2	Natural River District
	RA	Medium Density Residential
	VR-2	Village Residential 2
	VR-10	Village Residential 10
	VG	Village Gateway
	VC	Village Core
	VT	Village Transition
	OH	Old Hamburg
	GI/LI	General Industrial
	TOD	Transit Oriented Development Overlay

## Future Land Use

	Village Residential-2
	Village Residential-10
	Village Gateway District
	Village Core District
	Village Historic District
	Village Transition
	Conservation District
	Public
	Parkland
	Industrial
	Transit Oriented Development Overlay District
	Lakelands Trail
	Trail
	Lakes and Streams
	Wetlands as identified on NWI and MIRIS maps
	Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils

Data Source: Livingston County Information  
Technology Department GIS Division, 2005

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Feet

Mckenna  
ASSOCIATES  
INCORPORATED



8/06/10



### III. District Types and Design Guidelines

#### Village Core / Village Gateway / Transit Oriented Overlay District (VC/VG/TOD)

##### District Character

The purpose of the Village Core/Village Gateway Districts is to provide for community-wide retail uses while integrating with smaller scale shops. These districts should connect to neighboring residential streets. The intent is to allow for commercial uses while creating a pedestrian connection to adjacent neighborhoods and open space.

The purpose of the TOD District is take advantage of the potential for a train station that may be located in the Village. Because the exact location of the station is not known at this time, the TOD District will be treated as a floating zone. Once the location of the station is determined, the land uses, design characteristics, and other standards associated with the TOD District will be applied as an overlay within approximately ¼ mile of the station.

##### Characteristics:

- The VC/VG Districts should have a strong pedestrian connection with building placement, orientation, and entries reinforcing the pedestrian path.
- The road network should consist of a series of generally rectilinear blocks in a grid or interconnected pattern which is conducive to walking, biking, and vehicle trips within the Village.
- Streets should be designed with on street parking and require buildings to orient toward the street.





**Parking:** Parking requirements per zoning code except for the following exceptions:

- Shared parking must be taken into consideration for multi-use/multi-building projects.
- Minimal parking beyond zoning code requirements.

## STREETSCAPE

The following streetscape design improvements will help to enhance the pedestrian environment.

**Lighting:** Streetlights within the VC/VG District must be as shown in figure L1 and spaced 50' o.c. Parking lot lighting may be a shoebox design with a maximum height of 20 feet and painted black. Additional lighting is recommended and may include building and signage lighting as well as accent up-lights on buildings or at landscaping.

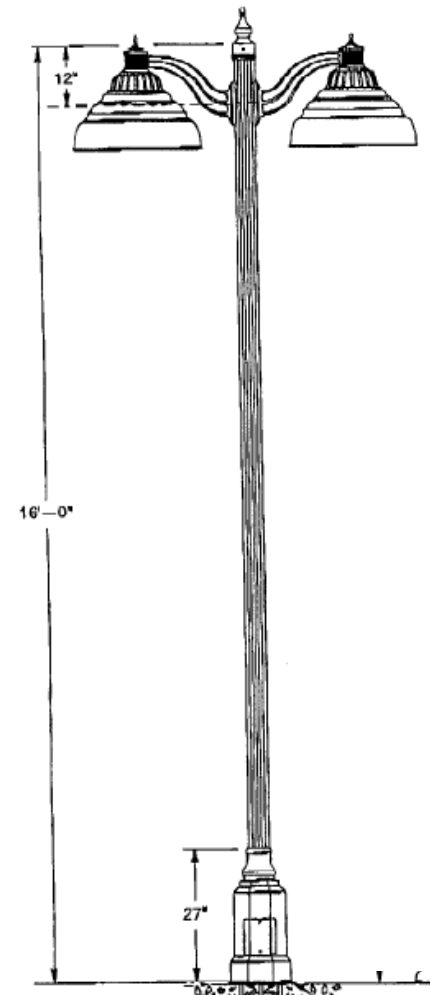
**Street Trees:** Street trees should be placed a minimum of 50' o.c. within tree wells (with grates or hard pack pervious material). There should be bulbouts with accent trees at intersections and mid-block crossings.

**Intersections:** Pedestrian crossings should be clearly designated with wide striping at a minimum. For retail streets accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged.

**Sidewalk Design:** Sidewalks should be a minimum of 12 to 16 feet wide and wider when deemed appropriate. Where seating is encouraged a minimum of 16 feet is desired. Accent paving such

as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged along retail/mixed use pedestrian walks and crossings.

**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the VC/VG Districts.



## SITE PLANNING AND BUILDING TYPES

Buildings and site development should contribute to a cohesive urban pattern, define and frame the public streets and plazas, while reinforcing the overall goal of creating a walkable district.

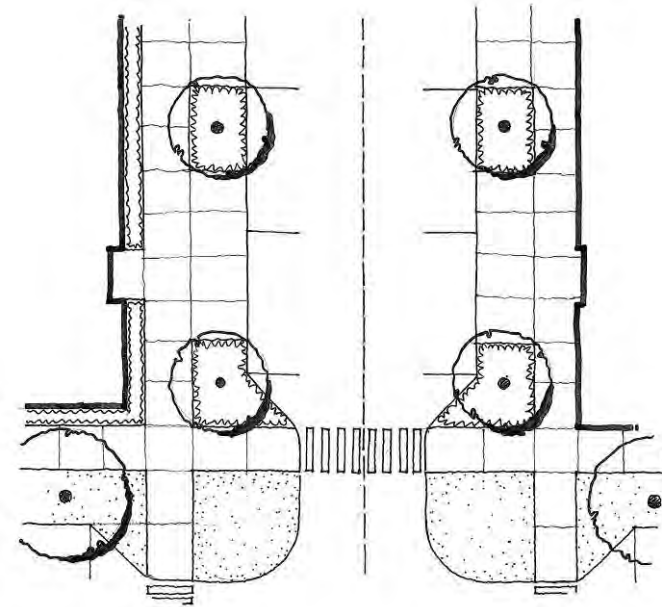
**Parking:** Attractive, landscaped parking areas should be located to the rear and sides of the building to encourage a pedestrian-friendly street edge.

**Commercial Frontage:** Commercial Buildings should be built to the street or have a minimal landscape setback to define the street. Commercial building frontage should extend a minimum of 75% of the primary street frontage. Commercial parking should typically be behind buildings and never located on corner lots.

### Building Design:

- The use of special storefront detailing, façade ornamentation, quality materials, unique signage and awnings or canopies can reinforce the pedestrian nature of the street.
- Facades should be articulated through architectural treatment in a relatively small rhythm of approximately 25'-30' and be generally vertical in proportion.
- Building entrances shall be clearly visible from a public street.

**Setbacks:** A maximum front yard setback from the right-of-way of 10 feet. Exception may be made for outdoor seating areas and public plazas.

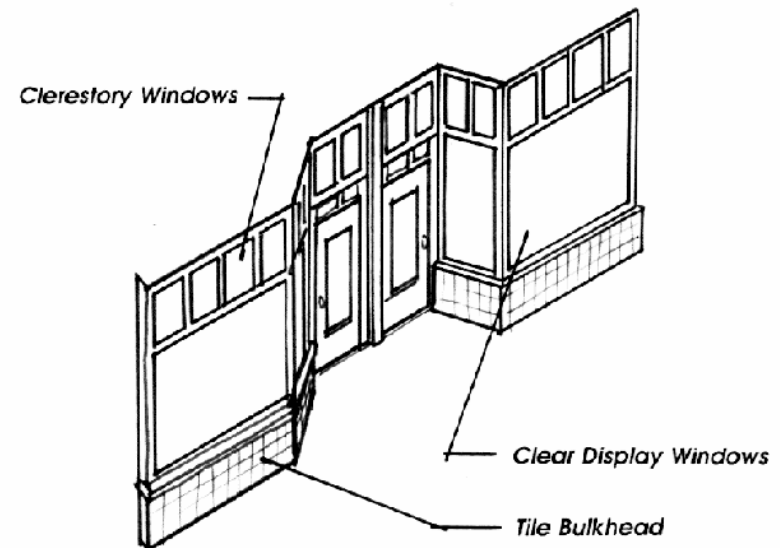


**Height:** A minimum one story height of 18 feet and a maximum overall height of 35 feet unless determined by the Township additional height is appropriate. Commercial buildings shall have a minimum first floor interior height of 12 feet although 15 is preferred.

Three story building heights are encouraged at key locations subject to Township approval and the appropriate mix of uses.

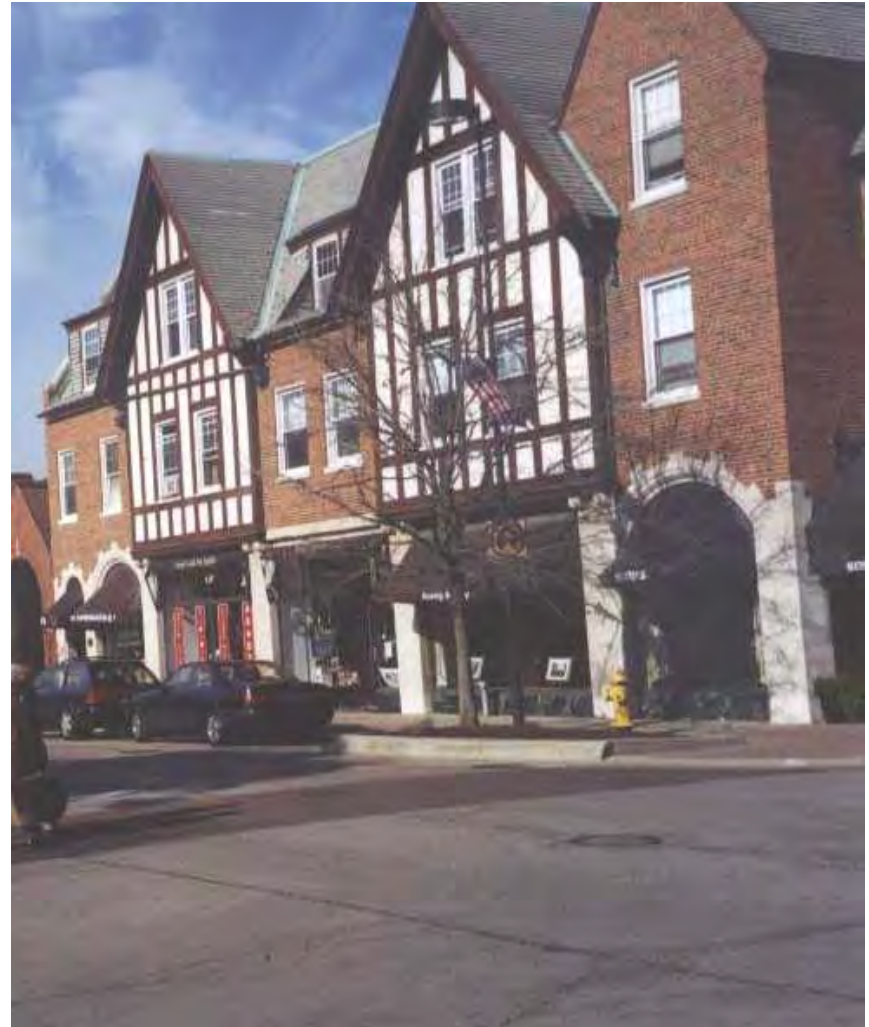
**Façade Requirements:** Three or more of the following methods of articulation shall be used to provide visual interest and create a human scale:

- 
- Providing a balcony, bay window, porch, patio, deck, or clearly defined entry for each interval.
- Providing a lighting fixture, trellis, prominent ornamental tree or other landscape feature within each interval.
- Providing architectural features such as setbacks, indentations, overhangs, projections, cornices, bays, canopies, building modulations, or awnings.
- Use of material variations such as contrasting colors, brick or metal banding, or textural changes.
- For commercial buildings, a minimum of 70 percent of the front façade on the ground floor shall be transparent.
- For commercial buildings with parking in the rear, a minimum 40 percent of the rear façade shall be transparent. And an entrance point must be provided.



**Roofline Requirements:** Roof lines shall be varied through two or more of the following methods. The maximum roof length without a variation shall be forty feet.

1. **Dormers:** A projection from a sloping roof that contains a window.
2. **Roof Line with Architectural Focal Point:** A prominent rooftop feature such as a peak, tower, gable, dome, barrel vault or roof line trellis structure.
3. **Roof Line Variation:** The roof line articulated through a variation or step in roof height or detail, such as:
  - a. **Projecting Cornice:** Roof line articulated through a variation or step in cornice height or detail. Cornices must be located at or near the top of the wall or parapet.
  - b. **Articulated Parapet:** Roof line parapets shall incorporate angled curved or stepped detail elements.
  - c. **Pitched Roof or Full Mansard:** A roof with angled edges, with or without a defined ridgeline and extended eaves.
4. **Terraced Roof:** A roof line incorporating setbacks for balconies, roof gardens, or patios.



## SIGNAGE

To enhance the visual character of the Village and maintain a high level of quality the following design standards shall apply towards signage.

**General Requirements:** Signs shall be architecturally consistent with the style, materials, colors, and composition of the building.

A sign program shall be developed for buildings which house more than one tenant. Signs shall at a minimum be consistent with one another.

All signs shall be externally illuminated. All signs which project out from the building must have a minimum vertical clearance of nine feet.

**Wall Signs:** Wall signs shall be placed generally within a sign band located above the storefront and not exceed 80% of the linear frontage. Maximum size, per façade, is .75 square feet per linear foot or 24 square feet. Letters shall not exceed 18 inches and shall be mounted flush against the wall.

**Awning and Canopy Signs:** Sign lettering and/or logo shall not compromise more than 20% or 10 square feet of exterior surface. Awnings and canopies must be permanently attached to the building.





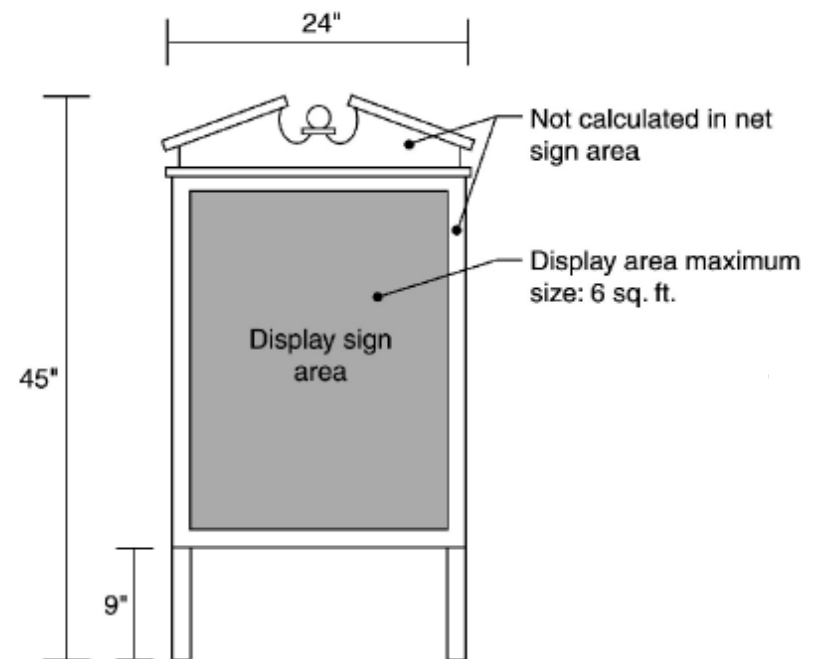
**Projecting Signs:** Signs shall project no more than 48 inches from the building face. Signs are limited to five square feet per side. Projecting signs shall be visually appealing with wrought iron mounting hardware.

**Marquee Signs:** Marquee signs are only allowed on theaters, cinemas, schools, performing arts facilities, parking structures, and religious institutions. The sign copy shall be limited to include only the facility's name and changeable copy related to present and future events. The facility portion shall be no larger than 40% of the sign area and the changeable copy portion no larger than 80%.

**Window Signs:** Window signs shall not exceed 10% of the window so that visibility into and out of the window is not obscured. Window signs shall be directly applied to the window or hung inside the window, concealing all mounting hardware and equipment.

**Freestanding Signs:** Freestanding signs must be ground mounted and architecturally harmonious with the character of the building. They must meet the size requirements of the Zoning Ordinance and be located in a landscaped area.

**A-Frame Sidewalk Signs:** There shall only be one a-frame sign per business and it must be located within five feet of the main entrance. Five feet of clear sidewalk must be maintained at all times and signs must be stored indoors during closed hours. Portable sidewalk signs shall be made of wood or decorative metal, with cast iron brackets, and shall be architecturally compatible with the style, composition, materials, colors and details of the building. No portable sidewalk sign shall exceed an overall height of forty-five (45) inches and an overall width of twenty-four (24) inches.





# Village Historic (VH)

## District Character

The purpose of the Village Historic District is to provide for small neighborhood oriented retail uses and services while integrating with existing residential uses. The district should connect to neighboring residential streets. The intent is to allow for commercial uses while creating a pedestrian connection to adjacent neighborhoods and open space.

## Characteristics:

- The Historic District should have a strong pedestrian connection with building placement, orientation, and entries reinforcing the pedestrian path.
- Strong design guidelines will ensure any future development matches the existing traditional small town character of the area.
- Shared and public parking lots should be provided to encourage multi-business visits by the Village Historic patrons.

**Parking:** Parking requirements per zoning code except for the following exceptions:

- Shared parking must be taken into consideration for multi-use/multi-building projects.
- Minimal parking beyond zoning code requirements.
- 



## STREETSCAPE

The following streetscape design improvements will help to enhance the pedestrian environment. These improvements may be waived or modified by the Planning Commission subject to the waiver modification requirements outlined in Section 9.0 of the zoning code.

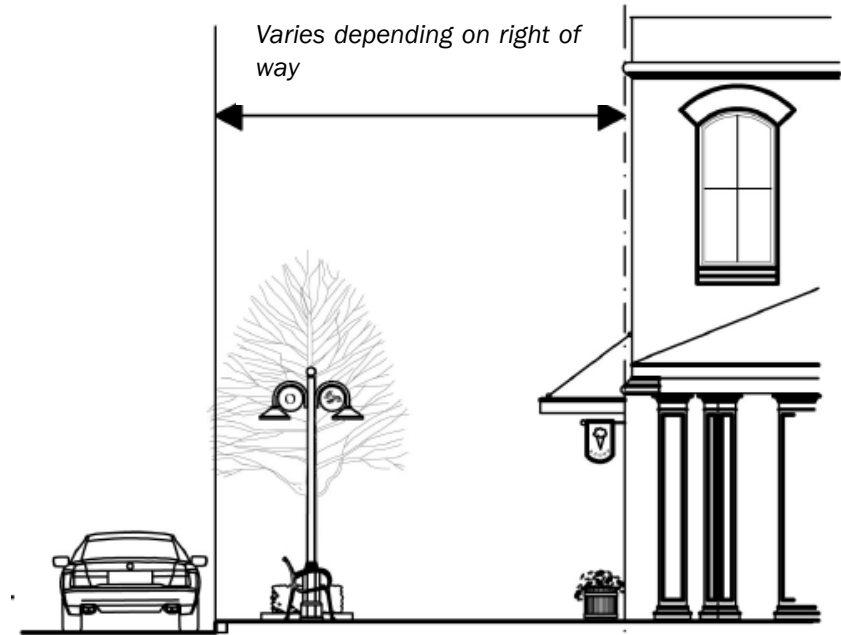
**Lighting:** Please refer to the VC/VG lighting standards.

**Street Trees:** Street trees should be placed approximately 25' o.c. within tree wells (with grates or hard pack pervious material). There should be bulbouts with accent trees at intersections and mid-block crossings.

**Intersections:** Pedestrian crossings should be clearly designated with wide stripping at a minimum. For retail streets accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged.

**Sidewalk Design:** Sidewalks should be a minimum of 6 to 16 feet wide and wider when deemed appropriate. Where seating is encouraged a minimum of 16 feet is desired.

**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the VH District.



## SITE PLANNING AND BUILDING TYPES

Buildings and site development should contribute to the existing historic nature of the neighborhood, while reinforcing the overall goal of creating a walkable district.

**Parking:** Attractive, landscaped parking areas should be located to the rear and sides of the building to encourage a pedestrian-friendly street edge.

**Commercial Frontage:** New commercial buildings should be built to the street or have a minimal landscape setback to define the street. Commercial building frontage should extend a minimum of 75% of the primary street frontage. Commercial parking should typically be behind buildings and never located on corner lots.

### Building Design:

- The use of special storefront detailing, façade ornamentation, quality materials, unique signage and awnings or canopies can reinforce the pedestrian nature of the street.
- Facades should be articulated through architectural treatment in a relatively small rhythm of approximately 25'-30' and be generally vertical in proportion.

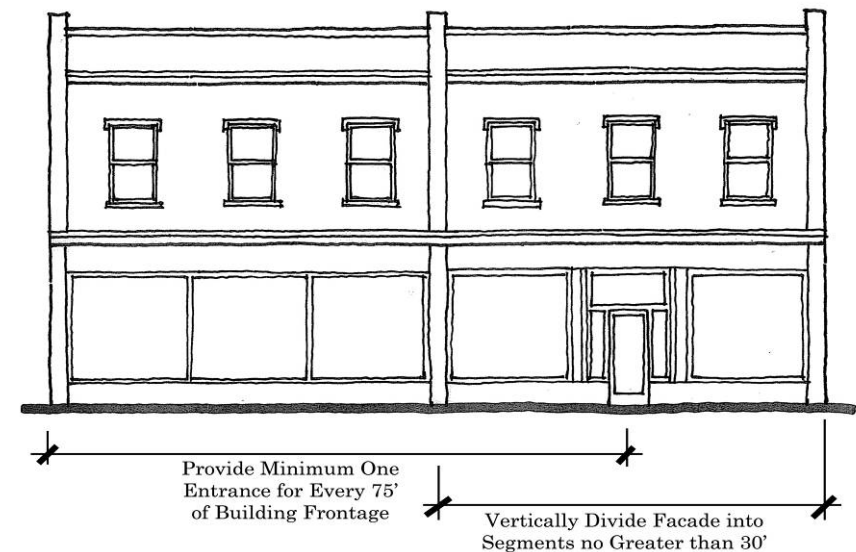
**Setbacks:** Setbacks will vary depending on existing improvements. All new construction, or renovations exceeding 50% of the floor area, shall provide a minimum six foot sidewalk. A six foot planting area is also required when possible between the pavement and the sidewalk. New commercial construction shall not have a setback greater than 10 feet from the front setback line. For the purposes of the VH District, the front setback line shall be defined as the

typical front setback for each building located on the same block as the subject site.

**Height:** New buildings shall have a minimum one story height of 18 feet and a maximum overall height of 35 feet unless determined by the Township additional height is appropriate. Commercial buildings shall have a minimum first floor interior height of 12 feet.

**Façade Requirements:** For new construction, please refer to the VC/VG for façade requirements.

**Signage:** Please refer to the sign requirements in the VC/VG Districts.





# Village Transition (VT)

## District Character

The purpose of the Village Transition District is to encourage and direct adaptive re-use of the existing buildings and homes while integrating with existing residential uses. The district should connect to neighboring residential streets. The intent is to allow for low intensity commercial uses while maintaining the residential character of the neighborhood.

## Characteristics:

- Permit expanded commercial and retail uses to ensure Hamburg Road's viability, while maintaining the desirable traditional character of the existing structures along Hamburg Road north and south of the historic village core and surrounding residential areas.
- Provide a feasible alternative to strip commercial development along Hamburg Road and reuse of existing residential structures in the surrounding residential areas.
- Shared parking lots should be provided to reduce drive aisles and impervious surface.
- Encourage the renovation of buildings; ensure that new buildings are compatible with their context and the desired character of Hamburg Road and surrounding residential areas.

**Parking:** Parking requirements per zoning code except for the following exceptions:

- Shared parking must be taken into consideration for multi-use/multi-building projects.
- Minimal parking beyond zoning code requirements.



## STREETSCAPE

The following streetscape design improvements will help to enhance the pedestrian environment. These improvements may be waived or modified by the Planning Commission subject to the waiver modification requirements outlined in Section 9.0 of the zoning code.

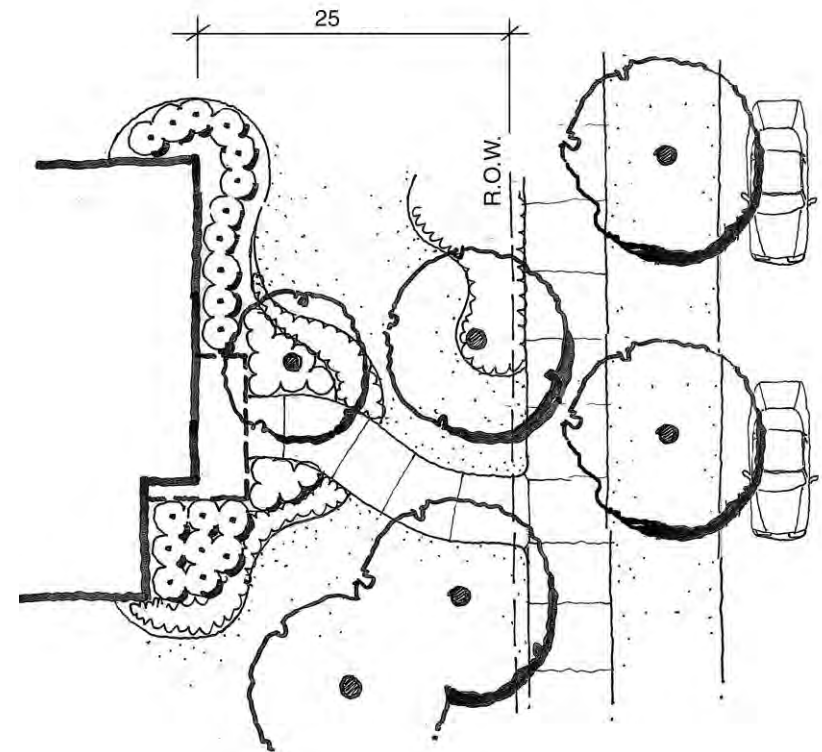
**Lighting:** Please refer to the VC/VG lighting standards.

**Street Trees:** Street trees should be placed approximately 50' o.c. within tree wells (with grates or hard pack pervious material). There should be bulbouts with accent trees at intersections and mid-block crossings.

**Intersections:** Pedestrian crossings should be clearly designated with wide stripping at a minimum. Accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged.

**Sidewalk Design:** Sidewalks should be a minimum of 6 feet wide and wider when deemed appropriate. Where seating is encouraged a minimum of 16 feet is desired. Accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged for sidewalks larger than 6 feet.

**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the VH District.



## SITE PLANNING AND BUILDING TYPES

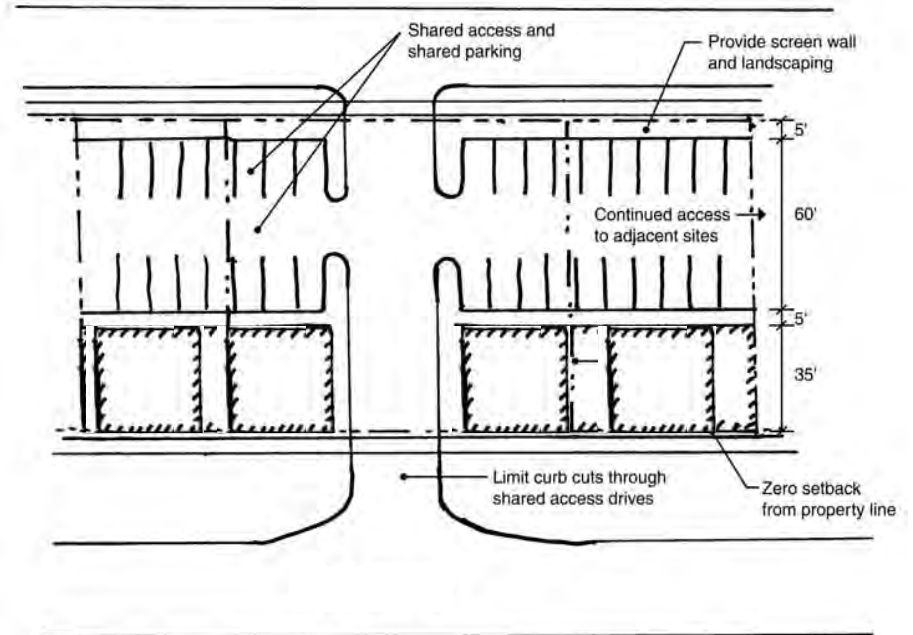
Buildings and site development should contribute to the historic nature of the area, define and frame Hamburg Road, while reinforcing the overall goal of creating a walkable district.

**Parking:** Attractive, landscaped parking areas should be located to the rear and sides of the building to encourage a pedestrian-friendly street edge. Adjacent uses are encouraged to share parking.

### Building Design and Setback Requirements:

- The front building line of any new or expanded building in the VT District shall be located within 5 feet of the front setback line. For the purposes of the VT District, the front setback line shall be defined as the typical front setback for each building located on the same block as the subject site. However, in no case shall the front setback be more than 25 feet from the street right-of-way.
- All buildings shall have a pedestrian entrance at the front building façade.
- Rear entrances facing interior parking areas shall contain well designed pedestrian entrances and access points.
- The length of any building shall not exceed 60 feet. However, upon review by the Planning Commission, the length of a building may be increased up to 100 feet if the Commission finds that the proposal meets the intent of this Article, specifically the façade requirements detailed below.

### B-Street



### A-Street

*Shared Parking is encouraged in the VT District*



**Height:** New buildings shall have a minimum one story height of 18 feet and a maximum overall height of 35 feet unless determined by the Township additional height is appropriate.

**Façade Requirements:** All sites within the VT District are subject to the following architectural standards and the discretion of the Planning Commission:

**New Buildings:**

- All building facades shall relate to typical historic residential forms found along Hamburg Road and surrounding residential areas through the use of materials, architectural ornament, and details.
- All facades shall provide for pedestrian scale and create visual interest for the pedestrian, including but not limited to front porches, front entrances, bay windows, and other traditional residential scaled details.
- All buildings shall maintain the appearance and scale of individual residences.
- The principal building material shall consist of brick, stone, architectural masonry units and/or hardi-plank siding. Vinyl and aluminum siding is prohibited.
- All roofs shall be pitched and include variations such as dormers, hips, gables, or turrets.



**Existing Buildings:** Where an addition is being proposed for an existing building, the existing facade materials and design may be used on the addition, provided that the following criteria have been met:

- The addition does not exceed fifty (50) percent of the existing building floor area; all new facades substantially constitute a continuation of the existing facades with respect to color, texture, size, height, and location of materials; and that the visual effect is to make the addition appear as part of the existing building.
- If the addition exceeds fifty (50) percent of the existing building floor area, the entire building shall be brought into full compliance with the façade requirements above.

**Signage:** All uses shall be subject to the sign standards of the VC/VG District. When a new use, construction of a new building, or additions are proposed to an existing building, all existing signage must be brought into compliance with current ordinance requirements and is subject to the review of the Planning Commission as part of a master sign plan. The following additional requirements apply for all signs within the VT District:

- All ground signs shall be of wood or masonry construction. The message panel of all signs shall be painted, routed, individually formed wooden letters, or pin mounted letters.
- Not more than 3 colors, excluding a background color, may be used on a sign in the VT District.



## Village Residential 2/10 (VR-2, VR-10)

### District Character

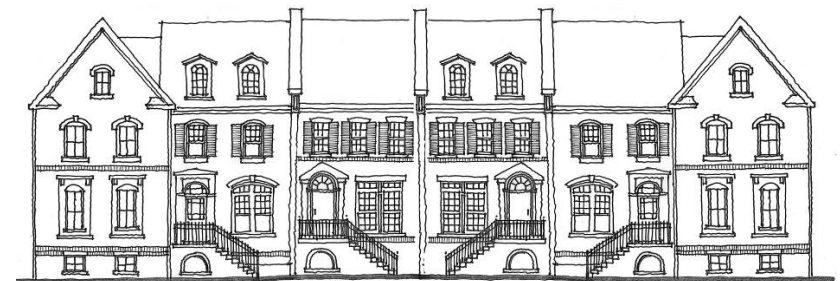
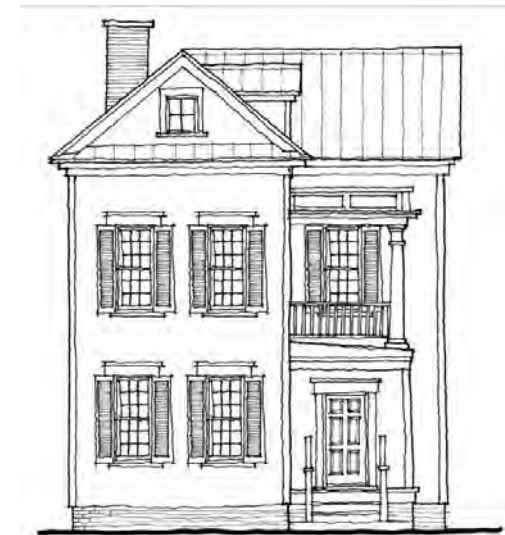
The purpose of the Village Residential Districts are to provide a variety of predominantly residential uses which include different housing opportunities while providing services such as parks, schools and convenience shops designed to encourage walking and biking minimizing the impact of the automobile. The intent is to create high quality residential neighborhoods, which are integrated with other neighborhoods, as well as other districts.

Village Residential 2 will act as a transition area within the southern portion of the Village north of Strawberry Lake Road.

### Characteristics:

- New streets, bikeways, paths and trails should connect to existing adjacent neighborhoods and create a unifying circulation network.
- Traffic calming measures should be used to eliminate shorts cuts and support a desirable living environment.
- Multiple connecting streets within a residential neighborhood should knit a neighborhood together, not from barriers.
- The street network should lead to major amenities such as retail centers, shops, schools, parks and community facilities.
- Street and path systems should focus on important vistas such as community buildings, woodlands or open spaces.
- There should be a wide variety of residential building types and living opportunities within a neighborhood including small lot single-family, duplexes, townhomes, row homes, garden apartments, and flats.

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- Residential densities shall generally transition from greater intensities near other districts or neighborhood nodes and to medium or lesser densities at community edges or major open space systems.



**Parking:** The following parking requirements per zoning code except for the following exceptions:

- Visitor parking for residential uses allowed on-street.
- Convenience retail parking on-street is allowed.
- Churches shall institute shared parking programs with convenience retail/business service uses adjacent. Each is allowed a 15% reduction in required parking.

## STREETSCAPE

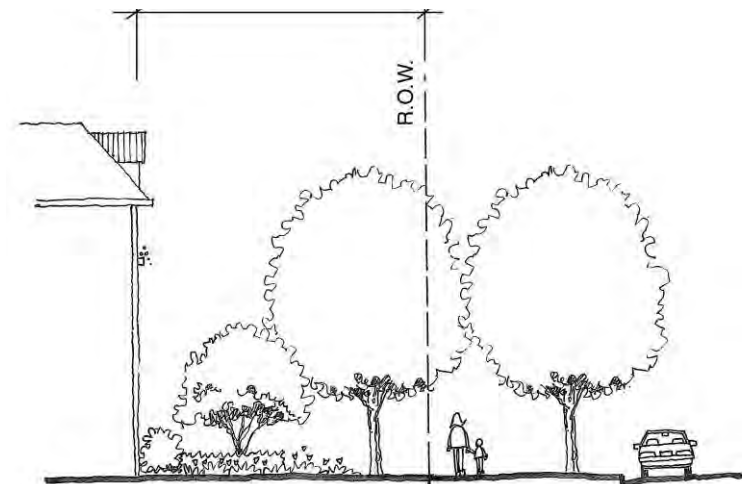
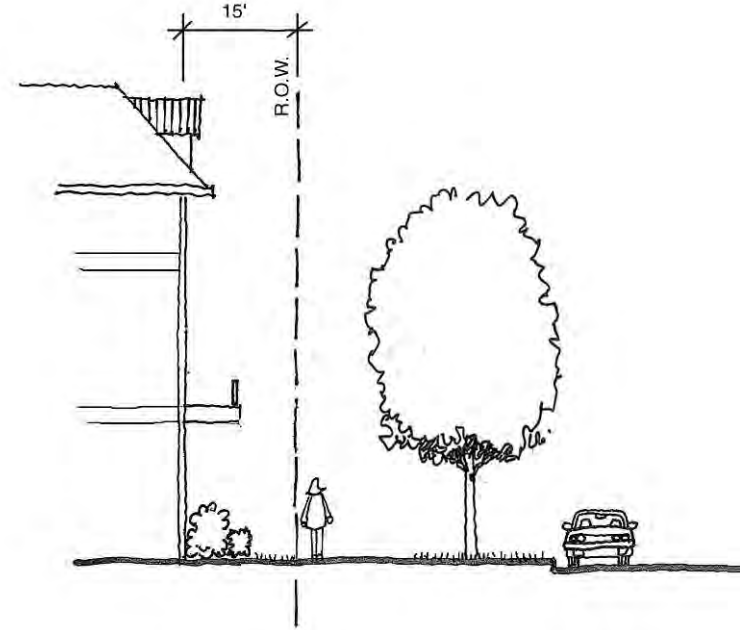
The following streetscape design improvements will help to enhance the pedestrian environment.

**Lighting:** Streetlights should be scaled for lighting the pedestrian way at approximately 12' in height and 50' o.c. Additional lighting may include accent lights along residential pathways or landscaping.

**Street Trees:** Street trees should be placed approximately 30– 50' o.c. There should be bulbouts with accent trees at intersections and mid-block crossings.

**Intersections:** Pedestrian crossings should be clearly designated with wide stripping at a minimum. Accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged.

**Sidewalk Design:** Sidewalks should be a minimum of 6 feet wide and wider when deemed appropriate.



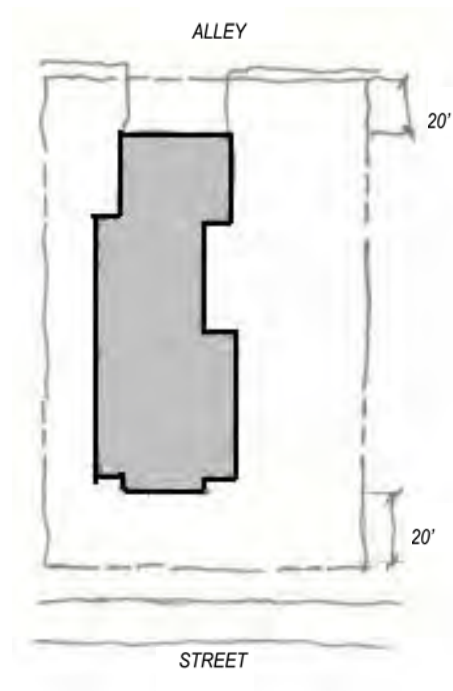


## SITE PLANNING AND BUILDING TYPES

The following site planning and building type standards will help to create an attractive environment in the VR Districts:

**Building Location:** Buildings and site development should contribute to a cohesive urban pattern, define and frame the public street and open space system, and reinforce the overall goal of creating a walkable district.

**Residential Frontage:** Residential Buildings should be built to the street or have a minimal front porch setback with raised entries.



### Building Design:

#### VR-10

Units range from 600 sq. ft. one bedrooms to 1,500 sq. ft. for three bedrooms.

Primary building entrances shall be oriented towards streets, parks or pedestrian plazas.

Ground floor units shall have individual entries directly from the street.

The buildings may be accessed through a common entry with an elevator and stair core to a series of double loaded corridors.

Buildings should be organized around a large semiprivate open space that provides for quality landscaping, tot lots and building buffer space.

Front yard setbacks shall generally range from 0-15 feet.

### Façade Requirements:

- The architectural features, materials, and building articulation shall be continued on all sides visible from a public street.
- The front façade of the principal building shall face onto the public street.
- The front façade shall not be oriented to face directly to a parking lot.
- Porches, roof overhangs, pent roofs, or other similar architectural features shall define the front entrance to all residences.
- Front loaded garages are discouraged. Any front loaded garages must be recessed a minimum of 10 feet.

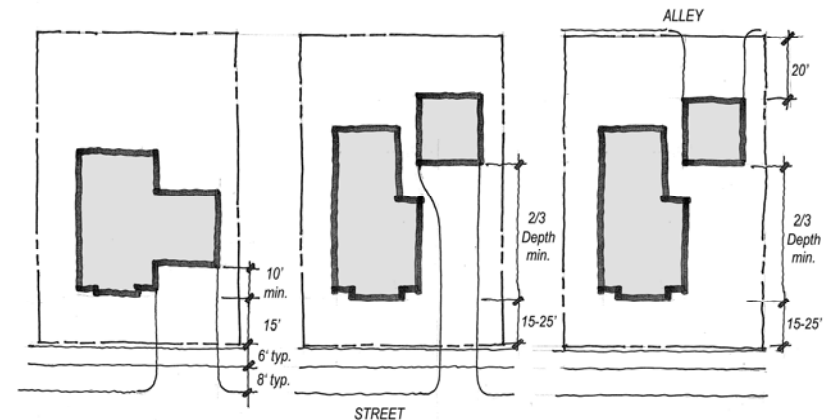
**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the VR Districts.

**Signage:** Both districts may have address signage, accessory signage not exceeding two square feet, private traffic signs, and one real estate sign per dwelling unit for sale. Subdivisions are also permitted one sign per vehicle entrance, located on private property, and not to exceed 20 square feet. All signage is still subject to Zoning Ordinance requirements. In addition VR-8 may have the following:

- Up to eight square feet of accessory signage.
- Signs identifying community facilities. Not to exceed 15 square feet not closer than 30 feet to a single family residential property line.
- Garages with access from an alley



*Garages with access from an alley*



*Garage setback from the front façade are encouraged.*



# INDUSTRIAL (LI/GI)

## District Character

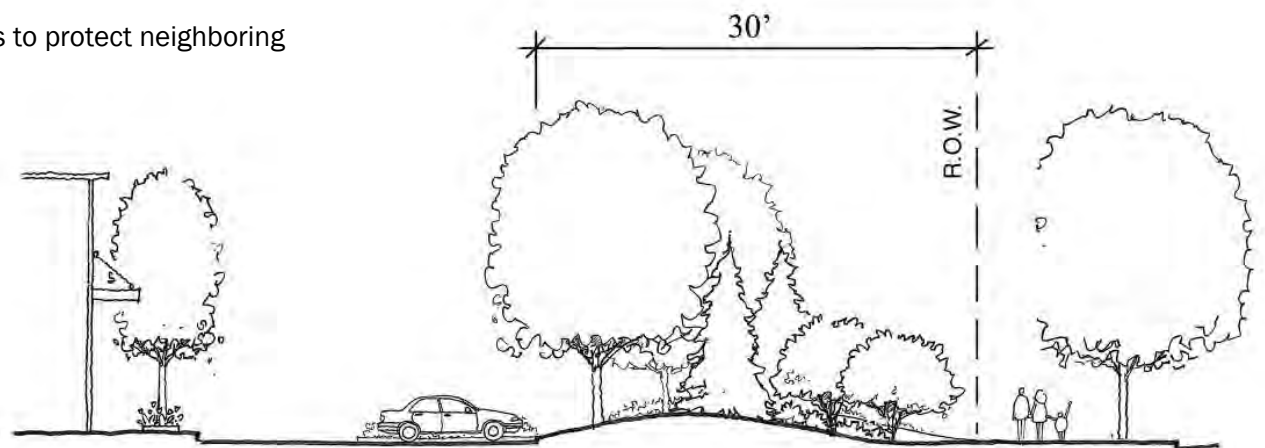
The Industrial District is intended to encourage innovative research, office, and light industrial uses, but at all times to protecting the neighboring residential districts from any adverse impacts. It shall also maintain the Village character by providing a walkable environment and utilizing high quality design. The District is designed to encourage unified complexes of research, office and light industrial uses, with high tech and multi-use facilities in a planned environment.

## Characteristics:

- The Industrial District shall maintain the integrity of the Village by placing buildings on the street front along Industrial Drive.
- Innovative industrial/technical uses are encouraged.
- Shared parking lots are encouraged to reduce impervious surfaces.
- Stringent landscape requirements to protect neighboring residential uses.

**Parking:** Parking requirements per zoning code except for the following exceptions:

- Shared parking must be taken into consideration for multi-use/multi-building projects.
- Minimal parking beyond zoning code requirements.
- 



## STREETSCAPE

The following streetscape design improvements will help to enhance the pedestrian environment. These improvements may be waived or modified by the Planning Commission subject to the waiver modification requirements outlined in Section 9.0 of the zoning code.

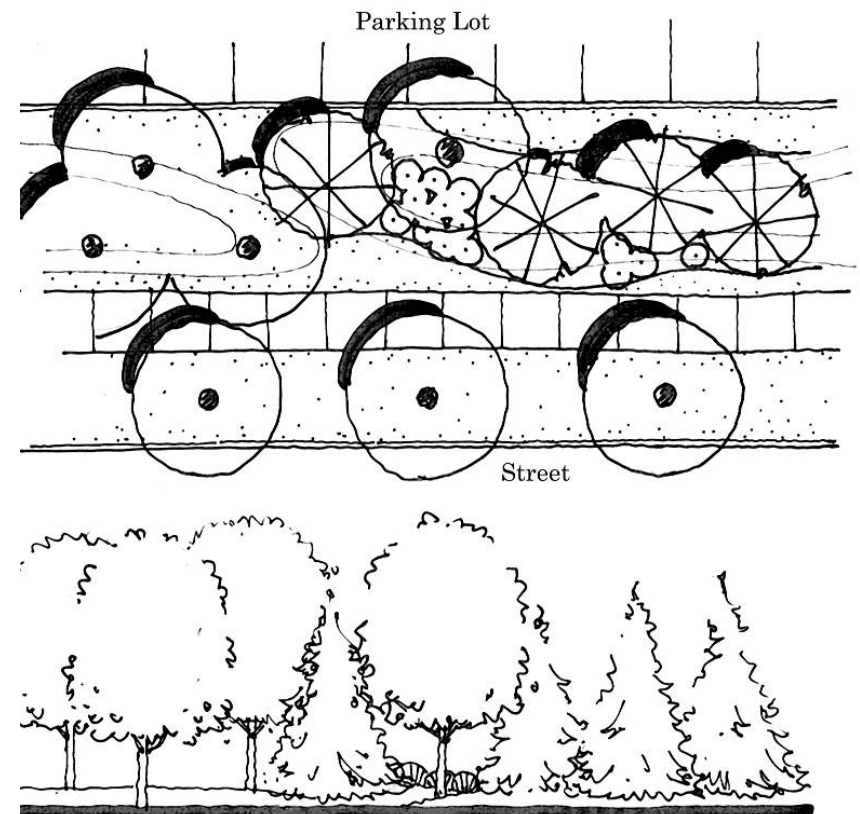
**Lighting:** Please refer to the VC/VG lighting standards.

**Street Trees:** Street trees should be placed approximately 50' o.c. within tree wells (with grates or hard pack pervious material).

**Intersections:** Pedestrian crossings should be clearly designated with wide stripping at a minimum.

**Sidewalk Design:** Sidewalks should be a minimum of 6 to 10 feet wide.

**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the Industrial District.



## SITE PLANNING AND BUILDING TYPES

**Commercial Frontage:** Buildings along Industrial Drive are encouraged to be built to the street or have a minimal landscape setback to define the street. Industrial building frontage should extend a minimum of 65% of the primary street frontage. Customer and employee parking should typically be behind and to the side of buildings and never located on corner lots.

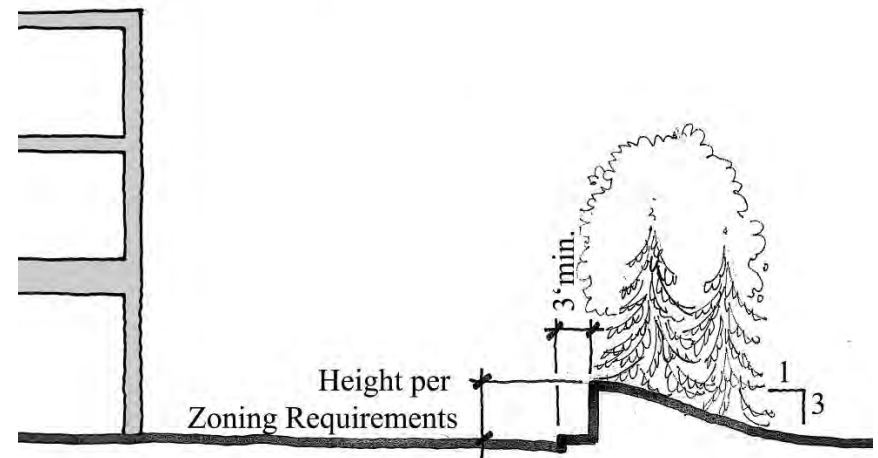
**Parking:** Attractive, landscaped parking areas should be located to the rear and sides of the building to encourage a pedestrian-friendly street edge.

### Building Design:

- Buildings along Industrial Drive are encouraged to maintain the street frontage, while buildings located off of private drives may have one row of parking in front behind a 30 foot landscaped setback.
- Buildings located on Industrial Drive should have facades articulated through architectural treatment in a relatively small rhythm of approximately 50' and be generally vertical in proportion.
- Building entrances shall be clearly visible from a public street.
- Front facades shall have a minimum 40% transparency along Industrial Drive.

**Setbacks:** Maximum front setback of 30 feet must be landscaped. One row of parking is allowed in front of the building located behind the landscape buffer. Zero front setbacks are encouraged along Industrial Drive.

**Height:** Height shall be determined in conjunction with the Zoning Ordinance and the Township Planning Commission. First floor ceiling heights with a minimum of 15 feet are encouraged.



*Screening Requirements for Industrial Uses Backing to Residential*

# Natural River (NR)

## District Character

The purpose of the Natural River District is to preserve and enhance the values of the Huron River area and implement the objectives embodied in the Huron River Management Plan.

### Characteristics:

- New streets, bikeways, paths and trails should connect to existing adjacent neighborhoods and create a unifying circulation network.
- Discourage the building of private property against the river as to eliminate it from public access.
- Encourage preservation and public areas along the river frontage.
- To prevent ecological damage due to overbuilding this sensitive area.
- Street and path systems should focus on important vistas such as the river, community buildings, woodlands or open spaces.
- To promote the recreational values of the River.

**Parking:** The following parking requirements per zoning code except for the following exceptions:

- Visitor parking for recreational uses allowed on-street.



## STREETSCAPE

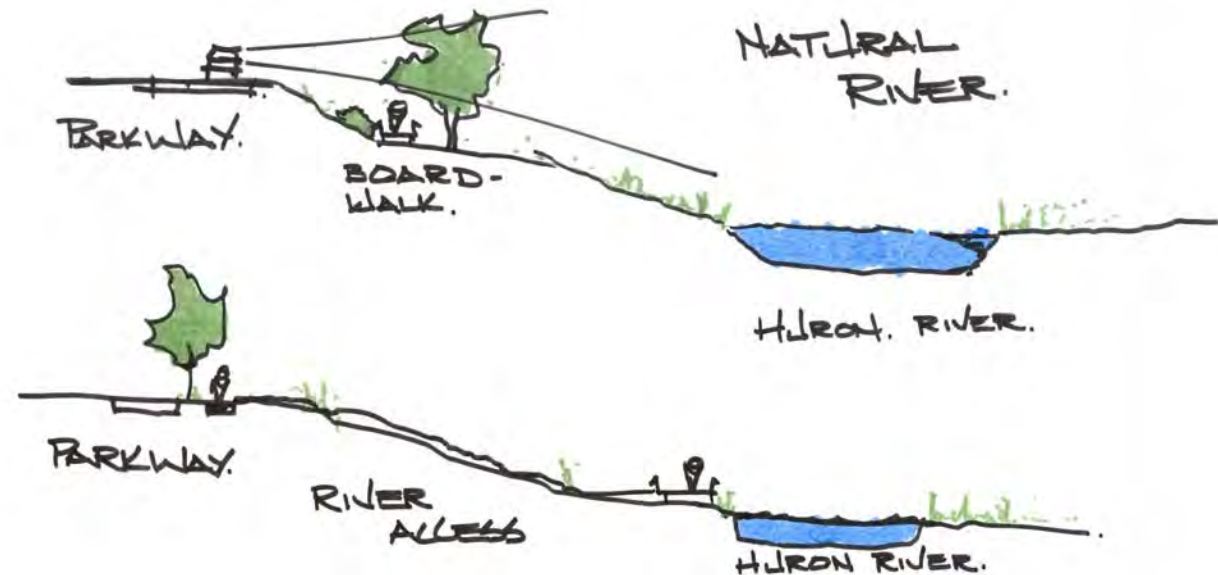
The following streetscape design improvements will help to enhance the pedestrian environment. These improvements may be waived or modified by the Planning Commission subject to the waiver modification requirements outlined in Section 9.0 of the zoning code.

**Lighting:** Streetlights should be scaled for lighting the pedestrian way at approximately 12' in height and 50' o.c. Additional lighting may include accent lights along residential pathways or landscaping.

**Street Trees:** Street trees should be placed approximately 50' o.c. or according to Zoning Requirements/Open Space Plan whichever is more stringent.

**Intersections:** Pedestrian crossings should be clearly designated with wide stripping at a minimum. Accent paving such as interlocking pavers, brick in accent bands or scored and sand blasted concrete are strongly encouraged.

**Sidewalk Design:** Sidewalks should be a minimum of 6 feet wide and wider when deemed appropriate.





## SITE PLANNING AND BUILDING TYPES

The following site planning and building type standards will help to create an attractive environment in the NR District:

**Building Location:** Buildings and site development should contribute to the protection of the natural river areas as well as providing accessibility to the public. Homes should front on to a public street lining the river as opposed to homes backing onto the River.

**Residential Frontage:** Residential Buildings should be built facing the street with a 15-25 foot front porch setback with raised entries.

### Façade Requirements:

- The architectural features, materials, and building articulation shall be continued on all sides visible from a public street.
- The front façade of the principal building shall face onto the public street.
- Porches, roof overhangs, pent roofs, or other similar architectural features shall define the front entrance to all residences.
- Front loaded garages are discouraged. Any front loaded garage must be recessed a minimum of 10 feet.





**Open Space:** Please refer to Chart 1 for appropriate open space provisions within the NR Districts.

**Signage:** Both districts may have address signage, accessory signage not exceeding two square feet, private traffic signs, and one real estate sign per dwelling unit for sale. Subdivisions are also permitted one sign per vehicle entrance, located on private property, and not to exceed 20 square feet. All signage is still subject to Zoning Ordinance requirements.



IV. Plan Implementation

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Other / Private Responsibility

CF - Community Foundation

GI - Greenways Initiative

Other / Public Responsibility

County - Livingston County

MEDC - Mich Econ Dev Corp

P&Z - Planning and Zoning Admin

■

Significant Involvement

KEY

AREA

PROJECT

IMPORTANCE

TIMEFRAME

PRIVATE RESPONSIBILITIES

APPROVALS

FUNDING OPPORTUNITIES

PROJECT

Plan/Design

Implement

Township Supervisor

Other

County/ State/ Federal

Property Owner

Other

Township Board

Plan Comm

Other

Public

SAD

Private

Planning

Update Zoning Ordinance

Codify design guidelines

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# Appendix A

**Table of Permitted Uses by District**

P = Principal Use S = Special Use = ☐ = Prohibited Use \*(current zoning ordinance sections, subject to change)

USES	DISTRICTS								Supplemental Use Standards*
	VG	VC	VH	VT	VR-2	VR-10	LI/GI	NR	
ANIMAL AND AGRICULTURAL USES									
Greenhouses, Nursery Sales, Garden and Feed Centers							S		
Raising and Keeping of Horses or Other Domestic Animals								S	Section 7.7.1
RESIDENTIAL USES									
Accessory Dwelling Units	S		S	P	S	P			Section 8.27
Adult Foster Care Large/Small Group Home								S	Section 8.26
Apartments	P	P	P		S	P			Section 8.23
Bed and Breakfast Inns	S	S	S	S				S	Section 8.24
Childcare Center or Day Care Center	S	S			S	S			Section 8.7
ECHO	S				S	P			Article 15.00
Family Day Care Home (up to 6 children)	P			P	P	P		P	
Group Day Care Home (7 to 12 children)	S			S	S	S		S	Section 8.7
Home Occupations	S			S	S	S		P	Section 8.1
Live-Work Units	P	P	P	P					
Single-Family Detached Dwellings	S		S	P	P	P		P	TBD
Townhouses	S				S	P			
OFFICE, SERVICES, AND COMMUNITY USES									
Banquet Halls, Private Clubs, and Fraternal Halls	S	S	S						
Business and Professional Offices up to 1,500 Sq. Ft. GFA	P	P	P	P					
Business and Professional Offices up to 5,000 Sq. Ft. GFA	P	P	P						



USES	DISTRICTS								Supplemental Use Standards*
	VG	VC	VH	VT	VR-2	VR-10	LI/GI	NR	
Business and Professional Offices up to 10,000 Sq. Ft. GFA	P	S							
Business and Professional Offices greater than 10,000 Sq. Ft. GFA	S	S					P		
Churches and Other Buildings Associated with Religious Worship (seating capacity of <u>not</u> more than 300 persons)	P	P	P	P				S	
Churches and Other Buildings Associated with Religious Worship (seating capacity of more than 300 persons)	S	S	S	S				S	
Drive-Through Service	S	S					P		
Funeral Homes up to 5,000 Sq. Ft. GFA and Mortuaries	P	P					P		
Gasoline Service Stations							P		
Indoor Recreation Centers such as Fitness and Health Clubs, Batting Cages, Bowling Alleys, Skating Rinks, and Athletic Courts	S	S	S						
Music/Dance Studios; Technical or Vocational Training Facilities up to 5,000 Sq. Ft. GFA	P	P							
Natural Study, Hiking, and Pedestrian Paths; Boardwalks; and Conservation and Environmental Interpretative Areas (kiosks, overlooks, open shelter, etc.)								P	
Outdoor Retail Sales/Display	S	S	S	S			P		
Personal Service Establishments - Barber Shops, Beauty Salons, and Laundry Pick-up up to 1,500 Sq. Ft. GFA	P	P	P	P					
Personal Service Establishments - Barber Shops, Beauty Salons, and Laundry Pick-up up to 5,000 Sq. Ft. GFA	P	P	P	S					
Public Buildings, Post Offices, Libraries, Fire Stations, Community Centers, Public Maintenance Buildings	P	P	P	P				S	

USES	DISTRICTS								Supplemental Use Standards*
	VG	VC	VH	VT	VR-2	VR-10	LI/GI	NR	
Public or Private Elementary, Junior and Senior Schools, and Institutions of Higher Education	S	S	S	S	S	S		S	Section 8.6
Public or Private Golf Courses, Parks, Recreation Clubs and Open Spaces								S	
<b>COMMERCIAL USES</b>									
Banking and Financial Institutions up to 1,500 Sq. Ft. GFA	P	P	P	P					
Banking and Financial Institutions up to 5,000 Sq. Ft. GFA	P	P	P				P		
Body, Paint, and Repair Shops for Autos and Other Vehicles							P		
Drive-Through Service	S	S					P		
Food and Beverage Service Establishments (restaurants; dairy bars; taverns; outdoor cafes) up to 5,000 Sq. Ft. GFA	P	P	S	S					
Food and Beverage Stores (groceries; fruit/meat; baked goods; dairy; beverages/liquor up to 1,500 Sq. Ft. GFA	P	P	P	P					
Food and Beverage Stores (groceries; fruit/meat; baked goods; dairy; beverages/liquor up to 5,000 Sq. Ft. GFA	P	P	S	S					
Non-Residential Uses Greater Than 5,000 Sq. Ft.	S	S	S				P		
Outdoor Retail Sales/Display	S	S	S				P		
Planned Community Shopping Centers	P	P							TBD
Repair Shops (bicycles; appliances; shoes; jewelry; small motors <u>not</u> motor vehicles) up to 1,500 Sq. Ft. GFA	P	P	P	P					
Repair Shops (bicycles; appliances; shoes; jewelry; small motors <u>not</u> motor vehicles) up to 5,000 Sq. Ft. GFA	P	P	S						
Retail Stores up to 1,500 Sq. Ft. GFA	P	P	P	P					
Retail Stores up to 5,000 Sq. Ft. GFA	P	P	S						
Sale of Goods at Wholesale							P		

USES	DISTRICTS								Supplemental Use Standards*
	VG	VC	VH	VT	VR-2	VR-10	LI/GI	NR	
Sales, Rental, Services, and Repair of Motor Vehicles, Farm Machinery, Boats, Trailers, and Heavy Equipment, including Power Plants							P		
<b>INDUSTRIAL, RESEARCH, AND LABORATORY USES</b>									
Asphalt and other Bituminous Plants							S		
Bulk Storage of Petroleum and Chemical Products, Flammable Liquids or Gasses							S		
Concrete or Concrete Products Manufacture									
Construction and Farm Equipment Sales							P		
Contractor's Establishment							P		
Manufacturer of Stone or Tile Products							P		
Manufacturing, Processing, or Assembling of such products as Food Products, Pharmaceutical and Cosmetic Products, Appliances, Electrical Parts, Scientific Instruments, Office Machines, and Metal Products Except Heavy Machinery and Transportation Equipment							P		
Manufacturing of Heavy Equipment and Machinery							P		
Open Industrial Uses or Industrial Products or Materials Storage							P		
Packaging Operations but not including Baling or Discarded or Junk Materials, such as but not limited to Paper, Cloth, Rags, Lumber, Metal, or Glass							P		
Planned Industrial Parks							P		LI, Light Industrial
Plating							S		
Printing, Publishing, and Related Activities							P		
Public and Private Sanitary Landfills, Incinerators, and Junkyards							S		



USES	DISTRICTS								Supplemental Use Standards*
	VG	VC	VH	VT	VR-2	VR-10	LI/GI	NR	
Public Service Installations, Public Utility Buildings and Structures for Gas, Water, and Electrical Service, Telephone Exchanges, and Transformer Stations and Substations, including the Storage of Equipment and Vehicles but not including Power Plants							P		
Quarries and Sand and Gravel Pits							S		
Research and Testing Facilities							P		
Retail Uses which have an Industrial Character in terms of either Outdoor Storage or Display Requirements or Activities such as Lumber Yards or Building Supplies							S		
Shops for Plumbing, Sheet Metal, Woodworking, Machine Work, and Tool and Die Making							P		
Trucking and Cartage Facilities, Trucks and Industrial Equipment Storage Yards, Repairing, and Washing Equipment and Machinery							P		
Warehousing and Material Distribution Centers							P		
<b>OTHER USES</b>									
Accessory Buildings and Structures			P	P			P	P	Section 8.3
Essential Services		P		P	P	P	P	P	Section 8.4
Signs	P	P	P	P	P	P	P	P	Section 8.2

# Acknowledgements

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# **APPENDIX A**

## **IMPLEMENTATION MEASURES**

# Appendix A

## Implementation Matrix

The implementation matrix identifies projects or initiatives the Township could undertake or complete in the period between master plan updates. The matrix is a guide, not an exhaustive list, to projects or initiatives that could be considered by the township during this period.

The matrix should be reviewed annually. During the annual review of this matrix the Township may create more specific tasks to enact each of the implementation measures. For example the first implementation measure is to *“Provide formal and informal opportunities for residents to engage in physical activity through offering active transportation options, creating recreational opportunities in the existing parks and by expanding parklands and trails.”* In the first yearly review of the Master Plan the Township could create a task such as applying for a grant with the state to secure funding for a specific trail connection.

The projects or initiatives identified in the matrix are intended to achieve and implement the goals in the Master Plan. Each project or initiative may support the goals identified in a specific topical chapter or may support goals within multiple topic areas. This is consistent with the approach the Planning Commission has taken throughout the master planning process in that there has been a recognition of cross cutting themes that related to multiple important topics or subtopics.

## Responsibility

The Master Plan has been developed by the Planning Commission for the Township and is intended to be a comprehensive plan that identifies community wide goals that will help to achieve the land use goals and infrastructure needs of the Township. Some of the projects or actions identified in the matrix are tasks that must be initiated and carried out by the Township Board (TB) as legislative acts while other tasks can be carried out by the Planning Commission (PC) with the understanding that the ultimate legislative body is the Township Board. Finally, there are some projects and actions that may be carried out administratively (Admin) or by other entities with the direction and discretion of the Township Board. Each year the Township should review these measure to create tasks that will help execute each item.

## Components of the Matrix

- Implementation Measure: Identification of a project or action that the township could take in order to implement the policies identified in the Master Plan.
- Responsibility: Identification of the entities that may be responsible for addressing the specific implementation measure.
- Goals Supported: Identification of the overarching topics from the document with policies that are generally supported by the project or initiative identified.

Implementation Measure	Responsibility	Goals Supported
1. Provide formal and informal opportunities for residents to engage in physical activity through offering active transportation options, creating recreational opportunities in the existing parks and by expanding parklands and trails.	TB/ Admin	General (G1)
2. Promote social engagement opportunities for all community members.	TB/ Admin	General (G1)
3. Broaden access to, and availability of, fresh and healthy food options; by working with existing farm operations and existing businesses and encouraging new opportunities to offer these types of food options within the community.	TB	General (G1)

# Appendix A

4. Promote equality for all within the Township.	TB	General (G1)
5. Promote recycling throughout the Township.	TB	General (G1)
6. Continue to follow the regulations and land uses allowed by the Township Zoning Map and Ordinance.	Admin	All Goals
7. Provide utility improvements in locations best suited for development to support managed growth. When contemplating the continuation of public sanitary sewer the allowed and existing density and soils conditions of the areas should be considered.	TB	Land Use (G2) Natural Resources (G8)
8. Create zoning regulations that incentivize growth in areas most appropriate for development.	PC	Land Use (G2, G3)
9. Develop additional zoning regulations to encourage residential clustering and allows for a wider variety of uses on land that is actively farmed.	PC	Land Use (G2)
10. Review the floodplain and wetland regulations in the zoning ordinance to ensure the regulations: comply with state and federal regulations; clearly address requirements for submission of a development project on an impacted lot; and protect properties, structures, and people from floodplain development impact.	PC	Land Use (G2) Natural Features (G8)
11. Develop zoning regulations that encourage the use low impact development techniques, including green infrastructure regulation, for new development projects.	PC	Land Use (G2) Natural Features (G8)
12. Provide educational opportunities (i.e., classes, updated website information, and informational handouts) to property owners to provide them a better understanding of the regulations and development opportunities of their properties.	Admin	All
13. Review zoning regulations to see if there are additional opportunities to promote improved site design for new development and redevelopment of existing sites through site development and architectural standards.	PC	Land Use (G2, and G3)
14. Encourage developers to work with the Township and to utilize the Planned Unit Development regulations in the Zoning Ordinance	Admin	Land Use (G2, and G3) Natural Features (G8)
15. Develop zoning regulations to address possible problems associated with development of nonconforming lots of record. For example where two or more contiguous nonconforming lots are under single ownership they shall be considered to be an individual lot if the lots are constrained and could not be reasonably developed separately under the zoning regulations or other local, state or federal regulations.	PC	Land Use (G2)
16. Develop zoning regulations that encourage a mix of different housing types.	PC	Land Use (G3)
17. Develop zoning regulations that relax certain requirements to incentivize senior housing development opportunities and services in specific locations within the Township.	PC	Land Use (G3)

# Appendix A

18. Create zoning regulations that promote universal access design within developments.	PC	Land Use (G3)
19. Revise the zoning regulations execute the goals and objectives of the Village Center Master Plan.	PC	Land Use (G4)
20. Work with the property owners, residents, and business owners within the Village Center to implement the goals of the Village Center Master Plan.	Admin	Land Use (G4)
21. Incentivize commercial property owners within the historic village area to provide an authentic sense of place for community identification and growth within the township.	TB	Land Use (G4)
22. In the commercial zoning districts allow residential uses on all levels other than the main (ground) level.	PC	Land Use (G4)
23. Support commercial property owners by encouraging and incentivizing clean-up and occupancy of their properties.	TB	Land Use (G4)
24. Continue to assist the LCRC and township residents to repair the existing roadways and other transportation networks.	TB	Transportation (G4, G5 and G6)
25. Implement zoning regulations that encourage vehicular and non-motorized connectivity between developments and neighboring developments, recreation facilities, commercial areas, township services, and schools during the site plan review process.	PC	Transportation (G4, G5 and G6)
26. Work with the MDOT and LCRC to create a complete streets implementation plan to follow when repairing or replacing existing roadways.	Admin/ TB	Transportation (G4, G5 and G6)
27. Work with Livingston County and the surrounding communities to implement the Livingston County Transit Master Plan and to provide mass transportation opportunities when needed.	TB	Transportation (G4,G5, and G6)
28. Implement existing access management regulations and develop new access management regulations that will provide safer access to the main thoroughfares throughout the Township.	Admin/ PC	Transportation (G4, G5 and G6)
29. Traffic impact evaluations/studies should be required on large-scale developments.	Admin/ PC	Transportation (G4, G5 and G6)
30. Continue to work with the LCRC and MDOT on improvement to the roadway systems. These improvements should have a positive effect on traffic flow and safety and should including but not be limited to intersection improvements, traffic signals, road widening, roundabouts, bulb outs, and speed limit controls.	TB	Transportation (G4, G5 and G6)
31. Review and develop more comprehensive standards for private roadways. In developments where private roads may need to be designed to a standard higher than the minimum private road standards, these private roadways should be designed to meet the public roadway standards. Example situations may include but are not limited to roadways that at present or in the future may be dedicated for public use, contribute to the continuity in the public street system, offer access to adjacent undeveloped parcels, expect relatively high traffic volumes, abut a relatively high density development or have a significant amount of on-street parking.	TB	Transportation (G4, G5 and G6)



# Appendix A

32. Encourage alternative transportation opportunities during the review of new development projects.	All	Transportation (G5, G6, and G7)
33. Work with developers to implement the landscape regulations of the zoning ordinance, by requiring landscape buffers along main thoroughfares, and by preserving natural features such as scenic vistas and forested areas by allowing clustered developments.	Admin	Transportation (G5, G6, and G7) Natural Resources (G8)
34. Continue to provide educational opportunities to educate staff and the citizen on floodplain and wetland regulations.	TB/ Admin	Natural Resources (G8)
35. Encourage the use of native species to fulfill landscaping requirements.	PC	Natural Resources (G8)
36. Review the township's regulations regarding the use of the waterways and consider regulations to better protect these natural resources (limit the number of boats on lake front lot, requiring minimum lot shore lengths on waterways for new lots, and/or create more enforceable regulations regarding the usage of docks)	PC	Natural Resources (G8)
37. Work with the State, County, and Huron River Watershed Council to inventory areas where significant streambank erosion occurs. Once this inventory is complete consider possible regulations to better protect these areas from future development.	TB	Natural Resources (G8)
38. Revise the review process for site plan applications by including the Livingston County Public Health Department and other interested agencies in initial review of projects.	Admin	Natural Resources (G8)
39. Develop zoning regulations for clean energy sources.	PC	Land Use (G4) Natural Resources (G8)

# **APPENDIX B**

## **DEMOGRAPHICS**



DP-1

Profile of General Demographic Characteristics: 2000

Census 2000 Summary File 1 (SF 1) 100-Percent Data

NOTE: For information on confidentiality protection, nonsampling error, definitions, and count corrections see <http://www.census.gov/prod/cen2000/doc/sf1.pdf>

Subject	United States	
	Number	Percent
Total population	281,421,906	100.0
SEX AND AGE		
Male	138,053,563	49.1
Female	143,368,343	50.9
Under 5 years	19,175,798	6.8
5 to 9 years	20,549,505	7.3
10 to 14 years	20,528,072	7.3
15 to 19 years	20,219,890	7.2
20 to 24 years	18,964,001	6.7
25 to 34 years	39,891,724	14.2
35 to 44 years	45,148,527	16.0
45 to 54 years	37,677,952	13.4
55 to 59 years	13,469,237	4.8
60 to 64 years	10,805,447	3.8
65 to 74 years	18,390,986	6.5
75 to 84 years	12,361,180	4.4
85 years and over	4,239,587	1.5
Median age (years)	35.3	(X)
18 years and over	209,128,094	74.3
Male	100,994,367	35.9
Female	108,133,727	38.4
21 years and over	196,899,193	70.0
62 years and over	41,256,029	14.7
65 years and over	34,991,753	12.4
Male	14,409,625	5.1
Female	20,582,128	7.3
RACE		
One race	274,595,678	97.6
White	211,460,626	75.1
Black or African American	34,658,190	12.3
American Indian and Alaska Native	2,475,956	0.9
Asian	10,242,998	3.6
Asian Indian	1,678,765	0.6
Chinese	2,432,585	0.9
Filipino	1,850,314	0.7
Japanese	796,700	0.3
Korean	1,076,872	0.4
Vietnamese	1,122,528	0.4
Other Asian [1]	1,285,234	0.5
Native Hawaiian and Other Pacific Islander	398,835	0.1
Native Hawaiian	140,652	0.0
Guamanian or Chamorro	58,240	0.0

Subject	United States	
	Number	Percent
Samoan	91,029	0.0
Other Pacific Islander [2]	108,914	0.0
Some other race	15,359,073	5.5
Two or more races	6,826,228	2.4
Race alone or in combination with one or more other races [3]		
White	216,930,975	77.1
Black or African American	36,419,434	12.9
American Indian and Alaska Native	4,119,301	1.5
Asian	11,898,828	4.2
Native Hawaiian and Other Pacific Islander	874,414	0.3
Some other race	18,521,486	6.6
HISPANIC OR LATINO AND RACE		
Total population	281,421,906	100.0
Hispanic or Latino (of any race)	35,305,818	12.5
Mexican	20,640,711	7.3
Puerto Rican	3,406,178	1.2
Cuban	1,241,685	0.4
Other Hispanic or Latino	10,017,244	3.6
Not Hispanic or Latino	246,116,088	87.5
White alone	194,552,774	69.1
RELATIONSHIP		
Total population	281,421,906	100.0
In households	273,643,273	97.2
Householder	105,480,101	37.5
Spouse	54,493,232	19.4
Child	83,393,392	29.6
Own child under 18 years	64,494,637	22.9
Other relatives	15,684,318	5.6
Under 18 years	6,042,435	2.1
Nonrelatives	14,592,230	5.2
Unmarried partner	5,475,768	1.9
In group quarters	7,778,633	2.8
Institutionalized population	4,059,039	1.4
Noninstitutionalized population	3,719,594	1.3
HOUSEHOLDS BY TYPE		
Total households	105,480,101	100.0
Family households (families)	71,787,347	68.1
With own children under 18 years	34,588,368	32.8
Married-couple family	54,493,232	51.7
With own children under 18 years	24,835,505	23.5
Female householder, no husband present	12,900,103	12.2
With own children under 18 years	7,561,874	7.2
Nonfamily households	33,692,754	31.9
Householder living alone	27,230,075	25.8
Householder 65 years and over	9,722,857	9.2
Households with individuals under 18 years	38,022,115	36.0
Households with individuals 65 years and over	24,672,708	23.4
Average household size	2.59	(X)
Average family size	3.14	(X)
HOUSING OCCUPANCY		
Total housing units	115,904,641	100.0
Occupied housing units	105,480,101	91.0
Vacant housing units	10,424,540	9.0
For seasonal, recreational, or occasional use	3,578,718	3.1
Homeowner vacancy rate (percent)	1.7	(X)
Rental vacancy rate (percent)	6.8	(X)
HOUSING TENURE		
Occupied housing units	105,480,101	100.0
Owner-occupied housing units	69,815,753	66.2

Subject	United States	
	Number	Percent
Renter-occupied housing units	35,664,348	33.8
Average household size of owner-occupied unit	2.69	(X)
Average household size of renter-occupied unit	2.40	(X)

(X) Not applicable.

[1] Other Asian alone, or two or more Asian categories.

[2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

[3] In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices P1, P3, P4, P8, P9, P12, P13, P,17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15, H1, H3, H4, H5, H11, and H12.



QT-H1

General Housing Characteristics: 2000

Census 2000 Summary File 1 (SF 1) 100-Percent Data

NOTE: For information on confidentiality protection, nonsampling error, definitions, and count corrections see <http://www.census.gov/prod/cen2000/doc/sf1.pdf>

Subject	Michigan	
	Number	Percent
<b>OCCUPANCY STATUS</b>		
Total housing units	4,234,279	100.0
Occupied housing units	3,785,661	89.4
Vacant housing units	448,618	10.6
<b>TENURE</b>		
Occupied housing units	3,785,661	100.0
Owner-occupied housing units	2,793,124	73.8
Renter-occupied housing units	992,537	26.2
<b>VACANCY STATUS</b>		
Vacant housing units	448,618	100.0
For rent	72,805	16.2
For sale only	44,250	9.9
Rented or sold, not occupied	27,161	6.1
For seasonal, recreational, or occasional use	233,922	52.1
For migratory workers	1,449	0.3
Other vacant	69,031	15.4
<b>RACE OF HOUSEHOLDER</b>		
Occupied housing units	3,785,661	100.0
One race	3,736,437	98.7
White	3,133,686	82.8
Black or African American	493,690	13.0
American Indian and Alaska Native	19,543	0.5
Asian	55,192	1.5
Native Hawaiian and Other Pacific Islander	694	0.0
Some other race	33,632	0.9
Two or more races	49,224	1.3
<b>HISPANIC OR LATINO HOUSEHOLDER AND RACE OF HOUSEHOLDER</b>		
Occupied housing units	3,785,661	100.0
Hispanic or Latino (of any race)	83,544	2.2
Not Hispanic or Latino	3,702,117	97.8
White alone	3,091,051	81.7
<b>AGE OF HOUSEHOLDER</b>		
Occupied housing units	3,785,661	100.0
15 to 24 years	190,143	5.0
25 to 34 years	648,232	17.1
35 to 44 years	856,962	22.6
45 to 54 years	779,515	20.6
55 to 64 years	515,226	13.6
65 years and over	795,583	21.0
65 to 74 years	410,861	10.9
75 to 84 years	298,154	7.9



Subject	Michigan	
	Number	Percent
85 years and over	86,568	2.3

(X) Not applicable.

Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices H3, H4, H5, H6, H7, and H16.



DP-1

## Profile of General Population and Housing Characteristics: 2010

## 2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

## Geography: Hamburg township, Livingston County, Michigan

Subject	Number	Percent
<b>SEX AND AGE</b>		
Total population	21,165	100.0
Under 5 years	1,052	5.0
5 to 9 years	1,456	6.9
10 to 14 years	1,726	8.2
15 to 19 years	1,579	7.5
20 to 24 years	838	4.0
25 to 29 years	895	4.2
30 to 34 years	914	4.3
35 to 39 years	1,244	5.9
40 to 44 years	1,797	8.5
45 to 49 years	2,142	10.1
50 to 54 years	2,054	9.7
55 to 59 years	1,769	8.4
60 to 64 years	1,364	6.4
65 to 69 years	994	4.7
70 to 74 years	564	2.7
75 to 79 years	340	1.6
80 to 84 years	220	1.0
85 years and over	217	1.0
Median age (years)	42.6	( X )
16 years and over	16,549	78.2
18 years and over	15,816	74.7
21 years and over	15,193	71.8
62 years and over	3,101	14.7
65 years and over	2,335	11.0
Male population	10,677	50.4
Under 5 years	533	2.5
5 to 9 years	739	3.5
10 to 14 years	883	4.2
15 to 19 years	835	3.9
20 to 24 years	441	2.1
25 to 29 years	450	2.1
30 to 34 years	463	2.2
35 to 39 years	622	2.9
40 to 44 years	861	4.1
45 to 49 years	1,041	4.9
50 to 54 years	1,029	4.9
55 to 59 years	906	4.3
60 to 64 years	719	3.4

Subject	Number	Percent
65 to 69 years	496	2.3
70 to 74 years	315	1.5
75 to 79 years	157	0.7
80 to 84 years	97	0.5
85 years and over	90	0.4
Median age (years)	42.4	( X )
16 years and over	8,326	39.3
18 years and over	7,942	37.5
21 years and over	7,597	35.9
62 years and over	1,561	7.4
65 years and over	1,155	5.5
Female population	10,488	49.6
Under 5 years	519	2.5
5 to 9 years	717	3.4
10 to 14 years	843	4.0
15 to 19 years	744	3.5
20 to 24 years	397	1.9
25 to 29 years	445	2.1
30 to 34 years	451	2.1
35 to 39 years	622	2.9
40 to 44 years	936	4.4
45 to 49 years	1,101	5.2
50 to 54 years	1,025	4.8
55 to 59 years	863	4.1
60 to 64 years	645	3.0
65 to 69 years	498	2.4
70 to 74 years	249	1.2
75 to 79 years	183	0.9
80 to 84 years	123	0.6
85 years and over	127	0.6
Median age (years)	42.8	( X )
16 years and over	8,223	38.9
18 years and over	7,874	37.2
21 years and over	7,596	35.9
62 years and over	1,540	7.3
65 years and over	1,180	5.6
RACE		
Total population	21,165	100.0
One Race	20,896	98.7
White	20,577	97.2
Black or African American	69	0.3
American Indian and Alaska Native	72	0.3
Asian	123	0.6
Asian Indian	9	0.0
Chinese	39	0.2
Filipino	21	0.1
Japanese	20	0.1
Korean	20	0.1
Vietnamese	9	0.0
Other Asian [1]	5	0.0
Native Hawaiian and Other Pacific Islander	6	0.0
Native Hawaiian	4	0.0
Guamanian or Chamorro	0	0.0
Samoan	0	0.0

Subject	Number	Percent
Other Pacific Islander [2]	2	0.0
Some Other Race	49	0.2
Two or More Races	269	1.3
White; American Indian and Alaska Native [3]	94	0.4
White; Asian [3]	93	0.4
White; Black or African American [3]	38	0.2
White; Some Other Race [3]	9	0.0
Race alone or in combination with one or more other races: [4]		
White	20,834	98.4
Black or African American	119	0.6
American Indian and Alaska Native	182	0.9
Asian	233	1.1
Native Hawaiian and Other Pacific Islander	23	0.1
Some Other Race	66	0.3
HISPANIC OR LATINO		
Total population	21,165	100.0
Hispanic or Latino (of any race)	279	1.3
Mexican	154	0.7
Puerto Rican	21	0.1
Cuban	15	0.1
Other Hispanic or Latino [5]	89	0.4
Not Hispanic or Latino	20,886	98.7
HISPANIC OR LATINO AND RACE		
Total population	21,165	100.0
Hispanic or Latino	279	1.3
White alone	210	1.0
Black or African American alone	3	0.0
American Indian and Alaska Native alone	5	0.0
Asian alone	1	0.0
Native Hawaiian and Other Pacific Islander alone	0	0.0
Some Other Race alone	33	0.2
Two or More Races	27	0.1
Not Hispanic or Latino	20,886	98.7
White alone	20,367	96.2
Black or African American alone	66	0.3
American Indian and Alaska Native alone	67	0.3
Asian alone	122	0.6
Native Hawaiian and Other Pacific Islander alone	6	0.0
Some Other Race alone	16	0.1
Two or More Races	242	1.1
RELATIONSHIP		
Total population	21,165	100.0
In households	21,151	99.9
Householder	7,860	37.1
Spouse [6]	5,323	25.2
Child	6,675	31.5
Own child under 18 years	5,069	23.9
Other relatives	588	2.8
Under 18 years	222	1.0
65 years and over	121	0.6
Nonrelatives	705	3.3
Under 18 years	53	0.3
65 years and over	46	0.2
Unmarried partner	423	2.0
In group quarters	14	0.1

Subject	Number	Percent
Institutionalized population	0	0.0
Male	0	0.0
Female	0	0.0
Noninstitutionalized population	14	0.1
Male	10	0.0
Female	4	0.0
HOUSEHOLDS BY TYPE		
Total households	7,860	100.0
Family households (families) [7]	6,150	78.2
With own children under 18 years	2,667	33.9
Husband-wife family	5,323	67.7
With own children under 18 years	2,238	28.5
Male householder, no wife present	284	3.6
With own children under 18 years	142	1.8
Female householder, no husband present	543	6.9
With own children under 18 years	287	3.7
Nonfamily households [7]	1,710	21.8
Householder living alone	1,352	17.2
Male	705	9.0
65 years and over	144	1.8
Female	647	8.2
65 years and over	282	3.6
Households with individuals under 18 years	2,833	36.0
Households with individuals 65 years and over	1,629	20.7
Average household size	2.69	( X )
Average family size [7]	3.05	( X )
HOUSING OCCUPANCY		
Total housing units	8,668	100.0
Occupied housing units	7,860	90.7
Vacant housing units	808	9.3
For rent	43	0.5
Rented, not occupied	8	0.1
For sale only	137	1.6
Sold, not occupied	25	0.3
For seasonal, recreational, or occasional use	474	5.5
All other vacants	121	1.4
Homeowner vacancy rate (percent) [8]	1.9	( X )
Rental vacancy rate (percent) [9]	6.3	( X )
HOUSING TENURE		
Occupied housing units	7,860	100.0
Owner-occupied housing units	7,227	91.9
Population in owner-occupied housing units	19,555	( X )
Average household size of owner-occupied units	2.71	( X )
Renter-occupied housing units	633	8.1
Population in renter-occupied housing units	1,596	( X )
Average household size of renter-occupied units	2.52	( X )

X Not applicable.

[1] Other Asian alone, or two or more Asian categories.

[2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

[3] One of the four most commonly reported multiple-race combinations nationwide in Census 2000.

[4] In combination with one or more of the other races listed. The six numbers may add to more than the total population, and the six

percentages may add to more than 100 percent because individuals may report more than one race.

[5] This category is composed of people whose origins are from the Dominican Republic, Spain, and Spanish-speaking Central or South American countries. It also includes general origin responses such as "Latino" or "Hispanic."

[6] "Spouse" represents spouse of the householder. It does not reflect all spouses in a household. Responses of "same-sex spouse" were edited during processing to "unmarried partner."

[7] "Family households" consist of a householder and one or more other people related to the householder by birth, marriage, or adoption. They do not include same-sex married couples even if the marriage was performed in a state issuing marriage certificates for same-sex couples. Same-sex couple households are included in the family households category if there is at least one additional person related to the householder by birth or adoption. Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households. "Nonfamily households" consist of people living alone and households which do not have any members related to the householder.

[8] The homeowner vacancy rate is the proportion of the homeowner inventory that is vacant "for sale." It is computed by dividing the total number of vacant units "for sale only" by the sum of owner-occupied units, vacant units that are "for sale only," and vacant units that have been sold but not yet occupied; and then multiplying by 100.

[9] The rental vacancy rate is the proportion of the rental inventory that is vacant "for rent." It is computed by dividing the total number of vacant units "for rent" by the sum of the renter-occupied units, vacant units that are "for rent," and vacant units that have been rented but not yet occupied; and then multiplying by 100.

Source: U.S. Census Bureau, 2010 Census.





QT-P11

Households and Families: 2010

2010 Census Summary File 1

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/sf1.pdf>.

**Geography: Hamburg township, Livingston County, Michigan**

Subject	Number	Percent
<b>HOUSEHOLD TYPE</b>		
Total households	7,860	100.0
Family households [1]	6,150	78.2
Male householder	4,931	62.7
Female householder	1,219	15.5
Nonfamily households [2]	1,710	21.8
Male householder	945	12.0
Living alone	705	9.0
Female householder	765	9.7
Living alone	647	8.2
<b>HOUSEHOLD SIZE</b>		
Total households	7,860	100.0
1-person household	1,352	17.2
2-person household	2,964	37.7
3-person household	1,379	17.5
4-person household	1,413	18.0
5-person household	540	6.9
6-person household	151	1.9
7-or-more-person household	61	0.8
Average household size	2.69	( X )
Average family size	3.05	( X )
<b>FAMILY TYPE AND PRESENCE OF RELATED AND OWN CHILDREN</b>		
Families [3]	6,150	100.0
With related children under 18 years	2,809	45.7
With own children under 18 years	2,667	43.4
Under 6 years only	432	7.0
Under 6 and 6 to 17 years	432	7.0
6 to 17 years only	1,803	29.3
Husband-wife families	5,323	100.0
With related children under 18 years	2,322	43.6
With own children under 18 years	2,238	42.0
Under 6 years only	377	7.1
Under 6 and 6 to 17 years	379	7.1
6 to 17 years only	1,482	27.8
Female householder, no husband present families	543	100.0
With related children under 18 years	328	60.4
With own children under 18 years	287	52.9

Subject	Number	Percent
Under 6 years only	36	6.6
Under 6 and 6 to 17 years	34	6.3
6 to 17 years only	217	40.0

X Not applicable.

[1] A household that has at least one member of the household related to the householder by birth, marriage, or adoption is a "Family household." Same-sex couple households are included in the family households category if there is at least one additional person related to the householder by birth or adoption. Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households. Responses of "same-sex spouse" were edited during processing to "unmarried partner."

[2] "Nonfamily households" consist of people living alone and households which do not have any members related to the householder.

[3] "Families" consist of a householder and one or more other people related to the householder by birth, marriage, or adoption. They do not include same-sex married couples even if the marriage was performed in a state issuing marriage certificates for same-sex couples. Same-sex couples are included in the families category if there is at least one additional person related to the householder by birth or adoption. Responses of "same-sex spouse" were edited during processing to "unmarried partner." Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households.

Source: U.S. Census Bureau, 2010 Census.

Summary File 1, Tables P17, P18, P28, P29, P37, P38, and P39.



QT-P3

Race and Hispanic or Latino Origin: 2010

2010 Census Summary File 1

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/sf1.pdf>.

**Geography: Hamburg township, Livingston County, Michigan**

Subject	Number	Percent
<b>RACE</b>		
Total population	21,165	100.0
One race	20,896	98.7
White	20,577	97.2
Black or African American	69	0.3
American Indian and Alaska Native	72	0.3
American Indian, specified [1]	59	0.3
Alaska Native, specified [1]	0	0.0
Both American Indian and Alaska Native, specified	0	0.0
[1] American Indian or Alaska Native, not specified	13	0.1
Asian	123	0.6
Native Hawaiian and Other Pacific Islander	6	0.0
Some Other Race	49	0.2
Two or More Races	269	1.3
Two races with Some Other Race	16	0.1
Two races without Some Other Race	237	1.1
Three or more races with Some Other Race	1	0.0
Three or more races without Some Other Race	15	0.1
<b>HISPANIC OR LATINO</b>		
Total population	21,165	100.0
Hispanic or Latino (of any race)	279	1.3
Mexican	154	0.7
Puerto Rican	21	0.1
Cuban	15	0.1
Other Hispanic or Latino [2]	89	0.4
Not Hispanic or Latino	20,886	98.7
<b>RACE AND HISPANIC OR LATINO</b>		
Total population	21,165	100.0
One race	20,896	98.7
Hispanic or Latino	252	1.2
Not Hispanic or Latino	20,644	97.5
Two or More Races	269	1.3
Hispanic or Latino	27	0.1
Not Hispanic or Latino	242	1.1

X Not applicable.

[1] "American Indian, specified" includes people who provided a specific American Indian tribe, such as Navajo or Blackfeet. "Alaska Native, specified" includes people who provided a specific Alaska Native group, such as Inupiat or Yup'ik.

[2] This category is comprised of people whose origins are from the Dominican Republic, Spain, and Spanish-speaking Central or South American countries. It also includes general origin responses such as "Latino" or "Hispanic."

Source: U.S. Census Bureau, 2010 Census.





DP05

## ACS DEMOGRAPHIC AND HOUSING ESTIMATES

2013-2017 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Technical Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities, and towns and estimates of housing units for states and counties.

Subject	Hamburg township, Livingston County, Michigan			
	Estimate	Margin of Error	Percent	Percent Margin of Error
<b>SEX AND AGE</b>				
Total population	21,612	+/-23	21,612	(X)
Male	10,730	+/-301	49.6%	+/-1.4
Female	10,882	+/-306	50.4%	+/-1.4
Sex ratio (males per 100 females)	98.6	+/-5.5	(X)	(X)
Under 5 years	936	+/-172	4.3%	+/-0.8
5 to 9 years	1,072	+/-147	5.0%	+/-0.7
10 to 14 years	1,565	+/-205	7.2%	+/-0.9
15 to 19 years	1,522	+/-208	7.0%	+/-1.0
20 to 24 years	1,136	+/-202	5.3%	+/-0.9
25 to 34 years	1,878	+/-236	8.7%	+/-1.1
35 to 44 years	2,475	+/-258	11.5%	+/-1.2
45 to 54 years	3,890	+/-278	18.0%	+/-1.3
55 to 59 years	1,902	+/-240	8.8%	+/-1.1
60 to 64 years	1,826	+/-187	8.4%	+/-0.9
65 to 74 years	2,209	+/-196	10.2%	+/-0.9
75 to 84 years	932	+/-176	4.3%	+/-0.8
85 years and over	269	+/-99	1.2%	+/-0.5
Median age (years)	45.5	+/-0.7	(X)	(X)
Under 18 years	4,582	+/-185	21.2%	+/-0.9
16 years and over	17,748	+/-201	82.1%	+/-0.9
18 years and over	17,030	+/-185	78.8%	+/-0.9
21 years and over	16,341	+/-217	75.6%	+/-1.0
62 years and over	4,513	+/-217	20.9%	+/-1.0
65 years and over	3,410	+/-192	15.8%	+/-0.9
18 years and over	17,030	+/-185	17,030	(X)
Male	8,328	+/-243	48.9%	+/-1.3
Female	8,702	+/-235	51.1%	+/-1.3
Sex ratio (males per 100 females)	95.7	+/-5.0	(X)	(X)

Subject	Hamburg township, Livingston County, Michigan			
	Estimate	Margin of Error	Percent	Percent Margin of Error
65 years and over	3,410	+/-192	3,410	(X)
Male	1,709	+/-158	50.1%	+/-3.5
Female	1,701	+/-148	49.9%	+/-3.5
Sex ratio (males per 100 females)	100.5	+/-14.0	(X)	(X)
RACE				
Total population	21,612	+/-23	21,612	(X)
One race	21,268	+/-186	98.4%	+/-0.9
Two or more races	344	+/-187	1.6%	+/-0.9
One race	21,268	+/-186	98.4%	+/-0.9
White	20,993	+/-232	97.1%	+/-1.1
Black or African American	112	+/-86	0.5%	+/-0.4
American Indian and Alaska Native	0	+/-18	0.0%	+/-0.1
Cherokee tribal grouping	0	+/-18	0.0%	+/-0.1
Chippewa tribal grouping	0	+/-18	0.0%	+/-0.1
Navajo tribal grouping	0	+/-18	0.0%	+/-0.1
Sioux tribal grouping	0	+/-18	0.0%	+/-0.1
Asian	130	+/-123	0.6%	+/-0.6
Asian Indian	0	+/-18	0.0%	+/-0.1
Chinese	11	+/-17	0.1%	+/-0.1
Filipino	27	+/-40	0.1%	+/-0.2
Japanese	92	+/-117	0.4%	+/-0.5
Korean	0	+/-18	0.0%	+/-0.1
Vietnamese	0	+/-18	0.0%	+/-0.1
Other Asian	0	+/-18	0.0%	+/-0.1
Native Hawaiian and Other Pacific Islander	8	+/-13	0.0%	+/-0.1
Native Hawaiian	0	+/-18	0.0%	+/-0.1
Guamanian or Chamorro	0	+/-18	0.0%	+/-0.1
Samoa	8	+/-13	0.0%	+/-0.1
Other Pacific Islander	0	+/-18	0.0%	+/-0.1
Some other race	25	+/-29	0.1%	+/-0.1
Two or more races	344	+/-187	1.6%	+/-0.9
White and Black or African American	16	+/-26	0.1%	+/-0.1
White and American Indian and Alaska Native	239	+/-164	1.1%	+/-0.8
White and Asian	13	+/-20	0.1%	+/-0.1
Black or African American and American Indian and Alaska Native	0	+/-18	0.0%	+/-0.1
Race alone or in combination with one or more other races				
Total population	21,612	+/-23	21,612	(X)
White	21,337	+/-153	98.7%	+/-0.7
Black or African American	189	+/-99	0.9%	+/-0.5
American Indian and Alaska Native	276	+/-176	1.3%	+/-0.8
Asian	175	+/-131	0.8%	+/-0.6
Native Hawaiian and Other Pacific Islander	16	+/-17	0.1%	+/-0.1
Some other race	32	+/-31	0.1%	+/-0.1
HISPANIC OR LATINO AND RACE				
Total population	21,612	+/-23	21,612	(X)
Hispanic or Latino (of any race)	377	+/-133	1.7%	+/-0.6
Mexican	229	+/-101	1.1%	+/-0.5
Puerto Rican	0	+/-18	0.0%	+/-0.1
Cuban	60	+/-53	0.3%	+/-0.2
Other Hispanic or Latino	88	+/-63	0.4%	+/-0.3
Not Hispanic or Latino	21,235	+/-138	98.3%	+/-0.6
White alone	20,685	+/-256	95.7%	+/-1.2
Black or African American alone	112	+/-86	0.5%	+/-0.4
American Indian and Alaska Native alone	0	+/-18	0.0%	+/-0.1



Subject	Hamburg township, Livingston County, Michigan			
	Estimate	Margin of Error	Percent	Percent Margin of Error
Asian alone	130	+/-123	0.6%	+/-0.6
Native Hawaiian and Other Pacific Islander alone	8	+/-13	0.0%	+/-0.1
Some other race alone	0	+/-18	0.0%	+/-0.1
Two or more races	300	+/-176	1.4%	+/-0.8
Two races including Some other race	0	+/-18	0.0%	+/-0.1
Two races excluding Some other race, and Three or more races	300	+/-176	1.4%	+/-0.8
Total housing units	9,186	+/-204	(X)	(X)
CITIZEN, VOTING AGE POPULATION				
Citizen, 18 and over population	16,843	+/-210	16,843	(X)
Male	8,261	+/-249	49.0%	+/-1.3
Female	8,582	+/-241	51.0%	+/-1.3

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

For more information on understanding race and Hispanic origin data, please see the Census 2010 Brief entitled, Overview of Race and Hispanic Origin: 2010, issued March 2011. (pdf format)

While the 2013-2017 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural populations, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

#### Explanation of Symbols:

1. An '\*\*\*' entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An '\*\*\*' entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An '\*\*\*\*\*' entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.

# Community Profiles

YOU ARE VIEWING DATA FOR:

## Hamburg Township



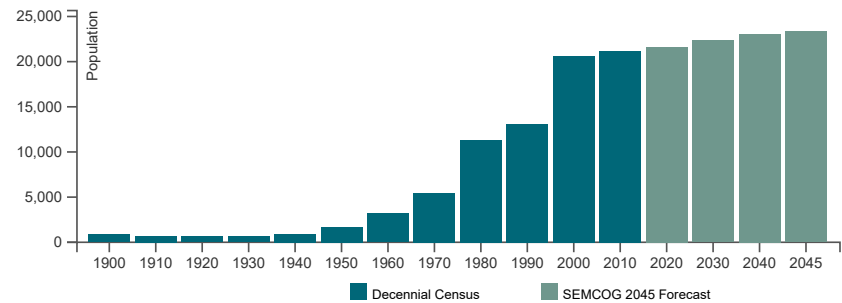
Census 2010 Population:  
21,165  
Area: 36 square miles

[VIEW COMMUNITY EXPLORER MAP](#)

## Population and Households

Link to American Community Survey (ACS) Profiles: **Select a Year**  **Social | Demographic**  
**Population and Household Estimates for Southeast Michigan, 2019**

### Population Forecast



## Population and Households

Population and Households	Census 2010	Change 2000-2010	Pct Change 2000-2010	SEMOG Jul 2019	SEMOG 2045
<b>Total Population</b>	21,165	538	2.6%	21,394	23,325
<b>Group Quarters Population</b>	14	-233	-94.3%	117	175
<b>Household Population</b>	21,151	771	3.8%	21,277	23,150
<b>Housing Units</b>	8,668	990	12.9%	8,903	-
<b>Households (Occupied Units)</b>	7,860	774	10.9%	8,488	9,491
<b>Residential Vacancy Rate</b>	9.3%	1.6%	-	4.7%	-
<b>Average Household Size</b>	2.69	-0.19	-	2.51	2.44

Source: **U.S. Census Bureau, SEMCOG Population and Household Estimates, and SEMCOG 2045 Regional Development Forecast**

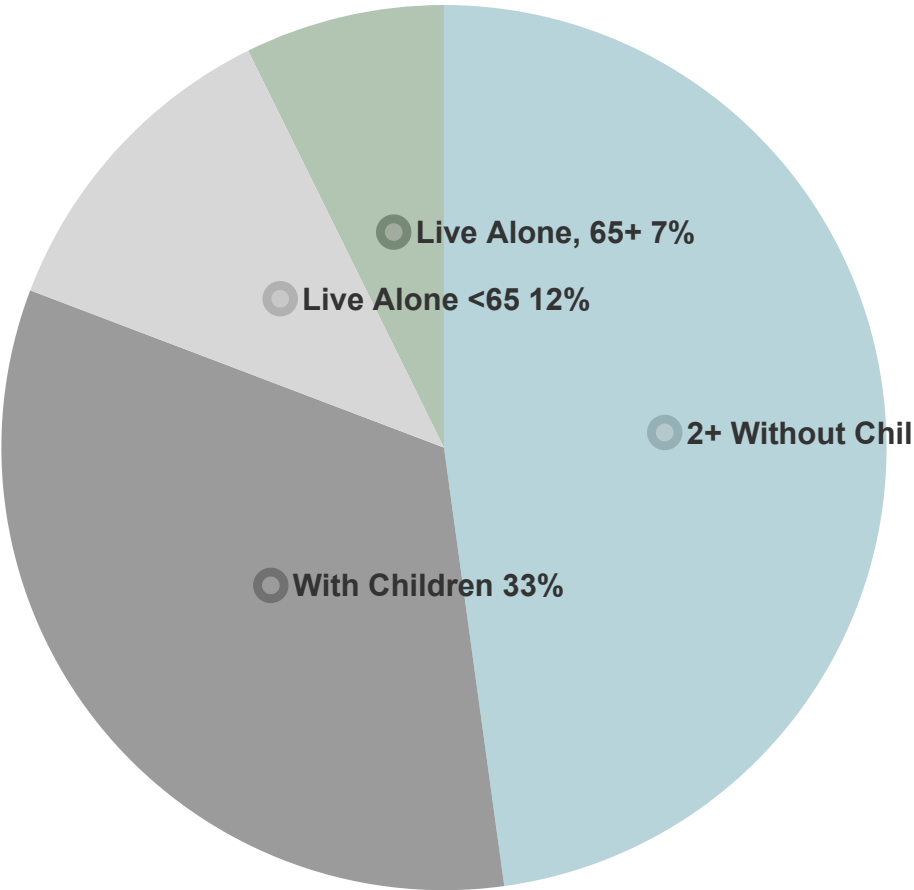
## Components of Population Change

Components of Population Change	2000-2005 Avg.	2006-2010 Avg.	2011-2015 Avg.
<b>Natural Increase (Births - Deaths)</b>	140	24	35
<b>Births</b>	241	124	161
<b>Deaths</b>	101	100	126
<b>Net Migration (Movement In - Movement Out)</b>	210	-266	-57
<b>Population Change (Natural Increase + Net Migration)</b>	350	-242	-22

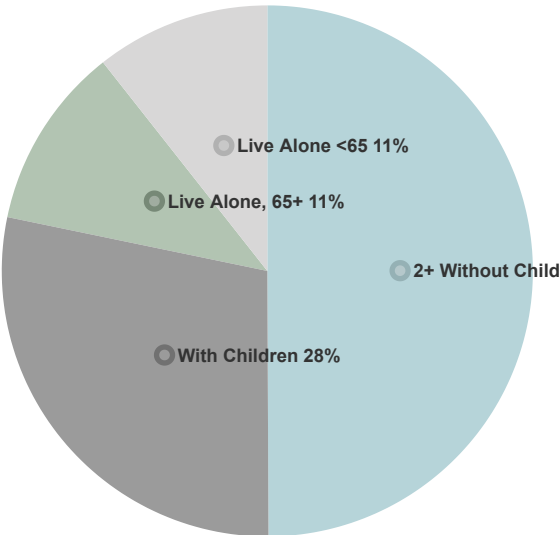
Source: **Michigan Department of Community Health Vital Statistics, U.S. Census Bureau, and SEMCOG**

Household Types

ACS  
2015



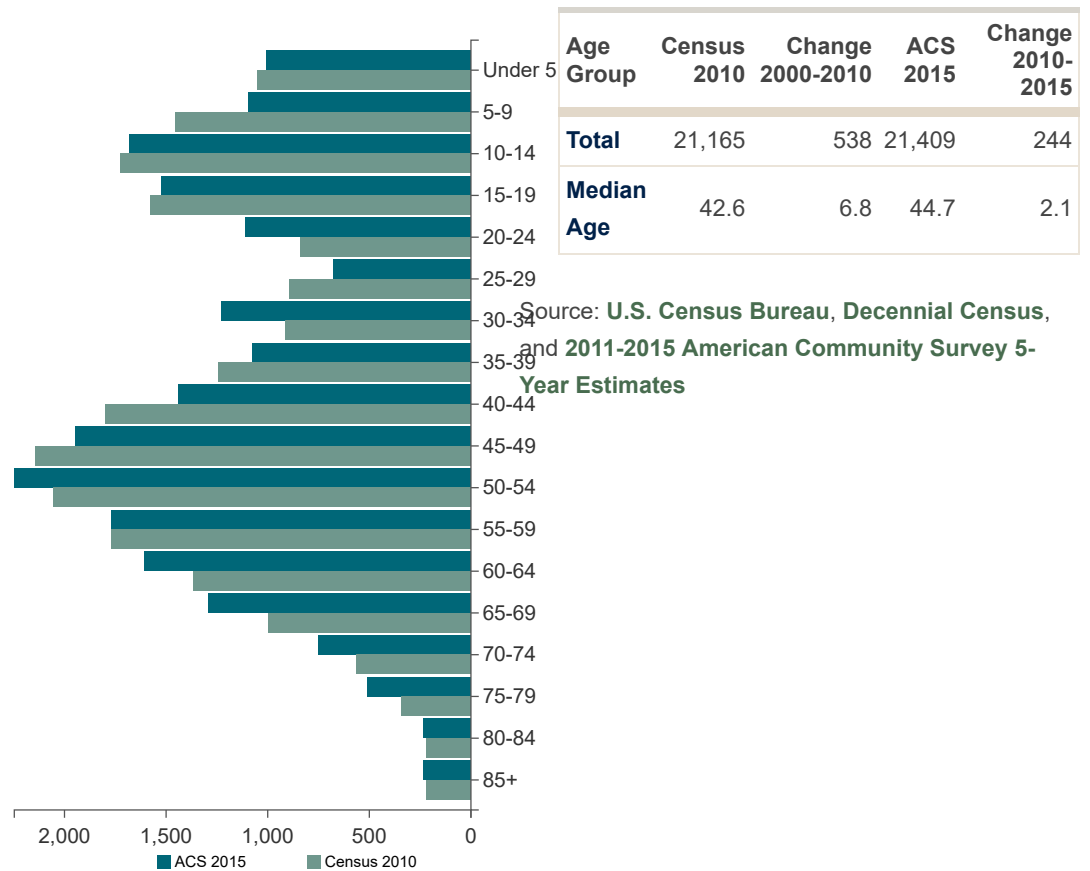
SEMCOG  
2045



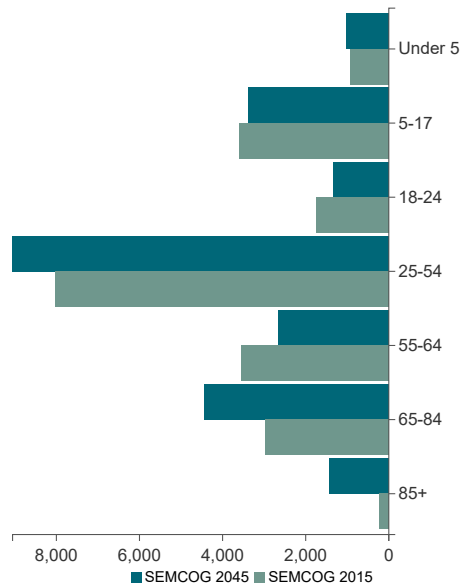
Household Types	Census 2010	ACS 2015	Change 2010-2015	Pct Change 2010-2015	SEMOG 2045
<b>With Seniors 65+</b>	1,629	2,107	478	29.3%	4,137
<b>Without Seniors</b>	6,231	6,077	-154	-2.5%	5,354
<b>Live Alone, 65+</b>	426	597	171	40.1%	1,056
<b>Live Alone, &lt;65</b>	926	976	50	5.4%	1,008
<b>2+ Persons, With children</b>	2,833	2,697	-136	-4.8%	2,688
<b>2+ Persons, Without children</b>	3,675	3,914	239	6.5%	4,739
<b>Total Households</b>	<b>7,860</b>	<b>8,184</b>	<b>324</b>	<b>4.1%</b>	<b>9,491</b>

Source: U.S. Census Bureau, Decennial Census, 2011-2015 American Community Survey 5-Year Estimates, and SEMCOG 2045 Regional Development Forecast

## Population Change by Age, 2010-2015



## Forecasted Population Change 2015-2045



Age Group	Change 2015 - 2045	Pct Change 2015 - 2045
<b>Total</b>	2,272	10.8%

Source: **SEMCOG 2045 Regional Development Forecast**

## Older Adults and Youth Populations

Older Adults and Youth Population	Census 2010	ACS 2015	Change 2010-2015	Pct Change 2010-2015	SEMCOG 2045
Note: Population by age changes over time because of the aging of people into older age groups, the movement of people, and the occurrence of births and deaths.					

Source: **U.S. Census Bureau, Decennial Census, 2011-2015 American Community Survey 5-Year Estimates, and SEMCOG 2045 Regional Development Forecast**

## Race and Hispanic Origin

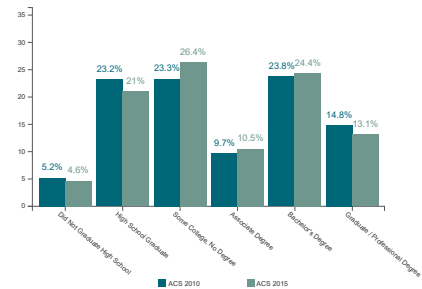
Race and Hispanic Origin	Census 2010	Percent of Population 2010	ACS 2015	Percent of Population 2015	Percentage Point Change 2010-2015
--------------------------	-------------	----------------------------	----------	----------------------------	-----------------------------------

Source: **U.S. Census Bureau, Decennial Census, and 2011-2015 American Community Survey 5-Year Estimates**



Highest Level of Education

Highest Level of Education*	ACS 2010	ACS 2015	Percentage Point Chg 2010-2015
* Population age 25 and over			

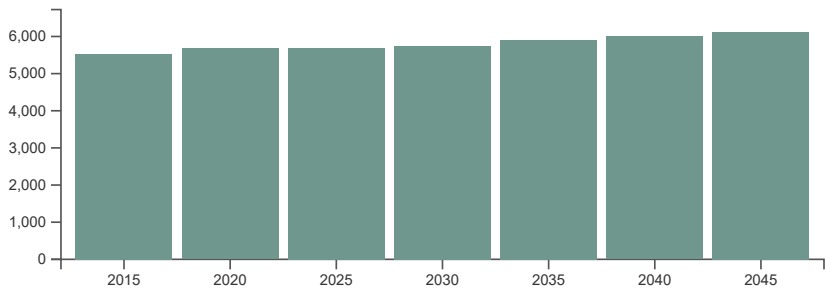


Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Economy & Jobs

Link to American Community Survey (ACS) Profiles: **Select a Year** 2014-2018 **Economic**

Forecasted Jobs



Source: SEMCOG 2045 Regional Development Forecast

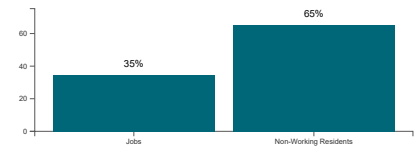
Forecasted Jobs by Industry Sector

Forecasted Jobs By Industry Sector	Change 2015-2045	Pct Change 2015-2045
------------------------------------	------------------	----------------------

Source: SEMCOG 2045 Regional Development Forecast

## Daytime Population

Daytime Population	SEMCOG and ACS 2015
Jobs	5,527
Non-Working Residents	10,398
Age 15 and under	4,041
Not in labor force	5,642
Unemployed	715
Daytime Population	15,925



Source: **SEMCOG 2045 Regional Development Forecast** and **2011-2015 American Community Survey 5-Year Estimates**

Note: The number of residents attending school outside Southeast Michigan is not available. Likewise,

the number of students commuting into Southeast Michigan to attend school is also not known.

## Where Workers Commute From 2013

Rank	Where Workers Commute From *	Workers	Percent
	* Workers, age 16 and over employed in	0	100%

Source: **U.S. Census Bureau** - 2009-2013 CTPP/ACS Commuting Data and **Commuting Patterns in Southeast Michigan**

## Where Residents Work 2013

Rank	Where Residents Work *	Workers	Percent
	* Workers, age 16 and over residing in	0	100%

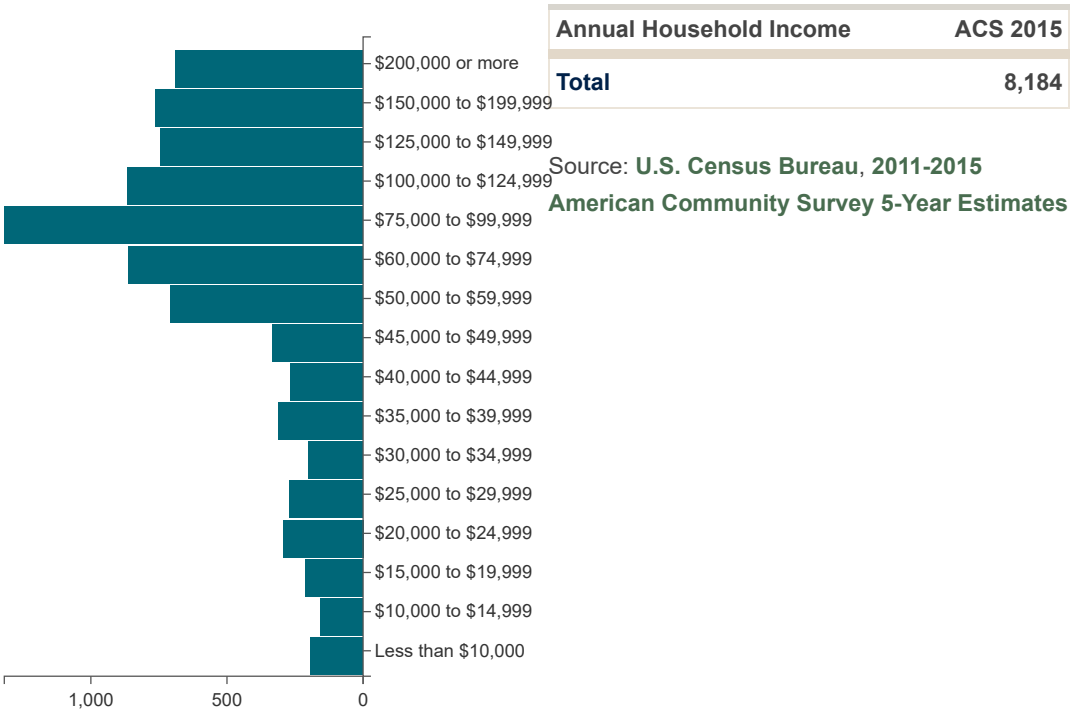
Source: **U.S. Census Bureau** - 2009-2013 CTPP/ACS Commuting Data and **Commuting Patterns in Southeast Michigan**

## Household Income

Income (in 2015 dollars)	ACS 2010	ACS 2015	Change 2010-2015	Percent Change 2010-2015
<b>Median Household Income</b>	\$92,009	\$78,085	\$-13,924	-15.1%
<b>Per Capita Income</b>	\$37,963	\$38,067	\$104	0.3%

Source: **U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates**

Annual Household Income



Poverty

Poverty	ACS 2010	% of Total (2010)	ACS 2015	% of Total (2015)	% Point Chg 2010-2015
Persons in Poverty	758	3.5%	872	4.1%	0.6%
Households in Poverty	228	2.9%	335	4.1%	1.2%

Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Housing

Link to American Community Survey (ACS) Profiles: **Select a Year** 2014-2018 ▾ **Housing**

Building Permits 2000 - 2019

Year	Single Family	Two Family	Attach Condo	Multi Family	Total Units	Total Demos	Net Total
2000 to 2019 totals	1,348	28	4	0	1,380	114	1,266

Source: SEMCOG Development

Note: Permit data for most recent years may be incomplete and is updated monthly.

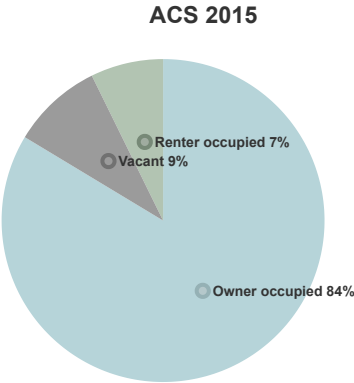
Housing Types

Housing Type	ACS 2010	ACS 2015	Change 2010-2015	New Units Permitted 2015-2018
Total	8,617	9,002	385	166
Units Demolished				-28
Net (Total Permitted Units - Units Demolished)				138

Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates, SEMCOG Development

Housing Tenure

Housing Tenure	Census 2010	ACS 2015	Change 2010-2015
Total Housing Units	8,668	9,002	334



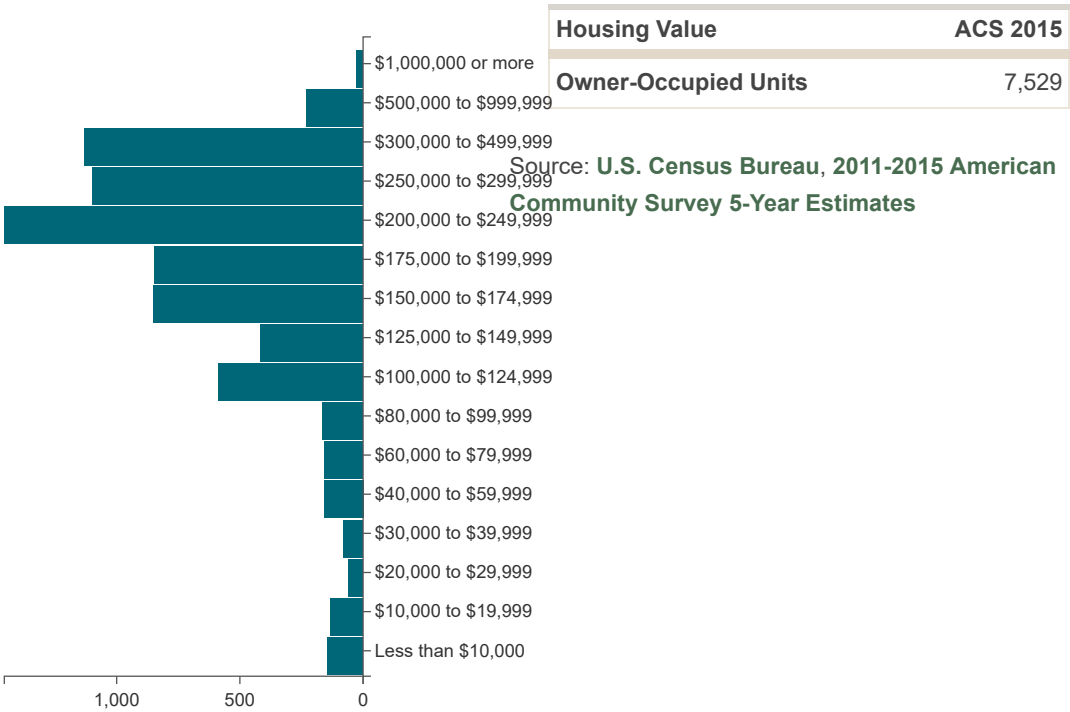
Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Housing Value and Rent

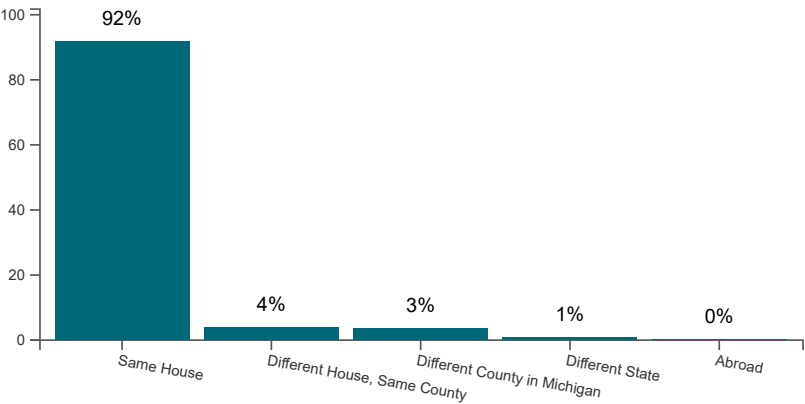
Housing Value (in 2015 dollars)	ACS 2010	ACS 2015	Change 2010-2015	Percent Change 2010-2015
Median housing value	\$256,822	\$206,100	\$-50,722	-19.8%
Median gross rent	\$1,036	\$893	\$-143	-13.8%

Source: U.S. Census Bureau, Census 2000, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Housing Value



Residence One Year Ago \*



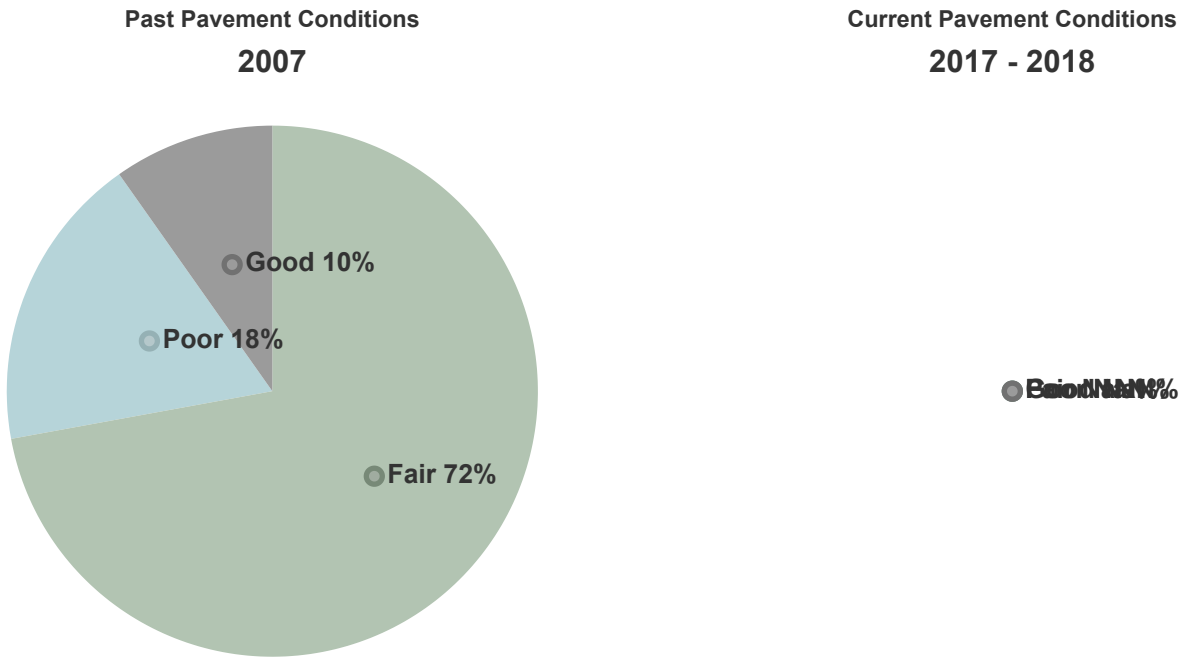
\* This table represents persons, age 1 and over, living in Hamburg Township from 2011-2015. The table does not represent person who moved out of Hamburg Township from 2011-2015.

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Transportation

Miles of public road (including boundary roads): 103  
Source: **Michigan Geographic Framework**

Pavement Condition (in Lane Miles)



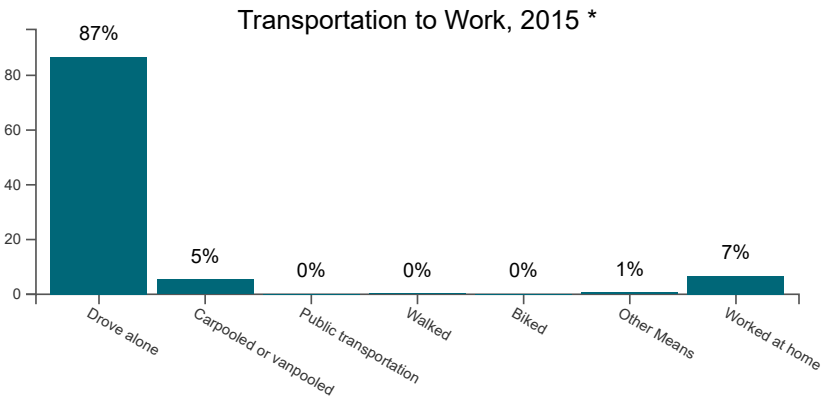
Note: Poor pavements are generally in need of rehabilitation or full reconstruction to return to good condition. Fair pavements are in need of capital preventive maintenance to avoid deteriorating to the poor classification. Good pavements generally receive only routine maintenance, such as street sweeping and snow removal, until they deteriorate to the fair condition.  
Source: **SEMCOG**

Bridge Status

Bridge Status	Percent Point Chg 2008-2010
Open	0%
Open with Restrictions	0%
Closed*	0%
Total Bridges	0.0%
Deficient Bridges	4.2%

\* Bridges may be closed because of new construction or failed condition.  
Note: A bridge is considered deficient if it is structurally deficient (in poor shape and unable to carry the load for which it was designed) or functionally obsolete (in good physical condition but unable to support current or future demands, for example, being too narrow to accommodate truck traffic).  
Source: Michigan Structure Inventory and Appraisal Database  
**Detailed Intersection & Road Data**





\* Resident workers age 16 and over

Transportation to Work

Transportation to Work	ACS 2010	% of Total (ACS 2010)	ACS 2015	% of Total (ACS 2015)	% Point Chg 2010-2015
Resident workers age 16 and over	10,634	100.0%	10,851	100.0%	0.0%

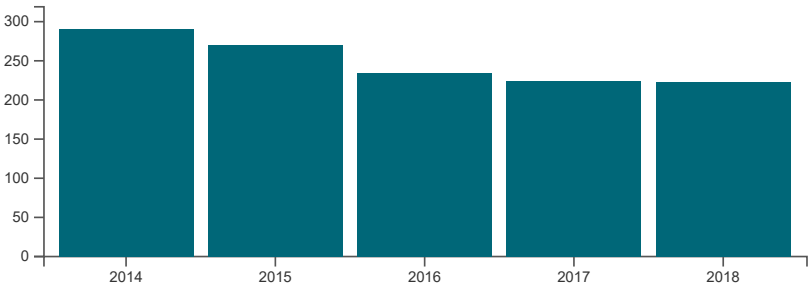
Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Mean Travel Time to Work

Mean Travel Time To Work	ACS 2010	ACS 2015	Change 2010-2015
For residents age 16 and over who worked outside the home	33.4 minutes	31.3 minutes	-2.1 minutes

Source: U.S. Census Bureau, 2006-2010 and 2011-2015 American Community Survey 5-Year Estimates

Crashes, 2014-2018



Source: Michigan Department of State Police with the Criminal Justice Information Center and SEMCOG

Note: Crash data shown is for the entire city.

## Crash Severity

Crash Severity	Percent of Crashes 2014 - 2018
<u>Fatal</u>	0.3%
<u>Serious Injury</u>	2.3%
<u>Other Injury</u>	12.8%
<u>Property Damage Only</u>	84.5%
<u>Total Crashes</u>	100%

## Crashes by Type

Crashes by Type	Percent of Crashes 2014 - 2018
<u>Head-on</u>	1.8%
<u>Angle or Head-on/Left-turn</u>	13.4%
<u>Rear-End</u>	25.8%
<u>Sideswipe</u>	7.6%
<u>Single Vehicle</u>	47.5%
<u>Backing</u>	0.8%
<u>Other or Unknown</u>	3.1%

## Crashes by Involvement

Crashes by Involvement	Percent of Crashes 2014 - 2018
<u>Red-light Running</u>	0.6%
<u>Lane Departure</u>	30.4%
<u>Alcohol</u>	5.4%
<u>Drugs</u>	1.8%
<u>Deer</u>	19%
<u>Train</u>	0%
<u>Commercial Truck/Bus</u>	1.9%
<u>School Bus</u>	0.6%
<u>Emergency Vehicle</u>	1.3%
<u>Motorcycle</u>	1.9%
<u>Intersection</u>	31.6%
<u>Work Zone</u>	0.2%
<u>Pedestrian</u>	0.5%
<u>Bicyclist</u>	0.1%
<u>Distracted Driver</u>	2.7%
<u>Older Driver (65 and older)</u>	14.4%
<u>Young Driver (16 to 24)</u>	40.3%

## High Frequency Intersection Crash Rankings

Local Rank	County Rank	Region Rank	Intersection	Annual Avg 2014-2018
------------	-------------	-------------	--------------	----------------------

Note: Intersections are ranked by the number of reported crashes, which does not take into account traffic volume. Crashes reported occurred within 150 feet of the intersection.

Source: **Michigan Department of State Police with the Criminal Justice Information Center** and **SEMCOG**

## High Frequency Road Segment Crash Rankings

Local Rank	County Rank	Region Rank	Segment	From Road - To Road	Annual Avg 2014-2018
------------	-------------	-------------	---------	---------------------	----------------------

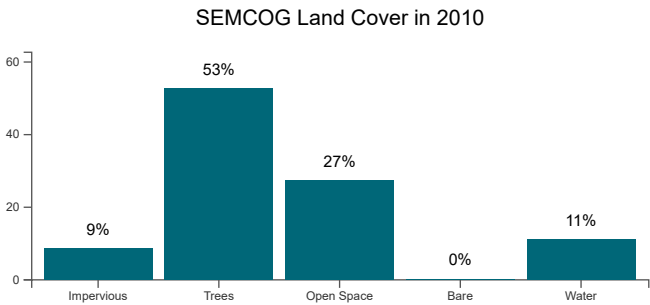
Note: Segments are ranked by the number of reported crashes, which does not take into account traffic volume.

Environment

SEMCOG 2015 Land Use

SEMCOG 2015 Land Use	Acres	Percent
Total	23,056.1	100%

Note: Land Cover was derived from SEMCOG's 2010 Leaf off Imagery.  
Source: **SEMCOG**



Source Data  
**SEMCOG - Detailed Data**

Type	Description	Acres	Percent
Total Acres		23,056.1	

## Hamburg Twp - 2045 Forecast Summary

### Population and Households

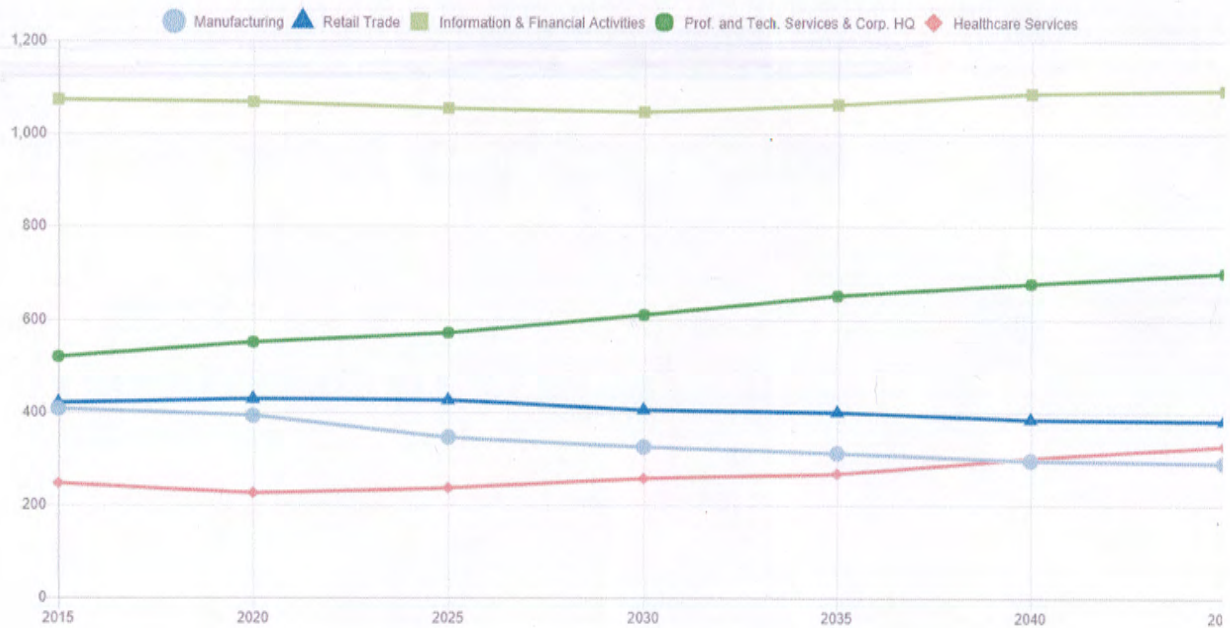
	2015	2025	2035	2045	Change 2015 - 45	
					Number	Percent
<b>Total Population</b>	21,053	22,098	22,645	23,325	2,272	10.8%
Household Population	20,936	21,965	22,497	23,150	2,214	10.6%
Group Quarters Population	117	133	148	175	58	49.6%
Population Age 0-4	927	1,276	1,164	1,013	86	9.3%
Population Age 5-17	3,608	2,744	3,361	3,388	-220	-6.1%
Population Age 18-24	1,746	1,354	881	1,324	-422	-24.2%
Population Age 25-54	8,035	8,243	8,788	9,054	1,019	12.7%
Population Age 55-64	3,553	3,549	2,649	2,654	-899	-25.3%
Population Age 65-84	2,961	4,479	4,974	4,452	1,491	50.4%
Population Age 85+	223	453	828	1,440	1,217	545.7%
<b>Housing Units</b>	8,762	9,500	9,785	9,956	1,194	13.6%
<b>Household Size</b>	2.53	2.45	2.42	2.44	-0.09	-3.6%
<b>Households</b>	8,264	8,960	9,295	9,491	1,227	14.8%
With Children (Age 0-17)	2,663	2,445	2,647	2,688	25	0.9%
With Seniors (Age 65+)	2,314	3,445	4,031	4,137	1,823	78.8%
With One Person Only	1,695	1,962	2,015	2,064	369	21.8%
With Fewer Cars than Workers	333	455	499	497	164	49.2%



## Hamburg Twp - 2045 Forecast Summary

### Employment by Sector

	2015	2025	2035	2045	Change 2015 - 45	
					Number	Percent
<b>Total Jobs</b>	5,527	5,891	5,912	6,113	586	10.6%
Nat. Resources, Mining, & Const.	508	598	627	652	144	28.3%
Manufacturing	406	345	310	289	-117	-28.8%
Wholesale Trade	95	92	89	97	2	2.1%
Retail Trade	421	425	399	382	-39	-9.3%
Trans., Warehousing, & Utilities	110	115	115	125	15	13.6%
Information & Financial Activities	1,074	1,055	1,062	1,093	19	1.8%
Prof. and Tech. Services & Corp. HQ	518	570	651	700	182	35.1%
Admin., Support, & Waste Serv.	490	603	722	741	251	51.2%
Education Services	300	302	308	322	22	7.3%
Healthcare Services	245	236	268	327	82	33.5%
Leisure & Hospitality	681	684	690	708	27	4.0%
Other Services	481	447	444	448	-33	-6.9%
Public Administration	198	219	227	229	31	15.7%



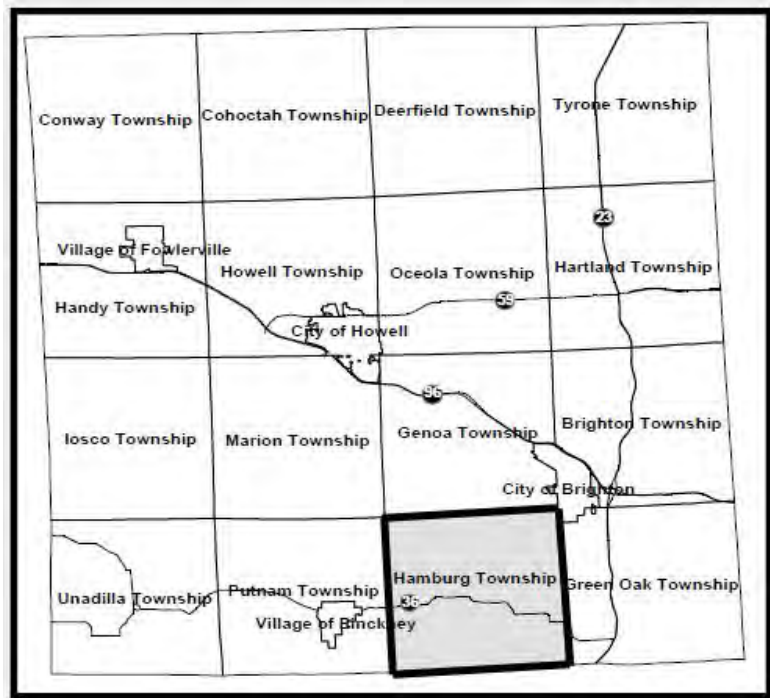


# MASTER PLAN Community Profile

For

## Hamburg Township

Livingston County, Michigan



### LOCATION

Hamburg Township is located in the southeast quadrant of Livingston County. The most populated community, the Township is rich in scenic beauty and recreational opportunities.

### GOVERNMENT

**Hall Address:** 10405 Merrill Road  
Hamburg, MI 48139

**Mailing Address:** P.O. Box 157  
Hamburg, MI 48139

**Phone:** (810) 231-1000

**Web Site:** <http://www.hamburg.mi.us>

### TAX RATES

**2019 Residential Millage Rates:**

#### Homestead:

27.8875/ \$1,000 of taxable value

#### Non-Homestead:

45.8155/ \$1,000 of taxable value

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**Sources:** Livingston County Department of Planning, Southeast Michigan Council of Governments (SEMCOG), Livingston County Equalization, U.S. Census Bureau, Michigan Department of Technology, Management & Budget.

### **Business Hours**

Monday-Friday  
8:00 a.m. to 5:00 p.m

### **County Commissioners**

Robert Bezotte, District 6  
Dennis Dolan, District 8

### **Township Officials**

Supervisor: Patrick Hohl  
Clerk: Mike Dolan  
Treasurer: Jason Negri

## POPULATION AND HOUSEHOLD DATA FOR HAMBURG TOWNSHIP

	Census 2010	SEMCOG (July 2018)	SEMCOG 2045
<b>Total Population</b>	<b>21,165</b>	<b>20,611</b>	<b>23,325</b>
<b>Household Population</b>	<b>21,151</b>	<b>20,957</b>	<b>23,150</b>
<b>Housing Units</b>	<b>8,668</b>	<b>8,869</b>	<b>-</b>
<b>Occupied Units</b>	<b>7,860</b>	<b>8,455</b>	<b>9,491</b>
<b>Average Household Size</b>	<b>2.69</b>	<b>2.44</b>	<b>2.44</b>

\*Source: U.S. Census Bureau & SEMCOG

## FORECASTED POPULATION CHANGE 2015-2045

Age Group	2015	2020	2025	2030	2035	2040	2045	Change 2015 - 2045	Pct Change 2015 - 2045
<b>Under 5</b>	927	1,073	1,276	1,288	1,164	1,015	1,013	86	9.3%
<b>5-17</b>	3,608	3,008	2,744	2,957	3,361	3,483	3,388	-220	-6.1%
<b>18-24</b>	1,746	1,652	1,354	1,037	881	1,062	1,324	-422	-24.2%
<b>25-54</b>	8,035	8,119	8,243	8,484	8,788	8,972	9,054	1,019	12.7%
<b>55-64</b>	3,553	3,803	3,549	3,105	2,649	2,566	2,654	-899	-25.3%
<b>65-84</b>	2,961	3,635	4,479	4,860	4,974	4,822	4,452	1,491	50.4%
<b>85+</b>	223	336	453	599	828	1,152	1,440	1,217	545.7%
<b>Total</b>	21,053	21,626	22,098	22,330	22,645	23,072	23,325	2,272	10.8%

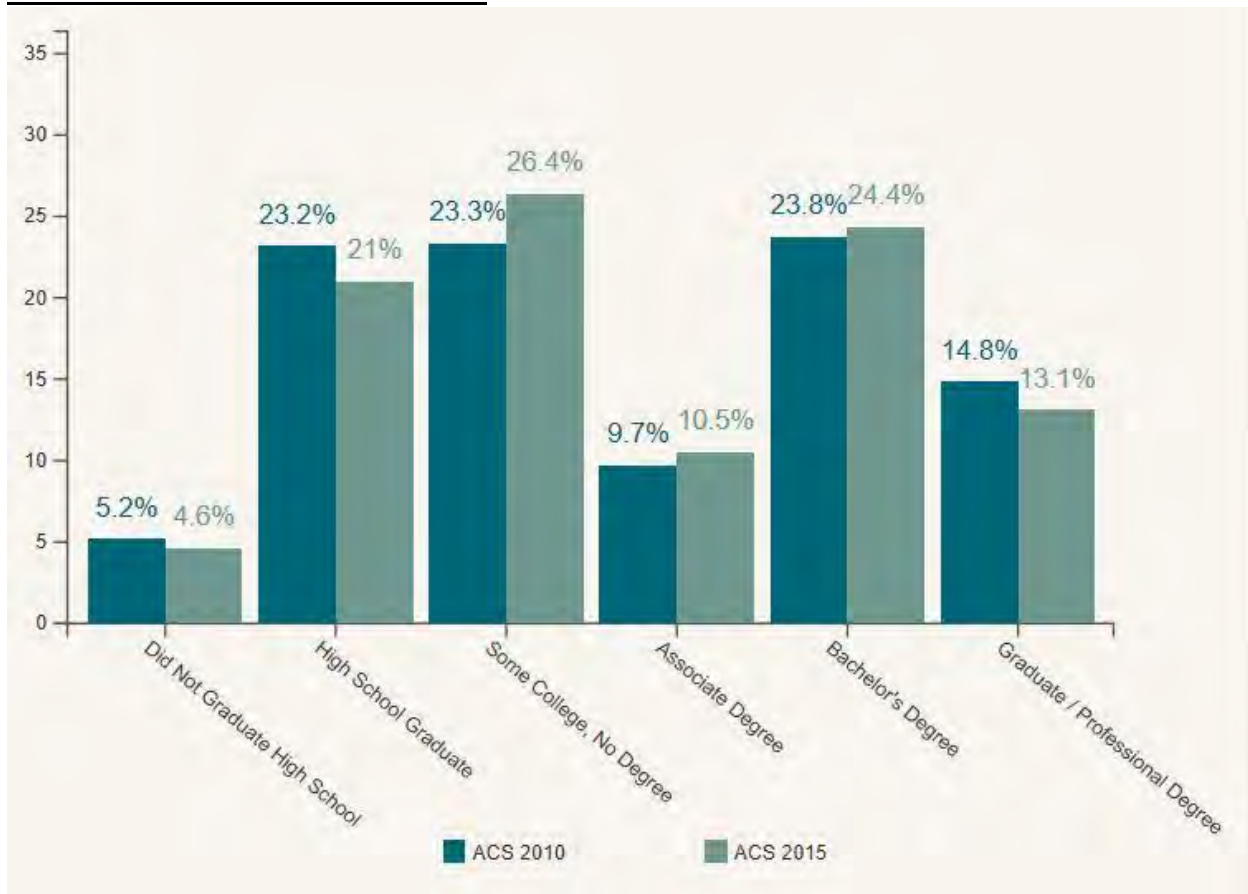
\*Source: SEMCOG 2045 Regional Development Forecast

## RACE

Race and Hispanic Origin	Census 2010	Percent of Population 2010	ACS 2015	Percent of Population 2015	Percentage Point Change 2010-2015
<b>Non-Hispanic</b>	20,886	98.7%	21,045	98.3%	-0.4%
↳ <b>White</b>	20,367	96.2%	20,537	95.9%	-0.3%
↳ <b>Black</b>	66	0.3%	29	0.1%	-0.2%
↳ <b>Asian</b>	122	0.6%	58	0.3%	-0.3%
↳ <b>Multi-Racial</b>	242	1.1%	413	1.9%	0.8%
↳ <b>Other</b>	89	0.4%	8	0%	-0.4%
<b>Hispanic</b>	279	1.3%	364	1.7%	0.4%
<b>Total</b>	21,165	100%	21,409	100%	0%

\*Source: U.S. Census Bureau, SEMCOG, & 2015 ACS 5 Year Estimates

## HIGHEST LEVEL OF EDUCATION



\*Source: U.S. Census Bureau, SEMCOG, & 2015 ACS 5 Year Estimates

## HOUSING TYPES

Housing Type	ACS 2010	ACS 2015	Change 2010-2015	New Units Permitted 2015-2018
Single Family Detached	8,083	8,274	191	166
Duplex	81	176	95	0
Townhouse / Attached Condo	67	51	-16	0
Multi-Unit Apartment	19	84	65	0
Mobile Home / Manufactured Housing	367	417	50	0
Other	0	0	0	
<b>Total</b>	<b>8,617</b>	<b>9,002</b>	<b>385</b>	<b>166</b>
Units Demolished				-28
Net (Total Permitted Units - Units Demolished)				138

\*Source: U.S. Census Bureau, 2010 & 2015 ACS 5 Year Estimates, SEMCOG

## HOUSING VALUE AND RENT

Housing Value (in 2015 dollars)	ACS 2010	ACS 2015	Change 2010-2015	Percent Change 2010-2015
Median housing value	\$256,822	\$206,100	\$-50,722	-19.8%
Median gross rent	\$1,036	\$893	\$-143	-13.8%

\*Source: SEMCOG & U.S. Census Bureau

## BUILDING PERMITS 2010-2018

	<u>Single Family</u>	<u>Two-Family</u>	<u>Attached Condo</u>	<u>Multi-Family</u>	<u>Total</u>
<u>2010</u>	<u>11</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>11</u>
<u>2011</u>	<u>17</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17</u>
<u>2012</u>	<u>23</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>23</u>
<u>2013</u>	<u>51</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>51</u>
<u>2014</u>	<u>54</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>54</u>
<u>2015</u>	<u>39</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>39</u>
<u>2016</u>	<u>50</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>50</u>
<u>2017</u>	<u>39</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>39</u>
<u>2018</u>	<u>38</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>38</u>

\*Source: SEMCOG

## **HOUSEHOLD INCOME**

Income (in 2015 dollars)	ACS 2010	ACS 2015	Change 2010- 2015	Percent Change 2010- 2015
Median Household Income	\$92,009	\$78,085	\$-13,924	-15.1%
Per Capita Income	\$37,963	\$38,067	\$104	0.3%

\*Source: U.S. Census Bureau, ACS 5 Year Estimates 2010 & 2015

## **POVERTY**

Poverty	ACS 2010	% of Total (2010)	ACS 2015	% of Total (2015)	% Point Chg 2010- 2015
Persons in Poverty	758	3.5%	872	4.1%	0.6%
Households in Poverty	228	2.9%	335	4.1%	1.2%

\*Source: U.S. Census Bureau, 2010 & 2015 ACS 5 Year Estimates

## **HOUSING TENURE**

Housing Tenure	Census 2010	ACS 2015	Change 2010-2015
Owner occupied	7,227	7,529	302
Renter occupied	633	655	22
Vacant	808	818	10
↳ Seasonal/migrant	474	535	61
↳ Other vacant units	334	283	-51
Total Housing Units	8,668	9,002	334

\*Source: U.S. Census Bureau, 2010 & 2015 ACS 5 Year Estimates

## **TOWNSHIP AND COUNTY MAP AND MASTER PLAN LINKS:**

*Hamburg Township Zoning Map:*

[http://www.hamburg.mi.us/government/lawroom\\_\(ordinances\)\\_general\\_ordinances/zoning\\_ordinance.php](http://www.hamburg.mi.us/government/lawroom_(ordinances)_general_ordinances/zoning_ordinance.php)

**Hamburg Township Master Plan:**

[http://www.hamburg.mi.us/government/lawroom \(ordinances\) general ordinances/master plans.php](http://www.hamburg.mi.us/government/lawroom%20(ordinances)%20general%20ordinances/master_plans.php)

**Countywide Generalized Zoning Map:**

<https://livgov.maps.arcgis.com/apps/webappviewer/index.html?id=1e91d68c9eb540d5b63d8cc51f8b3652>

**2018 Livingston County Master Plan:** <https://www.livgov.com/plan/Pages/County-Plans.aspx>

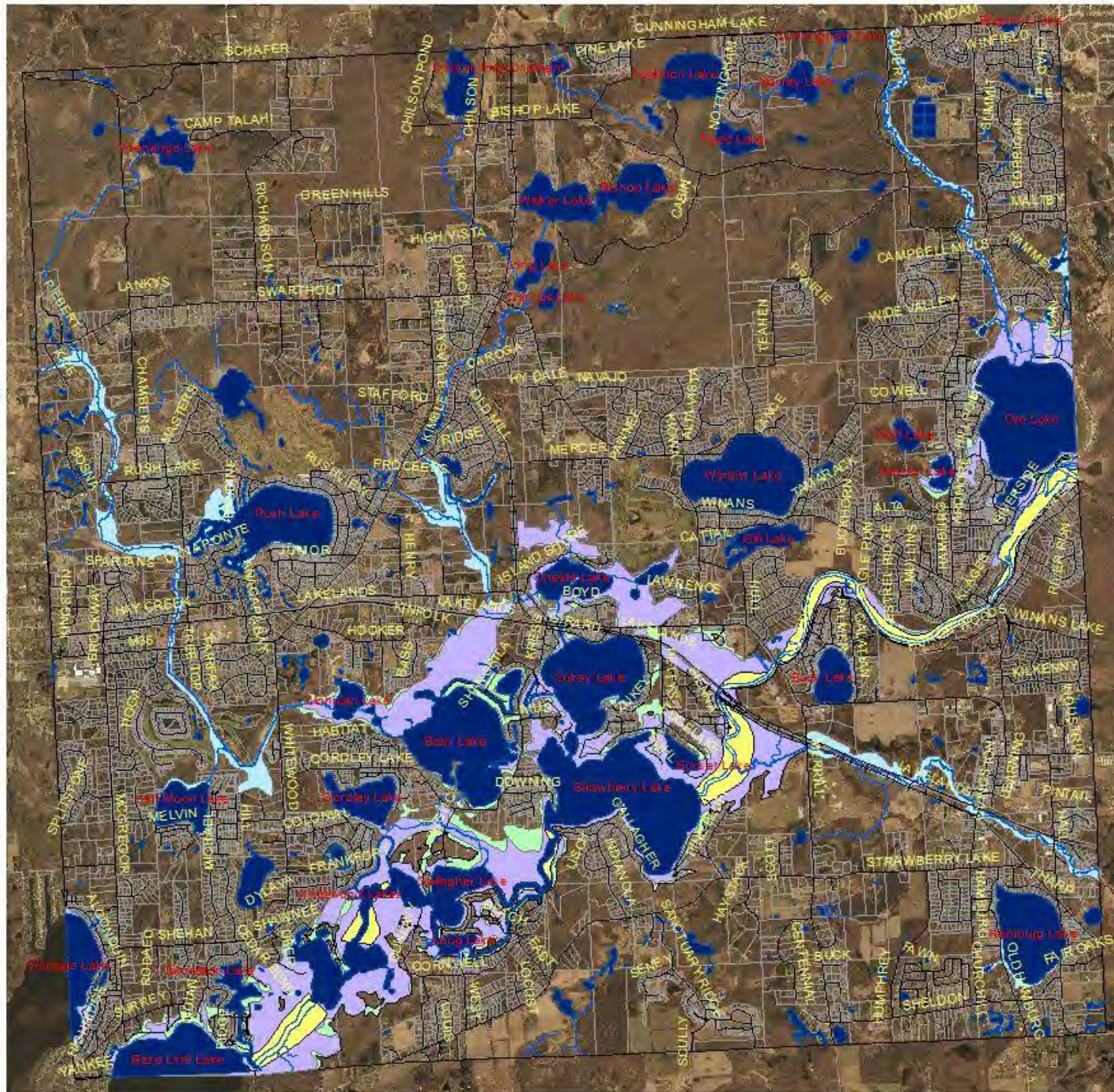


# **APPENDIX C**

## **PUBLIC OUTREACH**











# Hamburg Township Master Plan Kickoff Meeting



## THE KICKOFF MEETING: Introductions

### Who was invited:

Representatives from governmental and quasi-governmental agencies that will be key contributors and users of the New Master Plan:

- All of the required interested agencies:
  - Adjacent Municipalities
  - The Public Utilities
  - LCPC and RC
  - MDOT
  - LETS
- School Districts
- Chamber of Commerce
- LCBD and DC
- MDEQ
- DNR
- MAP
- MML
- MTA
- SPARK

## THE KICKOFF MEETING: Introductions

The Steering Committee: will be tasked with directing the master plan review process and to solicit public engagement throughout the process.

- Two Township Board Members:
  - Jim Neilson
  - Annette Koeble
- One Planning Commission Member:
  - Victor Leabu
- One Zoning Board of Appeals Member:
  - Joyce Priebe
- One Representative from the LCPD
  - Katherine Kline-Hudson
- One Residential Property Owner anywhere within the Township
  - Michelle Brunner
- One Commercial Property or Business Owner anywhere within the Township
  - Lauren Tharp
- One Residential Property Owner, Commercial Property Owner, or Business Owner within the Village Center Area
  - Stephen Pugsley







## **THE MASTER PLAN:** What is it

### **What is it:**

The Master Plan is a document which creates policies to guide the future development of the Township. This plan is necessary prior to creating the municipalities zoning ordinance. The difference between a Master Plan and the Zoning Ordinance is that the master plan is a policy document that expresses the intent of the Township and the zoning ordinance is law with penalties and consequences for not following it.

The Master Plan communicates a shared vision for Hamburg Township's future and guides how the Township can build on its assets and overcome barriers to reach that vision. The Master Plan is a tool used by Township staff as well as local boards and committees to make decisions about:

- How the Township can protect environmentally sensitive areas as well as important historic buildings and landmarks,
- What future investments in community services are priorities, and
- How the Township can support business development.

# THE MASTER PLAN: Why

It is Required by the Michigan Planning Enabling Act (MPEA)

- The MPEA requires that the Master Plan “make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions” Section 31(2)(a)).
- MPEA also requires “A master plan shall address land use and infrastructure issues and may project 20 years or more into the future. A master plan shall include maps, plats, charts, and descriptive, explanatory, and other related matter and shall show the planning commission’s recommendations for the physical development of the planning jurisdiction” (Sec. 33(1)).

The following items are required by MPEA to be included in the Master Plan:

- A land use plan (Sec. 33(2)(a));
- Recommendations on infrastructure (Sec. 33(2)(b));
- Recommendations for redevelopment or rehabilitation of blighted areas (Sec. 33(2)(c));
- A zoning plan (Sec. 33(2)(d)) and
- Implementation measures (Sec. 33(2)(e)).

The following items are suggested items that may be included in the Master Plan (MPEA section 7(2)(d))

- A system of transportation to lessen congestion on streets and provide for safe and efficient movement of people and goods by motor vehicles, bicycles, pedestrians, and other legal users.
- Safety from fire and other dangers.
- Light and air.
- Healthful and convenient distribution of population.
- Good civic design and arrangement and wise and efficient expenditure of public funds.
- Public utilities such as sewage disposal and water supply and other public improvements.
- Recreation.
- The use of resources in accordance with their character and adaptability.”



## THE MASTER PLAN: Update Why

To Streamline the Master Plan Document and to make it more user friendly; most of the information required in MPEA (Demographics and Existing Natural and Physical areas of the Township) can be put into an Appendices with just brief summaries of the information in the actual wording of the Master Plan. That will allow the more important information such as the goals, objectives and implementation measures to have a more prominent role in the actual Master Plan Document.

The Master Plan will be used by Hamburg Township to do the following:

- Make better decisions about where to invest in public infrastructure and improve municipal services.
- Understand changing demographics and how shifts might impact housing, municipal services, transportation needs, and other aspects of town life.
- Bring residents together to talk about the Town's future
- Be eligible for funding opportunities, showing how projects have been vetted with the public and are local priorities.
- Its most important goal is to protect and enhance the things in Hamburg Township that make it a great place to live, both for today's residents and future generations.



# THE MASTER PLAN: Moving Forward

Step	Task	2018				2019	
		Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
1	Prepare and Send Notice of Intent to Plan *	3/1/18-3/2/18					
2	Create Master Plan Committee	3/1/18-3/15/18					
3	Kick off Meeting with all interested parties		4/12/18				
4	Review and identify deficiencies and key stakeholders		4/12/18-5/7/18				
5	Meeting of Master Plan Committee discuss review and public outreach		5/7/18-5/11/18				
6	Prepare Survey		5/14/18-6/4/18				
7	Make Survey Public		6/4/18				
8	Public Outreach Meeting and Events		6/4/18	8/3/18			
9	Meeting of the Master Plan Committee to discuss public input			8/6/18-8/10/18			
10	Compile Data and Prepare Revisions to All Documents		6/4/18		10/5/18		
11	Meeting of Master Plan Committee to review draft Master Plan				10/8/18-10/12/18		
12	Prepare report for Planning Commission				10/15/18-11/13/18		
13	Planning Commission Meeting on Draft Master Plan *				11/21/18		
14	Prepare report for Township Board				11/22/18-11/27/18		
15	Township Board to approve distribution of the Draft Master Plan*				12/4/18		
16	Distribute Draft Master Plan*				12/7/18		
17	Public Review Period *				12/7/18	2/9/19	
18	County Review Period *				12/7/18	3/11/19	
19	Meeting of Master Plan Committee to review and address comments					3/11/19-3/17/19	
20	Make necessary changes to Draft Master Plan and Prepare Report for Planning Commission					3/17/19	4/12/19
21	First Meeting for Planning Commission Review of Final Draft Master Plan						4/17/19
22	Prepare revisions to Final Draft Master Plan based on PC comments						4/18/19-5/10/19
23	Hold Public Hearing for Planning Commission Review of Final Draft Master Plan *						5/15/19
24	Prepare Report of Township Board						5/16/19-6/12/19
25	Hold Township Board Review of Final Draft Master Plan *						6/18/19
26	Send necessary agencies copy of approved Master Plan *						6/19/19-6/25/19
27	Implement Master Plan						Next 20 years
	Master Plan Subcommittee Meeting						
	Planning Commission Meeting						
	Township Board Meeting						

\* These tasks are required by the MPEA

## THE MASTER PLAN: Visioning Questions

1. What is your favorite thing about Hamburg Township?

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

2. If you could add anything to Hamburg Township what would it be?

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

3. What is your favorite pastime/hobby?

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_







## **THE MASTER PLAN:** Moving Forward

### Public Participation:

- Identifying and setting up meeting with Key Stakeholders
- Creating a Public Survey that is available to everyone
- Attending HOA meetings and holding Open Houses
- Setting up Information Booths at Public Events
- Public Participation Contest (best pictures or front cover design)
- Creating a Website to keep the public informed and to create an easier way for the public to get involved
  - <https://visionhamburgmi.wixsite.com/hamburgmasterplan>
- Holding public meeting and distributing the new Master Plan for comments



## THE MASTER PLAN: What's Next

- Stay Involved
  - Follow the process
    - On the website
    - Via e-mails: interested parties list
  - Make your voices heard
    - Make sure your comments and concerns are addressed
      - Send your comments
        - Website
        - e-mail [asteffens@hamburg.mi.us](mailto:asteffens@hamburg.mi.us)
        - phone at 1-810-231-1000
        - Mail: Hamburg Township  
Planning Department  
10405 Merrill Road  
Whitmore Lake, Michigan 48189
- Participate in Public Participation:
  - Fill out the survey
  - Come to meetings
  - Attend open houses and events



## THE MASTER PLAN: What's Next

- Steering Committee
  - Next meeting will be the beginning of May
    - Review Master Plan Update Binders
      - Master Plan
      - M-36 Corridor Plan
      - Village Center Master Plan
      - Informational Handouts
    - Discuss Key Stakeholders
      - Who should the Township actively reach out to and get involved in the process
    - Master Plan Update Layout
    - Public Participation Survey Review



# April 12, 2018 Kickoff Meeting

## Visioning Questions Answers

### **Questions 1: What is your favorite thing about Hamburg Township?**

1. The natural resources; Lakes, Hills, Woodlands
2. The Water
3. The Chain of Lakes and Lakeland Trail
4. The Huron River, Lakelands Trail and Outdoor Recreations
5. The natural resources; Water, Wetlands, Woods, etc.
6. Ditto
7. The Lakes and River
8. The Water, People and Trails
9. The Lakes
10. The Lakelands Trail
11. The People
12. The Nature and Lakes
13. The Parks
14. The Family Centered Environment, Water and Trails
15. The area reminds me of up north

### **Question 2: If you could add anything to Hamburg Township what would it be?**

1. Public Transportation to Ann Arbor, Detroit and Lansing
2. Senior Housing
3. Senior Housing
4. Better Public Transportation
5. M-36 Traffic Congestions
6. Shared Biked
7. Trail connections to the Lakeland Trail
8. Farmers Market
9. Senior Housing and Apartments
10. Senior Housing and affordable apartments
11. Sustainable Planning Practices
12. Ditto
13. More Parks with Activities for Kids

### **Question 3: What is your favorite pastime?**

1. Water Sports
2. Anything outdoors
3. Boating
4. Fishing, canoeing
5. Water recreation activities
6. Paddle boarding, walking
7. Woodworking
8. Kayaking
9. Walking, Biking, Boating and Swimming

10. Cross Country Skiing

11. Trail Walking

12. Bird Watching, Swimming at Hamburg Fitness Center and listening to R&B music

13. Hiking, birdwatching, canoeing, biking, exploring nature, chatting with fellow enthusiasts

**June 14-16, 2018 Fun Fest visioning board responses**

**What is your favorite thing about Hamburg Township?**

Water, Lakes, & River: 6

The Lakeland Trail: 5

Parks and Activities (Things to do, Outdoor Recreation): 2

The People: 1

Natural Areas (Wetlands, Woods, etc.): 0

Services (Retail, specialty shops, restaurants, etc.): 0

**If you could add anything to Hamburg Township, what would it be?**

Farmers Market: 6

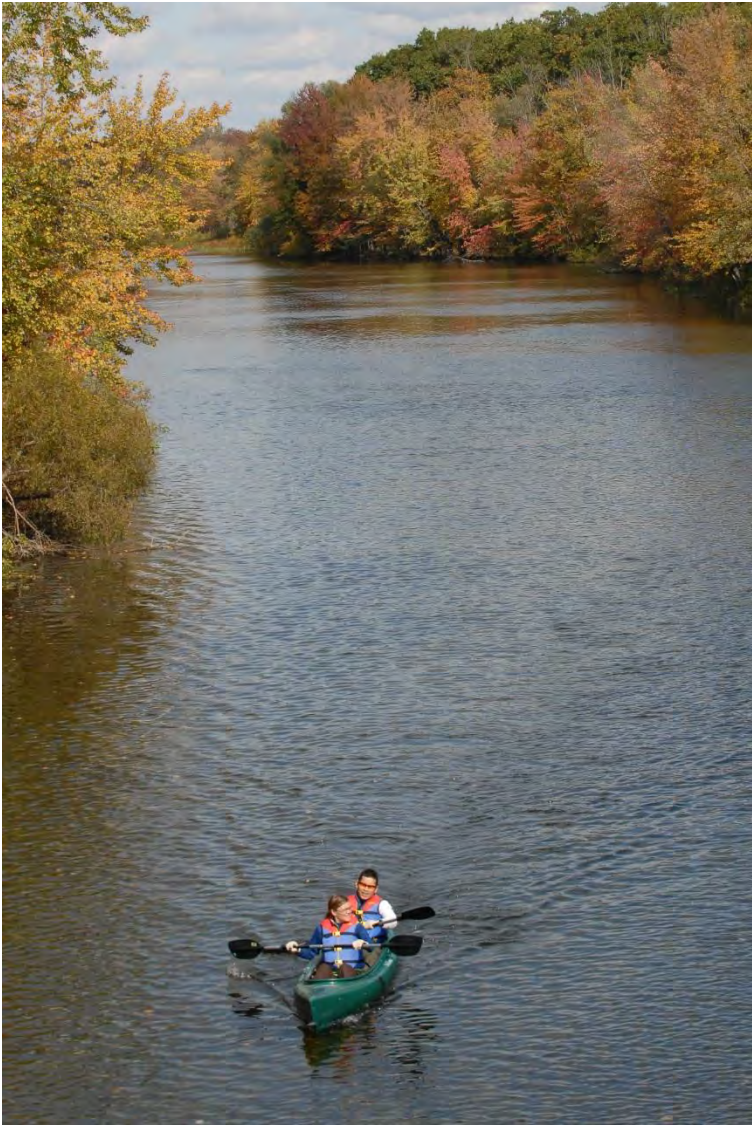
Senior housing & Apartments: 5

Parks and Activities for kids: 3

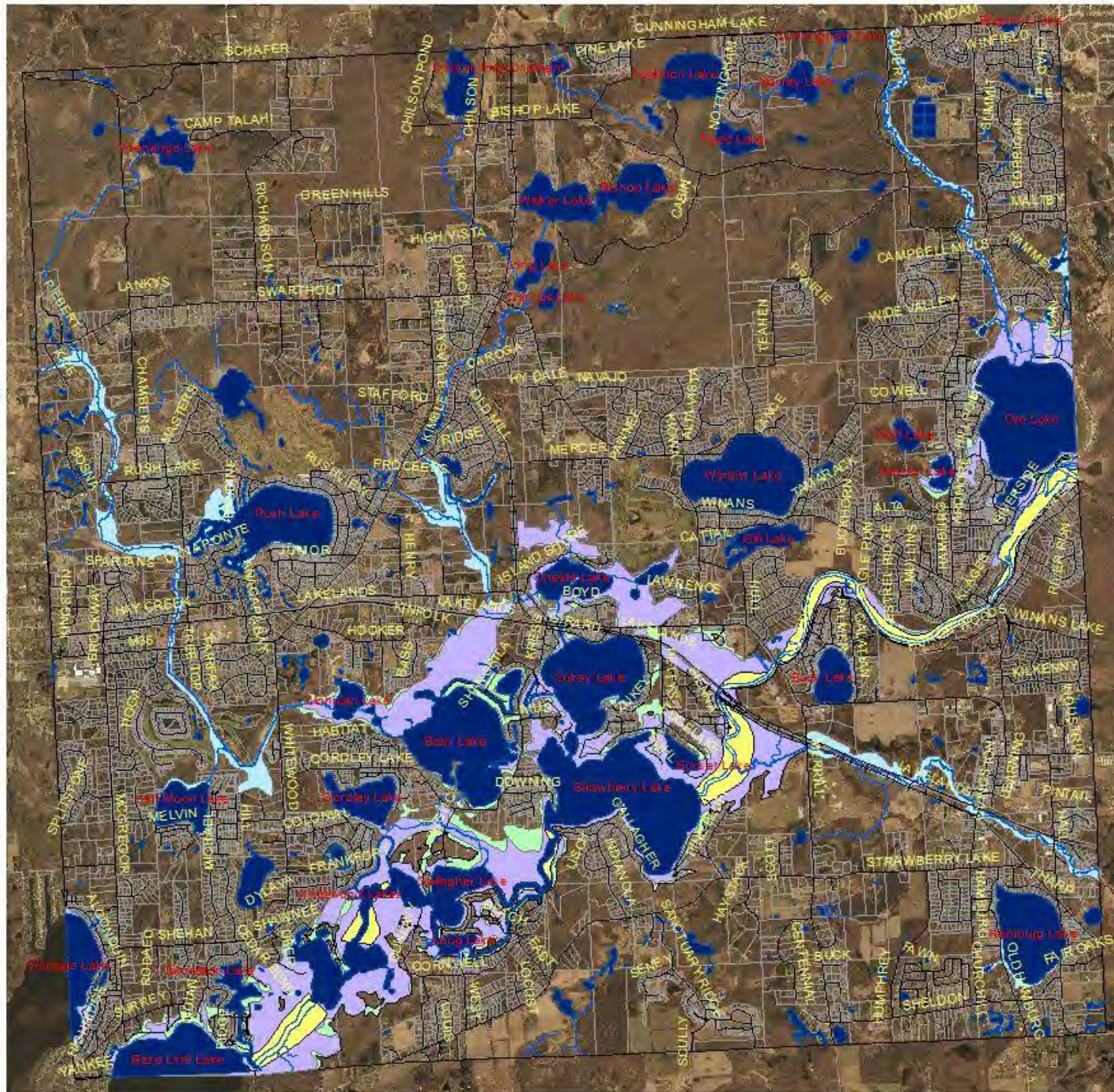
Trails and connections to the Lakelands Trail: 2

Public Transit and Multi-Modal options: 0

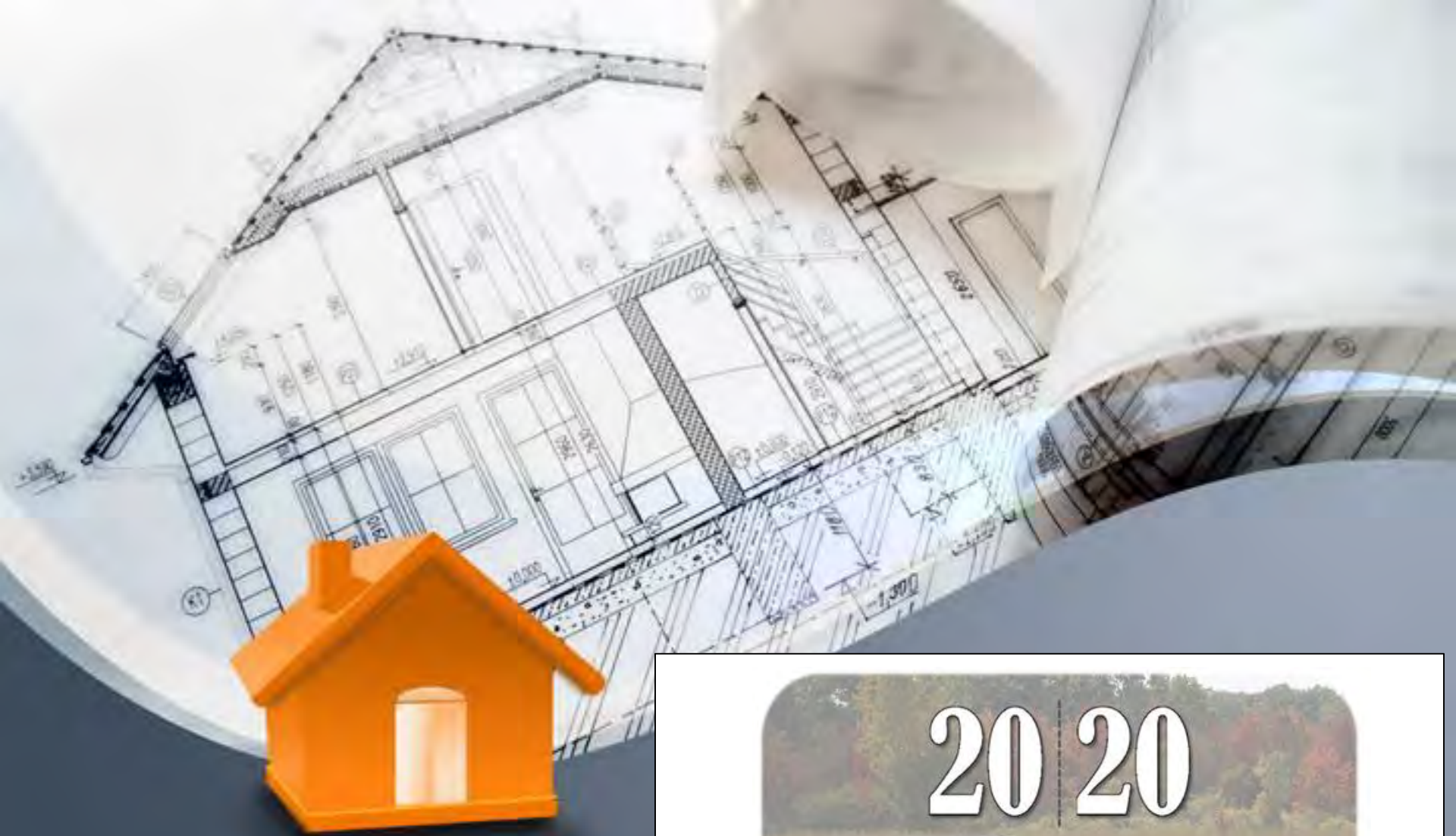












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## MASTER PLAN UPDATE



Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>



## **PUBLIC OPEN HOUSE: Introductions**

### **Who was invited:**

Anyone that is interested in the future of Hamburg Township.

- Citizens of the Township
- Government Officials
  - Township Board Members
  - Planning Commission Members
  - Zoning Board of Appeals Members
  - Parks and Rec Commission Members
  - Others
- Business Owners
- People that work, shop or play in the Township
  - People in the Schools
  - People that use the parks or lake
  - People that shop at the businesses

# PUBLIC OPEN HOUSE: Introductions



## Who we are:

### Township Staff:

- Amy Steffens, AICP: Hamburg Township Planning and Zoning Director
- Brittany Stein: Hamburg Township Zoning Coordinator
- Scott Pacheco, AICP: Hamburg Township Planner

### The Steering Committee:

- Jim Neilson : Township Board
- Annette Koeble: Township Board
- Victor Leabu: Township Planning Commission
- Joyce Priebe: Township Zoning Board of Appeals
- Katherine Kline-Hudson: Livingston County Planning Department
- Michelle Brunner: Hamburg Township Residential Property Owner
- Lauren Tharp: Hamburg Township Resident and Commercial Business Owner
- Stephen Pugsley: Hamburg Township, Village Center Resident







## **THE MASTER PLAN:** What is it?

### **What is the Master Plan:**

The Master Plan is a document which creates policies to guide the future development of the Township. This plan is necessary prior to creating the municipalities zoning ordinance. The difference between a Master Plan and the Zoning Ordinance is that the master plan is a policy document that expresses the intent of the Township and the zoning ordinance is law with penalties and consequences for not following it.

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- How the Township can protect environmentally sensitive areas as well as important historic buildings and landmarks,
- What future investments in community services are priorities, and
- How the Township can support business development.



## THE 20/20 MASTER PLAN: Schedule

Step	Task	2018				2019	
		Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
1	Prepare and Send Notice of Intent to Plan *	3/1/18-3/2/18					
2	Create Master Plan Committee	3/1/18-3/15/18					
3	Kick off Meeting with all interested parties		4/12/18				
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25	Hold Township Board Review of Final Draft Master Plan *						6/18/19
26	Send necessary agencies copy of approved Master Plan *						6/19/19-6/25/19
27	Implement Master Plan						Next 20 years
	Master Plan Subcommittee Meeting						
	Planning Commission Meeting						
	Township Board Meeting						

\* These tasks are required by the MPEA



# THE 20|20 MASTER PLAN: Where we are at:



## Timeline of Events:

- 1) In March of 2018 the Notice of Intent to prepare the 20|20 Master Plan was sent to the required agencies.
- 2) In March of 2018 the 20|20 Master Plan Steering Committee was formed to help guide the preparation of the Plan.
- 3) On April 12, 2018 the Kick-off Meeting with the government and quasi-government agencies was held for the 20|20 Master Plan Process.
- 4) In mid-April of 2018 The 20|20 Master Plan Website was created:  
<https://visionhamburgmi.wixsite.com/hamburgmasterplan>
- 5) On May 11, 2018 the Steering Committee held a public meeting to discuss who the key stakeholders are and what public outreach was needed to gather input.
- 6) In June of 2018 a survey was distributed to solicit public responses to help guide the 20|20 Master Plan process.
- 7) On June 14, 15, and 16, 2018 Township Staff and Steering Committee members set up a booth at the Hamburg Family Fun Fest to interact with the public.
- 8) In July of 2018 Steering Committee members visited various commercial businesses throughout the Township to get a better understanding of how the Township can provide better services to the commercial interests with the township.
- 9) Tonight's Open House is our final outreach to get public input for the 20|20 Master Plan.



# THE MASTER PLAN: Public Open House

(Work Station Activity 1)



There are 5 tables in the room (Tables A-E). Each table is considered a work station. At each work station there is a large aerial map of Hamburg Township and three markers (blue, green and black). The people sitting at each table are considered a group. As a group please use the Aerial Map at your table and identify the following:

1. With the green sharpie circle your favorite areas or places in Hamburg Township.
2. With the blue sharpie circle the areas of the Township you believe should be preserved.
3. With the black sharpie circle the areas of the Township you believe are most appropriate for future development.

After your group has created your map please pick a representative from your group that will present the following information:

1. Why did your group pick the areas in green? What does your group like about those areas? Is there anything your group believes the Township may be able to do to either make these areas better or to expand these areas into other parts of the Township?
2. Why did your group pick the areas in blue? What does your group believe should be preserved in these areas and why?
3. Why did your group pick the areas in black? What are the areas your group picked to be most appropriate for development and why? Do you have a type of development you would like to see in the areas?

If you have question during this activity there are Steering Committee members at each work station to help you or feel free to ask one of the Township Planning Staff members in the room.





## THE MASTER PLAN: Village Center

### Village Center Master Plan:

- In 1995 the Hamburg Township Village Plan was created. This plan outlined the concept of building upon the existing infrastructure of the original platted Village of Hamburg.
- In 2010 the Hamburg Township Village Plan (HTVP) was updated to better focus on analysis, design, public participation, and the implementation of the plan. The 2010 HTVP outlined a more detailed implementation strategy for the development of the Village area to insure that the future development will result in the creation of a cohesive community center which will offer services which benefit the entire Hamburg community.
  - This update included a detailed natural and man-made features and market analysis of the area.
  - The update also utilized public input through a 2 day design charrette and multiple public workshops.
- The Village Center Area is designed to provide :
  - housing options for the residents of Hamburg Township including single family detached units, attached single family units, and multiple family units
    - The housing should allow for the population necessary to support the areas commercial and business needs
  - commercial businesses that support the day to day needs of the residents within the Village area, and
  - specialized commercial business including antique stores, restaurants and other attractions for all residents of the township and surrounding communities.

The additional population, mix of businesses, and design of the area will help foster a thriving and vibrant area that will hopefully someday be a destination for residences of the Township and the surrounding communities.



## THE MASTER PLAN: Public Open House (Work Station Activity 2)



At each work station there is an aerial map labeled **Village Center** and a **Future Land Use Map** that was created from the 2010 Village Center Master Plan Public Outreach. Each work station should also have 3 stapled packets labeled **Village Historic District**, **Village Residential-10 District**, and **Village Core /Village Gateway District**. These packets contain a description of the district as created in 2010 and pictures of different types of developments.

On the aerial map you will see three areas outlined. The area outlined in blue is the **Village Historic District**, the areas outlined in green is the **Village Residential-10 District**, the areas outlined in black is the **Village Core/ Village Gateway Districts** as designated in the future land use map for the Village Center Master Plan.

Your group should review the map, the location of each district, the description of each district as created in 2010, and the development pictures in the packet for each district. Once you have done this your group should pick out which types of developments would be most appropriate for each area. Your group may choose multiple types of development (pictures) for each area.

After your group has considered the development types please pick a representative from your group that will present the following information:

1. What types of Development your group picked for each area , why your group liked those development types and why your group did not like the other development types?
2. Is there anything that your group believes may be beneficial in the Village Center area ? How does your group think that the Hamburg Township government may be able to help to provide this?

If you have question during this activity there are Steering Committee members at each work station to help you or feel free to ask one of the Township Planning Staff members in the room.





## THE MASTER PLAN: Moving Forward

### Public Participation:

- On September 5, 2018 the public survey will be closed (two weeks from today)

### Preparing and approval of the 20|20 Master Plan (after September 5, 2018):

- Compile data collected from public outreach and present to steering committee at meeting to discuss drafting the 20|20 Master Plan (mid-September).
- Prepare draft Master Plan with help and input for the steering committee (September – November).
- Present draft Master Plan to the Township Planning Commission and the Township Board (December 2018).
- Distribute the draft Master Plan for public review and comment.
- Make any necessary changes to the draft Master Plan after the comment period is closed.
- Hold Planning Commission Public Hearing on the final draft of the Master Plan.
- Township Board meeting to approve final draft of the Master Plan (June 2019).
- Distribute the approved Master Plan to the interested agencies.
- Implement the new Master Plan.

## THE MASTER PLAN: Next Steps



1. Compile and present data from the public outreach
  - 600+ surveys have been received to date.
  - 30+ business have been visited.
  - 4 Public meetings to solicit input have been held.
  
2. Prepare Draft Hamburg Township 20 | 20 Master Plan
  - Meeting with Steering Committee mid-September.
  - September to December: prepare draft 20 | 20 Master Plan.





# THE MASTER PLAN: Last Chances for Public Input Opportunities

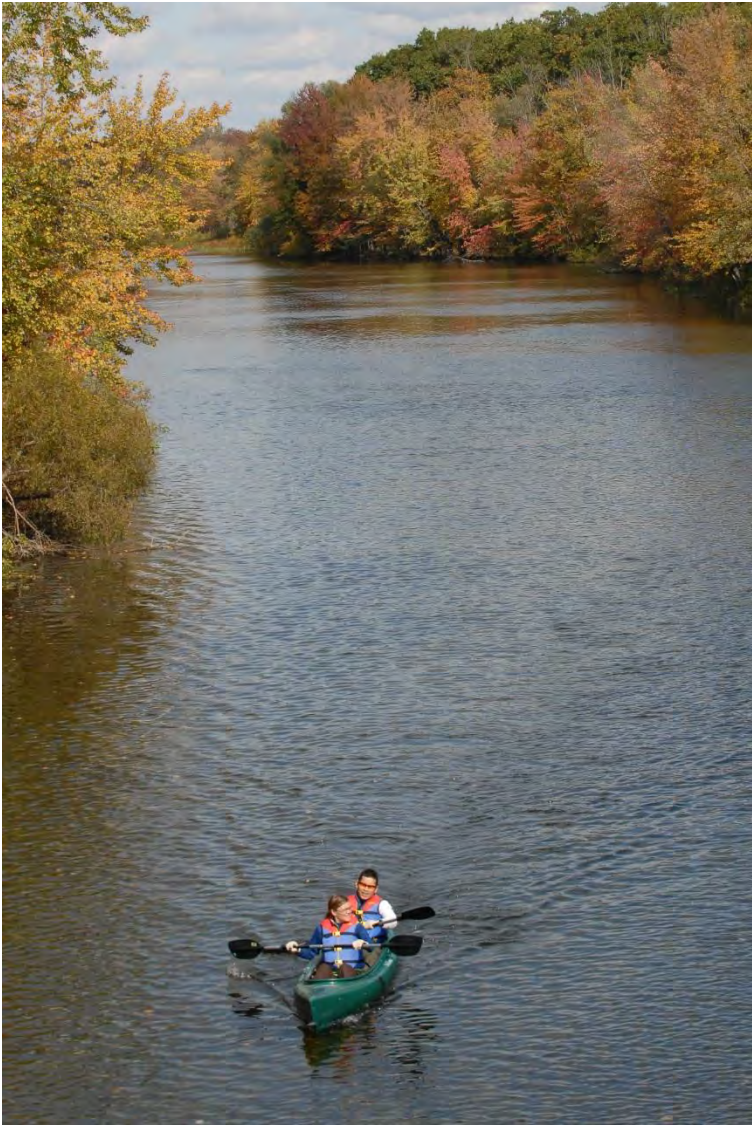


1. Comment or fill out the Survey at the Hamburg Township 20|20 Master Plan Webpage:  
<https://visionhamburgmi.wixsite.com/hamburgmasterplan>
2. Come into the Township Hall and fill out a hard copy of the survey or talk with a Planning and Zoning Staff member about your ideas or concerns at:

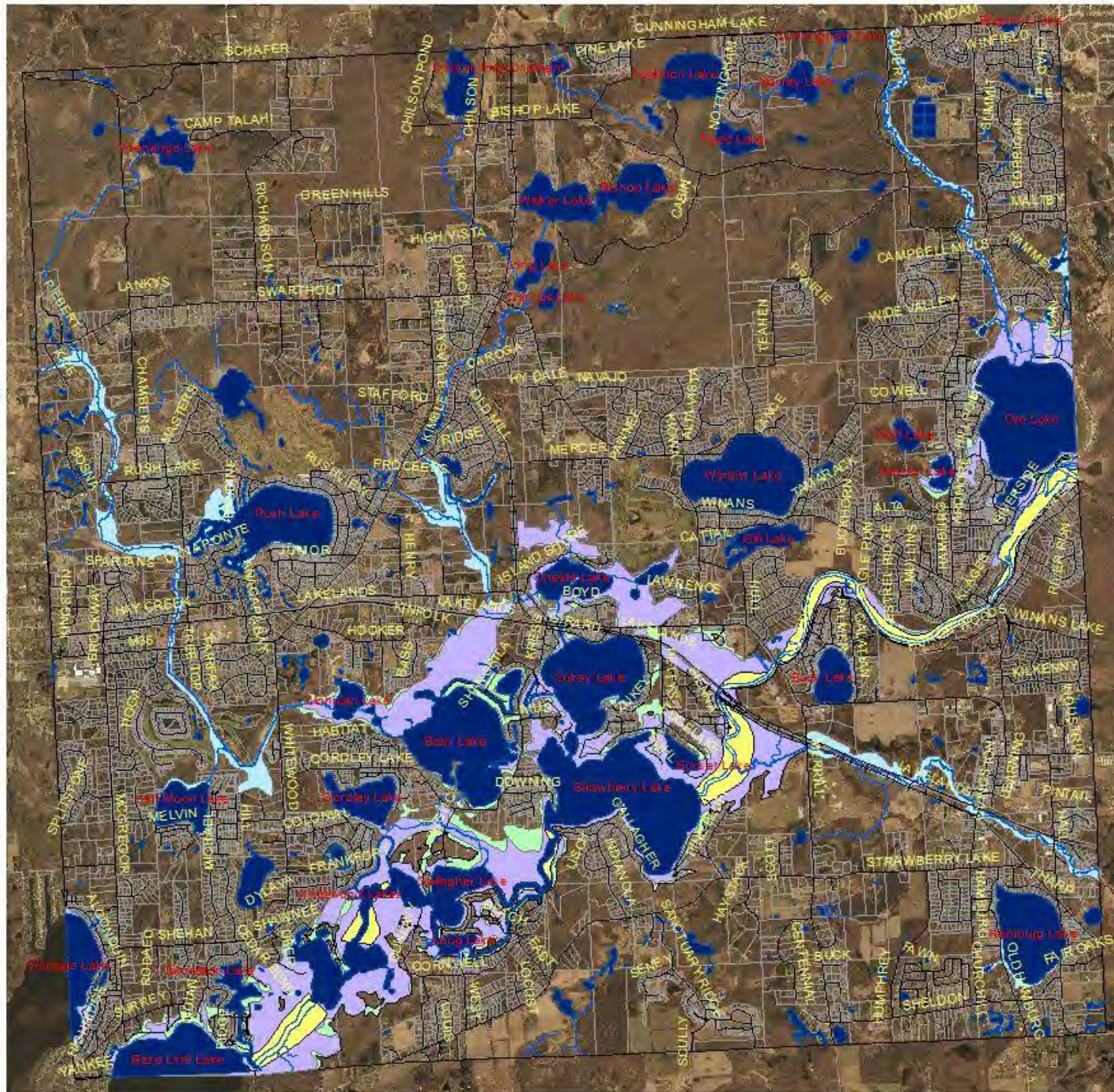
Township Office  
Zoning Counter  
10405 Merrill Road  
Whitmore Lake, MI



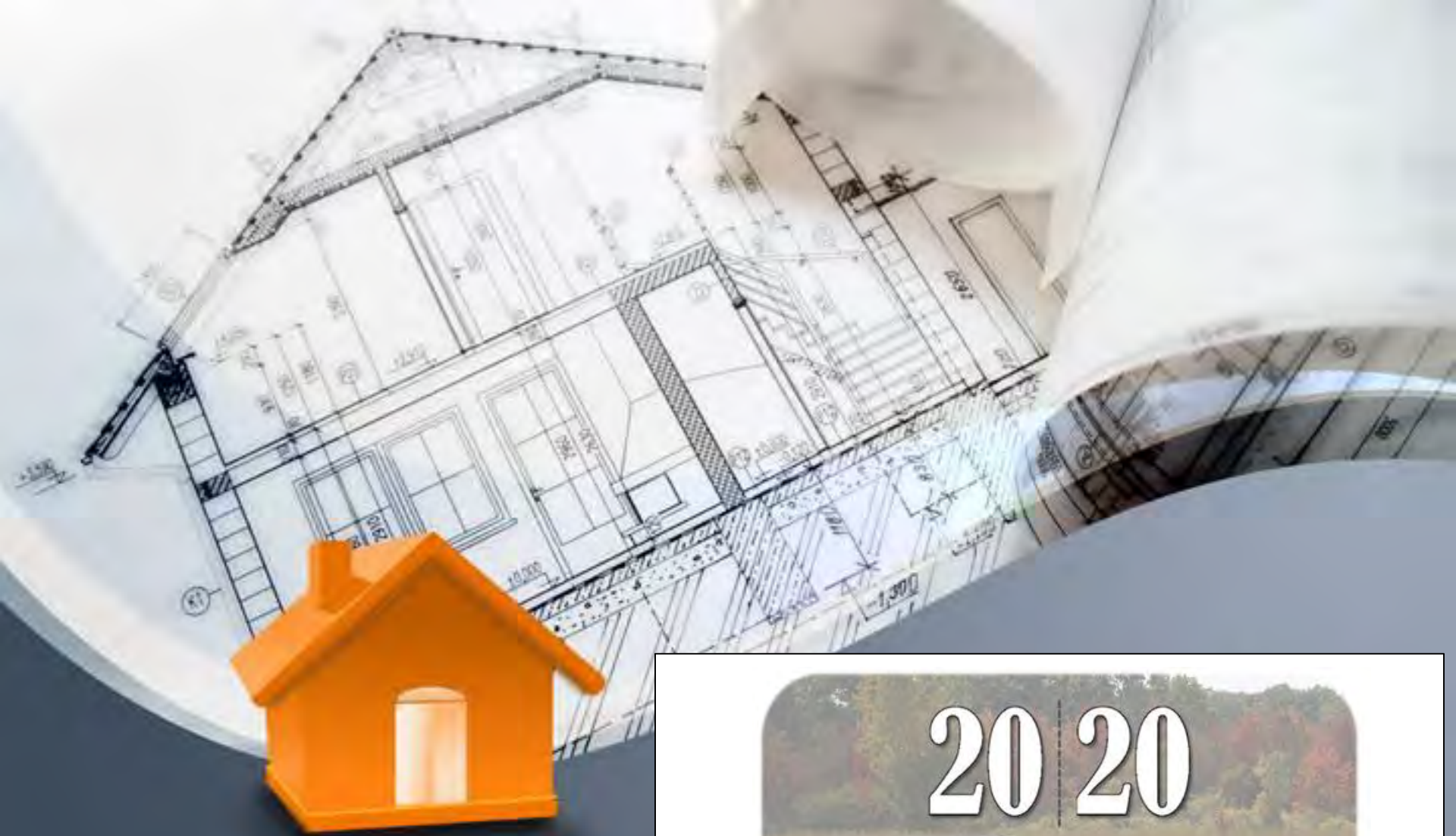












20 | 20

## MASTER PLAN UPDATE



Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>



## Public Participation Efforts

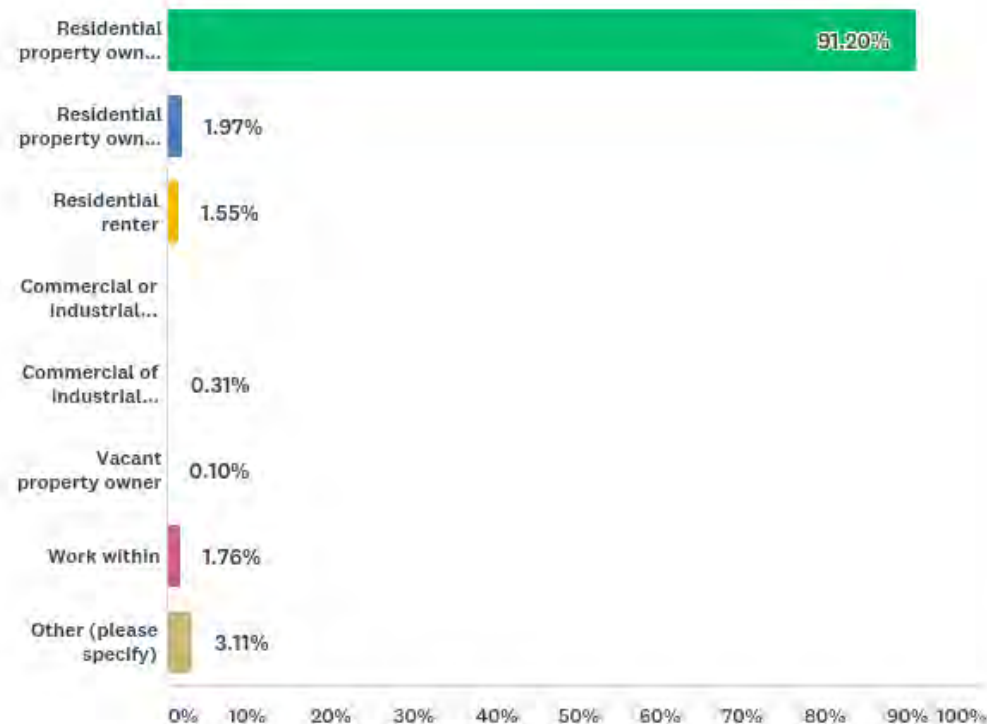
### Public Outreach Events:

- April 12, 2018 the Kick-off Meeting (Governmental and Qusi-governmental professionals)
  - Lakes, Rivers, Natural Areas and Trails
  - Public Transportation and Senior/ Affordable Housing
- May 11, 2018 Steering Committee Meeting
- June 2018 the website and public survey were created and made public
- June 14, 15, and 16, 2018 Hamburg Family Fun Fest Booth.
  - Lakes, Rivers, and Trails
  - Farmers Market and Senior Housing
- 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> weeks of July 2018 Steering Committee reached out to commercial businesses throughout the township
- August 22, 2018 Public Open House meeting
  - Lakes, Rivers, Natural Areas and Trials
  - Limiting Development, Preserving Open Space and No High Density Residential

## Survey Results: Question 1



Q1 Which of the following best describes your involvement with Hamburg Township?





2020

## MASTER PLAN UPDATE



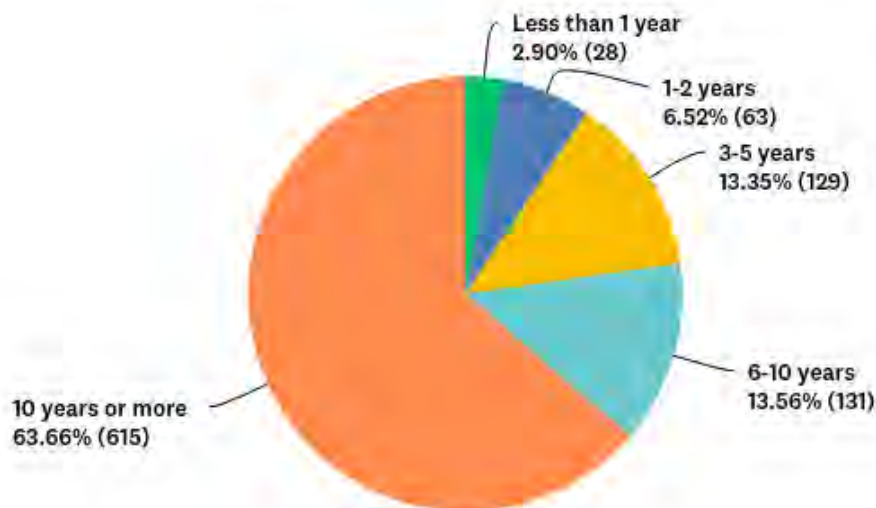
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 2

Q2 Based on your answer to Question 1, how long have you been involved with Hamburg Township in this capacity?



# 2020

## MASTER PLAN UPDATE



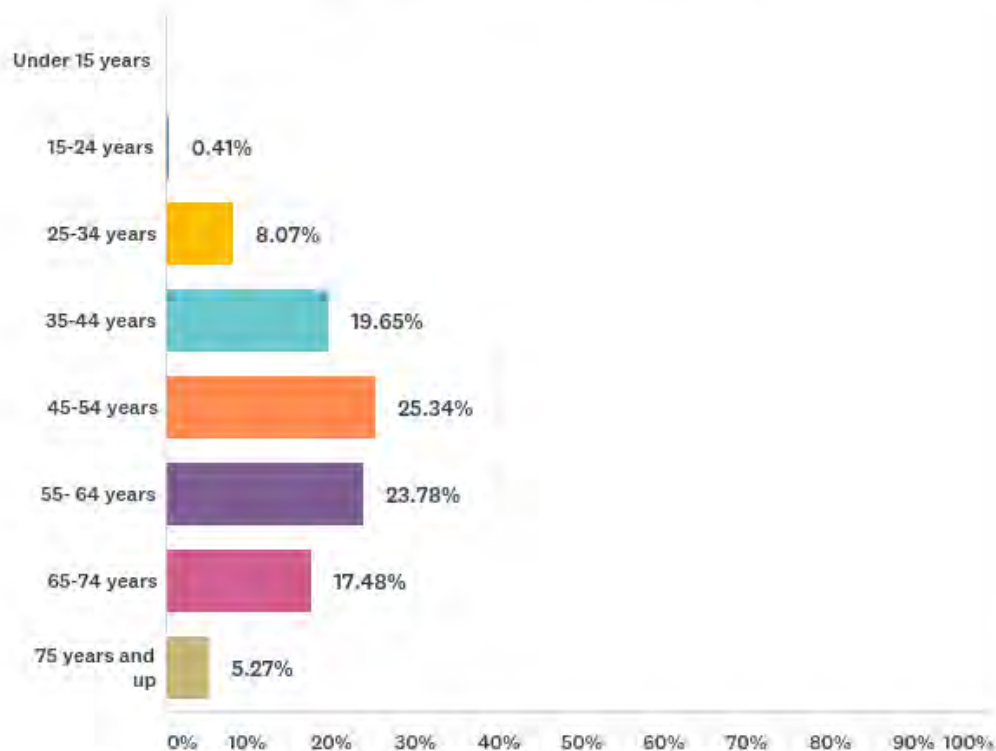
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 3

### Q3 What is your age range?



# 2020

## MASTER PLAN UPDATE



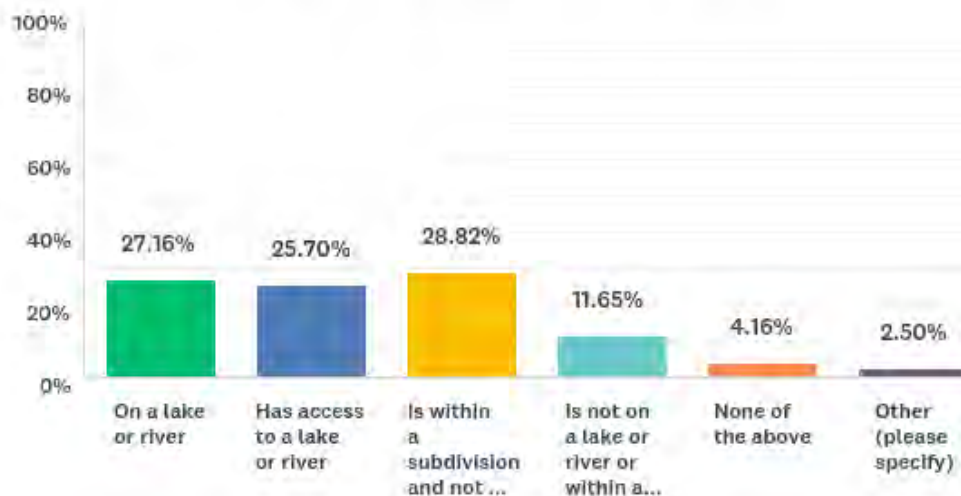
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 4

Q4 If you are a residential property owner or renter in the Township which best describes the property you own or rent?



2020

## MASTER PLAN UPDATE



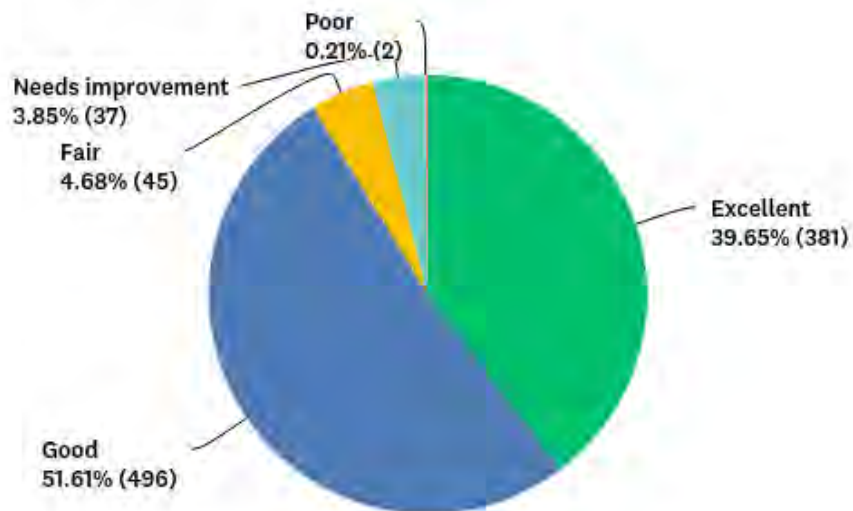
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 5

Q5 How do you rate the quality of life within Hamburg Township?



# 2020

## MASTER PLAN UPDATE



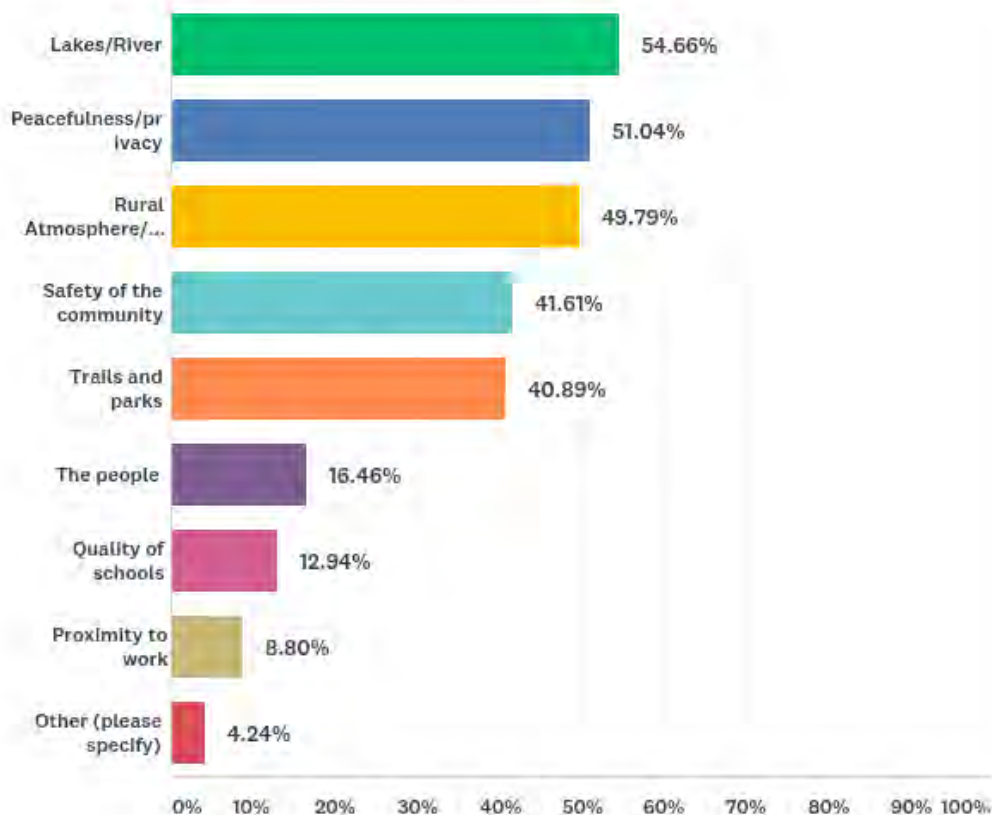
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

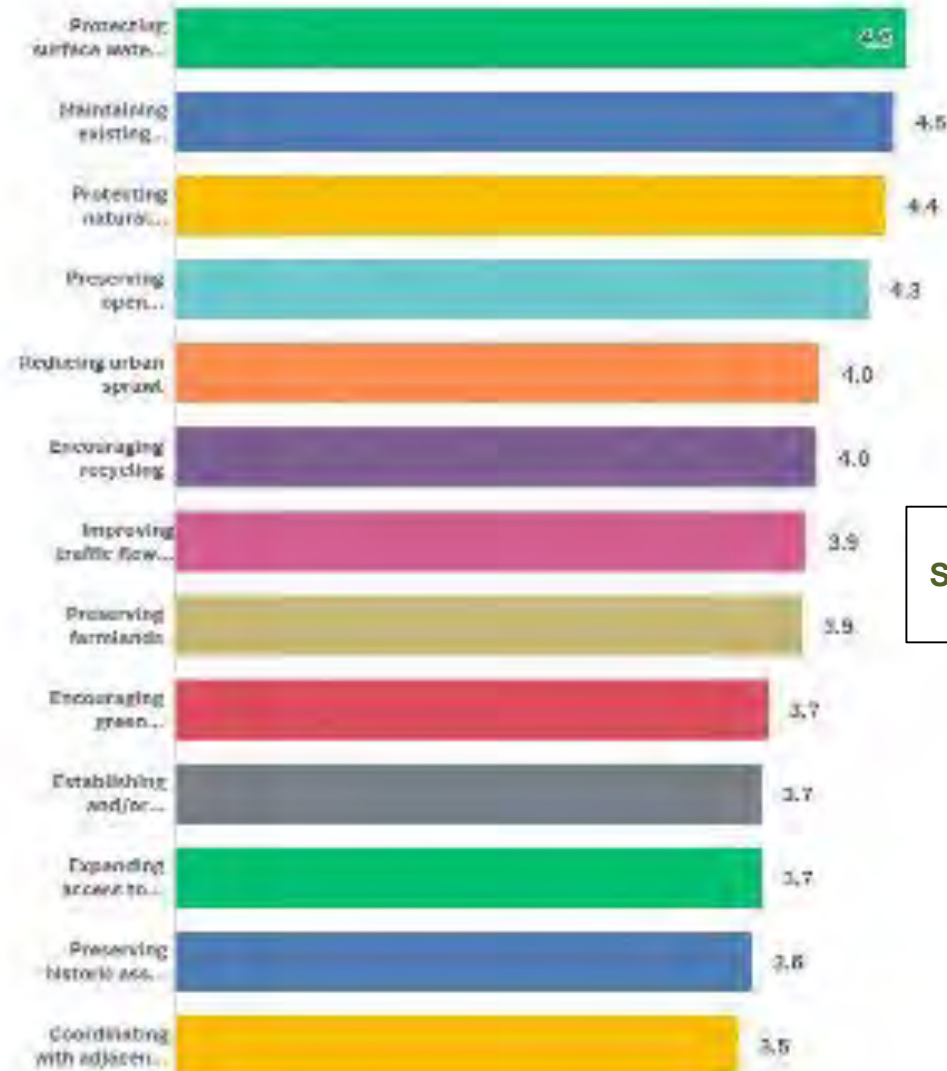
## Survey Results Question 6

Q6 What is your favorite thing about Hamburg Township?





Q7 On a scale from 1 (not very important) to 5 (very important) In your opinion, how important will each of the following items be for Hamburg Township to consider on over the next 5 to 10 years?

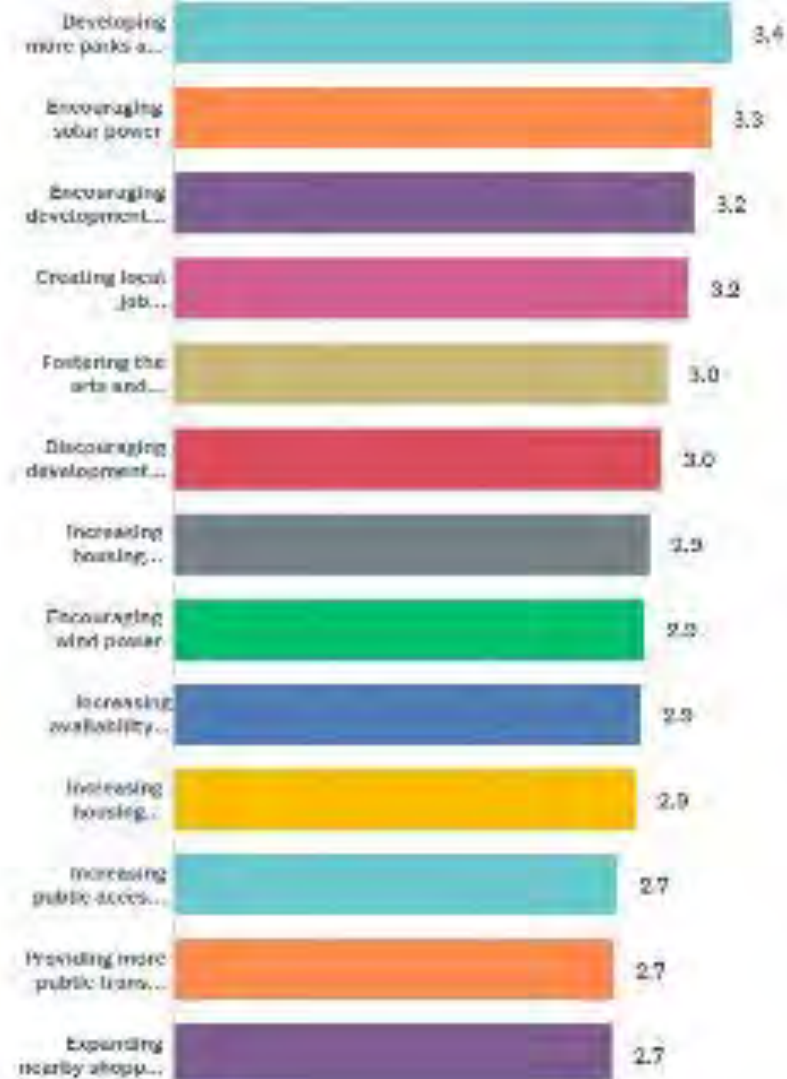


Survey Results Question 7-1





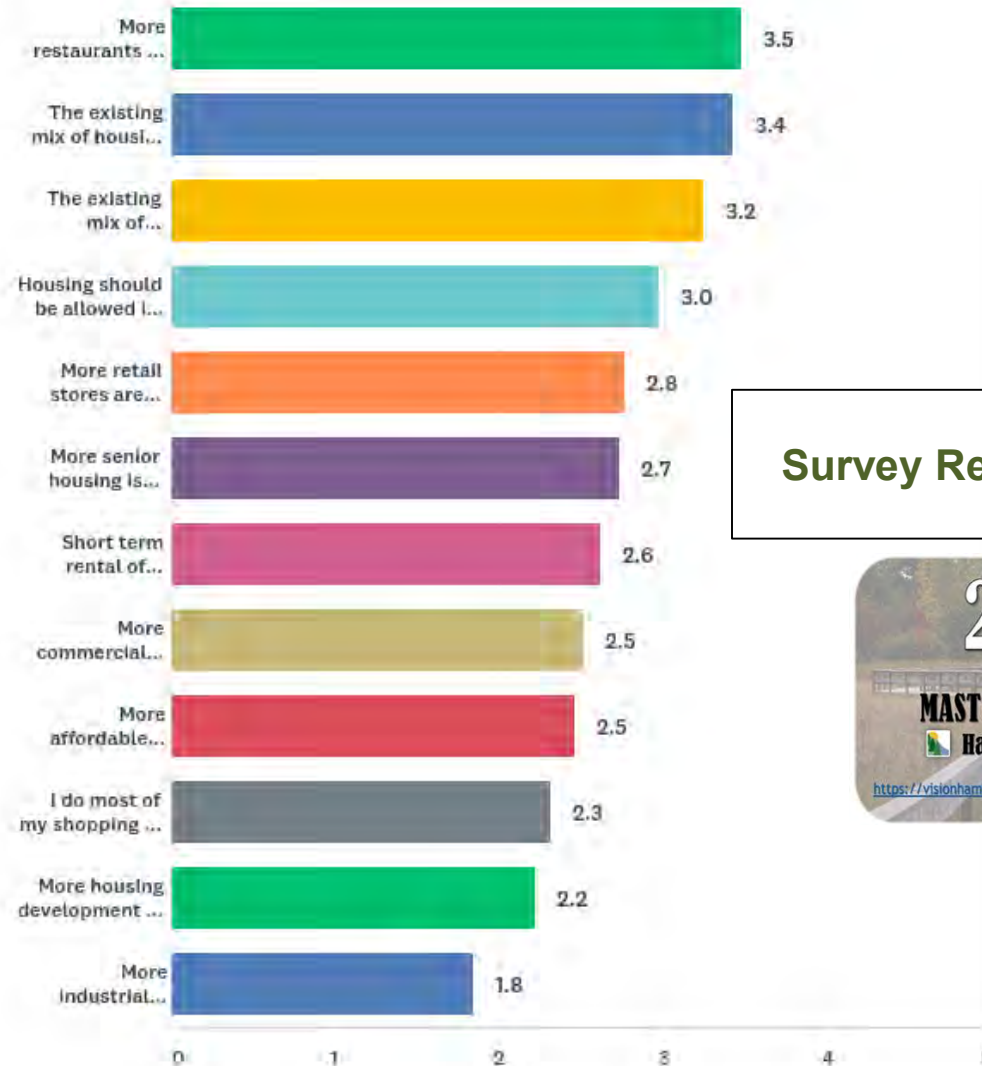
Q7 On a scale from 1 (not very important) to 5 (very important) In your opinion, how important will each of the following items be for Hamburg Township to consider on over the next 5 to 10 years?



Survey Results Question 7-2



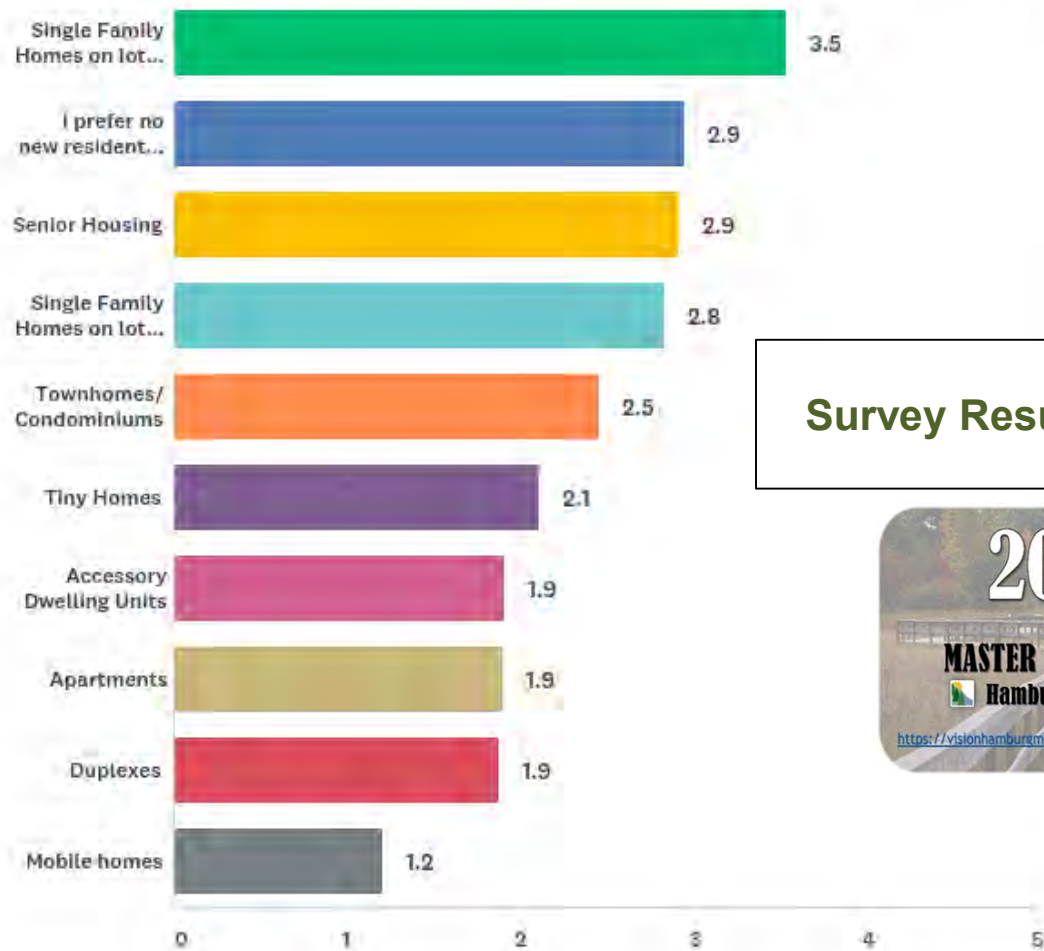
Q8 On a scale from 1 (Strongly disagree) to 5(Strongly agree) in your opinion, do you agree or disagree with the following statements about housing and commercial developments for Hamburg Township?



### Survey Results Question 8



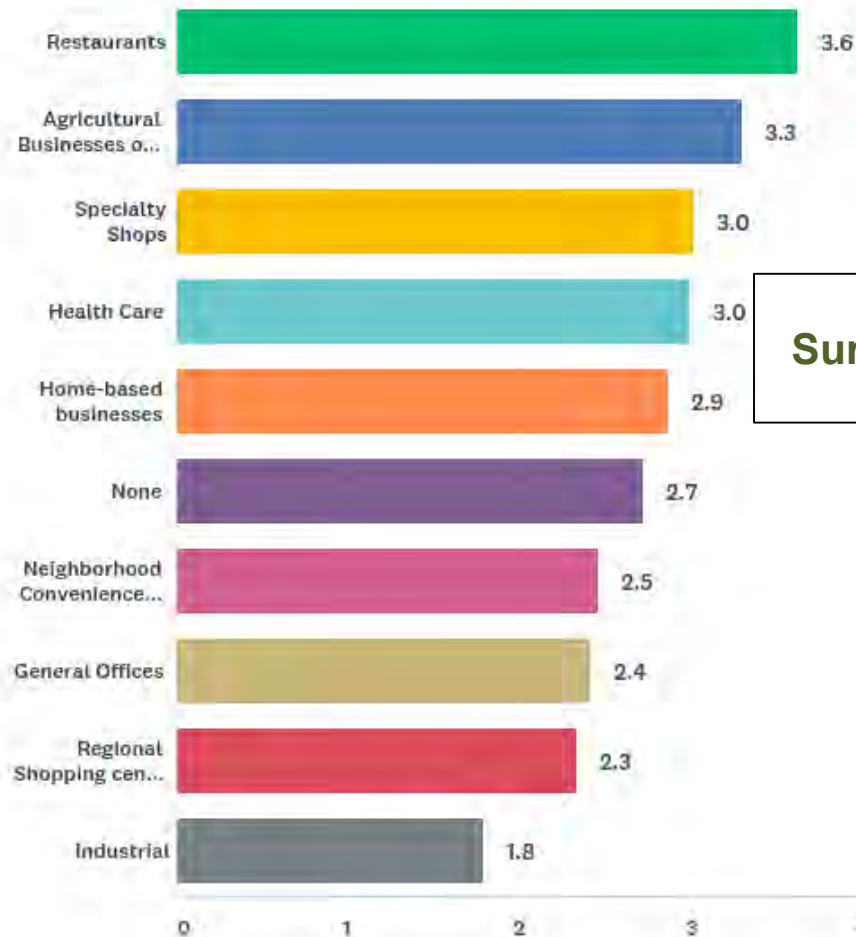
Q9 On a scale from 1 (like the least) to 5 (like the most) what housing types would you like to see more of developed within Hamburg Township?



### Survey Results Question 9



Q10 On a scale from 1 (like the least) to 5 (like the most) what types of commercial development would you like to see more of within Hamburg Township?



### Survey Results Question 10





2020

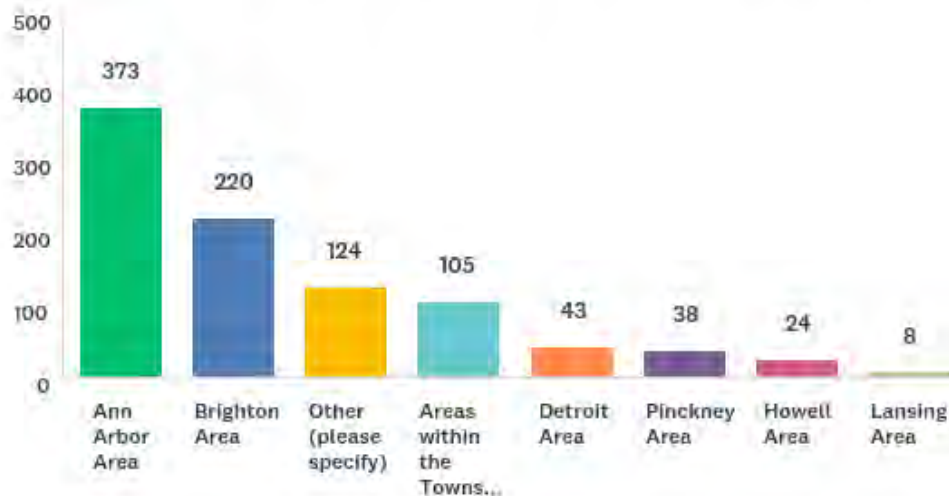
## MASTER PLAN UPDATE

Hamburg Township

<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 11

Q11 If Hamburg Township were to encourage more public transit opportunities what area would you most want the public transit to service?



# 2020

## MASTER PLAN UPDATE



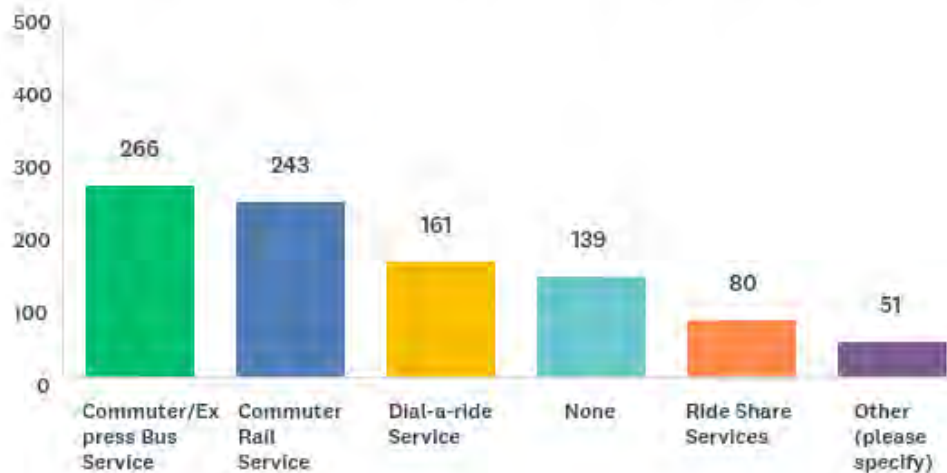
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 12

Q12 If Hamburg Township were to encourage more public transit what type of public transportation would you most want to see?





2020

## MASTER PLAN UPDATE



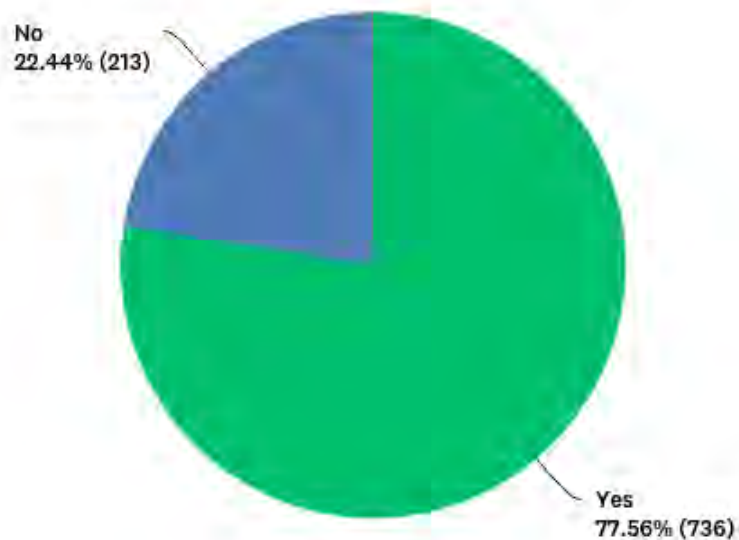
Hamburg Township



<https://visionhamburgmi.wixsite.com/hamburgmasterplan>

## Survey Results Question 13

Q13 Are you in support of providing multiple transportation options (car, bus and rail transit, bicycling and walking) within Hamburg Township?





## Other Information To Consider

1. Hamburg Township 2017 Parks and Recreation Master Plan
  - a. Parks and Recreation Survey
2. Livingston County Master Plan
  - a. Government Leaders Master Plan Survey
3. Demographic and Physical Data
4. Existing Conditions
5. Best Practices



## THE 20/20 MASTER PLAN: Schedule

Step	Task	2018				2019	
		Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun
1	Prepare and Send Notice of Intent to Plan *	3/1/18-3/2/18					
2	Create Master Plan Committee	3/1/18-3/15/18					
3	Kick off Meeting with all interested parties		4/12/18				
4	Review and identify deficiencies and key stakeholders		4/12/18-5/7/18				
5	Meeting of Master Plan Committee discuss review and public outreach		5/7/18-5/11/18				
6	Prepare Survey		5/14/18-6/4/18				
7	Make Survey Public		6/4/18				
8	Public Outreach Meeting and Events		6/4/18	8/3/18			
9	Meeting of the Master Plan Committee to discuss public input		8/6/18-8/10/18 10/3/2018				
10	Compile Data and Prepare Revisions to All Documents		6/4/18	10/5/2018 12/5/2018			
11	Meeting of Master Plan Committee to review draft Master Plan			10/8/18-10/12/18 12/5/18-1/2/19			
12	Prepare report for Planning Commission			10/15/18-11/13/18 1/2/19-1/9/19			
13	Planning Commission Meeting on Draft Master Plan *				11/21/2018-1/16/19		
14	Prepare report for Township Board			11/22/18-11/27/18 1/16/19-1/30/19			
15	Township Board to approve distribution of the Draft Master Plan*				12/4/2018-2/5/19		
16	Distribute Draft Master Plan*				12/7/2018-2/6/19		
17	Public Review Period *				12/7/2018-2/6/19	2/9/2019-4/7/19	
18	County Review Period *				12/7/2018-2/6/19	3/11/2019-4/7/19	
19	Meeting of Master Plan Committee to review and address comments				3/11/19-3/17/19 4/8/19-4/12/19		
20	Make necessary changes to Draft Master Plan and Prepare Report for Planning Commission				3/17/2019-4/12/19 4/12/2019-5/08/19		
21	First Meeting for Planning Commission Review of Final Draft Master Plan					4/17/2019-5/15/19	
22	Prepare revisions to Final Draft Master Plan based on PC comments					4/18/19-5/10/19 5/15/19-	
23	Hold Public Hearing for Planning Commission Review of Final Draft Master Plan *					5/15/2019-6/19/201	
24	Prepare Report of Township Board						5/16/19-6/12/19
25	Hold Township Board Review of Final Draft Master Plan *						6/18/19
26	Send Township Board and necessary agencies copy of approved Master Plan *						6/19/19-6/25/19
27	Implement Master Plan						Next 20 years
	Master Plan Subcommittee Meeting						
	Planning Commission Meeting						
	Township Board Meeting						

\* These tasks are required by the MPEA



## THE MASTER PLAN: Moving Forward

### Public Participation:

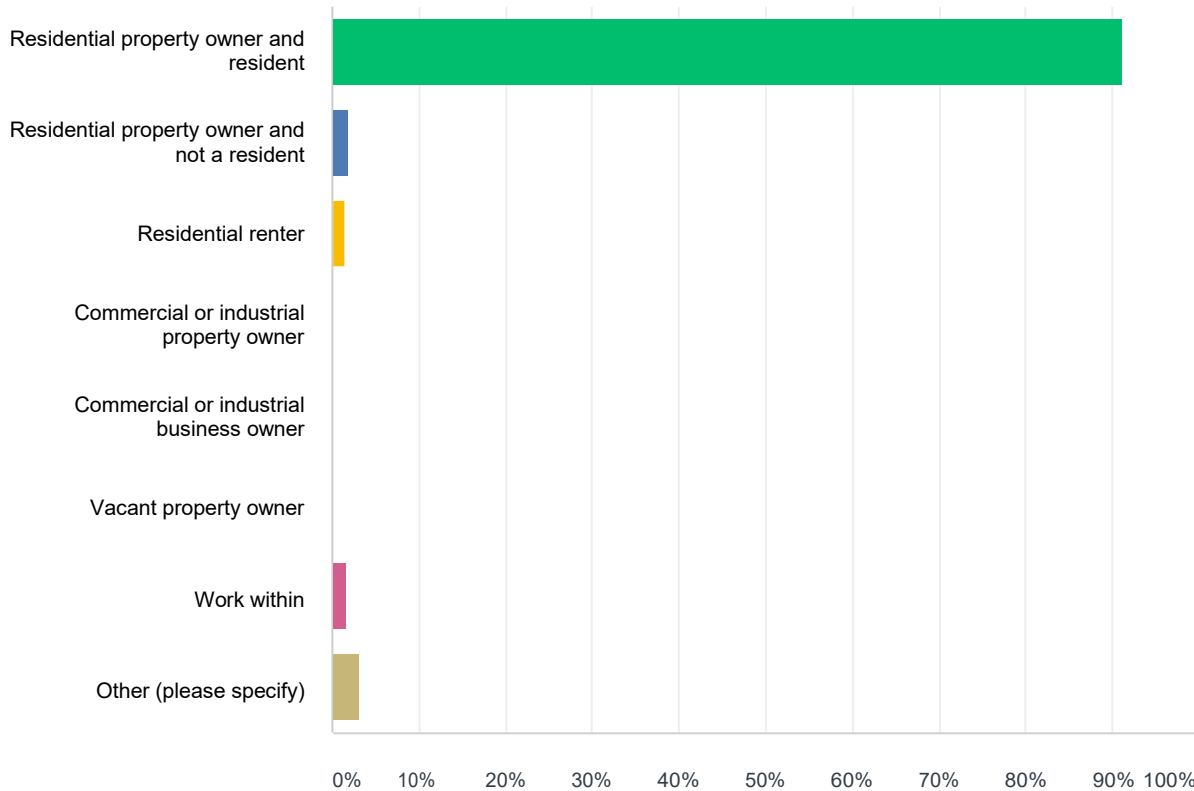
- On September 5, 2018 the public survey will be closed (two weeks from today)

### Preparing and approval of the 20|20 Master Plan (after September 5, 2018):

- Prepare draft Master Plan with help and input for the steering committee (October – December).
- Present draft Master Plan to the Township Planning Commission and the Township Board (February 2019).
- Distribute the draft Master Plan for public review and comment. (63 days)
- Make any necessary changes to the draft Master Plan after the comment period is closed.
- Hold Planning Commission Public Hearing on the final draft of the Master Plan.
- Distribute the approved Master Plan to the Township Board and the interested agencies.
- Implement the new Master Plan.

## Q1 Which of the following best describes your involvement with Hamburg Township?

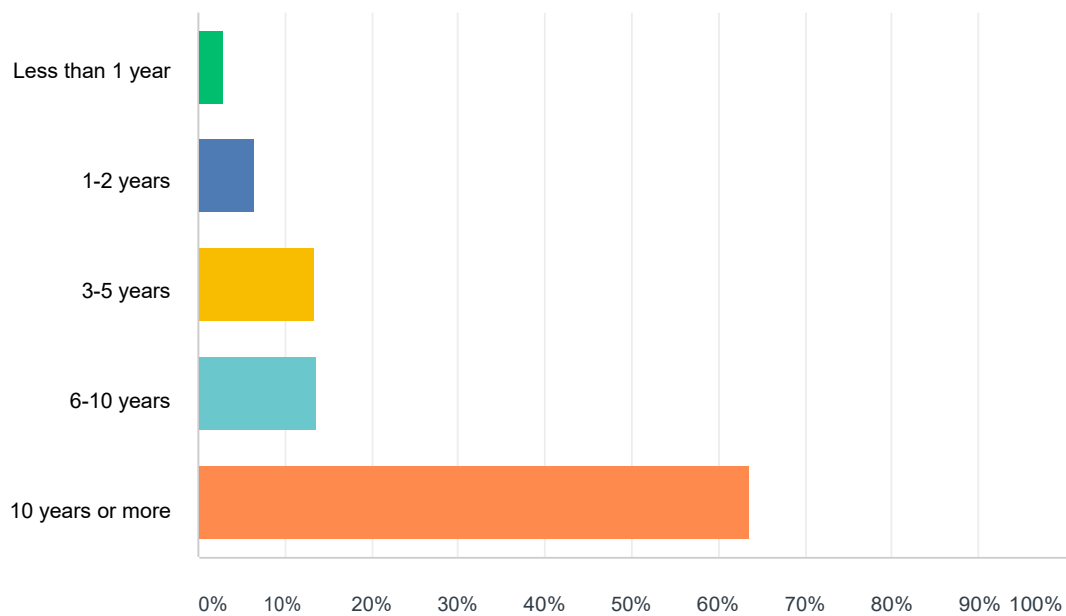
Answered: 966 Skipped: 2



ANSWER CHOICES	RESPONSES	
Residential property owner and resident	91.20%	881
Residential property owner and not a resident	1.97%	19
Residential renter	1.55%	15
Commercial or industrial property owner	0.00%	0
Commercial or industrial business owner	0.31%	3
Vacant property owner	0.10%	1
Work within	1.76%	17
Other (please specify)	3.11%	30
TOTAL		966

Q2 Based on your answer to Question 1, how long have you been involved with Hamburg Township in this capacity?

Answered: 966    Skipped: 2

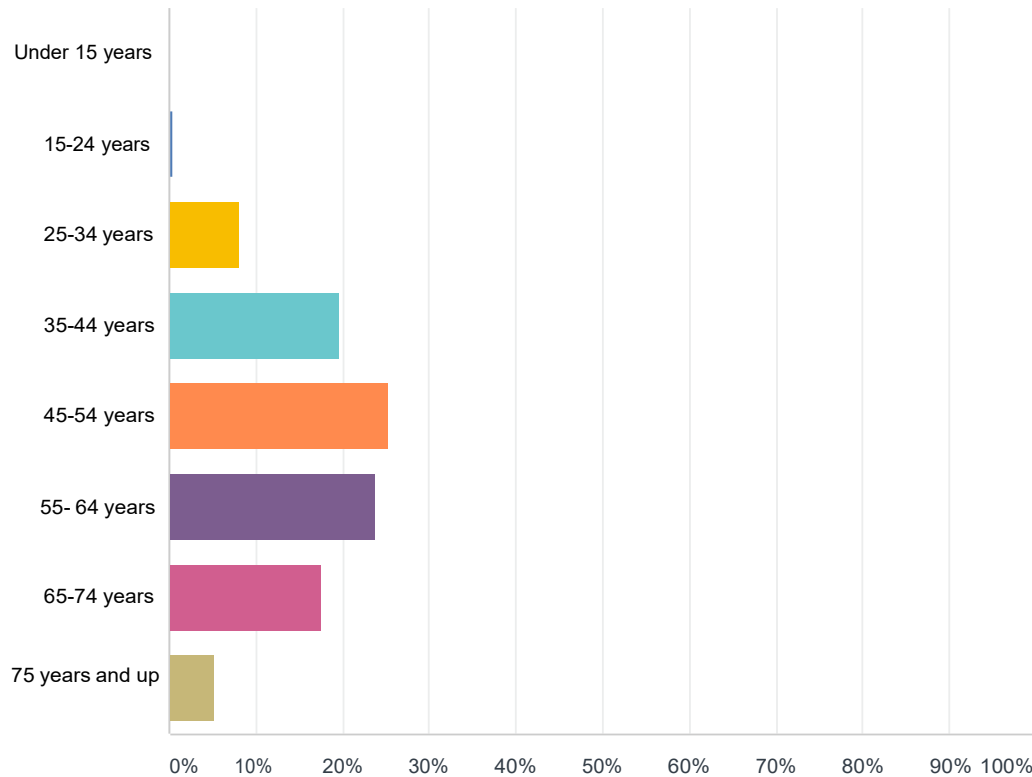


ANSWER CHOICES		RESPONSES	
Less than 1 year		2.90%	28
1-2 years		6.52%	63
3-5 years		13.35%	129
6-10 years		13.56%	131
10 years or more		63.66%	615
TOTAL			966



### Q3 What is your age range?

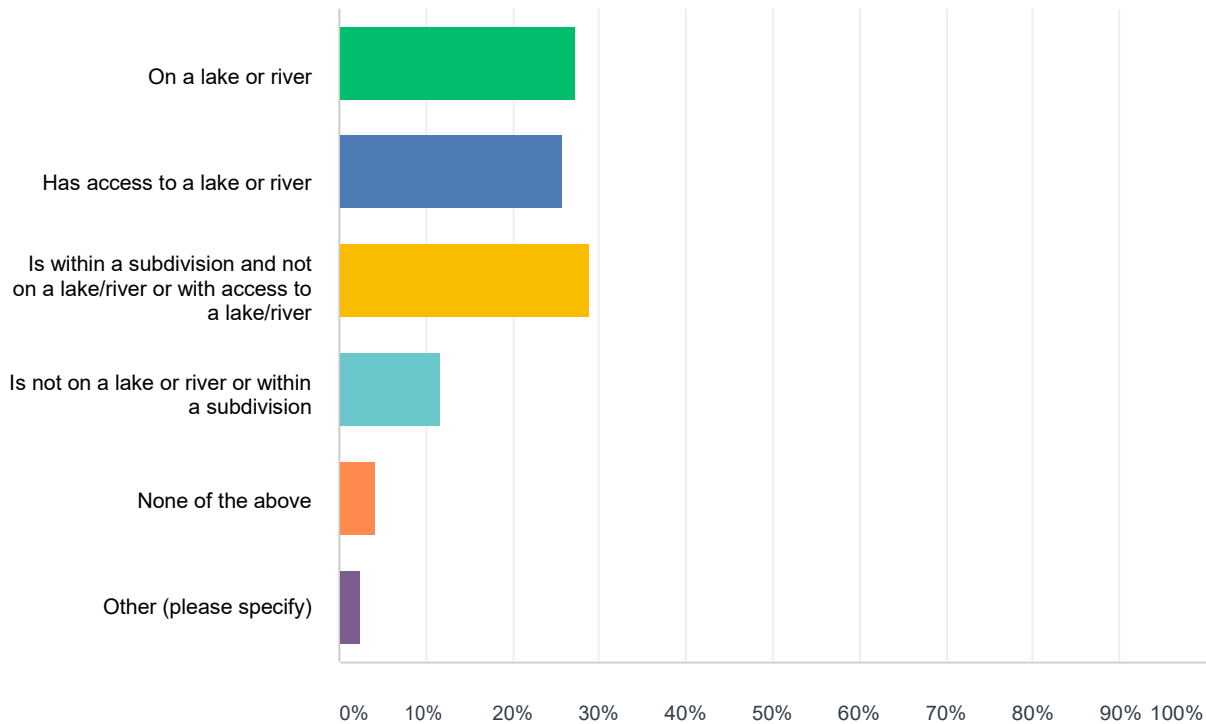
Answered: 967 Skipped: 1



ANSWER CHOICES	RESPONSES	
Under 15 years	0.00%	0
15-24 years	0.41%	4
25-34 years	8.07%	78
35-44 years	19.65%	190
45-54 years	25.34%	245
55- 64 years	23.78%	230
65-74 years	17.48%	169
75 years and up	5.27%	51
TOTAL		967

## Q4 If you are a residential property owner or renter in the Township which best describes the property you own or rent?

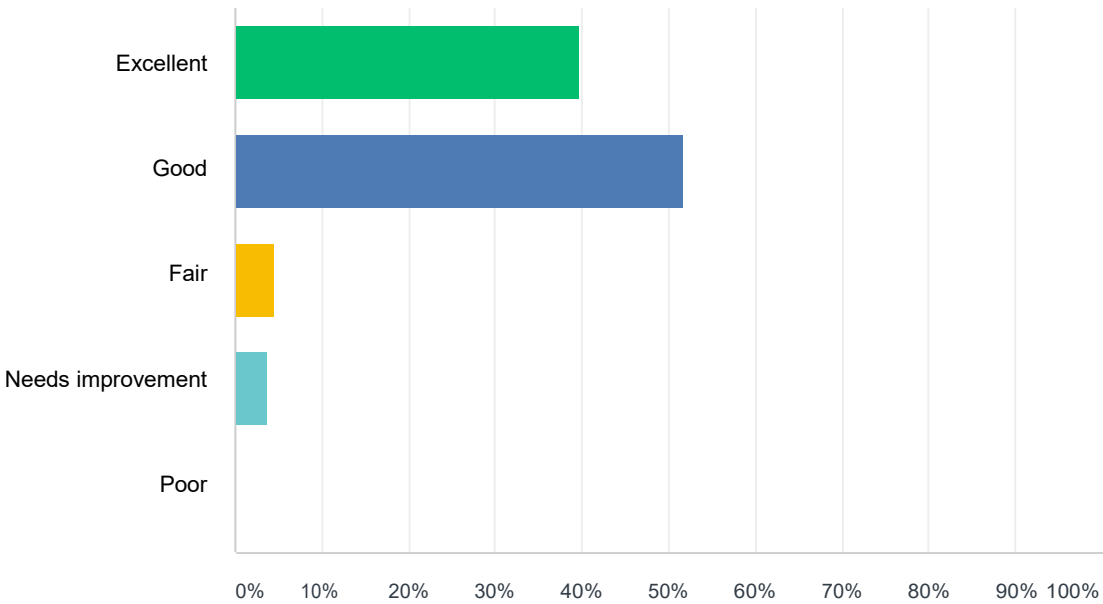
Answered: 961 Skipped: 7



ANSWER CHOICES	RESPONSES	
On a lake or river	27.16%	261
Has access to a lake or river	25.70%	247
Is within a subdivision and not on a lake/river or with access to a lake/river	28.82%	277
Is not on a lake or river or within a subdivision	11.65%	112
None of the above	4.16%	40
Other (please specify)	2.50%	24
TOTAL		961

# Q5 How do you rate the quality of life within Hamburg Township?

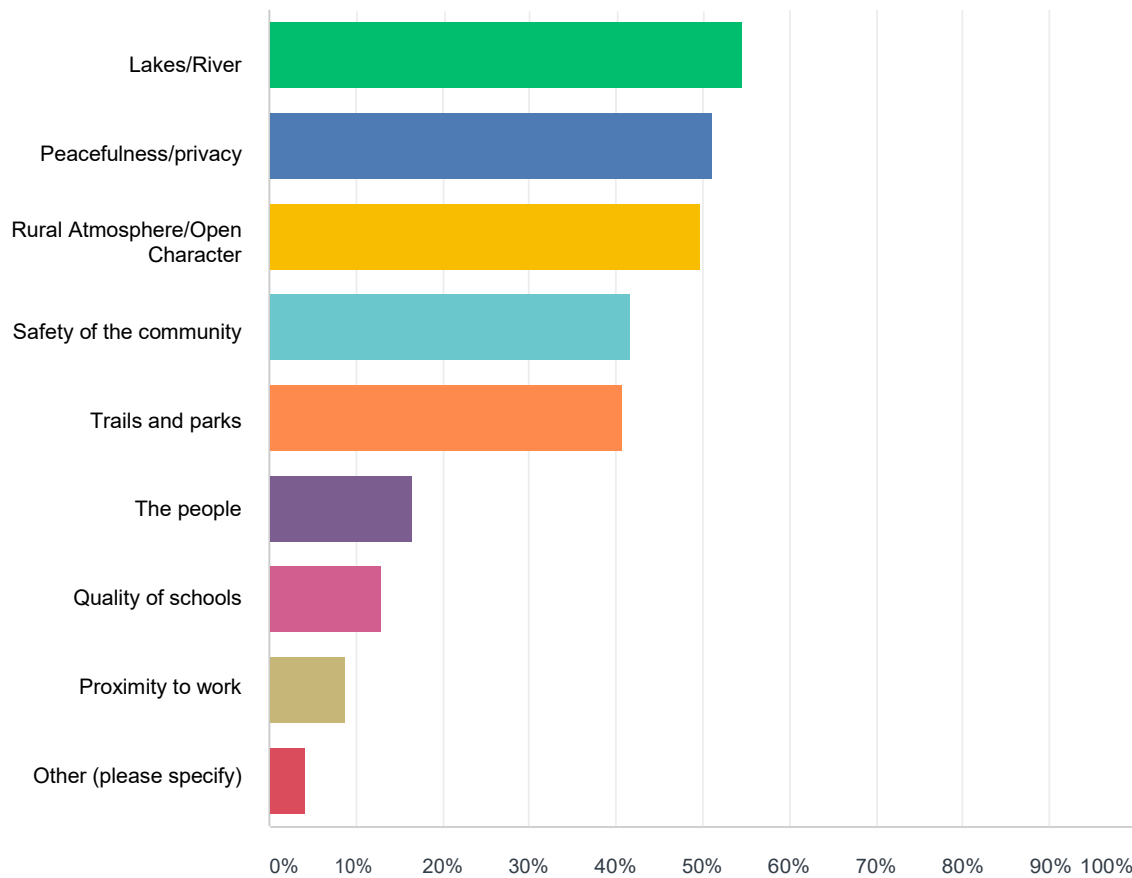
Answered: 961    Skipped: 7



ANSWER CHOICES	RESPONSES	
Excellent	39.65%	381
Good	51.61%	496
Fair	4.68%	45
Needs improvement	3.85%	37
Poor	0.21%	2
TOTAL		961

## Q6 What is your favorite thing about Hamburg Township?

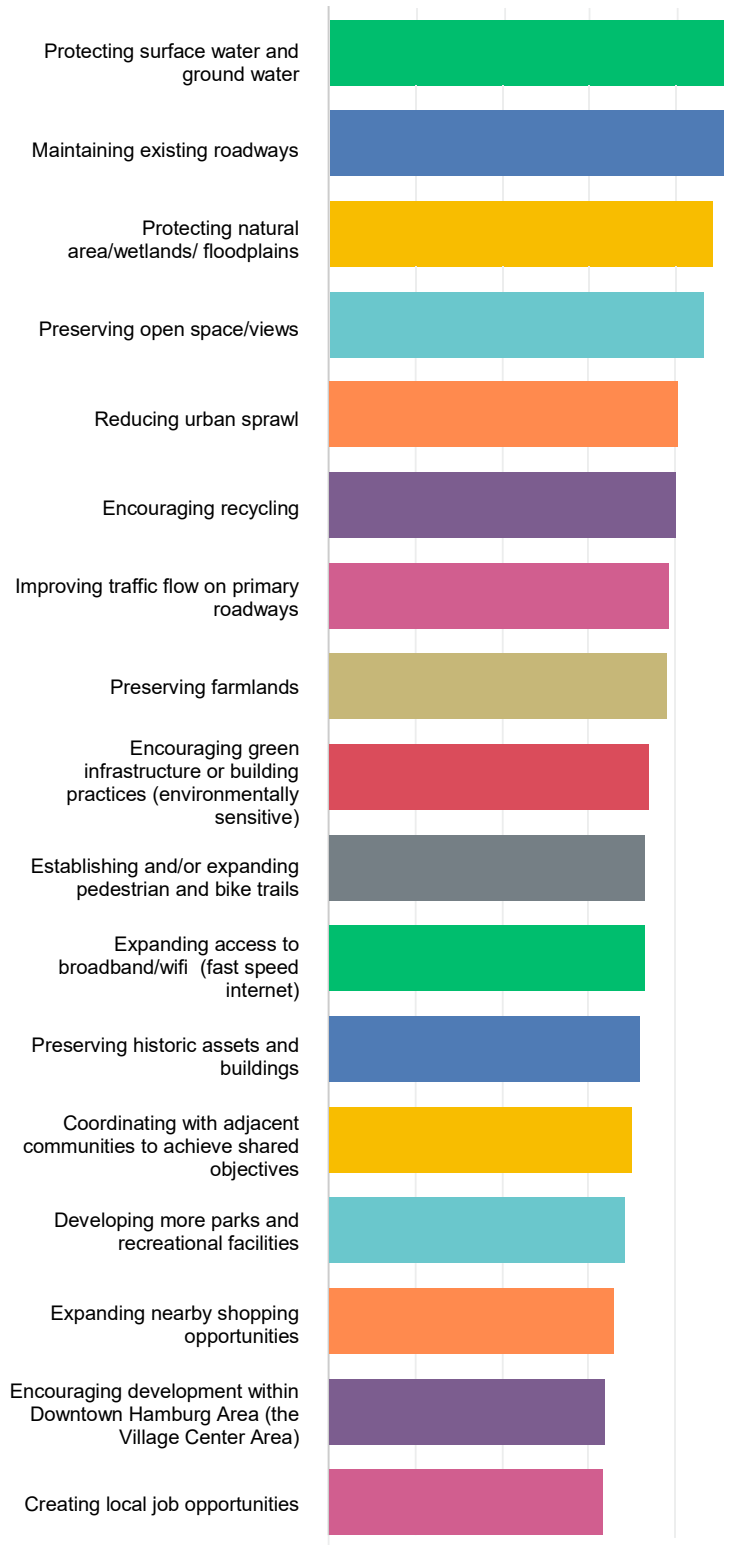
Answered: 966 Skipped: 2



ANSWER CHOICES	RESPONSES	
Lakes/River	54.66%	528
Peacefulness/privacy	51.04%	493
Rural Atmosphere/ Open Character	49.79%	481
Safety of the community	41.61%	402
Trails and parks	40.89%	395
The people	16.46%	159
Quality of schools	12.94%	125
Proximity to work	8.80%	85
Other (please specify)	4.24%	41
Total Respondents: 966		

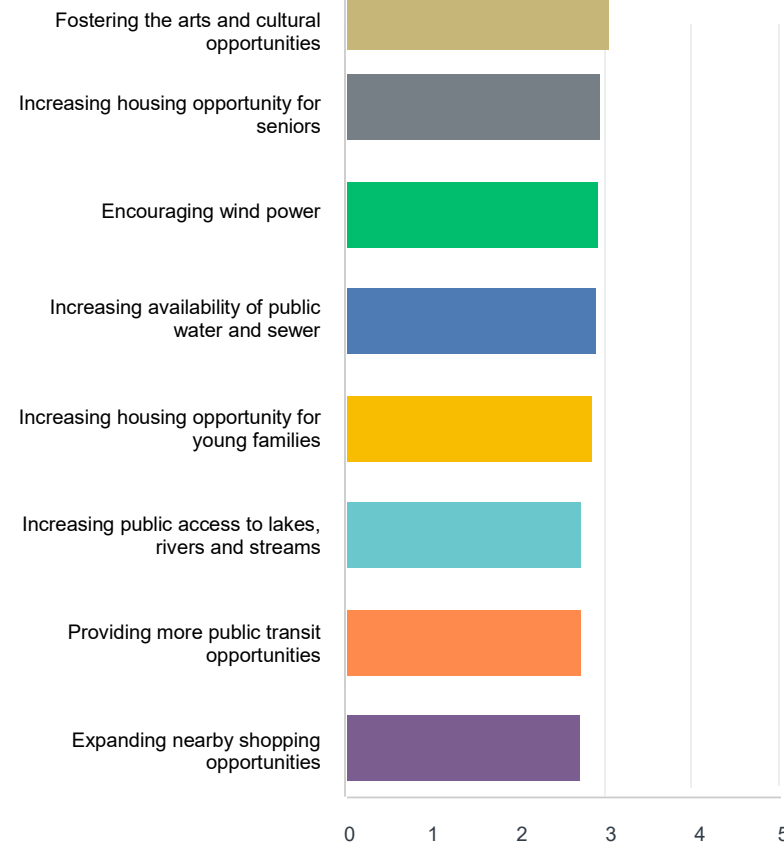
**Q7 On a scale from 1 (not very important) to 5 (very important) In your opinion, how important will each of the following items be for Hamburg Township to consider on over the next 5 to 10 years?**

Answered: 966 Skipped: 2



# 2020 Master Plan Survey

SurveyMonkey



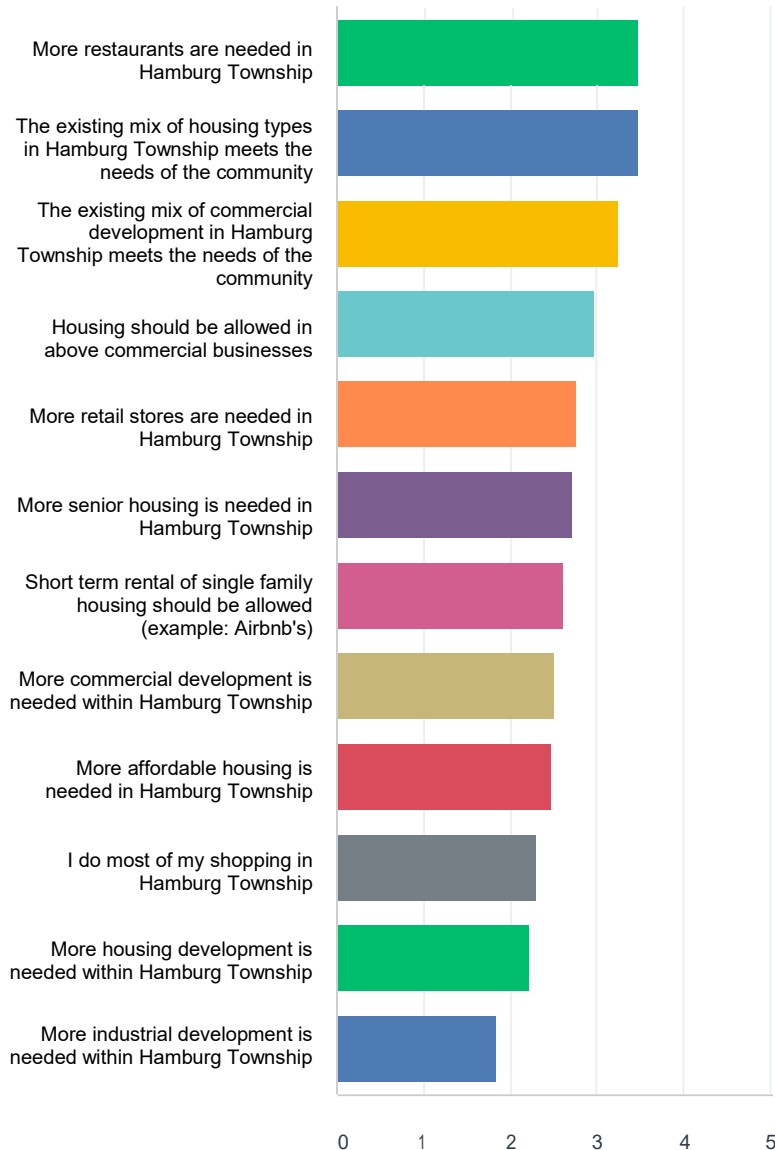
	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
Protecting surface water and ground water	1.25% 12	2.19% 21	7.72% 74	17.10% 164	71.74% 688	959	4.56
Maintaining existing roadways	1.14% 11	0.94% 9	7.49% 72	28.20% 271	62.23% 598	961	4.49
Protecting natural area/wetlands/ floodplains	2.29% 22	3.02% 29	9.49% 91	19.19% 184	66.01% 633	959	4.44
Preserving open space/views	1.98% 19	3.86% 37	11.48% 110	24.32% 233	58.35% 559	958	4.33
Reducing urban sprawl	5.05% 48	6.95% 66	19.68% 187	16.95% 161	51.37% 488	950	4.03
Encouraging recycling	5.24% 50	5.97% 57	18.22% 174	23.56% 225	47.02% 449	955	4.01
Improving traffic flow on primary roadways	3.64% 35	7.59% 73	19.85% 191	28.48% 274	40.44% 389	962	3.94
Preserving farmlands	3.44% 33	7.61% 73	23.88% 229	24.92% 239	40.15% 385	959	3.91
Encouraging green infrastructure or building practices (environmentally sensitive)	6.05% 58	10.96% 105	22.86% 219	26.83% 257	33.30% 319	958	3.70
Establishing and/or expanding pedestrian and bike trails	5.63% 54	10.94% 105	26.46% 254	25.83% 248	31.15% 299	960	3.66
Expanding access to broadband/wifi (fast speed internet)	10.36% 99	8.58% 82	22.28% 213	22.38% 214	36.40% 348	956	3.66
Preserving historic assets and buildings	5.42% 52	12.83% 123	25.86% 248	27.74% 266	28.15% 270	959	3.60



Coordinating with adjacent communities to achieve shared objectives	7.21% 69	10.55% 101	28.63% 274	30.93% 296	22.68% 217	957	3.51
Developing more parks and recreational facilities	7.50% 72	13.65% 131	29.38% 282	27.71% 266	21.77% 209	960	3.43
Encouraging solar power	15.43% 148	10.32% 99	27.22% 261	21.38% 205	25.65% 246	959	3.31
Encouraging development within Downtown Hamburg Area (the Village Center Area)	14.81% 142	13.97% 134	28.15% 270	22.31% 214	20.75% 199	959	3.20
Creating local job opportunities	12.32% 117	14.74% 140	33.05% 314	23.05% 219	16.84% 160	950	3.17
Fostering the arts and cultural opportunities	14.45% 138	17.17% 164	33.19% 317	21.05% 201	14.14% 135	955	3.03
Increasing housing opportunity for seniors	15.14% 145	21.82% 209	31.73% 304	17.54% 168	13.78% 132	958	2.93
Encouraging wind power	23.38% 224	16.60% 159	26.20% 251	14.09% 135	19.73% 189	958	2.90
Increasing availability of public water and sewer	18.41% 176	19.87% 190	30.96% 296	16.95% 162	13.81% 132	956	2.88
Increasing housing opportunity for young families	20.34% 194	20.02% 191	27.88% 266	17.82% 170	13.94% 133	954	2.85
Increasing public access to lakes, rivers and streams	25.96% 249	16.79% 161	28.36% 272	15.75% 151	13.14% 126	959	2.73
Providing more public transit opportunities	26.94% 257	17.51% 167	26.62% 254	15.20% 145	13.73% 131	954	2.71
Expanding nearby shopping opportunities	24.74% 236	20.75% 198	26.31% 251	16.14% 154	12.05% 115	954	2.70

## Q8 On a scale from 1 (Strongly disagree) to 5(Strongly agree) in your opinion, do you agree or disagree with the following statements about housing and commercial developments for Hamburg Township?

Answered: 962 Skipped: 6

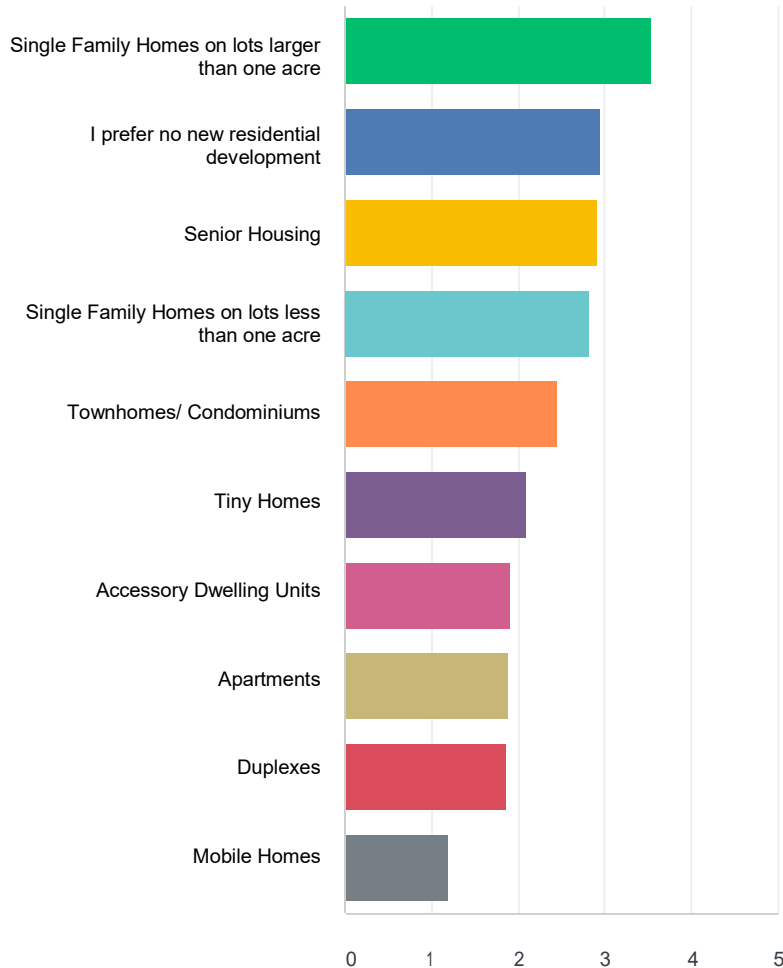


	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
More restaurants are needed in Hamburg Township	11.98% 115	8.23% 79	25.73% 247	29.17% 280	24.90% 239	960	3.47
The existing mix of housing types in Hamburg Township meets the needs of the community	7.98% 76	13.45% 128	28.68% 273	28.68% 273	21.22% 202	952	3.42
The existing mix of commercial development in Hamburg Township meets the needs of the community	9.86% 94	16.16% 154	32.00% 305	24.13% 230	17.84% 170	953	3.24
Housing should be allowed in above commercial businesses	18.14% 172	14.45% 137	33.76% 320	19.30% 183	14.35% 136	948	2.97

More retail stores are needed in Hamburg Township	23.67% 227	19.19% 184	27.53% 264	17.00% 163	12.62% 121	959	2.76
More senior housing is needed in Hamburg Township	21.32% 204	21.63% 207	31.03% 297	14.63% 140	11.39% 109	957	2.73
Short term rental of single family housing should be allowed (example: Airbnb's)	29.81% 285	17.05% 163	25.21% 241	17.05% 163	10.88% 104	956	2.62
More commercial development is needed within Hamburg Township	32.01% 306	17.99% 172	25.52% 244	16.21% 155	8.26% 79	956	2.51
More affordable housing is needed in Hamburg Township	30.95% 295	22.46% 214	25.39% 242	11.54% 110	9.65% 92	953	2.46
I do most of my shopping in Hamburg Township	31.04% 298	27.60% 265	26.25% 252	9.79% 94	5.31% 51	960	2.31
More housing development is needed within Hamburg Township	41.05% 392	20.31% 194	22.30% 213	8.27% 79	8.06% 77	955	2.22
More industrial development is needed within Hamburg Township	50.94% 487	23.54% 225	18.41% 176	4.71% 45	2.41% 23	956	1.84

## Q9 On a scale from 1 (like the least) to 5 (like the most) what housing types would you like to see more of developed within Hamburg Township?

Answered: 960 Skipped: 8



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
Single Family Homes on lots larger than one acre	10.57% 100	10.15% 96	23.78% 225	26.32% 249	29.18% 276	946	3.53
I prefer no new residential development	27.84% 250	10.91% 98	26.17% 235	9.13% 82	25.95% 233	898	2.94
Senior Housing	17.06% 161	18.43% 174	34.64% 327	16.21% 153	13.67% 129	944	2.91
Single Family Homes on lots less than one acre	26.51% 250	12.94% 122	24.18% 228	24.39% 230	11.98% 113	943	2.82
Townhomes/ Condominiums	36.73% 346	13.80% 130	25.37% 239	16.35% 154	7.75% 73	942	2.45
Tiny Homes	47.23% 443	17.48% 164	19.94% 187	8.53% 80	6.82% 64	938	2.10

Accessory Dwelling Units	51.63% 460	17.62% 157	22.90% 204	5.16% 46	2.69% 24	891	1.90
Apartments	54.51% 514	18.88% 178	14.10% 133	7.85% 74	4.67% 44	943	1.89
Duplexes	52.37% 487	21.72% 202	16.02% 149	6.56% 61	3.33% 31	930	1.87
Mobile homes	85.24% 797	10.70% 100	3.32% 31	0.00% 0	0.75% 7	935	1.20

## Q10 On a scale from 1 (like the least) to 5 (like the most) what types of commercial development would you like to see more of within Hamburg Township?

Answered: 957 Skipped: 11



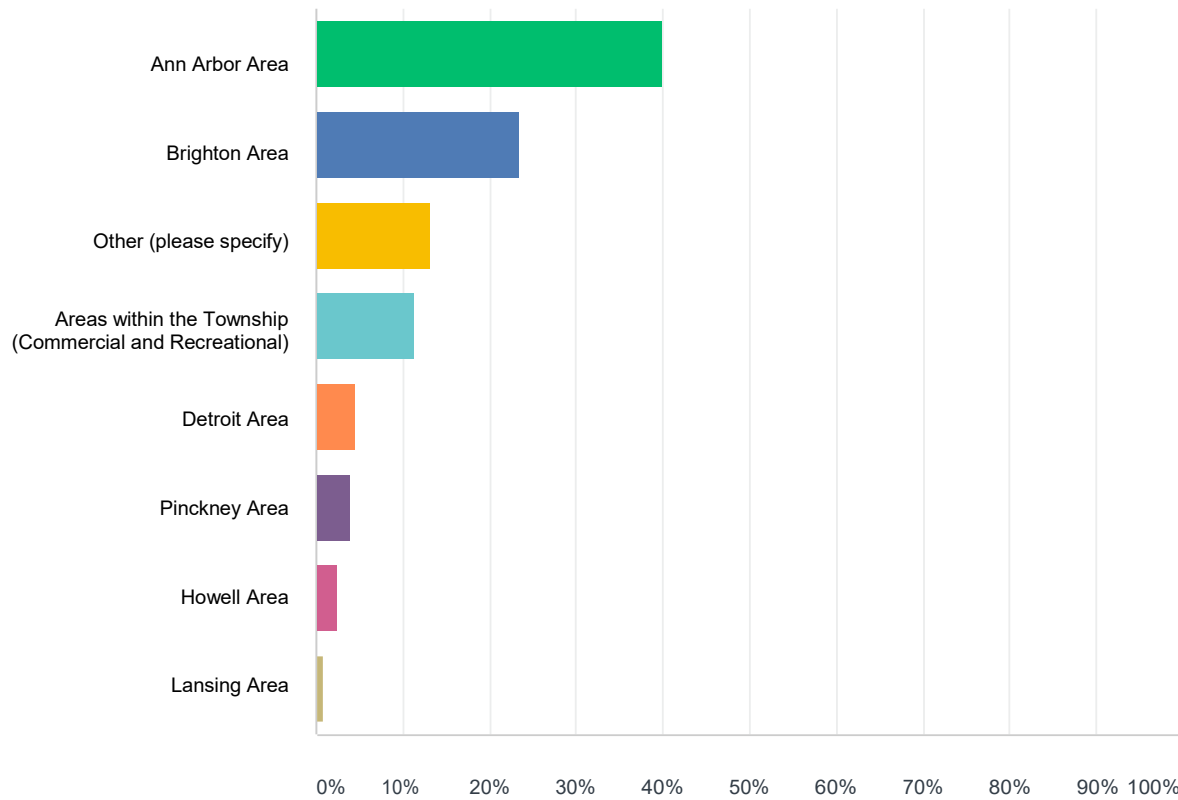
	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
Restaurants	9.30% 88	8.77% 83	22.73% 215	29.49% 279	29.70% 281	946	3.62
Agricultural Businesses on farms	9.64% 90	13.28% 124	34.37% 321	23.55% 220	19.16% 179	934	3.29
Specialty Shops	16.65% 156	15.80% 148	30.84% 289	23.80% 223	12.91% 121	937	3.01
Health Care	14.65% 137	15.83% 148	36.36% 340	21.82% 204	11.34% 106	935	2.99
Home-based businesses	16.42% 153	16.09% 150	40.56% 378	17.70% 165	9.23% 86	932	2.87
None	36.63% 226	7.78% 48	25.45% 157	6.81% 42	23.34% 144	617	2.72
Neighborhood Convenience Stores	28.57% 268	22.81% 214	28.57% 268	14.61% 137	5.44% 51	938	2.46
General Offices							
Regional Shopping Center							
Industrial							



General Offices	27.56% 258	20.19% 189	37.18% 348	12.39% 116	2.67% 25	936	2.42
Regional Shopping center	39.91% 374	16.54% 155	22.09% 207	13.87% 130	7.58% 71	937	2.33
Industrial	52.99% 496	22.86% 214	17.74% 166	4.70% 44	1.71% 16	936	1.79

## Q11 If Hamburg Township were to encourage more public transit opportunities what area would you most want the public transit to service?

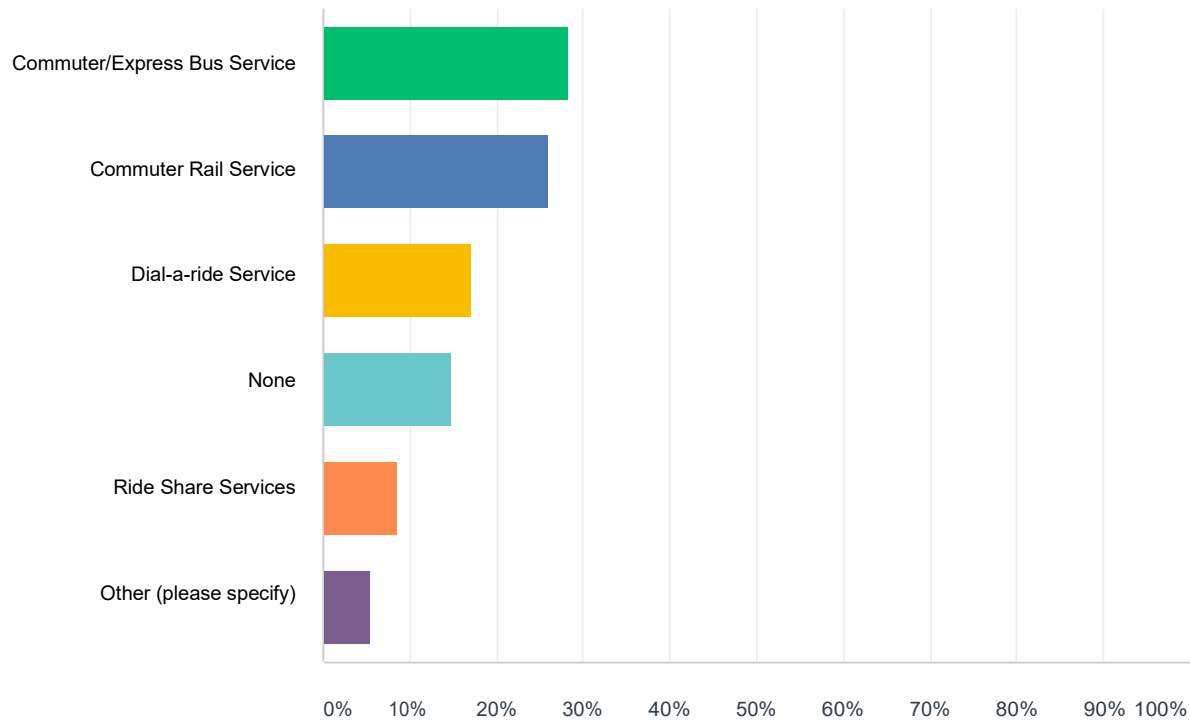
Answered: 935 Skipped: 33



ANSWER CHOICES	RESPONSES	
Ann Arbor Area	39.89%	373
Brighton Area	23.53%	220
Other (please specify)	13.26%	124
Areas within the Township (Commercial and Recreational)	11.23%	105
Detroit Area	4.60%	43
Pinckney Area	4.06%	38
Howell Area	2.57%	24
Lansing Area	0.86%	8
TOTAL		935

## Q12 If Hamburg Township were to encourage more public transit what type of public transportation would you most want to see?

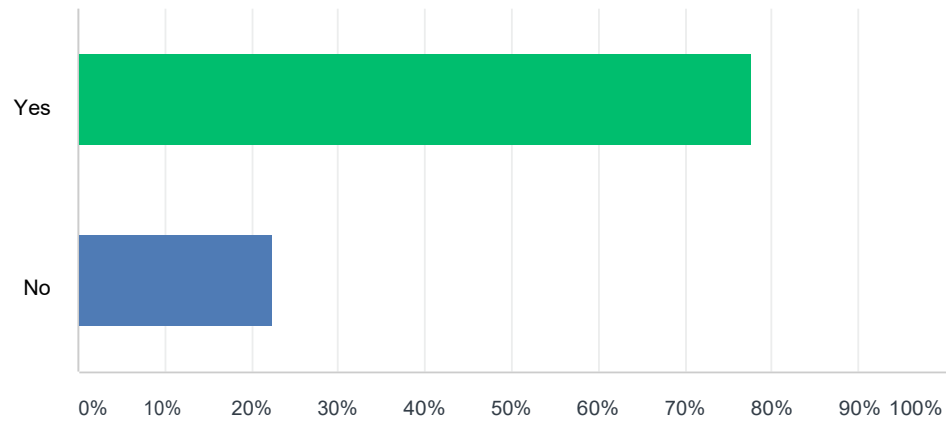
Answered: 940 Skipped: 28



ANSWER CHOICES	RESPONSES	
Commuter/Express Bus Service	28.30%	266
Commuter Rail Service	25.85%	243
Dial-a-ride Service	17.13%	161
None	14.79%	139
Ride Share Services	8.51%	80
Other (please specify)	5.43%	51
TOTAL		940

Q13 Are you in support of providing multiple transportation options (car, bus and rail transit, bicycling and walking) within Hamburg Township?

Answered: 949    Skipped: 19



ANSWER CHOICES		RESPONSES	
Yes		77.56%	736
No		22.44%	213
TOTAL			949

# **APPENDIX D**

## **COMMERCIAL ANALYSIS**

# Appendix D

## PROJECTION OF COMMERCIAL DEVELOPMENT POTENTIAL

A projection of commercial development potential for Hamburg Township was made for the purpose of determining the amount of land to plan for commercial use. The results of these projections are indicated in the Table Below.

### THE PROCESS:

**Determination of Trade Area:** The first step in projecting the potential for future commercial development involves determination of the trade area from which customers are most likely to be drawn to Hamburg businesses. Distance is normally the most important determinant of trade area, since most people will generally travel to the nearest businesses that serve their needs. Other factors that affect trade area include travel times, quality, service, variety of merchandise, accessibility, and socioeconomic differences between communities. The trade for convenience goods is generally limited to the residential areas immediately surrounding the business district. People generally will not travel great distances for groceries, drugs, and other convenience goods that they purchase frequently. In a low-density residential community, such as Hamburg Township, the trade area for convenience goods may encompass three or four miles. For the purpose of the master plan's projection, the entire Township was used. Because residents in the northern portion of the Township will likely be drawn towards Brighton and residents in the western portion of the Township will likely be drawn towards Pickney/Putnam for convenience goods, this will provide a generous estimation of Hamburg Township's commercial market.

**Trade Area Income:** Trade area income is calculated using projections of change in the population and income data. According to SEMCOG, there were 24,301 persons in Hamburg Township in October 2007. According to SEMCOG projections, the population will increase to 36,331 by the year 2030. According to the Census, the per capita income of Hamburg Township was \$30,283 in 1999. Assuming per capita income remains constant in terms of 2007 dollars, the estimated total household income will be \$1,379,794,704 in 2030.

**Expenditure:** The expenditure of income on convenience goods is calculated based upon the trade area income multiplied by the percent of income spent on convenience goods. These are based upon state and national averages for household income expenditures, as determined by the U.S. Census Bureau for each metropolitan area.

**Local Sales Capture:** Based on the range of goods and services marketed by businesses along the M-36 commercial corridor, it is evident that residents make only a portion of their purchases in Hamburg Township. Residents of the trade area may take their business outside of the Township for a number of reasons, including convenience, accessibility, price, quality, or variety of selection. The "capture rate" indicates the portion of total trade area sales actually captured by Hamburg businesses.

The capture rate for convenience goods businesses is usually close to 100 percent in neighborhoods near the businesses, but the rate declines sharply at a driving distance of only 10 to 15 minutes from the businesses. Average capture rates are utilized in Table 18. It is likely that the capture rate for convenience businesses may be less because so many people travel outside of the Township to work, thereby patronizing convenience businesses outside of the Township.

**Retail Floor Area Requirements:** Retail floor area requirements are estimated based upon the total captured expenditure and sales per square foot. Sales per square foot figures are provided by the Urban Land Institute's annual publication Dollars and Cents of Shopping Centers.



## Appendix D

Land Area Requirements for Commercial Development: A general standard for shopping centers is that the total site area should be about four times the gross building floor area. This floor area ratio provides ample room for parking, open space, pedestrian and traffic circulation, and landscaping. Based on this ratio, the total land area needs for retail can be estimated.

A comparison of the zoning and existing land use maps reveals that the land area zoned for commercial use exceeds the amount actually devoted to such uses. Many parcels zoned for commercial use are currently under utilized. Some excess of commercial-zoned land is needed to provide adequate area for development to meet future retail and office needs of the population. The future land use plan provides for continued commercial development within the existing commercial nodes along M-36.

### **FUTURE COMMERCIAL LAND USE IN SUMMARY:**

The commercial base analysis reveals that continued commercial development, primarily convenience commercial, can be expected to meet the needs of the Township's growing population. The analysis indicates that insufficient market support for most comparison goods businesses exists within. Consequently, it appears that the potential for large scale commercial development is limited. It is likely that any new construction of commercial facilities will be no larger than a neighborhood shopping center, which has a typical gross leasable area of about 50,000 square feet. Such facilities can be accommodated with some expansion of the existing nodes of commercial along M-36. Also, based on the retail analysis of the Village Center Master Plan, approximately half of the commercial development can be supported in the Village area.

The share of the comparison goods market captured by Township businesses is not likely to increase substantially in the future. Generally, a minimum trade area population of 40,000 or direct access onto a major highway is needed to provide adequate market support for a community shopping center containing comparison goods stores. The SEMCOG population projections and the future land use build out analysis indicators support this, and residents will likely continue to travel to regional shopping centers in Brighton and other nearby communities.

# Appendix D

**Table 18: Current 2007 and Projected 2030 Convenience Commercial Land Area Requirement**

2007							
	Expenditure as % of 2007 Gross Income	2007 Expenditure	Capture Rate	2007 Total Capture Expenditure	Median Sales/Sq. Ft.	Total Sq.Ft. Demanded in 2007	Total Acres in 2007
Food at home/liquor/ housekeeping/tobacco	9.90%	\$91,367,434	85 %	\$77,662,319	390.25	199,007	18.27
						89,803	8.25
						21,823	2.00
						46,586	4.28
						25,140	2.31
						51,318	4.71
						921	0.08
						434,596	39.91
2030							
	Expenditure as % of 2030 Gross Income	2030 Expenditure	Capture Rate	2030 Total Capture Expenditure	Median Sales/Sq. Ft.	Total Sq.Ft. Demanded in 2030	Total Acres in 2030
Food at home/liquor/ housekeeping/tobacco	9.90%	\$136,599,676	85 %	\$161,109,724	390.25	297,527	27.32
		\$72,025,284		\$36,012,642	268.23	134,260	12.33
		\$64,022,474		\$6,402,247	196.23	32,626	3.00
		\$264,920,583		\$52,984,117	760.74	69,648	6.40
		\$69,127,715		\$3,456,386	91.96	37,586	3.45
		\$17,799,352		\$11,569,579	151.77	76,231	7.00
		\$4,277,364		\$213,868	155.38	1,376	013
		\$628,722,447		\$226,748,563		649,254	59.62

**APPENDIX E**

**MICHIGAN NATURAL FEATURES**

**INVENTORY DATA**

# Appendix E

## MICHIGAN NATURAL FEATURES INVENTORY DATA

Section	Scientific Name	Common name	State Status	Federal Status
2	<i>Sistrurus catenatus catenatus</i>	Massasauga	Sp. Concern	Concern
11	<i>Celtis Tenuifolia</i>	Dwarf hackberry	Sp. Concern	Concern
13	<i>Lampsilis fasciola</i>	Wavy-rayed lamp-mussel	Threatened	-
	<i>Sistrurus catenatus</i>	Massasauga	Sp. Concern	Concern
20	<i>Eleocharis equisetoides</i>	Horsetail spike-rush	Sp. Concern	-
22	<i>Justicia americana</i>	Water-willow	Threatened	-
24	<i>Ammocrypta pellucida</i>	Eastern sand darter	Threatened	Concern
25	<i>Muhlenbergia richardsonis</i>	Mat muhly	Threatened	-
	<i>Sporobolus heterolepis</i>	Prairie dropseed	Threatened	-
26	<i>Clemmys guttata</i>	Spotted turtle	Sp. Concern	-
28	<i>Acris crepitans blanchardi</i>	Blanchard' s cricket frog	Sp. Concern	-
	<i>Ammocrypta pellucida</i>	Eastern sand darter	Threatened	-
	<i>Draba reptans</i>	Creeping whitlow-grass	Threatened	-
	<i>Lampsilis fasciola</i>	Wavy-rayed lamp-mussel	Threatened	-
	<i>Sistrurus catenatus catenatus</i>	Massasauga	Sp. Concern	-
31	<i>Clemmys guttata</i>	Spotted turtle	Sp. Concern	-
	<i>Dysnomia triquetra</i>	Snuffbox	Endangered	Concern
	<i>Sistrurus catenatus catenatus</i>	Massasauga	Sp. Concern	Concern
32	<i>Sistrurus catenatus catenatus</i>	Massasauga	Sp. Concern	Concern
	<i>Ammocrypta pellecida</i>	Eastern sand darter	Threatened	concern
33				

Source: Michigan Natural Features Inventory, Michigan Department of Natural Resources

**To: Planning Commission**  
**From: Scott Pacheco, AICP Township Planner**  
**Date: Feb 19, 2020**  
**Agenda**  
**Item: B**  
**Subject: Draft 2020 Hamburg Township Master Plan**

**BACKGROUND:**

The Master Plan is a document which creates policies to guide the future development of the Township. This plan is necessary prior to creating the municipalities zoning ordinance. The difference between a Master Plan and the Zoning Ordinance is that the master plan is a policy document that expresses the intent of the Township and the zoning ordinance is law with penalties and consequences for not following it.

The Michigan Planning Enabling Act of 2008 (MPEA) requires municipalities to review and update their master plans every 5 years. On September 16, 2015 the Planning Commission approved the 5-year review of the 2010 Hamburg Township Master Plan with no changes to the existing plan. As a part of the approval of the 5-year review process, the Planning Commission directed staff to prepare a timeline for the 2020 comprehensive update to the Master Plan. In 2017 the Planning Commission approved the update to the Parks and Recreation Master Plan.

The MPEA requires that the Master Plan “make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions” (Section 31(2)(a)). This includes information such as demographic and housing data and conditions within a community such as existing environmental and transportation information. This information is the background data, studies and resources that are used to help create the goals and objectives of the master plan. In newer master plans this data is summarized and included in the appendices or by reference in the Master Plan. This allows the Master Plan document to be more streamlined and easier to use by reducing the overall size of the document and only including the more important information in the actual Plan.

MPEA also requires “A master plan shall address land use and infrastructure issues and may project 20 years or more into the future. A master plan shall include maps, plats, charts, and descriptive, explanatory, and other related matter and shall show the planning commission’s recommendations for the physical development of the planning jurisdiction” (Sec. 33(1)). This information also can mostly be found in the fact book.

In addition to this required information MPEA also states that the Master Plan shall include the following subjects if they are considered in determining the future development of the Township:

- 1) A land use plan that includes a classification and allocation of land for various uses (Sec. 33(2)(a));
- 2) Recommendations on infrastructure including transportation for all users of roadways (Sec. 33(2)(b));
- 3) Recommendations for redevelopment or rehabilitation of blighted areas (Sec. 33(2)(c));
- 4) For a local unit of government that has adopted a zoning ordinance, a zoning plan (Sec. 33(2)(d)) and
- 5) Recommendations for implementing any of the master plan's proposals (Sec. 33(2)(e)).

MPEA (Sec. 7(2)(d)) suggests that the Master Plan also include "among other things, promotion of or adequate provision for one or more of the following:

- 1) A system of transportation to lessen congestion on streets and provide for safe and efficient movement of people and goods by motor vehicles, bicycles, pedestrians, and other legal users.
- 2) Safety from fire and other dangers.
- 3) Light and air.
- 4) Healthful and convenient distribution of population.
- 5) Good civic design and arrangement and wise and efficient expenditure of public funds.
- 6) Public utilities such as sewage disposal and water supply and other public improvements.
- 7) Recreation.
- 8) The use of resources in accordance with their character and adaptability."

Those are all of the requirements in the MPEA regarding the contents of a master plan. The lack of information about what is required in a master plan makes it challenging when it comes to preparing the plan. This brings up questions such as what should and what should not be included in the Township's Master Plan? Instead of thinking of this lack of information as a difficulty let's think of it as making the process easier. This lack of requirements leaves the door wide open to the Township to determine what they want to include in their master planning document.

## **PROCESS AND SCHEDULE:**

The MPEA requires the following steps in the Master Plan Process

- 1) Notice of intent to plan,
- 2) Planning Commission review of Draft Master Plan,
- 3) Township Board of approval to distribute the Draft Master Plan,
- 4) Distribution of the Draft Master Plan,
- 5) Public Planning Commission Hearing and approval of the Master Plan, and
- 6) Distribution of the Approved Master Plan.

In March of 2018 the Township Board directed staff to create and send the notice of intent to prepare the 2020 Hamburg Township Master Plan. In March of 2018 the Master Plan Steering Committee was formed to guide the creation of the plan. From April 2018 to October 2018 the Steering Committee and Township Staff conducted public outreach, which included the following:

- April 2018 held a Kick-off Meeting for the 2020 Master Plan
- June 2018 created the 2020 Master Plan website and the public survey were created and made available to the public
- June 14 -16, 2018 staffed a booth at the Hamburg Family Fun Fest
- July 4-8 2018 visited commercial businesses throughout the township
- August 22, 2018 held a public open house/ ice scream social



- September 26, 2018 the public survey was closed
- October 3, 2018 held meeting to present and discuss the survey result.

After the information that was gathered from the different public outreach efforts was reviewed and discussed, staff prepared the draft 2020 Master Plan. In September of 2019 the Steering Committee held four meetings discussing and providing recommended changes to the draft Master Plan document. On November 13, 2019 the Steering Committee held another meeting which included the Governmental and Quasi-Governmental agencies to receive final feedback on the draft Master Plan from these agencies prior to the Planning Commission review of the document. All of the comments from the Master Plan Steering Committee, and the Governmental and Quasi-Governmental agencies have been incorporated into the draft 2020 Hamburg Township Master Plan that has been provided for your review at tonight's meeting.

The Planning Commission should review the draft 2020 Hamburg Township Master Plan, direct staff to make any necessary changes and direct staff to send the draft Master Plan to the Township Board (Governing Body) for review and to approve the distribution of the plan as required by MPEA.

**Next Steps:**

If the Planning Commission recommends distribution of the draft Master Plan to the Township Board, the Township Board can either approve the distribution with no changes or minor changes or they can recommend major changes to the draft Master Plan. If they recommend major changes to the plan then the plan with the proposed changes will need to be sent back to the Planning Commission for review.

Once the Township Board approves the distribution of the draft plan. The draft plan is sent to the same entities that were provided the original notice of intent letters. These entities have 63 days to review and provide comments on the draft plan. After this required review period is complete, the Planning Commission holds a public hearing on the draft Master Plan. After the public hearing, because the Township Board has asserted its right to adopt the Master Plan, the Planning Commission will make a recommendation to adopt the Master Plan to the Township Board. The Township Board will then officially pass a resolution to adopt the Master Plan. After adoption, a notice/copy of the adopted Plan is sent to the same entities that were provided the original notice of intent letters.

**Exhibits:**

**Exhibit A:** Draft Master Plan

**Exhibit B:** Appendices for the Master Plan

**Exhibit C:** Draft Village Center Master Plan



FAX 810-231-4295

P.O. Box 157  
10405 Merrill Road

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**Planning Commission  
Hamburg Township  
10405 Merrill Rd., P.O. Box 157  
Hamburg Township, Michigan 48139  
Wednesday, February 19, 2020  
7:00 P.M. 7:00 p.m.**

**1. CALL TO ORDER:**

Present: Bohn, Hamlin, Koeble, Muck, Muir & Priebe

Absent: Leabu

Also Present: Scott Pacheco, Township Planner, Amy Steffens, Planning & Zoning Administrator, & Brittany Stein, Zoning Coordinator

**2. PLEDGE TO THE FLAG:**

**3. APPROVAL OF THE AGENDA:**

Commissioner Muir questioned the Site Plan Review request for a 300-person wedding barn. Township Planner Pacheco stated that the original request was for 300 people, but we revised it under the Special Use Permit to only allow 200 people. Old Business (a) was revised to a 200-person wedding barn.

Motion by Priebe, supported by Muir

To approve the agenda as amended

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

**4. APPROVAL OF MINUTES:**

a) November 20, 2019 Planning Commission minutes

Motion by Koeble, supported by Priebe

To approve the minutes of the November 20, 2019 meeting as presented

Voice vote: Ayes: 5                      Nays: 0                      Absent: 1                      Abstain: 1                      MOTION CARRIED

**5. CALL TO THE PUBLIC:**

Chairman Muck opened the call to the public. Hearing no response, the call was closed.

**6. OLD BUSINESS:**

- a) Site Plan Review (SPR 18-002) application to consider allowing a major agricultural commercial/tourism business on the 98-acre property at 5550 Strawberry Lake Road (TID 15-34-200-003). The proposed business will include a u-pick apple orchard, u-pick pumpkin patch, corn-maze, raised gardens, nature-based kid play area, hiking trail, a sign, a farm market retail/restaurant structure, a 200-person wedding barn, and other agricultural based amenities.

Scott and Lauren Tharp, applicants, were present as well as their engineer and individuals involved with the traffic study. Ms. Tharp stated that at the last meeting, the Planning Commission sent them away with some homework. They have spent some time putting together those items which have been presented including plans for the wedding barn, a letter from the Livingston County Health Department, and an updated plan for the farm market. She also indicated that this fall she worked at a local cider mill to learn their business and gained insight and knowledge. She stated that after working there, they did revise their plan for the farm market to enlarge it to host people comfortably and provide seating. At the last meeting, there was some concern about traffic, and it was suggested that they compare the projected use of their farm to a 40-unit single family development, which would be the size of a development on their property. She discussed the lighting and their photometric plan. She stated that this is a large undertaking which they do not intend to complete in 1-2 years. Their plan is to start with the farm market and kids' area and would like to start their crops with pumpkins and berries. They are hoping in 2-3 years to begin the wedding barn. During that time period they would begin with the apple orchard, which does take time to develop.

Planner Pacheco stated that the Special Use Permit was approved by the Planning Commission in December 2018 including a u-pick operation, corn maze, kids area, hiking trails, a farm market with a retail structure as well as a 200 person wedding barn and other agricultural based amenities. Also approved was the main sign at a height of 13.5 feet above grade, a temporary sign that can be displayed for more than 45 days per calendar year and the maximum number of 30 events allowed per year in the wedding barn. These were all waivers to the Agriculture/Tourism regulations approved as part of that special use permit. At that time, the Planning Commission asked the applicant to bring back some additional information so they could review the site plan. Since that time, they have provided that information. They have also provided a traffic study. When the original application came before the Planning Commission, there were 13 people that spoke, and we received 8 letters both for and against the project. Most of the concerns discussed were noise, traffic and lighting. The study showed that at times there would be more traffic on the roadways than a 40-unit single-family development, but overall it would be less. He reviewed his staff report with most of the changes to the lighting and architecture of the structure. He has also provided a proposed motion written by the Township Attorney. The Special Use Permit and Site Plan are combined as one item.

Commissioner Bohn stated that the applicant has indicated that certain aspects of the site plan would not be completed for a couple years and asked if they would be protected under the site plan so that they would not have to come back to the Planning Commission for additional approvals. Pacheco stated that as long as they have started the project, they can continue.

Discussion was held on the entrance sign and the Fire Department requirement of being over 13.5 feet.

Commissioner Hamlin questioned the inclusion of the word restaurant. He further stated that he understands that there will be eating of donuts and ice cream, which is fine. He does not want to include the word restaurant as that implicates a much different use.

Commissioner Hamlin stated that the patio is open with no roof. He stated that the lighting for that patio is not on the photometric plan. He discussed his concerns about the Generac lighting. His concern is that they can light up 5-7 acres. He would not agree with this type of lighting. Chairman Muck stated that he would agree. He stated that these portable lights can be a noise and aesthetic issue. It could also become an enforcement issue. He would prefer to see lighting on timers. Mr. Tharp stated that it was a challenge to come up with a solution. There are times when more light is needed and other times less light is required. Portable lights seemed to serve the purpose of adequately lighting the space. When you look at permanent pole type lights for the parking area, you end up with a lot of light poles in the middle of this area. From an aesthetic perspective, they felt that the portable lights would be preferred because at the end of the season they can be removed and stored so that everything is aesthetically pleasing. Their intent is to appropriate light it, still meet the noise ordinance, but not light up the whole thing when not required. Ms.

Tharp stated that these lights can also be set at different vertical limits. Township ordinance says no higher than 15 feet, and they have written that into their photometric plan. Discussion was held on the potential lumens. Commissioner Hamlin stated that he is okay with portable lights, just not these lights. Pacheco discussed the code requirements and stated that these lights may not be able to meet those requirements. The applicant will have to find a portable light to meet those requirements. Mr. Tharp stated that their intent was to find something the least impactful to the community and still serve the purpose and still meet the code. They would be happy to look at other options. Pacheco stated that the Commission could approve portable or not portable and they can work with staff to find lighting that meets the code requirement. Further discussion was held on lighting options.

Commissioner Hamlin stated that there was no floor plan for the second story. Ms. Tharp stated that it is simply a loft approximately 1/3 the size of the wedding barn.

Mr. Tharp added that this is where they live and it is there intention to work with the Township to manage the 30 events per year, if that happens, and make sure they work within the ordinances and minimize complaints.

Motion by Priebe, supported by Koeble

In the matter of the request for Site Plan approval for 5550 Strawberry Lake Road, SP18-002, to recommend approval of the Site Plan to the Township Board, subject to the following:

- A. The Planning Commission finding that the Special Land Use approval (SUP18-002) dated December 19, 2018, remains in effect, including all waivers granted, consisting of the number of events being limited to 30 events per calendar year, with a maximum of 200 attendees, with an annual administrative review of the special land use permit, and approval of signage, as submitted, subject to and in accordance with the approval of the Site Plan;
- B. Planning Commission findings that the standards of Section 4.4.3 of the Township Zoning Ordinance, as identified in the Planning and Zoning Staff Report, dated December 19, 2018, as set forth in Paragraphs A – L, Pages 18 through 22, and as identified in Tonight's Planning and Zoning Staff Report on pages 7-12 subject to the following conditions:
  1. The site plan shall include the following notes:
    - a. Hours of operation shall be limited to between 8:00 am and 11 pm; no amplified music shall be allowed after 10 pm; and, setup and cleanup of the event and workers and attendees to the event shall not arrive or leave the site before or after the hours of operation.
    - b. Events shall be required to meet the regulations of the Hamburg Township Noise Ordinance.
    - c. Adequate site and surrounding area clean-up shall be done within 48 hours following the event.
    - d. The agricultural use of the property must be started prior to the agritourism business. Meaning the crops shall be planted prior to site being used for the agritourism use.
  2. The site plan shall include the following notes and prior to issuance of a land use permit, the zoning department shall verify that the lighting complies with these notes:
    - a. All light fixtures shall be fully shielded and must be directed downward toward the earth or building.
    - b. All outdoor lighting shall be turned off between 11:00 pm and sunrise and that all light fixtures used for security purposes are to be on motion detection devices.
    - c. The portable lights used shall be directed toward the ground and shall located on the site so a maximum of 0.5 footcandles is emitted at the property line. These lights shall be reviewed and approved by staff to ensure that they meet Section 9.11.4 of the Township Ordinance
  3. Prior to issuance of a land use or building permit all local, county and state regulations will need to be reviewed and approved for this project. A list of the agencies that may be required to review this project including but are not limited to; the Livingston County Drain Commission,

Road Commission, Building Department, and Health Department, and the Hamburg Township Engineer, Utilities and Fire Departments.

4. In addition to any other review from the building department, the building department shall also verify that all Federal and State requirements regarding handicapped parking, loading and access are met and that all other ADA requirements are met on the site.
5. If more than 50 cubic yards of grading will need to be done on this project a grading permit and plan shall be required. The grading shall be minimized and can be approved by staff as long as the grading plan respects the natural topography of the site to the maximum extent possible. If Staff is not comfortable approving the plan because of its scope it can be sent back to the Planning Commission for review as an amendment to the Special Use Permit.

The motion is made because the plan is otherwise in compliance with Article 3 and Article 4 of the Zoning Ordinance, and all other applicable provisions of the Ordinance,

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

## 7. NEW BUSINESS:

- a) ZTA19-009: (Public Hearing) Zoning Text Amendment to add regulations regarding collection bins. The regulation will allow collection bins within the Commercial and Industrial districts as long as some specific requirements can be met.

Chairman Muck opened the call to the public. Hearing no response, the call was closed.

Pacheco stated that this first came to the Planning Commission in November 2019. It is with regards to collection bins that are popping up around town. Those that have been put in have not done so legally, meaning that they have not come to the Township for approval. They are going on spaces that would require site plan amendments. We have been holding off enforcement until after we get some regulations in place. Because they have been installed without permits, we will be able to ask that they be removed and inform them where they can put them on the property. There are currently 5-6 in the CVS parking lot taking up approximately 6 parking spaces. CVS has already asked for reduced parking so we would never have allowed those spaces to be blocked. He stated that at the last meeting a couple minor modifications were requested. Those changes have been made and is now back for final review and recommendation to the Township Board.

Motion by Muir, supported by Bohn

To recommend to the Township Board approval of ZTA 19-009 to add regulations regarding Donation/collection bins as written in the staff report dated February 19, 2020

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

- b) Master Plan update (2020): Presentation of Draft 2020 Master Plan and updated Village Center Master Plan

Chairman Muck stated that we received a letter from Commissioner Leabu who could not be at tonight's meeting but served on the 2020 Master Plan Steering Committee.

Planner Pacheco stated that we have been working on this project for the past two years. We are in the final stretch. The Commission is getting the first look at the draft Master Plan. He gave a brief history and reviewed his staff report. He stated that in the draft Master Plan we included what use to be in the M-36 Corridor Plan. That plan will be eliminated. We did not however incorporate the Village Center Master Plan. That is still very important because that is the area where want to direct growth in the next 20+ years. That plan went into effect in 1995 and not much has changed. With our new goals and objectives in our Master Plan, it is much more clear that the area with higher

density is the Village Center zoning districts and not the more rural single family residential districts. We also separated the appendixes which makes the document easier and less intimidating. It is much clearer and more precise for developers. We hope to use this document as a sales document for the community. He further explained the process including comments from interested agencies before we distributed the document. The next step would be for the Planning Commission to recommend to the Township Board to move forward with distribution of the plan to the interested agencies who we have already talked to. There is a 63-day review period. After that review period, the Planning Commission will hold a public hearing on the final plan. The Commission can then make a recommendation to the Township Board. The Board then will have final approval of the Master Plan.

Chairman Muck thanked the entire Planning staff. He stated they did a remarkable job especially with the public outreach.

Commissioner Bohn stated that this is a vast improvement over our current Master Plan. The efforts are truly reflected in the document.

Commissioner Hamlin provided some minor language and grammatical changes.

Motion by Muir, supported by Priebe

To recommend to the Township Board distribution of the draft 2020 Master Plan dated 2/19/2020 with the minor changes as recommended by Commissioner Hamlin. The Township Board can either approve the distribution with no changes or minor changes or they can recommend major changes to the draft Master Plan. If they recommend major changes to the plan, then the plan with the proposed changes will need to be sent back to the Planning Commission for review

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

Motion by Muir, supported by Koeble

To recommend to the Township Board inclusion of the draft changes to the Village Center Master plan with the distribution of the draft 2020 Master Plan

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

## **8. ZONING ADMINISTRATOR'S REPORT:**

Amy Steffens, Planning & Zoning Administrator stated that she would like to remind the Commissioners that the annual joint meeting with the Township Board, Planning Commission, Zoning Board of Appeals and Parks and Recreation Committee will be next Wednesday, February 26<sup>th</sup> at 7:00 p.m. They are currently working on the staff reports. It will be a year in review for 2019 and help us set our work plan for the coming year. Some of the zoning text amendments they will be talking about at this meeting include the unintended consequences of the non-conforming ordinance, we would like to talk about some of the floodplain development standards, and possibly short-term rentals. If there is anything that the Commissioners would like addressed, please let staff know before Friday as the packets will be going out.

## **9. ADJOURNMENT:**

Motion by Hamlin, supported by Priebe

To adjourn the meeting

Voice vote: Ayes: 6                      Nays: 0                      Absent: 1                      MOTION CARRIED

The Regular Meeting of the Planning Commission was adjourned at 8:00 p.m.



Respectfully submitted,

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Julie C. Durkin  
Recording Secretary

The minutes were approved as presented/Corrected: \_\_\_\_\_

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Jeff Muck, Chairperson

**TOWNSHIP OF HAMBURG  
RESOLUTION TO ASSERT THE RIGHT TO APPROVE OR REJECT AMENDMENT TO THE  
TOWNSHIP MASTER PLAN AND SUB PLANS.**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Board Room on Tuesday, March 3, 2020, beginning at 2:30 p.m., Eastern Standard Time, there were

PRESENT:

ABSENT:

MOVED FOR ADOPTION:

SUPPORTED BY:

**RESOLUTION**

**WHEREAS**, Act 33 of the Public Acts of Michigan of 2008, as amended, the Michigan Planning Enabling Act (the "Act") provides for a township planning commission to prepare potential amendments to a master plan or a sub-plan for a geographic area less than the entire planning jurisdiction; and

**WHEREAS**, The Act notes that the legislative body, in this case the Hamburg Township Board, can by resolution assert the right to approve or reject amendments to a master plan or a sub-plan for a geographic area less than the entire planning jurisdiction; and

**WHEREAS**, Hamburg Township continues to work toward the final revisions to the Hamburg Township 2020 Master Plan and The update to the Village Center Master Plan, following the direction noted in the Act.

**NOW THEREFORE, BE IT RESOLVED**, that the Township of Hamburg hereby assert the right for the Township Board to approve or reject the Update to the Hamburg Township Master Plan and Sub-Plans.

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

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED:

**CERTIFICATION**

I, Michael Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that (1) the foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on January 21, 2020; (2) the original of such resolution is on file in the records of the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

DATE: January 21, 2020

\_\_\_\_\_  
Michael Dolan  
Hamburg Township Clerk



# HAMBURG TOWNSHIP FIRE DEPARTMENT

10100 VETERANS MEMORIAL DRIVE  
P.O. Box 157 ♦ HAMBURG, MI 48139-0157  
PHONE: 810-222-1100 ♦ FAX: 810-231-1974  
E-MAIL: HTFD@HAMBURG.MI.US

***FIRE CHIEF NICK MILLER***  
***FIRE MARSHAL JORDAN ZERNICK***

**Date:** February 27, 2020  
**To:** Hamburg Township Board of Trustees  
**From:** Chief Miller  
**Re:** Agenda Item Topic: Thermal Imaging Camera Replacement  
General Ledger #: 206.000.000.980  
Number of Pages: 1 of 3

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## History

- Thermal Imaging Cameras (TIC) are an essential part of Firefighter safety and job performance during firefighting activities.
- Current TIC have become unreliable with power up-failures and run times issues.
- Advancement in TIC technology will make the new TIC more reliable and have improved performance which will improve the efficiency of our Firefighters
- This TIC replacement schedule is the first year of a two year replacement and addition schedule as outlined in the long term projections for the Fire Department.

## Needed Equipment & Cost

- Four Thermal Imaging Cameras
  - Bullard QXT Camera with accessories - \$8,228.98 per unit
- Projected total for project - \$32,915.92

## Funding

- We will be trading in two old TIC's for a credit of \$2,000.00
- A RAP grant from MMRMA was applied for and received. 50% matching grant up to \$5,000.00. HTFD was awarded the \$5,000.00 grant on February 26, 2020
- This purchase is part of the approved FY 19/20 budget.
- Total cost after the grant and trade in \$25,915.92
- This project has been reviewed and approved by Director Duffany.

## ***Board Action:***

1. To approve the purchase of four Bullard QXT Thermal Imaging Cameras as outlined and quoted at a price not to exceed \$25,915.92 from Dinges Fire Company. Funding to use GL 206.000.000.980.

Fire Chief

**Bill To:**

Hamburg Township (Hamburg,MI)  
 C/O: Nick Miller  
 10100 Veterans Memorial Drive  
 Hamburg, MI 48139

**Dinges Fire Company**

243 E Main St.  
 Amboy, IL 61310  
 Phone: 815.857.2000  
 www.DingesFire.com

**Ship To:**

Quantity	Item	Description	Price	Total
4	10075-QXTBUNDLE	Bullard-QXTBUNDLE NOTES: QXT Thermal Imager with Black Lower and Red Upper housing with XTTRUCKMOUNT	\$7,299.00	\$29,196.00
4	10075-XTETT	Bullard-XTETT NOTES: XT Series Electronic Thermal Throttle	\$869.99	\$3,479.96
4	10075-ECLRETRACT	Bullard-ECLRETRACT NOTES: Eclipse Series retractable lanyard	\$59.99	\$239.96
2	10075-Bullard-TRADEINBF	Bullard-TRADEINBF NOTES: Trade-In, Bullard Functional Thermal Imager	(\$1,000.00)	(\$2,000.00)

\* Sales tax will be applied to customers who have not provided a tax exempt certificate.

**Sub \$30,915.92**

**Total**

\* Quote valid for 30 Days

**Shipping TBD**

\* Quote Created on 02/24/2020

**Total \$30,915.92**

\* Shipping is an estimate, Actual Shipping will be reflected on Invoice.



To Whom It May Concern,

According to the Distributor Agreement Contract between Bullard and Dinges Fire Company, Dinges Fire Company is the sole authorized Bullard distributor for Hamburg Township Fire Department.

Therefore, Dinges Fire Company is the exclusive Bullard distributor for the *Hamburg Township Fire Department*.

Kind Regards,

Mark Jetton

**Mark Jetton**

Regional Sales Manager  
Bullard | 1898 Safety Way | Cynthiana,  
KY 41031

Mobile: (312) 550-4823

Customer Service: 877 – BULLARD  
(285-5273)

Mark\_jetton@bullard.com  
www.bullard.com



# Hamburg Township Public Safety Administration

PO BOX 157 • HAMBURG, MICHIGAN 48139  
PHONE: (810) 222-1171 • FAX: (810) 231-9401



RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE  
NICK MILLER, DEPUTY DIRECTOR OF PUBLIC SAFETY/FIRE CHIEF

RDUFFANY@HAMBURG.MI.US  
NMILLER@HAMBURG.MI.US

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** February 27, 2020  
**RE:** Agenda Item Topic: **Updated Operational Procedure**  
General Ledger #: N/A  
Number of Supporting Documents: 0  
NEW/OLD BUSINESS: **XXX** New Business  
\_\_\_\_\_ Old Business – Previous Agenda #:

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## Requested Board Action

- Motions to approve new/updated Hamburg Township Fire Department Standard Operating Procedure #100-16: *Leave of Absence*, #100-17: *Administrative Duty/Leave*, and #100-18: *Employee Injuries & Illnesses*.

## Background

As part of the ongoing review of all Hamburg Township Fire Department (HTFD) Standard Operational Procedures two new SOPs (SOP #100-16: *Leave of Absence* and SOP #100-17: *Administrative Duty/Leave*) are being submitted to the Township Board for review and approval. These two new SOPs are substantially similar and consistent with current HTPD policies of the same subject matter. Additionally, amended SOP #100-18: *Employee Injuries & Illnesses* is also being submitted for review and approval.

Respectfully,

Chief Richard Duffany  
Director of Public Safety/Chief of Police



# HAMBURG TOWNSHIP FIRE DEPARTMENT

## STANDARD OPERATING PROCEDURE



Effective Date: **DRAFT**

Rescinds: 10-118

Title: **LEAVE OF ABSENCE**

No: **100-16**

### **I. PURPOSE**

The purpose of this policy is to establish guidelines for providing personnel with time off to attend to personal needs in the event extenuating circumstances make it necessary to be away from work for an extended period of time.

### **II. PROCEDURES**

- A. A leave of absence under this policy covers personal leave time for personnel needing a leave that does not qualify under the family medical leave act (FMLA) or which is not otherwise covered by HTFD or Township leave time policy.
- B. Personnel requesting a leave of absence must submit a written request at least thirty days prior to the requested leave for non- emergency, foreseeable events. The request for the leave shall include the starting date, a reasonable explanation of the circumstances surrounding the leave, and the probable date of return.
- C. If the leave of absence is necessitated by emergency, and prior written request is not possible, the employee or a member of their immediate family must notify the department as soon as practical, and the employee must follow up with a written request within a reasonable period of time, as determined by the Fire Chief
- D. All leaves granted pursuant to this policy shall be unpaid.
- E. A leave of absence may only be requested by employees who have completed a minimum of one year of employment with Hamburg Township and are off probation. Request for leaves will be evaluated on an individual basis, and may be granted if the department's business / operations are not severely disrupted.
- F. A leave of absence shall be for a minimum of 30 days.
- G. A leave of absence may be requested for a maximum of six months. Upon the completion of the first six months, an employee may request a one-time, three-month extension. A leave of absence may not exceed nine months in total.
- H. During an authorized leave of absence, personnel shall maintain their seniority and rank.

- I. Department and/or state required training missed during a leave of absence must be made up prior to the person returning to full active duty, (i.e. responding to calls, etc.) Personnel on leave may not participate in training during that time.
- J. The granting of a leave of absence pursuant to this policy shall be at the sole discretion of the Fire Chief.

Issued by:

*Nick Miller*

Fire Chief

Approved by the Hamburg Township Board of Trustees:

# HAMBURG TOWNSHIP FIRE DEPARTMENT

## STANDARD OPERATING PROCEDURE



Effective Date: **DRAFT**

Rescinds: **NEW**

Title: **ADMINISTRATIVE DUTY/LEAVE**

No: **100-17**

### **I. PURPOSE**

The purpose of this procedure is to establish guidelines for the placement of Hamburg Township Fire Department (HTFD) personnel on Administrative Duty or Leave.

### **II. DEFINITIONS**

- A. **Administrative Duty** - This is used when Hamburg Township Fire Department employees are not able or authorized to continue in their current work assignment due to circumstances involving their job but are able to remain in a productive work environment performing administrative duties within the fire department.
- B. **Administrative Leave** - This is used when Hamburg Township Fire Department employees are not able or authorized to continue in their current work assignment due to circumstances involving their job and the Fire Chief determines based upon the circumstances and/or other post-incident information that it would not be in the best interest of the employee or the department for the employee to work.
- C. **Difference between Administrative Duty/Leave and Relief of Duty.** An employee placed on administrative duty/leave retains their status, benefits and affiliation with the department while on administrative duty/leave. They may attend training and otherwise represent the department and/or participate in department-authorized events (except that they may not respond to calls for service). Whereas a member relieved of duty pursuant to HTFD Operational Procedure 100-5: *Discipline*, is not permitted to engage in any department training, events or otherwise affiliate themselves with the department.

### **III. GUIDELINES RELATING TO ADMINISTRATIVE DUTY/LEAVE**

- A. HTFD personnel involved in a duty-related serious injury/fatal traffic crash or other incident involving a criminal investigation shall be removed from line duties and placed on Administrative Duty or Administrative Leave following the incident pending a review of the incident.
- B. Employees involved in predetermination employment reviews and hearings may be removed from line duties and placed on Administrative Duty or Administrative Leave during the review and hearing process.

- C. Employees may be assigned Administrative Duty or Administrative Leave in other situations whenever necessary or appropriate in the best interest of the employee or Township as determined by the Fire Chief.
- D. Administrative Duty is to be considered a work assignment and the duties of that assignment are to be determined by the Fire Chief.
- E. Employees placed on Administrative Duty or Administrative Leave shall receive their regular pay.
- F. The period of time that employees will be on Administrative Duty or Administrative Leave shall be determined by the results of administrative investigation, legal review, and when appropriate, the employee's fitness to return to duty examination.
- G. Administrative Leave supersedes any previously scheduled vacation time or other paid time off for full-time employees.
- H. Full-time employees with scheduled vacation or other earned time off during Administrative Leave may have their vacation/earned time off rescheduled for a later time.
- I. Employees placed on Administrative Duty or Administrative Leave may be allowed to return to regular duty at the discretion of the Fire Chief.
- J. Administrative Duty or Administrative Leave status shall not prevent or preclude the imposition of either temporary relief of duty or a suspension with or without pay according to the terms of the department's disciplinary procedures.

Issued by:

*Nick Miller*

Fire Chief

Approved by the Hamburg Township Board of Trustees:

# HAMBURG TOWNSHIP FIRE DEPARTMENT

## STANDARD OPERATING PROCEDURE



Rescinds: 10-120

10-131

10-141

10-145

Effective Date: **DRAFT**

Title: **EMPLOYEE INJURIES AND ILLNESSES**

No: **100-18**

### **I. PURPOSE**

The purpose of this policy is to establish procedures for employees of the Hamburg Township Fire Department (HTFD) to report physical injuries, conditions and illnesses that may prevent the employee from fully performing their duties. It is also the purpose of this policy to establish guidelines for the treatment of job-related injuries and guidelines for placing an employee on medical leave, sick leave or light duty as a result of reported injuries/illnesses.

### **II. DEFINITIONS**

- A. **Family Medical Leave Act (FMLA)** refers to the federal law contained in 29 U.S.C. 2601.
- B. **Medical leave** is used when an employee is unable to perform their job duties due to an injury or illness which is expected to last for an extended period of time. An employee on medical leave must be cleared to return to work by a physician or other appropriate medical professional before being placed on active duty.
- C. **Sick leave** is used when an employee is unable to report for their regularly scheduled shift due a short-term injury or illness (generally less than 3 scheduled shifts). Unless otherwise directed by the Fire Chief, an employee may report for their next scheduled shift without further action by the employee or department.

### **III. REPORTING OF OFF-DUTY INJURIES AND ILLNESSES**

- A. Personnel who suffer a physical injury while off duty which prevents them from performing their normal job duties shall notify the Fire Chief as soon as practical after the injury (within 24 hours).
- B. Personnel shall notify the Fire Chief immediately of any illness, injury or condition (physical or psychological) which:
  - 1. May affect their ability to perform their job duties (i.e., seizures, diabetes, high blood pressure, etc....);

2. May cause further harm to the employee if they continue to work;
3. May pose harm to fellow firefighters.

- C. Personnel shall notify the Fire Chief immediately when prescribed to take any medication which may alter the employee's ability to perform their job duties
- D. The Fire Chief shall review the nature of the injury/illness as it relates to the employee's ability to perform their job duties and then, if appropriate, place the employee on medical leave or light duty as outlined in this policy.

#### **IV. REPORTING OF JOB-RELATED INJURIES AND ILLNESSES**

- A. If an illness, injury or condition occurs to an employee while on duty the employee shall, if able, immediately report it to the first available line officer who shall then immediately notify the Fire Chief.
- B. The employee shall then seek treatment, if necessary, as outlined in this policy.
- C. The Fire Chief shall assign a Captain, as soon as practical, to investigate the circumstances of the injury/illness and provide the employee with a Michigan Municipal League (MML) "Incident Report" form.
- D. The employee shall complete the employee section of the MML Incident Report form and return it to the Captain.
- E. The Captain shall complete the "Supervisor's Accident Investigation" section of the MML Incident Report form and forward it to the Fire Chief
- F. The Fire Chief shall immediately forward the MML Incident Report to the Hamburg Township Accounting Department.

#### **V. TREATMENT FOR JOB-RELATED INJURIES AND ILLNESSES**

- A. Emergency or After-Hours Treatment
  1. If an injury requires immediate medical treatment or medical treatment outside of normal business hours, first aid shall be immediately administered by trained personnel on scene.
  2. An ambulance shall be summoned at an officer's discretion. If an ambulance is summoned, based on the recommendations of the ambulance crew, input from the injured firefighter, and the officer in charge, the injured employee may be transported.
  3. Injured employees transported by the ambulance to will be transported to either the University of Michigan or St. Joseph Hospitals.
  4. In a situation where an ambulance is not necessary (deemed by the



Incident Commander or officer only) or is unavailable, the employee shall be transported by department or private vehicle to the University of Michigan or St. Joseph Hospitals.

5. Normal business hours for purposes of this policy are Monday through Friday, 0800 – 1700.
6. All follow up care should be scheduled at:

Concentra Clinic  
7960 W. Grand River  
Brighton, MI 48116  
(810) 225-9800

7. Prior to scheduling a follow up appointment, an employee shall obtain an “Order for Medical Treatment” form from the Accounting Department.

B. Non-Emergency Treatment - If an injury occurs during normal business hours and is not of an emergency nature but a visit to a medical facility is necessary, the following procedure shall be adhered to:

1. The employee shall immediately report the injury to the first available line officer who shall then immediately notify the Fire Chief.
2. A MML Incident Report form shall be completed with the employee completing the employee section of the form and the duty Captain completing “Supervisor’s Accident Investigation” section.
3. The Fire Chief shall review the report and then immediately forward the MML Incident Report to the Hamburg Township Accounting Department.
4. The employee shall obtain an “Order for Medical Treatment” form from the Accounting Department and then seek treatment at the Concentra Clinic located in Brighton.
5. If an injury/illness prevents an employee from being able to safely operate a vehicle or if the Fire Chief otherwise deems it necessary, arrangements shall be made to have the employee transported to the Concentra Clinic.
6. If the employee can not be seen at the Brighton Concentra Clinic within a reasonable period of time then the Fire Chief shall arrange for the employee to seek treatment at an alternative clinic.

## **VI. REPORTING PREVIOUS OR DELAYED JOB-RELATED INJURY/ILLNESS**

A. Employees experiencing medical problems related to a previous on-duty injury/illness shall immediately notify the Fire Chief to arrange for a medical examination.

B. Without a physician’s statement attributing an injury/illness to a prior on-duty

injury/illness, an employee's inability to report for duty may result in accumulated sick/personal time being charged (full-time employees) as sick leave.

- C. Prior to seeking treatment for an injury/illness believed to have occurred on-duty that was not reported at the time it occurred, an employee shall notify the duty Captain. The duty Captain will complete a MML Incident Report form detailing the circumstances of the delay in reporting the injury/illness. The Incident Report shall be forwarded to the Fire Chief who shall immediately forward it to the Accounting Department.
- D. An employee shall obtain an "Order for Medical Treatment" form from the Accounting Department prior to seeking medical treatment for any medical problems related to a previous on-duty injury or injury believed to have occurred on-duty that was not reported at the time it occurred. Employees should not be treated by their personal physician or in an emergency room for non-life threatening injuries/illnesses in these circumstances.

## **VII. SICK LEAVE**

- A. This policy applies to all full-time employees of HTFD as well as paid-on-call firefighters who are assigned a shift.
- B. The delivery of essential HTFD services is diminished when employees do not report to work as scheduled. Sick leave is intended for use when an employee is unable to perform their normal duties due to an unexpected illness or injury. Sick leave shall not be abused.
- C. All employees of HTFD covered by this policy unable to report for duty due to illness, injury, incapacitation, or any other reason shall notify the Fire Chief at least one hour prior to the start of their scheduled shift. In the event that the Fire Chief is unavailable or unable to be reached, the employee shall contact the duty Captain.
- D. The above manner of notification may be waived if an exceptional circumstance (i.e., hospitalization, sudden injury, or circumstances beyond the control of the employee) prevented them from making the proper notification.
- E. Employees will state fully the reason(s) for failure to report for duty and give the Fire Chief, or Captain, reasonable opportunity to speak with and question them regarding the impending failure to report for duty. Information to be provided by the employee includes, but is not limited to:
  - 1. Type of illness.
  - 2. Nature of illness.
  - 3. Cause of injury or illness.

4. Expected date of return to work.

- F. In the event employees will be absent from work for more than one work day, they will report their inability to report for duty on each scheduled duty day, as described in Section III., A., above, unless other arrangements are made with Fire Chief.
- G. The department may require employees reporting ill or injured three consecutive scheduled shifts to provide a written certification from a physician of their illness/injury and length of time of expected recovery prior to their return to duty.
- H. If requested, employees will make themselves available for a medical examination.
- I. Employees will return to duty as soon as their medical condition permits.
- J. Employees unable to report for duty due to serious illness of an immediate family member will follow the above guidelines. Employees will inform Fire Chief, or Captain in the Fire Chief's absence, of the serious illness that the immediate family member has and the relationship of the ill family member to the employee. An immediate family member is defined as a husband, wife, son, daughter, mother or father.
- K. Full-time employees who miss their scheduled shift due to sick leave shall have the number of hours missed deducted from their accumulated sick/personal time bank.
- L. Paid-on-call personnel who miss their scheduled shift due to sick leave shall not be compensated or be credited with hours work for the missed shift.
- M. The Fire Chief shall have the responsibility to monitor the number of sick leave events for personnel and direct that false or excessive sick leave use be investigated.
- N. Any employee who falsifies sickness, illness, or injury to receive sick leave may be subject to disciplinary action.
- O. Any employee who uses an excessive amount of sick leave, as determined by the Fire Chief, may be subject to disciplinary or other corrective action.

**VIII. MEDICAL LEAVE**

- A. When an employee is unable to perform their job duties or unable to perform job tasks associated with an available light-duty assignment due to an injury or illness which is expected to last for an extended period of time, whether covered by the

FMLA or otherwise, an employee shall be placed on medical leave.

- B. An employee on medical leave must be cleared to return to work by a physician or other appropriate medical professional before being placed back on active duty.

## **IX. LIGHT DUTY**

- A. An employee unable to work because of non-job-related injury or illness may request to be placed on a light duty assignment.
- B. Light duty assignments must be requested in writing to the Fire Chief. Until a light duty assignment is assigned, the person shall be on medical leave.
- C. Light duty assignments shall coincide with the proper release from a physician and with the compensation insurance carrier of Hamburg Township.
- D. Light duty assignment shall only be granted with the written recommendation of the attending physician and approval of the Fire Chief.
- E. The Fire Chief must give prior approval for all light duty assignments prior to actual assignment being performed.
- F. Final authority to grant a light duty assignment rests with the Fire Chief in his sole discretion based upon the availability of work and the needs of the department. This policy does not create any obligation upon the Fire Chief to create light duty work.
- G. As a condition of continued assignment to light duty, employees may be required to submit to physical assessments of their condition as specified by the department.
- H. Employees on light duty assignments will participate in all required department training unless their medical restrictions prohibit them from doing so.
- I. Female employees who are pregnant and deemed unable to continue their regular duty assignment may be considered for light duty as work is available.

## **X. FAMILY MEDICAL LEAVE ACT**

- A. Nothing in this policy shall be construed as limiting an employee's rights under the Family Medical Leave Act (FMLA). If any provision of this policy conflicts with the provisions of the FMLA then the FMLA shall supersede this policy and control.

Issued by:

*Nick Miller*

Fire Chief

Approved by the Hamburg Township Board of Trustees:



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

02/26/20

To: Hamburg Township Board  
From: Tony Randazzo

Re: WWTP Decant Valve

I request approval to purchase a new 12" butterfly valve for the wastewater treatment plant. This is a direct replacement for the existing valve which is original to the plant and is starting to fail. This could lead to compliance issues with the effluent if the problem becomes worse.

We budgeted \$10,000 for capital improvements at the wastewater treatment plant and this purchase will be allocated to that line item. The total cost of the valve is \$10,986.00 and the installation will be done in house with our staff.





QUOTATION		
DATE	NUMBER	PAGE
2/12/2020	0030662	1 of 1

B HAM045  
 I HAMBURG TOWNSHIP  
 L ACCOUNTS PAYABLE  
 T PO BOX 157  
 O HAMBURG TOWNSHI, MI 48139

Accepted By: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 PO#: \_\_\_\_\_

ATTENTION:  
 RICK KANGAS 734-368-3135 rkangas@hamburg.mi.us

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#		JOB TITLE	SLP	SHIPPING TYPE	
QUOTE REV 1		WWTP, DEZURIK,BUTTERFLY,12",BAW	DWS/JRW	FREIGHT ALLOWED	
QTY	DESCRIPTION			UNIT PRICE	EXTENDED

\*\*\*VALVE QUOTED IS A DIRECT REPLACE OF THE EXISTING 12" DEZURIK BAW BUTTERFLY VALVE WITH AN EIM Q4G2-6 (S/N # 118777A01)\*\*\*

1.00 DEZURIK,BUTTERFLY,12",BAW	\$10,986.00	\$10,986.00
--------------------------------	-------------	-------------

BAW,12,F1,CI,EPDN-EPDM,150B,CI-S1\*Modified  
 DEZURIK AWWA C504 RUBBER SEATED BUTTERFLY VALVE, CAST IRON BODY, ASME  
 125/150# FLANGED END CONNECTIONS, EPDM PACKING, EPDM SEAT, AWWA SERVICE  
 CLASS 150B, CAST IRON DISC WITH 316 STAINLESS STEEL SEATING EDGE, 304 STAINLESS  
 STEEL SHAFT, INTERIOR/EXTERIOR EPOXY COATING, BETTIS Q4G2-6 ELECTRIC MOTOR  
 OPERATOR, MODULATING SERVICE, 115V, 1PH, 60HZ, NEMA 4 IP66 ENCLOSURE, TORQUE  
 SWITCHES, LIMIT SWITCHES, SPACE HEATER, DECLUTCHABLE MANUAL OVERRIDE  
 HANDWHEEL  
 \*INCLUDES START-UP ASSISTANCE\*

\*\*\*VALVE QUOTED DOES NOT MEET AIS OR BUY AMERICAN\*\*\*

WE DO NOT INCLUDE: TAXES, FLANGE ACCESSORIES, INSTALLATION OR ASSEMBLY OF ANY COMPONENTS.

SHIPPING: 16-18 WEEKS ARO

WE APPRECIATE THIS OPPORTUNITY TO QUOTE AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY,

JASON WENDECKER

**PLEASE MAKE ORDER TO: DEZURIK C/O KENNEDY INDUSTRIES - 4925 HOLTZ DR, WIXOM, MI 48393**

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 4/2019) and Customer Warranty available at [www.kennedyind.com](http://www.kennedyind.com) which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

**CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE**  
**NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL**

**TOTAL: \$10,986.00**

P.O. Box 930079 Wixom, MI 48393 - 4925 Holtz Drive Wixom, MI 48393 - Phone: 248-684-1200 - Fax: 248-684-6011

**[www.KennedyInd.com](http://www.KennedyInd.com)**



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

02/26/20

To: Hamburg Township Board  
From: Tony Randazzo

Re: WWTP LED Lighting Upgrade

I request approval to purchase LED lights for the wastewater treatment plant to replace all of the less efficient, existing lighting. We received a quote from Standard Electric in the amount of \$5,820.60 to replace 163 lights at the facility. The majority of the cost is for the 13 exterior lights which have a higher lumen and wattage.

I expect that we will see a payback in 2.5 to 3 years for this project due to reduced electricity costs. This project will be paid for out of reserves.



Standard Electric - Brighton  
2150 Pless Drive  
Brighton, MI 48114  
810-225-3162  
www.standardelectricco.com

# QUOTE



QUO



17006704-00

Outside Sales Rep	
Todd Steward	
Reference	
Quote #	To Be Shipped From
17006704-00	STANDARD ELECTRIC - BRIGHTON Our Truck

Bill To: 225125	HAMBURG TOWNSHIP ATTN: ACCOUNTS PAYABLE P O BOX 157 HAMBURG, MI 48139-
--------------------	---

Ship To: 00	HAMBURG TOWNSHIP ATTN: ACCOUNTS PAYABLE P O BOX 157 HAMBURG, MI 48139-
----------------	---

Customer PO #	Quote Placed By	Quote Taken By	Date Entered
WWTP	TONY	Todd Steward	02/11/20

Quote good for 30 days from Entered Date. Quantity available to Ship calculated at time of Quote. All Quotes are plus Freight unless otherwise stated.

Line #	Product And Description	Quantity Ordered	Qty Available to ship	Price U/M	Unit Price	Ext. Price
1	LITTFX3LED40KMVOLTISDDBX TFX3-LED-40K-MVOLT-IS-DDBXD PRICE BEFORE REBATE = \$ 411.25 EA. DTE REBATE = \$90.00EA 25,600 LUMEN 188W LED FLODD LIGHT WITH SLIP FITTER. NO PHOTO CELL	6	0	EA	321.25000	1,927.50
2	LITWSTLEDP240KVW277PE DDBXD LITHONIA WST-LED-P2-40K-VW-277-PE-DDBXD PRICE BEFORE REBATE = \$421.30 DTE REBATE = \$10.00 3000LM~ 40K~ WIDE DIST~ CONFIRM VOLTAGE~ SM BRACKET INCLUDED~ BUTTON TYPE PHOTOCELL~ DARK BRONZE FINISH	7	0	EA	411.30000	2,879.10
3	SATS29915 S29915 14T8/LED/48-840/BP 120 PRICE BEFORE REBATE \$ 9.76EA DTE REBATE = \$3.00EA	150	24	EA	6.76000	1,014.00

3 Lines Total

Material Total 5,820.60

Order Total 5,820.60

# QUOTE

Taken by: Todd Steward

Phone:

Email: Todd.Steward@StandardElectricco.com

Printed on: 02/13/20 at 12:37

Customer Copy

Page 1 of 1



**Bid Tabulation  
Hamburg Township  
Parks & Recreation  
Fertilizer Contract - 3 Year Bid**

**Bid Deadline: 2/21/20 - 3 p.m.**

CONTRACTOR	Green Guys 4611 N. Territorial Dexter, MI 48130 (734) 395-8571	Michigan Landscape Professionals 3589 S. Old US 23 Brighton, MI 48114 (810) 844-5200	Lush Lawn 1300 Rickett Rd. Brighton, MI 48116 (810) 900-3000	Northland Services 3527 Simsbury Dr. Pinckney, MI 48169 (517) 404-4864	Green Pastures P.O. Box 441 Chelsea, MI 48118 (734) 904-0709
<b>Project Location - 4 applications each</b>					
Township Municipal Grounds (No Sprinklers)	\$2,000.00	\$1,968.00	\$1,494.28	\$2,408.00	\$1,740.00
Football Practice Fields (Sprinklers)	\$2,380.00	\$2,820.00	\$1,596.28	\$2,770.00	\$1,740.00
Softball & T'ball Fields (No Sprinklers)	\$3,300.00	\$2,624.00	\$2,106.28	\$5,931.00	\$2,070.00
Soccer Fields (Sprinklers)	\$5,800.00	\$9,085.00	\$7,206.28	\$8,470.00	\$6,150.00
<b>Project Totals</b>	<b>\$13,480.00</b>	<b>\$16,497.00</b>	<b>\$12,403.12</b>	<b>\$19,579.00</b>	<b>\$11,700.00</b>

**HAMBURG TOWNSHIP  
PERSONNEL COMMITTEE**  
Hamburg Township Conference Room  
Wednesday, February 26, 2020  
3:00 P.M. Meeting  
**Unapproved Minutes**

**1. CALL TO ORDER & ROLL CALL OF THE COMMITTEE**

Chairman Koeble called the meeting to order at 3:02 P.M.

**Passed unanimously**

**Present:** Trustee Annette Koeble and Clerk Mike Dolan

**Absent:** Trustee Hahn

**Others Present for All or Part of Meeting:** Tony Randazzo, Barb McCabe, Pat Hohl, and Patricia Hughes.

**2. APPROVAL OF THE AGENDA**

Motion by Dolan, second by Koeble, to approve the agenda as presented.

**Passed unanimously**

**3. APPROVAL OF MINUTES**

Motion by Dolan, second by Koeble, to approve the minutes of the February 12, 2020 meeting as presented.

**Passed unanimously**

**4. CALL TO THE PUBLIC**

There was no response to the call.

**5. OLD BUSINESS**

There were no Old Business items.

**6. NEW BUSINESS**

A. Clerk's Department – Wage Adjustment -- Kuzner

Clerk Dolan explained that Administrative Elections Coordinator Mary Kuzner's compensation agreement included that upon successful completion of 6 months service that a merit increase of up to 5% will be considered. Her 6 month anniversary was February 1, 2020 and he is requesting the Committee to recommend a 5% increase.

Motion by Dolan, second by Koeble, to recommend to the Township Board for approval of a 6 month anniversary wage increase of 5% for Mary Kuzner.

**Passed unanimously**

B. Technical Services Department – IT Coordinator Hire

Director of Utility and Technical Services Randazzo recommended that Fred Steuber be hired for the newly created IT Coordinator position, and that Mr. Steuber has worked extensively in the past with Hamburg Township's Public Safety Departments with their mobile vehicle laptops.

Motion by Dolan, second by Koeble, to approve and to recommend to the Township Board that Fred Steuber be hired for the IT Coordinator Grade 9 position, contingent upon meeting the Township's pre-hire requirements (background check, drug screen, and physical exam), at \$27.40/hour, and that he be eligible for the ECI increase on July 1, 2020 and receive a 3% raise after successful completion of the 6-month probationary period.

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There was no response to the call.

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**9. ADJOURNMENT**

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The meeting was adjourned at 3:30 p.m.

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Deputy Clerk

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# HAMBURG TOWNSHIP

## FINANCE CONTROL

### BOOK



PERIOD ENDING January 31, 2020

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### **Tab 1**

- Summary
- Revenue and Expenditure Report
- Cash Summary by Account

### **Tab 2**

- Summary
- Cash Flow Analysis
- Debt Payment Schedule
- Debt Payment Schedule

### **Tab 3**

- Summary
- Ten Year Tax Collection Comparison
- Property Tax Roll Ten Year Graph Tax
- Roll Distribution Chart

### **Tab 4**

- Summary
- Monthly Bank and Investment Report
- Approved Financial Institution List

### **Tab 5**

- Summary
- 5 Year Forecast and Capital Reserve





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

## TAB 1

### BUDGET AND FINANCIAL STATUS SUMMARY:

Fiscal Year 2019/20:

The Budget v. Actual report reflects transactions through January, 2020 and includes General, Roads, Fire, Police, Parks and Sewer Funds. All departments and funds are at or under budget as of January 31, 2020, considering the timing issues related to the Township's revenues and expenditures.

Timing of Revenues: Township tax collections for general fund, police fund and fire fund start on December 1, 2019 and run through February 28, 2020. **Revenues are posted to the general ledger in December when they are billed.** State shared revenue payments are bi-monthly and start on October 31, 2019. The last revenue sharing payment for FY 19/20 will be paid on October 31, 2020.

This tab also includes a Cash Summary by Account report which states the balance in each general ledger cash account at January 31, 2020

02/10/2020 10:32 AM

User: ThelmaK

DB: Hamburg

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

Page: 1/22

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	885,053.00	885,053.00	0.00	0.00	887,627.47	100.29
414.000 DELINQUENT PP TAX	4,200.00	4,200.00	0.00	0.00	11.60	0.28
415.000 SET COLLECTION FEE	25,000.00	25,000.00	0.00	0.00	21,425.00	85.70
422.000 CHARGE BACKS/MTT/BOARD OF REVIEW	0.00	0.00	(87.05)	0.00	(1,033.00)	100.00
442.000 TRAILER PARK TAX FEES	1,800.00	1,800.00	0.00	0.00	1,174.50	65.25
447.000 PROPERTY TAX ADMIN FEE	400,000.00	400,000.00	0.00	0.00	327,051.94	81.76
470.000 FRANCHISE FEE - CABLE	340,000.00	340,000.00	5,915.34	0.00	92,788.35	27.29
479.000 LAND USE PERMITS	12,000.00	14,000.00	1,615.00	0.00	18,630.00	133.07
485.000 DOG LICENSES	0.00	0.00	33.00	0.00	273.00	100.00
501.000 FEDERAL GRANT REVENUE	800.00	800.00	0.00	0.00	0.00	0.00
574.000 STATE SHARED REVENUES	1,900,000.00	1,900,000.00	0.00	0.00	698,344.00	36.75
575.000 STATE ROW MAINTENANCE FEE-CABLE	12,000.00	12,000.00	0.00	0.00	0.00	0.00
590.000 FROM SEWER ENTERPRISE	115,000.00	115,000.00	4,791.66	0.00	38,333.28	33.33
606.000 FOIA REQUESTS	600.00	600.00	9.03	0.00	69.55	11.59
607.000 NON-TAX ADMIN FEE	3,500.00	3,500.00	0.00	0.00	2,750.00	78.57
608.000 ZONING BOARD OF APPEALS APPLIC	5,000.00	5,000.00	0.00	0.00	500.00	10.00
611.000 SITE PLAN FEES	7,000.00	7,000.00	0.00	0.00	3,050.00	43.57
613.000 LAND DIVISION/COMBINATION FEES	1,000.00	1,000.00	100.00	0.00	1,100.00	110.00
616.000 ADDRESS SIGN FEE	500.00	500.00	25.00	0.00	800.00	160.00
626.000 REINSP/INSPECTION/EASEMENT/LGL	200.00	200.00	0.00	0.00	0.00	0.00
627.000 SCHOOL ELECTION CHARGES	1,500.00	2,500.00	23,995.59	0.00	26,610.40	1,064.42
636.000 COPIES/MAPS	100.00	100.00	15.00	0.00	48.50	48.50
643.000 SALE OF CEMETERY LOTS	7,000.00	7,000.00	0.00	0.00	4,550.00	65.00
643.001 CEMETERY SERVICES OPEN/CLOSE	6,200.00	6,200.00	1,200.00	0.00	4,045.56	65.25
645.000 MAUS SALES REVENUE	35,000.00	35,000.00	0.00	0.00	2,060.00	5.89
657.000 ORDINANCE FINES	100.00	100.00	0.00	0.00	0.00	0.00
659.000 RETURNED CHECK FEE	100.00	100.00	49.00	0.00	135.00	135.00
664.000 INTEREST REVENUE	50,000.00	50,000.00	0.00	0.00	57,642.06	115.28
667.000 RENTAL INCOME	20,000.00	20,000.00	1,541.25	0.00	10,668.99	53.34
671.000 OTHER REVENUE - CONTRACT SERVICE	18,000.00	18,000.00	0.00	0.00	9,000.00	50.00
673.000 SALE OF FIXED ASSETS	0.00	67,000.00	0.00	0.00	67,736.06	101.10
676.000 REIMBURSEMENTS & COST RECOVERY	3,500.00	3,500.00	100.00	0.00	100.00	2.86
692.000 SUNDRY	200.00	200.00	0.00	0.00	307.01	153.51
Total Revenue:	3,855,353.00	3,925,353.00	39,302.82	0.00	2,275,799.27	57.98
Account Type: Transfers-In						
699.207 TRANSFER IN 207-OPERATIONS	6,000.00	6,000.00	0.00	0.00	0.00	0.00
699.208 TRANSFER IN RECREATION FUND	600.00	600.00	0.00	0.00	0.00	0.00
699.999 APPROPRIATION FROM SURPLUS	5,401.00	(18,814.00)	0.00	(1,885.86)	0.00	10.02
Total Transfers-In:	12,001.00	(12,214.00)	0.00	(1,885.86)	0.00	15.44
Total Dept 000.000	3,867,354.00	3,913,139.00	39,302.82	(1,885.86)	2,275,799.27	58.11
TOTAL REVENUES	3,867,354.00	3,913,139.00	39,302.82	(1,885.86)	2,275,799.27	58.11
Expenditures						
Dept 101.000 - Township Board						
Account Type: Expenditure						
702.000 PER DIEM	8,840.00	8,840.00	260.00	0.00	3,835.00	43.38
703.000 ELECTED OFFICIALS SALARIES	27,969.00	27,969.00	2,330.76	0.00	16,315.32	58.33
706.000 PART-TIME EMPLOYEE SALARIES	4,500.00	4,500.00	100.00	0.00	2,475.00	55.00
715.000 TOWNSHIP FICA	3,160.00	4,160.00	205.87	0.00	1,687.02	53.39

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT	DESCRIPTION	2019-20	2019-20	ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/20	YEAR-TO-DATE	01/31/2020	USED
Fund 101 - General Fund							
Expenditures							
720.000	RETIREMENT	3,681.00	3,681.00	278.58	0.00	2,288.06	62.16
726.000	SUPPLIES & SMALL EQUIPMENT	300.00	300.00	0.00	0.00	0.00	0.00
801.500	ECONOMIC DEVELOPMENT CONSULTANT	21,500.00	21,500.00	0.00	0.00	0.00	0.00
821.000	ENG/CONSULTANT/PROFESS FEES	500.00	500.00	0.00	0.00	0.00	0.00
826.000	LEGAL FEES	58,000.00	58,000.00	4,845.00	0.00	13,660.28	23.55
864.000	WORKSHOPS/SEMINARS	500.00	500.00	0.00	0.00	0.00	0.00
900.000	LEGAL NOTICES/ADVERTISING	6,000.00	6,000.00	805.00	0.00	2,530.00	42.17
958.000	DUES/SUBSCRIP/RECERTIFICATION	11,500.00	11,500.00	734.66	0.00	11,219.38	97.56
962.000	SUNDRY	408.00	408.00	0.00	250.00	400.08	159.33
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	1,500.00	1,500.00	0.00	0.00	547.65	36.51
Total Expenditure:		148,358.00	148,358.00	9,559.87	250.00	54,957.79	37.21
Total Dept 101.000 - Township Board		148,358.00	148,358.00	9,559.87	250.00	54,957.79	37.21
Dept 171.000 - Township Supervisor							
Account Type: Expenditure							
703.000	ELECTED OFFICIALS SALARIES	67,587.00	67,587.00	5,199.00	0.00	37,692.75	55.77
715.000	TOWNSHIP FICA	5,216.00	5,216.00	401.55	0.00	2,910.27	55.80
719.000	LONG/SHORT TERM DISABILITY	452.00	452.00	73.92	0.00	295.68	65.42
720.000	RETIREMENT	8,786.00	8,786.00	675.88	0.00	4,900.12	55.77
721.000	LIFE INSURANCE	83.00	83.00	13.50	0.00	54.00	65.06
722.000	HEALTH/DENTAL/VISION INSURANCE	7,529.00	7,529.00	(2.24)	0.00	5,127.31	68.10
726.000	SUPPLIES & SMALL EQUIPMENT	50.00	50.00	67.51	0.00	82.89	165.78
853.000	PHONE/COMM/INTERNET	600.00	600.00	50.00	0.00	350.00	58.33
861.000	MILEAGE	200.00	200.00	0.00	0.00	0.00	0.00
962.000	SUNDRY	200.00	200.00	0.00	0.00	0.00	0.00
Total Expenditure:		90,703.00	90,703.00	6,479.12	0.00	51,413.02	56.68
Total Dept 171.000 - Township Supervisor		90,703.00	90,703.00	6,479.12	0.00	51,413.02	56.68
Dept 191.000 - Elections							
Account Type: Expenditure							
705.000	FULL-TIME EMPLOYEE SALARIES	64,768.00	64,768.00	7,272.82	0.00	51,097.84	78.89
706.000	PART-TIME EMPLOYEE SALARIES	33,782.00	33,782.00	2,169.44	0.00	16,744.97	49.57
707.000	TEMPORARY EMPLOYEES	23,500.00	23,500.00	0.00	0.00	15,596.04	66.37
709.000	OVERTIME	1,000.00	1,200.00	25.96	0.00	1,291.22	107.60
710.000	PAY IN LIEU OF MEDICAL INS	1,500.00	1,500.00	125.00	0.00	875.00	58.33
715.000	TOWNSHIP FICA	9,116.00	9,116.00	733.87	0.00	5,269.64	57.81
719.000	LONG/SHORT TERM DISABILITY	434.00	434.00	105.78	0.00	372.88	85.92
720.000	RETIREMENT	8,520.00	8,520.00	948.85	0.00	6,566.75	77.07
721.000	LIFE INSURANCE	104.00	104.00	23.60	0.00	84.29	81.05
722.000	HEALTH/DENTAL/VISION INSURANCE	17,136.00	17,136.00	2,176.65	0.00	14,887.08	86.88
726.000	SUPPLIES & SMALL EQUIPMENT	5,000.00	6,000.00	296.06	3,757.63	4,205.06	132.71
751.000	VEHICLE FUEL	100.00	100.00	0.00	0.00	0.00	0.00
861.000	MILEAGE	200.00	200.00	0.00	0.00	65.20	32.60
900.000	LEGAL NOTICES/ADVERTISING	500.00	7,500.00	0.00	0.00	7,758.26	103.44
933.000	EQUIPMENT MAINT/REPAIR	2,200.00	2,200.00	0.00	0.00	0.00	0.00
962.000	SUNDRY	8,500.00	8,500.00	330.00	70.00	1,697.51	

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Expenditures						
Dept 201.000 - ACCOUNTING						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	191,732.00	191,732.00	14,742.36	0.00	109,116.62	56.91
709.000 OVERTIME	500.00	500.00	0.00	0.00	0.00	0.00
710.000 PAY IN LIEU OF MEDICAL INS	6,000.00	6,000.00	500.00	0.00	3,500.00	58.33
715.000 TOWNSHIP FICA	14,935.00	14,935.00	1,154.35	0.00	8,527.53	57.10
719.000 LONG/SHORT TERM DISABILITY	1,200.00	1,200.00	199.30	0.00	797.20	66.43
720.000 RETIREMENT	23,138.00	23,138.00	1,916.51	0.00	14,219.67	61.46
721.000 LIFE INSURANCE	250.00	250.00	40.50	0.00	162.00	64.80
722.000 HEALTH/DENTAL/VISION INSURANCE	17,851.00	17,851.00	1,360.28	0.00	10,972.15	61.47
726.000 SUPPLIES & SMALL EQUIPMENT	2,000.00	2,000.00	157.79	0.00	727.69	36.38
729.000 SOFTWARE MAINTENANCE	6,600.00	6,600.00	0.00	0.00	3,644.50	55.22
861.000 MILEAGE	500.00	500.00	0.00	0.00	0.00	0.00
864.000 WORKSHOPS/SEMINARS	8,200.00	8,200.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	1,300.00	1,300.00	0.00	0.00	718.50	55.27
962.000 SUNDRY	1,000.00	1,000.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	10,200.00	10,200.00	0.00	0.00	0.00	0.00
980.600 RESERVE FOR SOFTWARE REPLACEMENT	10,000.00	10,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	295,406.00	295,406.00	20,071.09	0.00	152,385.86	51.59
Total Dept 201.000 - ACCOUNTING	295,406.00	295,406.00	20,071.09	0.00	152,385.86	51.59
Dept 209.000 - Assessing						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	240,704.00	240,704.00	18,515.66	0.00	134,238.55	55.77
709.000 OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	0.00
710.000 PAY IN LIEU OF MEDICAL INS	6,000.00	6,000.00	500.00	0.00	3,500.00	58.33
715.000 TOWNSHIP FICA	18,815.00	18,815.00	1,451.76	0.00	10,514.20	55.88
719.000 LONG/SHORT TERM DISABILITY	1,547.00	1,547.00	254.46	0.00	1,017.84	65.79
720.000 RETIREMENT	30,300.00	30,300.00	2,407.04	0.00	17,474.28	57.67
721.000 LIFE INSURANCE	334.00	334.00	54.00	0.00	216.00	64.67
721.500 TUITION REIMBURSEMENT	0.00	2,020.00	0.00	0.00	2,020.00	100.00
722.000 HEALTH/DENTAL/VISION INSURANCE	40,699.00	40,699.00	2,315.07	0.00	18,672.93	45.88
726.000 SUPPLIES & SMALL EQUIPMENT	1,500.00	1,500.00	35.59	228.60	90.74	21.29
729.000 SOFTWARE MAINTENANCE	4,500.00	4,500.00	0.00	0.00	4,312.92	95.84
751.000 VEHICLE FUEL	800.00	800.00	29.20	0.00	298.54	37.32
823.100 ASSESSMENT ROLL PREP	6,800.00	6,800.00	5,544.00	0.00	5,544.00	81.53
853.000 PHONE/COMM/INTERNET	250.00	250.00	20.00	0.00	140.00	56.00
861.000 MILEAGE	200.00	200.00	0.00	0.00	0.00	0.00
864.000 WORKSHOPS/SEMINARS	2,500.00	2,500.00	0.00	0.00	0.00	0.00
900.000 LEGAL NOTICES/ADVERTISING	150.00	150.00	0.00	0.00	0.00	0.00
933.000 EQUIPMENT MAINT/REPAIR	1,000.00	1,000.00	0.00	0.00	0.00	0.00
939.000 VEHICLE MAINTENANCE	2,000.00	2,000.00	0.00	0.00	398.88	19.94
958.000 DUES/SUBSCRIP/RECERTIFICATION	1,500.00	1,500.00	360.00	0.00	1,567.50	104.50
962.000 SUNDRY	400.00	400.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	2,000.00	2,000.00	0.00	0.00	0.00	0.00
980.500 RESERVE FOR EQUIPMENT PURCHASE	2,500.00	2,500.00	0.00	0.00	0.00	0.00
981.500 RESERVE FOR VEHICLE PURCHASE	2,000.00	2,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	367,499.00	369,519.00	31,486.78	228.60	200,006.38	54.19
Total Dept 209.000 - Assessing	367,499.00	369,519.00	31,486.78	228.60	200,006.38	54.19
Dept 215.000 - CLERK'S OFFICE						

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Expenditures						
Account Type: Expenditure						
703.000 ELECTED OFFICIALS SALARIES	67,587.00	67,587.00	5,199.00	0.00	37,692.75	55.77
705.000 FULL-TIME EMPLOYEE SALARIES	54,946.00	54,946.00	6,467.14	0.00	47,498.10	86.45
705.500 LEAVE TIME PAYOUT	591.00	591.00	0.00	0.00	0.00	0.00
706.000 PART-TIME EMPLOYEE SALARIES	19,219.00	19,219.00	459.68	0.00	4,670.68	24.30
709.000 OVERTIME	600.00	800.00	25.97	0.00	928.82	116.10
710.000 PAY IN LIEU OF MEDICAL INS	1,500.00	1,500.00	125.00	0.00	750.00	50.00
715.000 TOWNSHIP FICA	10,936.00	10,936.00	940.49	0.00	7,025.43	64.24
719.000 LONG/SHORT TERM DISABILITY	820.00	820.00	169.58	0.00	695.03	84.76
720.000 RETIREMENT	13,820.00	13,820.00	1,519.98	0.00	10,846.77	78.49
721.000 LIFE INSURANCE	165.00	165.00	34.46	0.00	141.20	85.58
722.000 HEALTH/DENTAL/VISION INSURANCE	35,415.00	35,415.00	3,569.71	0.00	29,807.19	84.17
726.000 SUPPLIES & SMALL EQUIPMENT	3,000.00	3,000.00	279.74	0.00	1,936.59	64.55
853.000 PHONE/COMM/INTERNET	600.00	600.00	50.00	0.00	350.00	58.33
861.000 MILEAGE	500.00	500.00	42.63	0.00	230.98	46.20
864.000 WORKSHOPS/SEMINARS	2,000.00	2,000.00	0.00	0.00	266.90	13.35
933.000 EQUIPMENT MAINT/REPAIR	200.00	200.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	400.00	400.00	0.00	0.00	605.00	151.25
962.000 SUNDRY	1,000.00	1,000.00	22.16	193.18	307.00	50.02
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	218,299.00	218,499.00	18,905.54	193.18	143,752.44	65.88
Total Dept 215.000 - CLERK'S OFFICE	218,299.00	218,499.00	18,905.54	193.18	143,752.44	65.88
Dept 245.000 - TECHNICAL/UTILITIES SERVICES						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	147,216.00	147,216.00	11,378.04	0.00	84,493.51	57.39
705.500 LEAVE TIME PAYOUT	17,697.00	17,697.00	0.00	0.00	0.00	0.00
707.000 TEMPORARY EMPLOYEES	3,679.00	3,679.00	0.00	0.00	0.00	0.00
709.000 OVERTIME	250.00	250.00	0.00	0.00	168.03	67.21
715.000 TOWNSHIP FICA	11,653.00	11,653.00	863.04	0.00	6,430.05	55.18
719.000 LONG/SHORT TERM DISABILITY	942.00	942.00	155.56	0.00	622.25	66.06
720.000 RETIREMENT	16,218.00	16,218.00	1,253.36	0.00	9,343.97	57.61
721.000 LIFE INSURANCE	184.00	184.00	29.68	0.00	118.72	64.52
722.000 HEALTH/DENTAL/VISION INSURANCE	32,448.00	32,448.00	2,472.81	0.00	19,945.47	61.47
726.000 SUPPLIES & SMALL EQUIPMENT	1,200.00	1,200.00	128.19	127.46	295.37	35.24
729.000 SOFTWARE MAINTENANCE	500.00	1,500.00	0.00	0.00	333.75	22.25
864.000 WORKSHOPS/SEMINARS	500.00	500.00	0.00	0.00	0.00	0.00
962.000 SUNDRY	100.00	100.00	0.00	0.00	20.00	20.00
965.100 CONTRACTED SUPPORT	7,000.00	7,000.00	6,965.21	0.00	9,798.54	139.98
980.500 RESERVE FOR EQUIPMENT PURCHASE	1,000.00	1,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	240,587.00	241,587.00	23,245.89	127.46	131,569.66	54.51
Total Dept 245.000 - TECHNICAL/UTILITIES SERVICE:	240,587.00	241,587.00	23,245.89	127.46	131,569.66	54.51
Dept 247.000 - Board of Review						
Account Type: Expenditure						
702.000 PER DIEM	2,800.00	2,800.00	0.00	0.00	455.00	16.25
715.000 TOWNSHIP FICA	215.00	215.00	0.00	0.00	34.82	16.20
900.000 LEGAL NOTICES/ADVERTISING	500.00	500.00	60.00	0.00	110.00	22.00
Total Expenditure:	3,515.00	3,515.00	60.00	0.00	599.82	17.06
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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Expenditures						
Total Dept 247.000 - Board of Review	3,515.00	3,515.00	60.00	0.00	599.82	17.06
Dept 253.000 - Treasurer						
Account Type: Expenditure						
703.000 ELECTED OFFICIALS SALARIES	33,794.00	33,794.00	2,599.50	0.00	18,846.35	55.77
705.000 FULL-TIME EMPLOYEE SALARIES	61,520.00	61,520.00	4,732.28	0.00	34,309.05	55.77
706.000 PART-TIME EMPLOYEE SALARIES	39,138.00	39,138.00	2,633.65	0.00	23,663.01	60.46
709.000 OVERTIME	0.00	0.00	0.00	0.00	83.83	100.00
715.000 TOWNSHIP FICA	10,364.00	10,364.00	764.10	0.00	5,892.85	56.86
719.000 LONG/SHORT TERM DISABILITY	414.00	414.00	68.70	0.00	274.80	66.38
720.000 RETIREMENT	10,545.00	10,545.00	858.50	0.00	2,104.61	19.96
721.000 LIFE INSURANCE	83.00	83.00	13.50	0.00	54.00	65.06
722.000 HEALTH/DENTAL/VISION INSURANCE	45,697.00	45,697.00	3,482.64	0.00	28,090.14	61.47
726.000 SUPPLIES & SMALL EQUIPMENT	1,800.00	1,800.00	2.80	0.00	251.19	13.96
729.000 SOFTWARE MAINTENANCE	4,800.00	4,800.00	0.00	0.00	2,010.00	41.88
730.000 POSTAGE	9,100.00	9,100.00	0.00	0.00	7,963.68	87.51
823.000 TAX ROLL PREP/TAX BILL PREP	6,800.00	6,800.00	0.00	0.00	0.00	0.00
826.000 LEGAL FEES	200.00	200.00	0.00	0.00	0.00	0.00
853.000 PHONE/COMM/INTERNET	1,020.00	1,020.00	85.00	0.00	595.00	58.33
861.000 MILEAGE	1,000.00	1,000.00	0.00	0.00	679.34	67.93
864.000 WORKSHOPS/SEMINARS	5,500.00	5,500.00	0.00	1,066.50	2,844.46	71.11
933.000 EQUIPMENT MAINT/REPAIR	200.00	200.00	0.00	0.00	0.00	0.00
958.000 DUES/SUBSCRIP/RECERTIFICATION	750.00	750.00	0.00	0.00	460.00	61.33
962.000 SUNDRY	200.00	200.00	144.50	0.00	37.50	18.75
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	2,400.00	2,400.00	0.00	0.00	40.26	1.68
980.500 RESERVE FOR EQUIPMENT PURCHASE	1,000.00	1,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	236,325.00	236,325.00	15,385.17	1,066.50	128,200.07	54.70
Total Dept 253.000 - Treasurer	236,325.00	236,325.00	15,385.17	1,066.50	128,200.07	54.70
Dept 258.000 - COMPUTER/CABLE						
Account Type: Expenditure						
706.000 PART-TIME EMPLOYEE SALARIES	1,800.00	1,800.00	0.00	0.00	536.00	29.78
715.000 TOWNSHIP FICA	138.00	138.00	0.00	0.00	34.93	25.31
726.000 SUPPLIES & SMALL EQUIPMENT	3,000.00	3,000.00	402.23	175.57	2,201.53	79.24
729.000 SOFTWARE MAINTENANCE	16,000.00	16,000.00	1,828.73	0.00	19,262.17	120.39
821.000 ENG/CONSULTANT/PROFESS FEES	1,500.00	1,500.00	0.00	0.00	300.00	20.00
853.000 PHONE/COMM/INTERNET	4,200.00	4,200.00	338.41	0.00	1,915.86	45.62
933.000 EQUIPMENT MAINT/REPAIR	500.00	500.00	0.00	0.00	0.00	0.00
962.000 SUNDRY	250.00	250.00	0.00	0.00	0.00	0.00
965.000 TRAINING	1,500.00	1,500.00	2,295.00	0.00	2,295.00	153.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	13,308.19	0.00	14,997.20	74.99
983.600 RESERVE FOR CABLE TV EQUIP PURCHASE	2,500.00	2,500.00	0.00	0.00	0.00	0.00
Total Expenditure:	51,388.00	51,388.00	18,172.56	175.57	41,542.69	81.18
Total Dept 258.000 - COMPUTER/CABLE	51,388.00	51,388.00	18,172.56	175.57	41,542.69	81.18
Dept 265.000 - Township Buildings						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	47,278.00	47,278.00	7,195.01	0.00	41,816.26	88.45
705.500 LEAVE TIME PAYOUT	909.00	909.00	0.00	0.00	0.00	0.00
706.000 PART-TIME EMPLOYEE SALARIES	111,391.00	111,391.00	4,457.26	0.00	54,364.01	48.80
709.000 OVERTIME	3,500.00	3,500.00	932.88	0.00	1,922.45	54.93



PERIOD ENDING 01/31/2020

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		2019-20			ACTIVITY FOR			
ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	2019-20 AMENDED BUDGET		MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund								
Expenditures								
715.000	TOWNSHIP FICA	12,508.00	12,508.00		968.13	0.00	7,921.86	63.33
719.000	LONG/SHORT TERM DISABILITY	318.00	318.00		101.58	0.00	394.95	124.20
720.000	RETIREMENT	6,614.00	6,614.00		763.31	0.00	4,284.76	64.78
721.000	LIFE INSURANCE	83.00	83.00		27.00	0.00	104.84	126.31
722.000	HEALTH/DENTAL/VISION INSURANCE	7,529.00	29,289.00		2,315.07	0.00	17,723.87	60.51
726.000	SUPPLIES & SMALL EQUIPMENT	3,000.00	3,000.00		501.87	1,262.58	2,248.52	117.04
751.000	VEHICLE FUEL	3,500.00	3,500.00		244.43	0.00	2,154.88	61.57
758.000	UNIFORMS/ACCESSORIES	3,500.00	3,500.00		450.08	110.76	3,483.89	102.70
801.000	CONTRACTUAL SERVICES	100.00	400.00		55.00	300.00	613.00	228.25
813.000	TRASH DISPOSAL	1,300.00	1,300.00		134.72	0.00	840.86	64.68
853.000	PHONE/COMM/INTERNET	420.00	420.00		70.00	0.00	455.00	108.33
864.000	WORKSHOPS/SEMINARS	250.00	250.00		0.00	0.00	0.00	0.00
921.000	ELECTRIC	19,000.00	19,000.00		2,488.05	0.00	9,337.53	49.14
922.000	SEWER USAGE	3,900.00	3,900.00		964.10	0.00	1,928.20	49.44
923.000	NATURAL GAS/HEAT	4,000.00	4,000.00		606.82	0.00	1,966.24	49.16
923.500	DIESEL FUEL	2,000.00	2,000.00		0.00	0.00	931.81	46.59
932.000	MAINTENANCE TWP HALL	6,000.00	6,000.00		180.00	1,400.78	5,554.55	115.92
932.004	MAINTENANCE DPW GARAGE/OLD PACKR	1,000.00	1,000.00		147.50	0.00	147.50	14.75
932.008	MAINTENANCE LIBRARY	1,500.00	1,500.00		180.00	0.00	1,141.13	76.08
932.020	MAINTENANCE - FERTILIZER	1,500.00	1,500.00		0.00	250.00	750.00	66.67
933.000	EQUIPMENT MAINT/REPAIR	2,500.00	2,500.00		38.14	484.18	4,509.84	199.76
939.000	VEHICLE MAINTENANCE	1,500.00	1,500.00		0.00	0.00	1,694.46	112.96
962.000	SUNDRY	500.00	500.00		0.00	0.00	459.23	91.85
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	101,000.00	101,000.00		3,122.00	(130.00)	8,822.00	8.61
980.500	RESERVE FOR EQUIPMENT PURCHASE	1,500.00	1,500.00		0.00	0.00	0.00	0.00
981.000	CAPITAL EXPENSE - VEHICLE	20,000.00	20,000.00		0.00	0.00	0.00	0.00
981.500	RESERVE FOR VEHICLE PURCHASE	5,000.00	5,000.00		0.00	0.00	0.00	0.00
Total Expenditure:		373,100.00	395,160.00		25,942.95	3,678.30	175,571.64	45.36
Total Dept 265.000 - Township Buildings		373,100.00	395,160.00		25,942.95	3,678.30	175,571.64	45.36
Dept 276.000 - CEMETERY								
Account Type: Expenditure								
706.000	PART-TIME EMPLOYEE SALARIES	26,925.00	26,925.00		2,360.73	0.00	19,798.28	73.53
715.000	TOWNSHIP FICA	2,060.00	2,060.00		183.28	0.00	1,533.33	74.43
726.000	SUPPLIES & SMALL EQUIPMENT	1,000.00	1,000.00		0.00	0.00	185.80	18.58
729.000	SOFTWARE MAINTENANCE	500.00	500.00		0.00	0.00	362.50	72.50
751.000	VEHICLE FUEL	400.00	400.00		0.00	0.00	130.72	32.68
853.000	PHONE/COMM/INTERNET	85.00	420.00		35.00	0.00	245.00	58.33
861.000	MILEAGE	100.00	100.00		0.00	0.00	0.00	0.00
933.000	EQUIPMENT MAINT/REPAIR	500.00	500.00		0.00	500.00	0.00	100.00
959.000	MAUS COMMISSION EXP	2,000.00	2,000.00		0.00	0.00	0.00	0.00
960.000	MAUSOLEUM MARKETING EXPENSE	1,000.00	1,000.00		0.00	0.00	0.00	0.00
962.000	SUNDRY	750.00	750.00		0.00	259.00	357.00	82.13
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	6,000.00	6,000.00		0.00	0.00	0.00	0.00
991.000	DEBT SERVICE PRINCIPAL	18,291.00	18,291.00		0.00	0.00	19,134.55	104.61
995.000	INTEREST EXPENSE	3,616.00	3,616.00		0.00	0.00	2,771.93	76.66
Total Expenditure:		63,227.00	63,562.00		2,579.01	759.00	44,519.11	71.23
Total Dept 276.000 - CEMETERY		63,227.00	63,562.00		2,579.01	759.00	44,519.11	71.23

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ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Expenditures						
708.000 PORTAGE/BASE LAKES GROSS WAGES	1,500.00	1,500.00	0.00	0.00	(100.00)	(6.67)
715.000 TOWNSHIP FICA	115.00	115.00	0.00	0.00	(7.73)	(6.72)
717.000 WORKERS' COMPENSATION	15,000.00	15,000.00	0.00	0.00	14,899.87	99.33
722.500 HEALTH CARE REIMBURSEMENT	65,000.00	65,000.00	0.00	0.00	25,060.16	38.55
725.000 LIABILITY/CASUALTY INSURANCE	32,000.00	32,000.00	0.00	0.00	16,555.09	51.73
726.000 SUPPLIES & SMALL EQUIPMENT	15,000.00	15,000.00	1,016.21	900.25	8,115.94	60.11
730.000 POSTAGE	20,000.00	20,000.00	2,235.00	0.00	11,359.30	56.80
734.000 ADDRESS SIGNS	500.00	500.00	0.00	0.00	195.00	39.00
801.000 CONTRACTUAL SERVICES	100,000.00	100,000.00	2,700.00	0.00	6,540.00	6.54
806.000 FOIA EXPENSES	200.00	200.00	9.03	0.00	56.59	28.30
820.000 AUDIT	40,000.00	40,000.00	1,000.00	0.00	41,320.00	103.30
821.000 ENG/CONSULTANT/PROFESS FEES	3,500.00	3,500.00	0.00	0.00	0.00	0.00
853.000 PHONE/COMM/INTERNET	5,000.00	5,000.00	224.71	0.00	2,191.78	43.84
933.000 EQUIPMENT MAINT/REPAIR	4,300.00	4,300.00	0.00	0.00	2,113.53	49.15
956.000 PAYROLL PROCESSING	10,500.00	10,500.00	2,106.53	0.00	7,674.96	73.09
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	0.00	0.00	239.02	47.80
962.000 SUNDRY	3,500.00	3,500.00	0.00	0.00	1,272.05	36.34
975.000 SPECIAL PROJECTS	30,000.00	30,000.00	0.00	0.00	19,991.91	66.64
975.200 RECORD RETENTION PROJECT	3,000.00	3,000.00	0.00	0.00	0.00	0.00
975.800 ADA COMPLIANCE PROJECTS	35,000.00	35,000.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	0.00	5,200.00	0.00	0.00	8,093.95	155.65
998.208 TRANSFER OUT RECREATION FUND	450,363.00	450,363.00	37,530.25	0.00	300,242.00	66.67
998.591 TRANSFER OUT WATER FUND	154,000.00	154,000.00	12,833.33	0.00	102,666.64	66.67
Total Expenditure:	988,978.00	994,178.00	59,655.06	900.25	568,480.06	57.27
Total Dept 299.000 - Other Expenses	988,978.00	994,178.00	59,655.06	900.25	568,480.06	57.27
Dept 345.000 - Public Safety (Police & Fire)						
Account Type: Expenditure						
702.000 PER DIEM	1,040.00	1,040.00	65.00	0.00	715.00	68.75
715.000 TOWNSHIP FICA	80.00	80.00	4.97	0.00	54.67	68.34
Total Expenditure:	1,120.00	1,120.00	69.97	0.00	769.67	68.72
Account Type: Transfers-Out						
999.207 TRANSFER OUT POLICE OPERATIONS	250,000.00	250,000.00	20,833.33	0.00	166,666.64	66.67
Total Transfers-Out:	250,000.00	250,000.00	20,833.33	0.00	166,666.64	66.67
Total Dept 345.000 - Public Safety (Police & Fire)	251,120.00	251,120.00	20,903.30	0.00	167,436.31	66.68
Dept 400.000 - Planning Commission						
Account Type: Expenditure						
702.000 PER DIEM	5,640.00	5,640.00	0.00	0.00	715.00	12.68
706.000 PART-TIME EMPLOYEE SALARIES	1,200.00	1,200.00	0.00	0.00	450.00	37.50
715.000 TOWNSHIP FICA	523.00	523.00	0.00	0.00	89.10	17.04
726.000 SUPPLIES & SMALL EQUIPMENT	150.00	150.00	0.00	0.00	0.00	0.00
821.000 ENG/CONSULTANT/PROFESS FEES	9,000.00	9,000.00	0.00	0.00	0.00	0.00
826.000 LEGAL FEES	1,000.00	1,000.00	0.00	0.00	0.00	0.00
864.000 WORKSHOPS/SEMINARS	3,500.00	3,500.00	0.00	0.00	663.00	18.94
900.000 LEGAL NOTICES/ADVERTISING	3,500.00	3,500.00	0.00	0.00	680.00	19.43
958.000 DUES/SUBSCRIP/RECERTIFICATION	1,000.00	1,000.00	0.00	0.00	368.18	36.82
962.000 SUNDRY	100.00	100.00	0.00	0.00	0.00	0.00
Total Expenditure:	25,613.00	25,613.00	0.00	0.00	2,965.28	11.58

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION		2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund							
Expenditures							
Total Dept 400.000 - Planning Commission		25,613.00	25,613.00	0.00	0.00	2,965.28	11.58
Dept 410.000 - Zoning							
Account Type: Expenditure							
705.000	FULL-TIME EMPLOYEE SALARIES	43,805.00	43,805.00	3,539.20	0.00	25,675.79	58.61
706.000	PART-TIME EMPLOYEE SALARIES	131,864.00	131,864.00	5,635.04	0.00	61,022.99	46.28
709.000	OVERTIME	600.00	1,100.00	0.00	0.00	248.85	22.62
715.000	TOWNSHIP FICA	13,448.00	13,448.00	712.57	0.00	6,729.27	50.04
719.000	LONG/SHORT TERM DISABILITY	281.00	281.00	51.40	0.00	205.60	73.17
720.000	RETIREMENT	5,695.00	5,695.00	678.54	0.00	4,637.58	81.43
721.000	LIFE INSURANCE	83.00	83.00	13.50	0.00	54.00	65.06
722.000	HEALTH/DENTAL/VISION INSURANCE	17,851.00	17,851.00	1,360.28	0.00	10,972.15	61.47
726.000	SUPPLIES & SMALL EQUIPMENT	1,500.00	1,500.00	149.64	11.55	732.28	49.59
729.000	SOFTWARE MAINTENANCE	3,280.00	3,280.00	0.00	0.00	1,722.00	52.50
736.000	STORM WATER DISCHARGE	750.00	750.00	0.00	0.00	0.00	0.00
751.000	VEHICLE FUEL	1,000.00	1,000.00	45.34	0.00	541.50	54.15
821.000	ENG/CONSULTANT/PROFESS FEES	10,000.00	10,000.00	63.75	60.00	(169.75)	(1.10)
826.000	LEGAL FEES	40,000.00	40,000.00	965.50	0.00	5,361.90	13.40
853.000	PHONE/COMM/INTERNET	500.00	1,130.00	140.00	0.00	1,015.00	89.82
861.000	MILEAGE	800.00	800.00	0.00	0.00	339.67	42.46
864.000	WORKSHOPS/SEMINARS	2,500.00	2,500.00	0.00	0.00	1,511.85	60.47
904.000	CODIFICATION	10,000.00	10,000.00	0.00	0.00	0.00	0.00
939.000	VEHICLE MAINTENANCE	1,000.00	1,900.00	0.00	0.00	1,922.74	101.20
958.000	DUES/SUBSCRIP/RECERTIFICATION	2,500.00	2,500.00	473.00	0.00	2,644.87	105.79
962.000	SUNDRY	1,000.00	1,000.00	0.00	0.00	43.00	4.30
Total Expenditure:		288,457.00	290,487.00	13,827.76	71.55	125,211.29	43.13
Total Dept 410.000 - Zoning		288,457.00	290,487.00	13,827.76	71.55	125,211.29	43.13
Dept 412.000 - Zoning Board of Appeals							
Account Type: Expenditure							
702.000	PER DIEM	4,020.00	4,020.00	270.00	0.00	1,800.00	44.78
706.000	PART-TIME EMPLOYEE SALARIES	1,200.00	1,200.00	150.00	0.00	750.00	62.50
715.000	TOWNSHIP FICA	399.00	399.00	32.13	0.00	195.06	48.89
864.000	WORKSHOPS/SEMINARS	0.00	1,300.00	45.00	0.00	1,416.95	109.00
900.000	LEGAL NOTICES/ADVERTISING	0.00	240.00	100.00	0.00	460.00	191.67
Total Expenditure:		5,619.00	7,159.00	597.13	0.00	4,622.01	64.56
Total Dept 412.000 - Zoning Board of Appeals		5,619.00	7,159.00	597.13	0.00	4,622.01	64.56
Dept 415.000 - LAKES, RIVERS & STREAMS							
Account Type: Expenditure							
958.000	DUES/SUBSCRIP/RECERTIFICATION	2,000.00	2,000.00	0.00	0.00	0.00	0.00
975.000	SPECIAL PROJECTS	13,800.00	17,000.00	0.00	0.00	16,373.34	96.31
Total Expenditure:		15,800.00	19,000.00	0.00	0.00	16,373.34	86.18
Total Dept 415.000 - LAKES, RIVERS & STREAMS		15,800.00	19,000.00	0.00	0.00	16,373.34	86.18
Dept 450.000 - Street Lighting							
Account Type: Expenditure							
926.000	STREET LIGHTING	15,000.00	11,000.00	1,634.48	0.00	10,451.54	69.68

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REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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 % Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 101 - General Fund						
Expenditures						
Total Expenditure:	15,000.00	15,000.00	1,634.48	0.00	10,451.54	69.68
Total Dept 450.000 - Street Lighting	15,000.00	15,000.00	1,634.48	0.00	10,451.54	69.68
Dept 803.000 - HISTORICAL MUSEUM						
Account Type: Expenditure						
853.000 PHONE/COMM/INTERNET	0.00	0.00	114.97	0.00	114.97	100.00
921.000 ELECTRIC	0.00	0.00	124.00	0.00	124.00	100.00
922.000 SEWER USAGE	0.00	0.00	155.50	0.00	155.50	100.00
923.000 NATURAL GAS/HEAT	0.00	0.00	137.73	0.00	137.73	100.00
Total Expenditure:	0.00	0.00	532.20	0.00	532.20	100.00
Total Dept 803.000 - HISTORICAL MUSEUM	0.00	0.00	532.20	0.00	532.20	100.00
TOTAL EXPENDITURES	3,867,354.00	3,913,139.00	283,245.94	11,278.04	2,147,709.30	55.17
Fund 101 - General Fund:						
TOTAL REVENUES	3,867,354.00	3,913,139.00	39,302.82	(1,885.86)	2,275,799.27	58.11
TOTAL EXPENDITURES	3,867,354.00	3,913,139.00	283,245.94	11,278.04	2,147,709.30	55.17
NET OF REVENUES & EXPENDITURES	0.00	0.00	(243,943.12)	(13,163.90)	128,089.97	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 204 - Road Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	1,060,210.00	1,060,210.00	0.00	0.00	1,063,284.74	100.29
414.000 DELINQUENT PP TAX	300.00	300.00	0.00	0.00	0.00	0.00
664.000 INTEREST REVENUE	2,500.00	7,835.00	0.00	0.00	9,858.43	125.83
Total Revenue:	1,063,010.00	1,068,345.00	0.00	0.00	1,073,143.17	100.45
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	236,990.00	231,655.00	0.00	0.00	0.00	0.00
Total Transfers-In:	236,990.00	231,655.00	0.00	0.00	0.00	0.00
Total Dept 000.000	1,300,000.00	1,300,000.00	0.00	0.00	1,073,143.17	82.55
TOTAL REVENUES	1,300,000.00	1,300,000.00	0.00	0.00	1,073,143.17	82.55
Expenditures						
Dept 000.000						
Account Type: Expenditure						
802.100 ROAD IMPROVEMENTS	1,300,000.00	1,300,000.00	0.00	0.00	164,498.26	12.65
Total Expenditure:	1,300,000.00	1,300,000.00	0.00	0.00	164,498.26	12.65
Total Dept 000.000	1,300,000.00	1,300,000.00	0.00	0.00	164,498.26	12.65
TOTAL EXPENDITURES	1,300,000.00	1,300,000.00	0.00	0.00	164,498.26	12.65
Fund 204 - Road Fund:						
TOTAL REVENUES	1,300,000.00	1,300,000.00	0.00	0.00	1,073,143.17	82.55
TOTAL EXPENDITURES	1,300,000.00	1,300,000.00	0.00	0.00	164,498.26	12.65
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	908,644.91	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 206 - Fire Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	1,855,422.00	1,855,422.00	0.00	0.00	1,860,866.81	100.29
402.100 PERS PROPERTY TAX REIMB - STATE OF MI	5,000.00	5,000.00	0.00	0.00	0.00	0.00
414.000 DELINQUENT PP TAX	100.00	100.00	0.00	0.00	0.00	0.00
476.000 FIRE INSPECTION FEES	50.00	50.00	0.00	0.00	50.00	100.00
664.000 INTEREST REVENUE	15,000.00	15,000.00	0.00	0.00	17,389.06	115.93
676.000 REIMBURSEMENTS & COST RECOVERY	500.00	500.00	0.00	0.00	1,305.77	261.15
678.500 FIRE TRAINING REVENUE	1,500.00	1,500.00	0.00	0.00	0.00	0.00
Total Revenue:	1,877,572.00	1,877,572.00	0.00	0.00	1,879,611.64	100.11
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	1,147,575.00	1,152,575.00	0.00	(505.30)	0.00	(0.04)
Total Transfers-In:	1,147,575.00	1,152,575.00	0.00	(505.30)	0.00	(0.04)
Total Dept 000.000	3,025,147.00	3,030,147.00	0.00	(505.30)	1,879,611.64	62.01
TOTAL REVENUES	3,025,147.00	3,030,147.00	0.00	(505.30)	1,879,611.64	62.01
Expenditures						
Dept 000.000						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	314,768.00	314,768.00	26,632.84	0.00	188,355.48	59.84
705.500 LEAVE TIME PAYOUT	4,460.00	4,460.00	0.00	0.00	0.00	0.00
706.000 PART-TIME EMPLOYEE SALARIES	15,990.00	15,990.00	2,016.47	0.00	16,358.04	102.30
707.500 PAID ON CALL FIRE	500,000.00	500,000.00	43,514.42	0.00	308,367.43	61.67
709.000 OVERTIME	10,000.00	10,000.00	2,674.33	0.00	8,849.22	88.49
710.000 PAY IN LIEU OF MEDICAL INS	4,200.00	4,200.00	350.00	0.00	2,450.00	58.33
715.000 TOWNSHIP FICA	63,250.00	63,250.00	5,775.18	0.00	40,275.77	63.68
717.000 WORKERS' COMPENSATION	36,771.00	41,771.00	0.00	0.00	56,184.84	134.51
719.000 LONG/SHORT TERM DISABILITY	7,736.00	7,736.00	320.36	0.00	5,787.27	74.81
720.000 RETIREMENT	33,399.00	33,399.00	3,202.36	0.00	20,766.02	62.18
721.000 LIFE INSURANCE	400.00	400.00	64.80	0.00	260.54	65.14
722.000 HEALTH/DENTAL/VISION INSURANCE	75,173.00	75,173.00	5,768.07	0.00	47,293.08	62.91
725.000 LIABILITY/CASUALTY INSURANCE	52,500.00	52,500.00	0.00	0.00	26,189.21	49.88
726.000 SUPPLIES & SMALL EQUIPMENT	10,000.00	10,000.00	871.13	2,510.42	3,210.48	57.21
727.000 MEDICAL AND SCENE SUPPLIES	12,000.00	12,000.00	3,172.50	1,967.87	7,037.80	75.05
729.000 SOFTWARE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	119.88	4.00
751.000 VEHICLE FUEL	30,000.00	30,000.00	2,094.82	8,357.75	14,883.20	77.47
758.000 UNIFORMS/ACCESSORIES	15,000.00	15,000.00	578.59	2,943.95	6,981.14	66.17
759.000 TURN OUT GEAR	25,000.00	25,000.00	7.56	4,701.27	14,860.83	78.25
801.000 CONTRACTUAL SERVICES	8,000.00	8,000.00	900.00	0.00	5,437.16	67.96
808.000 EMPLOYEE PHYSICALS/VACCINATION	25,000.00	25,000.00	0.00	0.00	19,560.50	78.24
813.000 TRASH DISPOSAL	1,750.00	1,750.00	146.04	50.00	1,310.86	77.76
826.000 LEGAL FEES	1,000.00	1,000.00	561.00	0.00	561.00	56.10
853.000 PHONE/COMM/INTERNET	9,000.00	9,000.00	922.67	600.12	5,695.79	69.95
870.000 HAZMAT YEARLY DUES	4,000.00	4,000.00	0.00	0.00	3,000.00	75.00
899.000 WATER USAGE	1,750.00	1,750.00	379.50	0.00	808.50	46.20
900.000 LEGAL NOTICES/ADVERTISING	4,000.00	4,000.00	0.00	0.00	0.00	0.00
921.000 ELECTRIC	35,000.00	35,000.00	3,681.71	0.00	18,104.62	51.73
921.100 SIREN ELECTRIC USAGE	2,000.00	2,000.00	14.87	1,351.42	445.02	89.82
922.000 SEWER USAGE	2,500.00	2,500.00	622.00	0.00	1,244.00	49.76
923.500 DIESEL FUEL	500.00	500.00	0.00	0.00	213.23	42.65
932.003 MAINTENANCE FIRE HALL	25,000.00	24,000.00	6,857.31	2,453.58	32,381.89	139.34



## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20	ACTIVITY FOR		ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	MONTH 01/31/20			
Fund 206 - Fire Fund						
Expenditures						
932.020 MAINTENANCE - FERTILIZER	1,500.00	1,500.00	0.00	270.00	1,155.00	95.00
933.000 EQUIPMENT MAINT/REPAIR	15,000.00	15,000.00	1,425.00	1,586.61	5,783.73	49.14
933.100 EMERGENCY SIREN MAINTENANCE/REPAIRS	1,500.00	1,500.00	0.00	0.00	520.16	34.68
939.000 VEHICLE MAINTENANCE	40,000.00	40,000.00	5,951.34	15,319.63	23,061.52	95.95
958.000 DUES/SUBSCRIP/RECERTIFICATION	4,000.00	4,000.00	1,365.00	0.00	2,743.98	68.60
962.000 SUNDRY	3,000.00	3,000.00	98.19	(505.30)	327.53	(5.93)
965.000 TRAINING	35,000.00	35,000.00	825.00	2,105.57	7,901.34	28.59
966.500 FIRE PREVENTION	10,000.00	10,000.00	24.35	0.00	5,577.10	55.77
970.760 RESERVE FOR FUTURE SCBA	20,000.00	20,000.00	0.00	0.00	0.00	0.00
975.000 SPECIAL PROJECTS	15,000.00	15,000.00	100.00	0.00	3,959.00	26.39
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	312,000.00	312,000.00	162.85	2,379.49	17,941.74	6.51
981.000 CAPITAL EXPENSE - VEHICLE	1,100,000.00	1,100,000.00	37,922.00	13,511.64	37,922.00	4.68
981.500 RESERVE FOR VEHICLE PURCHASE	135,000.00	135,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	3,025,147.00	3,030,147.00	159,002.26	59,604.02	963,885.90	33.78
Total Dept 000.000	3,025,147.00	3,030,147.00	159,002.26	59,604.02	963,885.90	33.78
TOTAL EXPENDITURES	3,025,147.00	3,030,147.00	159,002.26	59,604.02	963,885.90	33.78
Fund 206 - Fire Fund:						
TOTAL REVENUES	3,025,147.00	3,030,147.00	0.00	(505.30)	1,879,611.64	62.01
TOTAL EXPENDITURES	3,025,147.00	3,030,147.00	159,002.26	59,604.02	963,885.90	33.78
NET OF REVENUES & EXPENDITURES	0.00	0.00	(159,002.26)	(60,109.32)	915,725.74	100.00

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

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PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 207 - Police Fund						
Revenues						
Dept 000.000						
Account Type: Revenue						
402.000 CURRENT PROPERTY TAX	2,678,534.00	2,678,534.00	0.00	0.00	2,686,320.80	100.29
402.100 PERS PROPERTY TAX REIMB - STATE OF MI	4,500.00	4,500.00	0.00	0.00	0.00	0.00
452.000 LIQUOR LICENSE FEES	8,700.00	8,700.00	0.00	0.00	8,842.90	101.64
481.000 SOLICITATION FEES	50.00	50.00	0.00	0.00	90.00	180.00
501.000 FEDERAL GRANT REVENUE	0.00	0.00	0.00	0.00	2,186.99	100.00
602.000 BREATHALIZER TEST REQUIRED	1,000.00	1,000.00	0.00	0.00	135.00	13.50
603.000 SALVAGE VEHICLE INSPECTION	1,500.00	1,500.00	0.00	0.00	200.00	13.33
629.000 GUN PERM/FINGERPRINTS/VIN INSP	200.00	200.00	0.00	0.00	100.00	50.00
636.000 COPIES/MAPS	1,000.00	1,000.00	60.00	0.00	569.82	56.98
657.000 ORDINANCE FINES	25,000.00	25,000.00	1,347.74	0.00	9,558.70	38.23
664.000 INTEREST REVENUE	5,000.00	5,000.00	0.00	0.00	2,912.56	58.25
673.000 SALE OF FIXED ASSETS	4,000.00	12,700.00	0.00	0.00	12,794.19	100.74
675.000 CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	8,032.50	0.00	11,242.84	100.00
676.000 REIMBURSEMENTS & COST RECOVERY	500.00	6,500.00	0.00	0.00	21,350.00	328.46
676.150 OVERTIME REIMB - FED DRUNK DRIVING	3,500.00	3,500.00	0.00	0.00	0.00	0.00
676.200 OVERTIME REIMB - OTHER	500.00	500.00	0.00	0.00	(604.98)	(121.00)
692.000 SUNDRY	250.00	250.00	0.00	0.00	132.00	52.80
Total Revenue:	2,734,234.00	2,748,934.00	9,440.24	0.00	2,755,830.82	100.25
Account Type: Transfers-In						
699.101 TRANSFER IN 101-OPERATIONS	250,000.00	250,000.00	20,833.33	0.00	166,666.64	66.67
699.999 APPROPRIATION FROM SURPLUS	240,203.00	253,560.00	0.00	0.00	0.00	0.00
Total Transfers-In:	490,203.00	503,560.00	20,833.33	0.00	166,666.64	33.10
Total Dept 000.000	3,224,437.00	3,252,494.00	30,273.57	0.00	2,922,497.46	89.85
TOTAL REVENUES	3,224,437.00	3,252,494.00	30,273.57	0.00	2,922,497.46	89.85
Expenditures						
Dept 000.000						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	1,565,330.00	1,565,330.00	118,199.28	0.00	797,299.40	50.93
705.500 LEAVE TIME PAYOUT	23,831.00	23,831.00	0.00	0.00	0.00	0.00
706.000 PART-TIME EMPLOYEE SALARIES	39,153.00	39,153.00	1,718.06	0.00	13,852.18	35.38
709.000 OVERTIME	70,000.00	70,000.00	5,252.22	0.00	49,300.01	70.43
709.500 HOLIDAY PAY	75,500.00	75,500.00	26,039.80	0.00	52,853.08	70.00
710.000 PAY IN LIEU OF MEDICAL INS	4,800.00	4,800.00	400.00	0.00	2,824.15	58.84
715.000 TOWNSHIP FICA	135,233.00	135,233.00	11,582.45	0.00	70,481.36	52.12
717.000 WORKERS' COMPENSATION	48,620.00	48,620.00	0.00	0.00	39,938.03	82.14
719.000 LONG/SHORT TERM DISABILITY	8,970.00	8,970.00	1,289.16	0.00	5,100.13	56.86
720.000 RETIREMENT	137,800.00	137,800.00	21,914.68	0.00	133,656.64	96.99
720.500 MERS FUNDING DEFICIENCY	250,000.00	250,000.00	0.00	0.00	0.00	0.00
721.000 LIFE INSURANCE	1,600.00	1,600.00	232.20	0.00	927.46	57.97
722.000 HEALTH/DENTAL/VISION INSURANCE	306,150.00	306,150.00	20,882.97	0.00	169,243.89	55.28
723.000 RETIREE HEALTH INSURANCE	77,000.00	82,500.00	0.00	0.00	82,500.00	100.00
725.000 LIABILITY/CASUALTY INSURANCE	130,000.00	130,000.00	0.00	0.00	72,032.50	55.41
726.000 SUPPLIES & SMALL EQUIPMENT	8,000.00	8,000.00	860.81	1,725.74	5,701.76	92.84
726.100 AMMUNITION	5,000.00	5,000.00	1,545.70	0.00	4,947.44	98.95
726.500 EQUIPMENT ALLOWANCE	5,000.00	5,000.00	0.00	0.00	5,120.00	102.40
729.000 SOFTWARE MAINTENANCE	15,000.00	15,000.00	0.00	11,200.00	12,124.61	155.50
730.000 POSTAGE	500.00	500.00	2.79	7.00	70.68	15.54
751.000 VEHICLE FUEL	45,000.00	46,000.00	3,601.94	18,694.90	22,578.10	91.72

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT	DESCRIPTION	2019-20	2019-20		ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
		ORIGINAL	BUDGET	AMENDED	BUDGET			
		BUDGET			01/31/20	YEAR-TO-DATE	01/31/2020	USED
Fund 207 - Police Fund								
Expenditures								
758.000	UNIFORMS/ACCESSORIES	8,000.00		9,485.00	272.94	6,552.14	4,841.48	120.12
758.500	UNIFORM CLEANING	3,500.00		3,500.00	190.00	1,625.55	1,590.45	91.89
801.000	CONTRACTUAL SERVICES	1,200.00		1,200.00	92.90	642.60	557.40	100.00
807.000	SWAT TEAM EXPENSES	5,000.00		5,000.00	0.00	1,525.00	1,997.11	70.44
807.001	CODE ENFORCEMENT EXPENSES	0.00		600.00	0.00	139.00	453.50	98.75
809.000	JANITORIAL SERVICES	6,000.00		6,000.00	316.80	0.00	4,322.10	72.04
826.000	LEGAL FEES	10,000.00		10,000.00	1,001.00	0.00	5,097.00	50.97
853.000	PHONE/COMM/INTERNET	12,000.00		12,000.00	848.08	2,839.91	6,724.60	79.70
871.000	LAW ENFORCEMENT INFO NETWORK	5,000.00		5,000.00	93.50	1,171.30	3,885.79	101.14
921.000	ELECTRIC	15,000.00		15,000.00	1,197.15	0.00	7,967.66	53.12
922.000	SEWER USAGE	2,500.00		2,500.00	870.80	0.00	1,741.60	69.66
923.000	NATURAL GAS/HEAT	1,500.00		1,500.00	269.81	0.00	1,105.98	73.73
923.500	DIESEL FUEL	500.00		500.00	0.00	0.00	213.22	42.64
932.002	MAINTENANCE POLICE BUILDING	8,000.00		8,000.00	1,356.81	(1,067.01)	4,928.07	48.26
932.020	MAINTENANCE - FERTILIZER	750.00		750.00	0.00	125.00	375.00	66.67
933.000	EQUIPMENT MAINT/REPAIR	2,000.00		2,000.00	196.68	334.88	1,024.44	67.97
939.000	VEHICLE MAINTENANCE	34,000.00		37,000.00	4,822.71	10,187.40	29,594.61	107.52
958.000	DUES/SUBSCRIP/RECERTIFICATION	1,500.00		1,500.00	125.00	881.20	445.00	88.41
962.000	SUNDRY	2,000.00		2,000.00	541.38	0.00	1,679.64	83.98
965.000	TRAINING	10,000.00		10,000.00	241.01	1,902.75	3,857.80	57.61
975.000	SPECIAL PROJECTS	7,000.00		7,000.00	0.00	700.00	6,697.28	105.68
980.000	CAPITAL EQUIPMENT/CAPITAL IMP	56,500.00		73,972.00	9,404.00	10,029.28	41,973.70	70.30
981.000	CAPITAL EXPENSE - VEHICLE	80,000.00		80,000.00	0.00	65,026.00	58,735.37	154.70
Total Expenditure:		3,224,437.00		3,252,494.00	235,362.63	134,242.64	1,730,360.22	57.33
Total Dept 000.000		3,224,437.00		3,252,494.00	235,362.63	134,242.64	1,730,360.22	57.33
TOTAL EXPENDITURES		3,224,437.00		3,252,494.00	235,362.63	134,242.64	1,730,360.22	57.33
Fund 207 - Police Fund:								
TOTAL REVENUES		3,224,437.00		3,252,494.00	30,273.57	0.00	2,922,497.46	89.85
TOTAL EXPENDITURES		3,224,437.00		3,252,494.00	235,362.63	134,242.64	1,730,360.22	57.33
NET OF REVENUES & EXPENDITURES		0.00		0.00	(205,089.06)	(134,242.64)	1,192,137.24	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Revenues						
Dept 000.000						
Account Type: Revenue						
414.000 DELINQUENT PP TAX	45.00	45.00	0.00	0.00	0.00	0.00
664.000 INTEREST REVENUE	5,000.00	5,600.00	0.00	0.00	7,288.31	130.15
Total Revenue:	5,045.00	5,645.00	0.00	0.00	7,288.31	129.11
Account Type: Transfers-In						
699.101 TRANSFER IN 101-OPERATIONS	450,363.00	450,363.00	37,530.25	0.00	300,242.00	66.67
699.999 APPROPRIATION FROM SURPLUS	0.00	2,792.00	0.00	0.00	0.00	0.00
Total Transfers-In:	450,363.00	453,155.00	37,530.25	0.00	300,242.00	66.26
Total Dept 000.000	455,408.00	458,800.00	37,530.25	0.00	307,530.31	67.03
Dept 750.000 - Recreation Board						
Account Type: Revenue						
651.000 PARKS & RECREATION FEES	5,000.00	5,000.00	0.00	0.00	5,894.99	117.90
675.000 CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	0.00	0.00	(14,000.00)	100.00
676.000 REIMBURSEMENTS & COST RECOVERY	0.00	0.00	0.00	0.00	103.68	100.00
Total Revenue:	5,000.00	5,000.00	0.00	0.00	(8,001.33)	(160.03)
Total Dept 750.000 - Recreation Board	5,000.00	5,000.00	0.00	0.00	(8,001.33)	(160.03)
Dept 800.000 - LAKELAND TRAIL						
Account Type: Revenue						
675.000 CONTRIBUTIONS/DONATIONS/GRANTS	0.00	0.00	0.00	0.00	230.43	100.00
Total Revenue:	0.00	0.00	0.00	0.00	230.43	100.00
Total Dept 800.000 - LAKELAND TRAIL	0.00	0.00	0.00	0.00	230.43	100.00
TOTAL REVENUES	460,408.00	463,800.00	37,530.25	0.00	299,759.41	64.63
Expenditures						
Dept 750.000 - Recreation Board						
Account Type: Expenditure						
702.000 PER DIEM	3,900.00	3,900.00	0.00	0.00	650.00	16.67
705.000 FULL-TIME EMPLOYEE SALARIES	31,624.00	31,624.00	2,189.38	0.00	17,480.84	55.28
709.000 OVERTIME	1,100.00	1,100.00	0.00	0.00	0.00	0.00
715.000 TOWNSHIP FICA	2,718.00	2,718.00	167.49	0.00	1,438.40	52.92
717.000 WORKERS' COMPENSATION	1,040.00	1,040.00	0.00	0.00	1,153.66	110.93
719.000 LONG/SHORT TERM DISABILITY	304.00	304.00	35.30	0.00	141.24	46.46
720.000 RETIREMENT	3,795.00	3,795.00	284.62	0.00	2,227.87	58.71
721.000 LIFE INSURANCE	58.00	58.00	9.44	0.00	37.76	65.10
722.000 HEALTH/DENTAL/VISION INSURANCE	14,948.00	14,948.00	644.05	0.00	5,686.98	38.05
725.000 LIABILITY/CASUALTY INSURANCE	2,000.00	2,000.00	0.00	0.00	(736.86)	(36.84)
726.000 SUPPLIES & SMALL EQUIPMENT	6,500.00	6,500.00	10.85	9.98	789.04	12.29
751.000 VEHICLE FUEL	100.00	100.00	0.00	0.00	0.00	0.00
809.000 JANITORIAL SERVICES	500.00	1,042.00	0.00	0.00	777.48	74.61
813.000 TRASH DISPOSAL	2,000.00	2,000.00	116.17	0.00	697.02	34.85
821.000 ENG/CONSULTANT/PROFESSIONAL FEES	8,000.00	8,000.00	0.00	2,680.00	2,234.25	61.43
826.000 LEGAL FEES	250.00	250.00	0.00	0.00	0.00	0.00
864.000 WORKSHOPS/SEMINARS	1,000.00	18,000.00	0.00	0.00	335.00	33.50
900.000 LEGAL NOTICES/ADVERTISING	100.00	100.00	0.00	0.00	0.00	0.00

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
902.100 PRINTING	500.00	500.00	0.00	0.00	0.00	0.00
921.000 ELECTRIC	4,000.00	4,000.00	240.40	0.00	2,292.60	57.32
922.000 SEWER USAGE	625.00	625.00	155.50	0.00	311.00	49.76
923.500 DIESEL FUEL	1,500.00	1,500.00	0.00	0.00	931.89	62.13
932.005 MAINTENANCE PARK BUILDINGS	5,500.00	5,500.00	70.00	400.00	4,680.73	92.38
932.020 MAINTENANCE - FERTILIZER	20,500.00	20,500.00	0.00	2,920.00	8,760.00	56.98
933.000 EQUIPMENT MAINT/REPAIR	1,500.00	1,500.00	0.00	0.00	0.00	0.00
934.000 PLAYGROUND/FIELD REPAIR	5,000.00	5,000.00	0.00	0.00	3,900.00	78.00
934.200 PLAYGROUND INSPECTION	700.00	700.00	0.00	0.00	975.00	139.29
941.000 PORTABLE TOILETS	9,500.00	9,500.00	70.00	4,500.00	4,920.00	99.16
942.000 EVENT COMMITTEE EXPENSE	2,000.00	2,000.00	0.00	900.00	1,819.52	135.98
958.000 DUES/SUBSCRIP/RECERTIFICATION	350.00	350.00	0.00	0.00	283.33	80.95
962.000 SUNDRY	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00
975.700 SPECIAL PROJECTS - BASEBALL FENCING	3,000.00	3,000.00	0.00	0.00	0.00	0.00
975.701 SPECIAL PROJECTS - KIOSKS	5,000.00	5,000.00	0.00	0.00	0.00	0.00
975.962 SPECIAL PROJECTS - MISC IMPROVEMENT	40,000.00	40,000.00	453.99	0.00	34,084.49	85.21
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	20,000.00	20,000.00	0.00	0.00	3,540.00	17.70
980.500 RESERVE FOR EQUIPMENT PURCHASE	20,000.00	20,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	220,612.00	221,154.00	4,447.19	11,409.98	100,411.24	50.56
Account Type: Transfers-Out						
999.101 TRANSFER OUT GENERAL FUND	1,000.00	1,000.00	0.00	0.00	0.00	0.00
999.590 TRANSFER OUT ENTERPRISE FUND	1,000.00	1,000.00	0.00	0.00	0.00	0.00
Total Transfers-Out:	2,000.00	2,000.00	0.00	0.00	0.00	0.00
Total Dept 750.000 - Recreation Board	222,612.00	223,154.00	4,447.19	11,409.98	100,411.24	50.11
Dept 800.000 - LAKELAND TRAIL						
Account Type: Expenditure						
725.000 LIABILITY/CASUALTY INSURANCE	400.00	400.00	0.00	0.00	230.74	57.69
821.000 ENG/CONSULTANT/PROFESS FEES	1,000.00	1,000.00	0.00	0.00	0.00	0.00
826.000 LEGAL FEES	100.00	100.00	0.00	0.00	0.00	0.00
902.100 PRINTING	20.00	20.00	0.00	0.00	0.00	0.00
921.000 ELECTRIC	250.00	250.00	0.00	0.00	95.60	38.24
932.018 RESERVE FOR LL TRAIL MAINTENANCE	30,000.00	30,000.00	0.00	0.00	0.00	0.00
938.000 LAKELAND TRAIL MAINTENANCE	15,000.00	15,000.00	186.06	0.00	3,113.63	20.76
938.500 LL TRAIL RAILROAD MAINT FEE	1,600.00	1,600.00	0.00	0.00	0.00	0.00
941.000 PORTABLE TOILETS	5,000.00	5,850.00	330.00	2,595.00	3,255.00	100.00
962.000 SUNDRY	1,000.00	1,000.00	0.00	0.00	0.00	0.00
Total Expenditure:	54,370.00	55,220.00	516.06	2,595.00	6,694.97	16.82
Total Dept 800.000 - LAKELAND TRAIL	54,370.00	55,220.00	516.06	2,595.00	6,694.97	16.82
Dept 805.000 - SENIOR CENTER						
Account Type: Expenditure						
705.000 FULL-TIME EMPLOYEE SALARIES	42,640.00	42,640.00	3,444.80	0.00	25,016.02	58.67
706.000 PART-TIME EMPLOYEE SALARIES	35,694.00	35,694.00	1,443.88	0.00	18,102.45	50.72
709.000 OVERTIME	1,000.00	1,000.00	0.00	0.00	419.83	41.98
715.000 TOWNSHIP FICA	6,191.00	6,191.00	373.98	0.00	3,330.62	53.80
717.000 WORKERS' COMPENSATION	1,067.00	1,067.00	0.00	0.00	0.00	0.00
719.000 LONG/SHORT TERM DISABILITY	299.00	299.00	47.60	0.00	190.40	63.68
720.000 RETIREMENT	5,803.00	5,803.00	447.82	0.00	3,300.45	56.87
721.000 LIFE INSURANCE	83.00	83.00	13.50	0.00	54.00	65.06
722.000 HEALTH/DENTAL/VISION INSURANCE	22,849.00	22,849.00	2,315.07	0.00	18,672.93	81.72

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20	ACTIVITY FOR		ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	MONTH 01/31/20			
Fund 208 - SENIORS, PARKS, LL TRAIL						
Expenditures						
725.000 LIABILITY/CASUALTY INSURANCE	2,500.00	2,500.00	0.00	0.00	2,644.66	105.79
726.000 SUPPLIES & SMALL EQUIPMENT	2,500.00	2,500.00	361.93	0.00	681.04	27.24
801.000 CONTRACTUAL SERVICES	19,000.00	19,000.00	1,189.91	5,019.06	4,345.61	49.29
804.000 SENIOR PROGRAMS	3,000.00	3,000.00	0.00	20.45	709.77	24.34
813.000 TRASH DISPOSAL	850.00	850.00	84.00	0.00	546.24	64.26
853.000 PHONE/COMM/INTERNET	2,400.00	2,400.00	329.37	0.00	2,118.98	88.29
861.000 MILEAGE	500.00	500.00	0.00	0.00	176.49	35.30
864.000 WORKSHOPS/SEMINARS	800.00	800.00	0.00	0.00	75.00	9.38
902.000 NEWSLETTER/PUBLICATIONS	7,500.00	7,500.00	0.00	3,120.41	2,879.59	80.00
921.000 ELECTRIC	5,000.00	5,000.00	303.28	0.00	2,568.40	51.37
922.000 SEWER USAGE	1,750.00	1,750.00	438.51	0.00	877.02	50.12
923.000 NATURAL GAS/HEAT	2,000.00	2,000.00	345.29	0.00	967.05	48.35
932.001 MAINTENANCE COMM CENTER	6,500.00	8,500.00	1,651.00	2,976.81	6,649.84	113.25
932.020 MAINTENANCE - FERTILIZER	500.00	500.00	0.00	125.00	375.00	100.00
933.000 EQUIPMENT MAINT/REPAIR	1,500.00	1,500.00	0.00	50.63	449.37	33.33
937.000 IMPROVEMENTS	2,000.00	2,000.00	0.00	0.00	167.85	8.39
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	25.00	0.00	253.36	50.67
962.000 SUNDRY	1,000.00	1,000.00	0.00	0.00	48.50	4.85
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	8,000.00	8,000.00	0.00	0.00	346.25	4.33
Total Expenditure:	183,426.00	185,426.00	12,814.94	11,312.36	95,966.72	57.86
Total Dept 805.000 - SENIOR CENTER	183,426.00	185,426.00	12,814.94	11,312.36	95,966.72	57.86
TOTAL EXPENDITURES	460,408.00	463,800.00	17,778.19	25,317.34	203,072.93	49.24
Fund 208 - SENIORS, PARKS, LL TRAIL:						
TOTAL REVENUES	460,408.00	463,800.00	37,530.25	0.00	299,759.41	64.63
TOTAL EXPENDITURES	460,408.00	463,800.00	17,778.19	25,317.34	203,072.93	49.24
NET OF REVENUES & EXPENDITURES	0.00	0.00	19,752.06	(25,317.34)	96,686.48	100.00



PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Dept 001.000						
Account Type: Revenue						
623.000 O&M USAGE FEES	1,460,000.00	1,460,000.00	144,074.98	0.00	747,130.99	51.17
623.001 O&M LATE PENALTY	27,000.00	27,000.00	2,955.89	0.00	16,485.65	61.06
623.500 ADMIN FEE FOR DELINQ ON TAXES	22,000.00	22,000.00	0.00	0.00	21,447.67	97.49
664.001 INTEREST REVENUE - O&M ACCOUNTS	7,000.00	7,000.00	0.00	0.00	7,790.60	111.29
667.000 RENTAL INCOME	28,800.00	28,800.00	0.00	0.00	0.00	0.00
676.000 REIMBURSEMENTS & COST RECOVERY	0.00	25,148.40	0.00	0.00	26,308.10	104.61
692.000 SUNDRY	0.00	200.00	0.00	0.00	134.00	67.00
Total Revenue:	1,544,800.00	1,570,148.40	147,030.87	0.00	819,297.01	52.18
Account Type: Transfers-In						
699.999 APPROPRIATION FROM SURPLUS	1,103,976.00	1,072,627.60	0.00	0.00	0.00	0.00
Total Transfers-In:	1,103,976.00	1,072,627.60	0.00	0.00	0.00	0.00
Total Dept 001.000	2,648,776.00	2,642,776.00	147,030.87	0.00	819,297.01	31.00
Dept 002.000						
Account Type: Revenue						
671.000 OTHER REVENUE - CONTRACT SERVICE	69,000.00	69,000.00	0.00	0.00	34,737.18	50.34
671.100 OTHER REVENUE - PORTAGE ADD'L SERVICES	12,000.00	12,000.00	0.00	0.00	12,178.62	101.49
Total Revenue:	81,000.00	81,000.00	0.00	0.00	46,915.80	57.92
Total Dept 002.000	81,000.00	81,000.00	0.00	0.00	46,915.80	57.92
Dept 003.000						
Account Type: Revenue						
607.000 NON-TAX ADMIN FEE	10,000.00	10,000.00	50.00	0.00	11,206.99	112.07
617.000 DIRECT TAP FEE	50,000.00	50,000.00	0.00	0.00	25,252.20	50.50
618.000 INDIRECT TAP FEE	33,750.00	33,750.00	0.00	0.00	7,500.00	22.22
620.000 GRINDER PUMP INSTALLATION	85,000.00	85,000.00	0.00	0.00	40,317.62	47.43
621.000 GRINDER PUMP PURCHASE	60,500.00	60,500.00	3,839.00	0.00	40,529.99	66.99
622.000 APPLICATION FEES - SEWERS	5,000.00	5,000.00	200.00	0.00	4,800.00	96.00
664.002 INTEREST REVENUE - CAPITAL ACCTS	12,200.00	19,200.00	0.00	0.00	26,552.74	138.30
Total Revenue:	256,450.00	263,450.00	4,089.00	0.00	156,159.54	59.27
Total Dept 003.000	256,450.00	263,450.00	4,089.00	0.00	156,159.54	59.27
Dept 004.000						
Account Type: Revenue						
624.000 WWTP DEBT FEE	642,000.00	642,000.00	72,041.00	0.00	373,113.16	58.12
624.001 WWTP DEBT LATE PENALTY	15,000.00	15,000.00	1,488.62	0.00	8,006.36	53.38
664.003 INTEREST REVENUE SAD'S & OTHER	10,000.00	14,000.00	0.00	0.00	18,883.36	134.88
672.000 SPECIAL ASSESSMENTS REVENUE	60,736.00	60,736.00	0.00	0.00	189,971.71	312.78
Total Revenue:	727,736.00	731,736.00	73,529.62	0.00	589,974.59	80.63
Total Dept 004.000	727,736.00	731,736.00	73,529.62	0.00	589,974.59	80.63
Dept 005.000						
Account Type: Revenue						
607.100 WATER CONNECTION ADM FEE	0.00	21 0.00	0.00	0.00	1,400.00	100.00

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## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

Page: 19/22

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
620.100 WATER METER INSTALLATION	0.00	0.00	0.00	0.00	200.00	100.00
625.000 WATER CHARGE O&M	27,000.00	27,000.00	0.00	0.00	21,057.44	77.99
625.001 WATER CHARGE PENALTY (10%)	200.00	200.00	58.61	0.00	373.54	186.77
Total Revenue:	27,200.00	27,200.00	58.61	0.00	23,030.98	84.67
Total Dept 005.000	27,200.00	27,200.00	58.61	0.00	23,030.98	84.67
TOTAL REVENUES	3,741,162.00	3,746,162.00	224,708.10	0.00	1,635,377.92	43.65
Expenditures						
Dept 001.000						
Account Type: Expenditure						
702.000 PER DIEM	1,560.00	1,560.00	130.00	0.00	910.00	58.33
705.000 FULL-TIME EMPLOYEE SALARIES	446,963.00	446,963.00	37,947.08	0.00	272,883.00	61.05
705.500 LEAVE TIME PAYOUT	1,121.00	1,121.00	0.00	0.00	0.00	0.00
706.000 PART-TIME EMPLOYEE SALARIES	12,500.00	12,500.00	291.88	0.00	5,708.31	45.67
709.000 OVERTIME	40,500.00	40,500.00	5,177.32	0.00	28,836.18	71.20
710.000 PAY IN LIEU OF MEDICAL INS	3,000.00	3,000.00	250.00	0.00	1,750.00	58.33
715.000 TOWNSHIP FICA	38,603.00	38,603.00	3,362.13	0.00	24,182.98	62.65
717.000 WORKERS' COMPENSATION	9,273.00	9,273.00	0.00	0.00	7,160.60	77.22
719.000 LONG/SHORT TERM DISABILITY	2,890.00	2,890.00	563.82	0.00	2,017.67	69.82
720.000 RETIREMENT	53,346.00	53,346.00	4,985.26	0.00	34,890.83	65.40
721.000 LIFE INSURANCE	651.00	651.00	128.50	0.00	444.46	68.27
722.000 HEALTH/DENTAL/VISION INSURANCE	100,374.00	100,374.00	9,126.99	0.00	67,315.77	67.06
725.000 LIABILITY/CASUALTY INSURANCE	32,000.00	32,000.00	0.00	0.00	26,828.13	83.84
726.000 SUPPLIES & SMALL EQUIPMENT	15,000.00	15,000.00	1,276.00	3,386.51	7,500.25	72.58
729.000 SOFTWARE MAINTENANCE	1,850.00	1,850.00	0.00	0.00	920.00	49.73
751.000 VEHICLE FUEL	9,000.00	9,000.00	575.77	0.00	4,166.07	46.29
758.000 UNIFORMS/ACCESSORIES	8,000.00	8,000.00	920.20	209.78	6,462.31	83.40
808.100 MISC MEDICAL EXPENSES	1,700.00	1,700.00	0.00	0.00	332.00	19.53
821.000 ENG/CONSULTANT/PROFESS FEES	5,000.00	5,000.00	0.00	0.00	7,977.30	159.55
826.000 LEGAL FEES	1,000.00	1,000.00	2,000.00	0.00	2,000.00	200.00
829.000 TREATMENT EXPENSE	73,000.00	73,000.00	19,936.17	0.00	40,101.38	54.93
850.000 PUMP & MAIN REPAIR/MAINTENANCE	50,000.00	50,000.00	3,171.93	456.05	32,278.10	65.47
850.100 GRINDER PUMP PARTS	275,000.00	275,000.00	57,929.40	10,130.00	205,284.25	78.33
850.200 GRINDER PUMP CORES	25,000.00	25,000.00	0.00	0.00	23,520.00	94.08
850.300 GRINDER PUMP REPLACEMENT	130,000.00	130,000.00	0.00	0.00	34,265.00	26.36
853.000 PHONE/COMM/INTERNET	12,500.00	12,500.00	9,822.73	0.00	13,390.16	107.12
864.000 WORKSHOPS/SEMINARS	1,500.00	1,500.00	0.00	0.00	3,135.49	209.03
900.000 LEGAL NOTICES/ADVERTISING	500.00	500.00	0.00	0.00	0.00	0.00
921.000 ELECTRIC	28,000.00	28,000.00	2,651.32	0.00	13,838.53	49.42
923.000 NATURAL GAS/HEAT	2,500.00	2,500.00	3,531.09	0.00	4,614.58	184.58
923.500 DIESEL FUEL	1,500.00	1,500.00	0.00	0.00	730.55	48.70
932.006 BLDG MAINT-ENT @ LRG(RENTAL HOME)	7,000.00	7,000.00	0.00	0.00	0.00	0.00
932.010 SEWER MAINTENANCE GARAGE	1,500.00	1,500.00	0.00	17.99	467.78	32.38
932.011 ENTERPRISE POLE BARN (ORIGINAL)	500.00	500.00	0.00	0.00	0.00	0.00
933.000 EQUIPMENT MAINT/REPAIR	2,000.00	2,000.00	347.72	324.84	998.91	66.19
939.000 VEHICLE MAINTENANCE	4,000.00	4,000.00	1,573.97	372.00	2,834.16	80.15
958.000 DUES/SUBSCRIP/RECERTIFICATION	1,800.00	1,800.00	0.00	0.00	2,360.42	131.13
962.000 SUNDRY	500.00	500.00	0.00	30.00	140.00	34.00
969.000 DEPRECIATION	750,000.00	750,000.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	26,000.00	26,000.00	0.00	0.00	38,441.74	147.85
980.001 CONTRACT S.A.D. SEWER CONNECTIONS	0.00	22 0.00	679.06	0.00	35,526.06	100.00
983.500 RESERVE FOR GRINDER PUMP PURCHASE	40,000.00	40,000.00	0.00	0.00	0.00	0.00

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20	ACTIVITY FOR		ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	MONTH 01/31/20			
Fund 590 - SEWER FUND						
Expenditures						
997.000 TRANSFER OUT G/F ADMIN FEE	57,500.00	57,500.00	0.00	0.00	0.00	0.00
Total Expenditure:	2,274,631.00	2,274,631.00	166,378.34	14,927.17	954,212.97	42.61
Total Dept 001.000	2,274,631.00	2,274,631.00	166,378.34	14,927.17	954,212.97	42.61
Dept 002.000						
Account Type: Expenditure						
726.000 SUPPLIES & SMALL EQUIPMENT	11,000.00	14,000.00	807.92	4,362.24	10,306.33	104.78
728.000 CHEMICALS	20,000.00	20,000.00	0.00	0.00	12,962.32	64.81
735.000 ANNUAL GRNDWATER DISCHARGE FEE	5,000.00	5,000.00	4,410.85	0.00	4,410.85	88.22
801.000 CONTRACTUAL SERVICES	0.00	0.00	4,723.00	0.00	4,723.00	100.00
813.000 TRASH DISPOSAL	1,000.00	1,000.00	82.15	0.00	492.90	49.29
821.000 ENG/CONSULTANT/PROFESS FEES	1,500.00	1,500.00	0.00	0.00	0.00	0.00
830.000 LAB ANALYSIS - WWTP	10,000.00	10,000.00	817.00	0.00	4,167.00	41.67
830.100 LAB ANALYSIS FEES - PORTAGE	10,000.00	10,000.00	1,807.00	0.00	5,653.00	56.53
831.000 SLUDGE REMOVAL EXPENSE WWTP	50,000.00	50,000.00	0.00	0.00	24,663.60	49.33
850.000 PUMP & MAIN REPAIR/MAINTENANCE	5,000.00	5,000.00	363.75	0.00	450.55	9.01
853.000 PHONE/COMM/INTERNET	200.00	200.00	11.36	0.00	157.09	78.55
864.000 WORKSHOPS/SEMINARS	1,500.00	1,500.00	0.00	0.00	0.00	0.00
921.000 ELECTRIC	70,000.00	70,000.00	5,618.46	0.00	33,989.57	48.56
923.000 NATURAL GAS/HEAT	17,500.00	17,500.00	888.32	0.00	1,481.04	8.46
923.500 DIESEL FUEL	0.00	0.00	0.00	0.00	213.23	100.00
932.007 BUILDING MAINTENANCE - WWTP	3,000.00	3,000.00	0.00	0.00	0.00	0.00
933.000 EQUIPMENT MAINT/REPAIR	4,000.00	5,500.00	557.04	0.00	6,144.35	111.72
958.000 DUES/SUBSCRIP/RECERTIFICATION	500.00	500.00	0.00	0.00	0.00	0.00
962.000 SUNDRY	250.00	250.00	0.00	0.00	0.00	0.00
980.000 CAPITAL EQUIPMENT/CAPITAL IMP	10,000.00	10,000.00	0.00	0.00	530.00	5.30
Total Expenditure:	220,450.00	224,950.00	20,086.85	4,362.24	110,344.83	50.99
Total Dept 002.000	220,450.00	224,950.00	20,086.85	4,362.24	110,344.83	50.99
Dept 003.000						
Account Type: Expenditure						
821.000 ENG/CONSULTANT/PROFESS FEES	200.00	200.00	200.00	0.00	1,870.00	935.00
962.000 SUNDRY	1,050.00	1,550.00	0.00	0.00	1,562.00	100.77
997.000 TRANSFER OUT G/F ADMIN FEE	57,500.00	57,500.00	4,791.66	0.00	38,333.28	66.67
Total Expenditure:	58,750.00	59,250.00	4,991.66	0.00	41,765.28	70.49
Total Dept 003.000	58,750.00	59,250.00	4,991.66	0.00	41,765.28	70.49
Dept 004.000						
Account Type: Expenditure						
991.000 DEBT SERVICE - PRINCIPAL	935,944.00	935,944.00	0.00	0.00	60,000.00	6.41
995.000 INTEREST EXPENSE	221,137.00	221,137.00	0.00	0.00	99,556.93	45.02
996.000 AGENT FEES	2,250.00	2,250.00	0.00	0.00	0.00	0.00
Total Expenditure:	1,159,331.00	1,159,331.00	0.00	0.00	159,556.93	13.76
Total Dept 004.000	1,159,331.00	1,159,331.00	0.00	0.00	159,556.93	13.76

Dept 005.000

Account Type: Expenditure

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REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP  
 PERIOD ENDING 01/31/2020  
 % Fiscal Year Completed: 58.74

Page: 21/22

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/20	ENCUMBERED YEAR-TO-DATE	YTD BALANCE 01/31/2020	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
828.000 WATER PURCHASE CITY OF BRIGHTON	28,000.00	28,000.00	14,940.60	0.00	23,953.80	85.55
Total Expenditure:	28,000.00	28,000.00	14,940.60	0.00	23,953.80	85.55
Total Dept 005.000	28,000.00	28,000.00	14,940.60	0.00	23,953.80	85.55
TOTAL EXPENDITURES	3,741,162.00	3,746,162.00	206,397.45	19,289.41	1,289,833.81	34.95
Fund 590 - SEWER FUND:						
TOTAL REVENUES	3,741,162.00	3,746,162.00	224,708.10	0.00	1,635,377.92	43.65
TOTAL EXPENDITURES	3,741,162.00	3,746,162.00	206,397.45	19,289.41	1,289,833.81	34.95
NET OF REVENUES & EXPENDITURES	0.00	0.00	18,310.65	(19,289.41)	345,544.11	100.00

## REVENUE AND EXPENDITURE REPORT FOR HAMBURG TWP

PERIOD ENDING 01/31/2020

% Fiscal Year Completed: 58.74

ACCOUNT DESCRIPTION	2019-20	2019-20	ACTIVITY FOR	ENCUMBERED	YTD BALANCE	% BDGT
	ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/20	YEAR-TO-DATE	01/31/2020	USED
Fund 591 - WATER DEBT SERVICE FUND						
Revenues						
Dept 000.000						
Account Type: Revenue						
664.000 INTEREST REVENUE	3,500.00	3,500.00	0.00	0.00	5,733.87	163.82
672.000 SPECIAL ASSESSMENTS REVENUE	97,100.00	97,100.00	0.00	0.00	57,271.12	58.98
698.101 TRANSFER IN GENERAL CAPITAL	141,250.00	141,250.00	12,833.33	0.00	102,666.64	72.68
Total Revenue:	241,850.00	241,850.00	12,833.33	0.00	165,671.63	68.50
Total Dept 000.000	241,850.00	241,850.00	12,833.33	0.00	165,671.63	68.50
TOTAL REVENUES	241,850.00	241,850.00	12,833.33	0.00	165,671.63	68.50
Expenditures						
Dept 000.000						
Account Type: Expenditure						
991.000 DEBT SERVICE - PRINCIPAL	155,000.00	155,000.00	0.00	0.00	80,000.00	51.61
995.000 INTEREST EXPENSE	85,900.00	85,900.00	0.00	0.00	42,875.00	49.91
996.000 AGENT FEES	950.00	950.00	0.00	0.00	200.00	21.05
Total Expenditure:	241,850.00	241,850.00	0.00	0.00	123,075.00	50.89
Total Dept 000.000	241,850.00	241,850.00	0.00	0.00	123,075.00	50.89
TOTAL EXPENDITURES	241,850.00	241,850.00	0.00	0.00	123,075.00	50.89
Fund 591 - WATER DEBT SERVICE FUND:						
TOTAL REVENUES	241,850.00	241,850.00	12,833.33	0.00	165,671.63	68.50
TOTAL EXPENDITURES	241,850.00	241,850.00	0.00	0.00	123,075.00	50.89
NET OF REVENUES & EXPENDITURES	0.00	0.00	12,833.33	0.00	42,596.63	100.00
TOTAL REVENUES - ALL FUNDS	15,860,358.00	15,947,592.00	344,648.07	(2,391.16)	10,251,860.50	64.27
TOTAL EXPENDITURES - ALL FUNDS	15,860,358.00	15,947,592.00	901,786.47	249,731.45	6,622,435.42	43.09
NET OF REVENUES & EXPENDITURES	0.00	0.00	(557,138.40)	(252,122.61)	3,629,425.08	100.00

FROM 01/01/2020 TO 01/31/2020

FUND: ALL FUNDS  
 CASH ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
Fund 101	General Fund				
002.000	CASH/SAVINGS	3,689,133.13	632,928.04	300,879.67	4,021,181.50
002.179	TPA HEALTH CARE REIMB	1,853.27	3,000.00	2,854.84	1,998.43
003.001	ZONING REVIEW ESCROW	74,567.61	149.59	847.14	73,870.06
004.000	PETTY CASH	200.00	0.00	0.00	200.00
004.100	SENIOR CENTER PETTY CASH	300.00	0.00	0.00	300.00
007.000	CHANGE ACCOUNT	250.00	0.00	0.00	250.00
008.003	HAYCRK/CHAMBERSRDCONSTESCROW	40,380.80	0.00	0.00	40,380.80
008.004	HAYCRK/CHAMBERSRDENGESCROW	26,819.78	0.00	0.00	26,819.78
	General Fund	3,833,504.59	636,077.63	304,581.65	4,165,000.57
Fund 204	Road Fund				
002.000	CASH/SAVINGS	1,044,144.05	550,906.14	0.00	1,595,050.19
Fund 206	Fire Fund				
002.000	CASH/SAVINGS	1,363,690.89	962,916.81	154,736.20	2,171,871.50
004.000	PETTY CASH	300.00	0.00	0.00	300.00
	Fire Fund	1,363,990.89	962,916.81	154,736.20	2,172,171.50
Fund 207	Police Fund				
002.000	CASH/SAVINGS	51,652.60	1,263,382.57	257,981.15	1,057,054.02
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	Police Fund	51,852.60	1,263,382.57	257,981.15	1,057,254.02
Fund 208	SENIORS, PARKS, LL TRAIL				
002.000	CASH/SAVINGS	716,507.96	43,270.70	24,686.10	735,092.56
Fund 211	Act 302 Training Fund				
002.000	CASH/SAVINGS	4,893.19	7.71	1,095.00	3,805.90
Fund 243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND				
002.000	CASH/SAVINGS	274.18	0.56	0.00	274.74
Fund 245	Public/Capital Improvements				
002.000	CASH/SAVINGS	11,478.16	23.29	0.00	11,501.45
Fund 265	Drug Enforcement Fund				
002.000	CASH/SAVINGS	5.53	3.65	0.00	9.18
002.003	FEDERAL FORFEITURE FUNDS	3,190.24	0.00	0.00	3,190.24
002.005	STATE FORFEITURE FUNDS	142.23	0.00	0.00	142.23
	Drug Enforcement Fund	3,338.00	3.65	0.00	3,341.65
Fund 302	Twp FIRE STN Cap Imp Debt Ser				
002.000	CASH/SAVINGS	58.96	0.00	0.00	58.96
003.000	CASH	114,092.37	231.63	0.00	114,324.00
	Twp FIRE STN Cap Imp Debt Ser	114,151.33	231.63	0.00	114,382.96
Fund 366	Tamarack Lake Sewer SAD				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
003.466	RESTRICTED SAFETY NET/DEBT	0.00	0.00	0.00	0.00
	Tamarack Lake Sewer SAD	0.00	0.00	0.00	0.00
Fund 373	Huron Highlands Rd IMP DebtSer				
002.000	CASH/SAVINGS	0.00	0.00	0.00	0.00
003.000	CASH	0.00	0.00	0.00	0.00
	Huron Highlands Rd IMP DebtSer	0.00	0.00	0.00	0.00
Fund 375	Mumford Dredging Debt Retiremt				
002.000	CASH/SAVINGS	(4,784.50)	0.00	0.00	(4,784.50)
003.908	2004 BOND DEBT	126,909.91	1,829.63	0.00	12,739.54



CASH SUMMARY BY ACCOUNT FOR HAMBURG TWP  
 FROM 01/01/2020 TO 01/31/2020  
 FUND: ALL FUNDS  
 CASH ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
	Mumford Dredging Debt Retiremt	6,125.41	1,829.63	0.00	7,955.04
Fund 376 002.000	Buhl Rd Improve. Debt Retiremt CASH/SAVINGS	12,540.31	182.39	0.00	12,722.70
Fund 466 002.000	TAMARACK ROAD IMP SAD CASH/SAVINGS	(77.25)	0.00	0.00	(77.25)
Fund 472 002.000	PETTYS ROAD REHAB DISTRICT CASH/SAVINGS	(10,794.49)	0.00	0.00	(10,794.49)
Fund 479 002.000	Rustic/Lake Pointe Road SAD CASH/SAVINGS	262.46	2,434.46	375.00	2,321.92
Fund 480 002.000	Scott Drive ROAD SAD CASH/SAVINGS	536.21	1,166.53	185.00	1,517.74
Fund 482 002.000	Crystal Drive/Beach Rd Maint CASH/SAVINGS	61.78	4,161.98	330.00	3,893.76
Fund 483 002.000	Norene Ct/Pearry Dr SAD - Rd Mn CASH/SAVINGS	3,275.31	215.59	375.00	3,115.90
Fund 484 002.000	Community Dr SAD - Road Maint CASH/SAVINGS	1,351.52	849.84	0.00	2,201.36
Fund 485 002.000	Edgelake/Burton Drive SAD CASH/SAVINGS	297.90	1,396.10	0.00	1,694.00
Fund 486 002.000	Downing Drive SAD CASH/SAVINGS	(23.17)	1,268.08	0.00	1,244.91
Fund 487 002.000	Riverside/Century/Lagoon SAD CASH/SAVINGS	4,862.56	12,384.78	1,200.00	16,047.34
Fund 489 002.000	Island Shore/Schlenker SAD CASH/SAVINGS	(1,023.59)	3,096.67	525.00	1,548.08
Fund 491 002.000	Campbell Drive SAD CASH/SAVINGS	2,366.82	1,107.40	0.00	3,474.22
Fund 492 002.000	Mumford Park Lighting SAD CASH/SAVINGS	192.69	502.92	1,522.06	(826.45)
Fund 493 002.000	KINGSTON DRIVE MAINTENANCE SAD CASH/SAVINGS	21.36	7,339.75	900.00	6,461.11
Fund 494 002.000	Winans Drive SAD CASH/SAVINGS	838.44	2,049.67	285.00	2,603.11
Fund 497 002.000 003.497	STRAWBERRY INDIANOLA IMP SAD CASH/SAVINGS S'BERRY INDIANOLA DEBT CASH	(2,935.67) 115,957.73	13,374.24 256.47	0.00 0.00	10,438.57 116,214.20
	STRAWBERRY INDIANOLA IMP SAD	113,022.06	13,630.71	0.00	126,652.77
Fund 498 002.000	SHAN-GRI-LA AQUATIC WEED CONTROL CASH/SAVINGS	811.75	1,629.13	0.00	2,440.88
Fund 499 002.000 003.499	DOWNING DR ROAD IMP SAD CASH/SAVINGS DOWNING DEBT CASH	(1,000.76) 39,657.19	1,206.96 80.89	0.00 0.00	206.20 39,738.08
	DOWNING DR ROAD IMP SAD	38,656.43	1,287.85	0.00	39,944.28
Fund 590 001.908	SEWER FUND WWTP IMPROVEMENTS-'03	27 0.00	0.00	0.00	0.00

FROM 01/01/2020 TO 01/31/2020

FUND: ALL FUNDS  
 CASH ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
002.000	CASH/SAVINGS	(4,399.54)	233,446.84	234,043.92	(4,996.62)
002.002	WATER RECEIPTS FROM BILLS	50,829.59	5,617.61	0.00	56,447.20
002.590	SAVINGS - O&M	703,139.18	342,808.17	274,248.29	771,699.06
002.908	2004 BOND SERIES CONSTRUCTION	714,993.96	0.00	0.00	714,993.96
003.590	SAVINGS - CAP ACTIVITY-ENTERPRS	820,297.65	5,422.71	6,615.00	819,105.36
003.903	STRAWBERRY RESTRICTED DEBT	0.31	0.00	0.00	0.31
003.905	98 CONTRACT SAD'S RESTRICTED	100,240.84	203.40	0.00	100,444.24
003.906	01 CSAD'S/MA/TOW/GALL-WHT/BCK	841,126.65	109,018.73	0.00	950,145.38
003.908	2004 BOND DEBT	210,802.33	82,023.59	850.74	291,975.18
003.912	MIDLAND SEWER CONTRACT SAD DEBT	6,862.71	13.93	0.00	6,876.64
005.465	WWTP BOND RESERVE	461,849.80	937.15	0.00	462,786.95
006.465	WWTP PRINCIPAL/INTER REDEMPTN	489,932.66	96,083.03	1,423.41	584,592.28
006.590	EQUIPMENT RESERVE - ENTERPRISE	1,472,859.42	2,988.63	0.00	1,475,848.05
008.000	CASH - INFRASTRUCTURE DEPOSIT	53,165.64	107.88	0.00	53,273.52
	SEWER FUND	5,921,701.20	878,671.67	517,181.36	6,283,191.51
Fund 591	WATER DEBT SERVICE FUND				
002.000	CASH/SAVINGS	316,284.37	13,501.15	0.00	329,785.52
003.907	WATER SYSTEM DEBT (Well)	1,212.86	2.46	0.00	1,215.32
003.910	M36 CORRIDOR WATER DISTRICT DEBT	245,060.40	5,721.39	0.00	250,781.79
	WATER DEBT SERVICE FUND	562,557.63	19,225.00	0.00	581,782.63
Fund 701	Trust & Agency Fund				
002.000	CASH/SAVINGS	(6,082.10)	160,620.10	158,901.01	(4,363.01)
003.100	Escrow Bank Accounts	192,525.00	0.00	0.00	192,525.00
	Trust & Agency Fund	186,442.90	160,620.10	158,901.01	188,161.99
Fund 703	Winter Tax Collection Fund				
002.000	CASH/SAVINGS	10,202,319.61	3,155,272.17	11,572,235.73	1,785,356.05
Fund 711	Cemetery Trust Fund				
003.005	RESTRICTED CEMETERY TRUST	7,589.69	15.40	0.00	7,605.09
Fund 750	Imprest Payroll Fund				
001.000	CASH/CHECKING	0.00	298,584.22	298,584.22	0.00
	TOTAL - ALL FUNDS	24,198,050.49	8,025,742.73	13,295,679.48	18,928,113.74



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## **TAB 2**

### **CASH FLOW ANALYSIS/DEBT PAYMENT SCHEDULES**

The cash flow analysis is included in tab 2. The cash flow analysis has actual cash flows for January 2020.

The funds included in the pooled cash flow are general, fire, police, parks, public capital improvements and sewer operations and maintenance, WWTP debt accounts, cemetery, sewer equipment reserve, road maintenance SADs, performance bonds, SAD debt and escrows.

Tab 2 also includes a debt payment schedules for fiscal year 2019-20.

The cash flow analysis and the debt payment schedules assist the Treasurer's staff in determining maturity dates on future investments by determining cash needs for each month.

HAMBURG TOWNSHIP

Name:

Total Time Period:

POOLED CASH

FY 19/20

CASH INFLOWS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Total for All Periods
PROPERTY TAXES	\$21,425					\$766,716	\$2,724,020	\$696,597	\$730,360		\$368,769		\$5,307,887
STATE REVENUE SHARING				341,977		0	0	0	317,140	291,937		315,909	\$1,266,963
CABLE FRANCHISE FEES		411,198	1,504		80,892			\$84,186	0		80,370	0	\$658,150
INTEREST EARNINGS	20,942	24,923	25,109	31,171	23,214	\$18,568	\$36,760	\$20,000	25,000	26,000	25,000	25,000	\$301,686
PROPERTY TAX ADMIN FEES	6,996	0	73,066	5,066		25,982	70,820	21,706	0				\$203,636
OTHER CASH RECEIPTS	532,791	205,223	147,163	1,028,730	184,536	406,561	238,000	110,105	150,000	73,158	112,870	214,368	\$3,403,506
UTILITY BILL RECEIPTS	244,713	134,449	11,879	190,515	\$117,519	13,613	282,909	186,824	22,359	277,819	196,271	13,515	\$1,692,384
NEW SEWER HOOKUPS	46,951	14,010	18,170	38,956	15,417	0	2,773	10,000	10,000	38,135	10,000	100,000	\$304,413
MRRMA LIAB INS EXCESS DIST	250,000	112,428											\$0
(ONE TIME PER YEAR)				0									\$362,428
													\$0
													\$0
													\$0
FROM FORFEITURE - BUDGETED													\$0
SAD PAYOFFS		5,614	3,722	5,444		12,205	0	2,988	1,861		0	3,265	\$35,098
ANNUAL SAD ON TAX BILLS								129,378	157,665				\$287,043
<b>Total Cash Inflows</b>	<b>\$1,123,817</b>	<b>\$907,845</b>	<b>\$280,612</b>	<b>\$1,641,859</b>	<b>\$421,578</b>	<b>\$1,243,645</b>	<b>\$3,355,283</b>	<b>\$1,261,784</b>	<b>\$1,414,385</b>	<b>\$707,050</b>	<b>\$793,281</b>	<b>\$672,056</b>	<b>\$13,823,194</b>

CASH OUTFLOWS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Total for All Periods
MONTHLY PAYROLL	\$996,015	\$396,346	\$391,518	\$577,019	\$424,942	\$350,307	\$417,701	\$347,824	\$365,501	\$352,759	\$558,306	\$378,885	\$5,557,124
BENEFITS	204,927	204,944	111,929	115,696	112,753	51,114	104,057	112,000	112,000	94,800	84,753	451,658	\$1,760,632
AUDIT				0	0								\$0
LIABILITY/CASUALTY INSURANCE		118,952	0	0		118,952							\$237,904
UTILITIES	5,201	18,283	17,548	20,746	16,752	22,791	21,761	29,580	26,648	22,935	8,833	13,578	\$224,655
DUST CONTROL	1,460	23,119	6,627	2,890	0	195	4,175	0	1,030	1,190	5,381	4,213	\$50,280
TREATMENT/SLUDGE HAUL EXP	0	0		20,165		24,664		0		43,633		0	\$88,462
OTHER EXPENDITURES	172,293	407,369	171,868	228,623	195,862	27,597	300,836	347,824	125,205	70,663	191,559	188,177	\$2,427,876
FUEL	3,727	12,481	7,473	7,087	7,263	3,204	6,592	2,234	5,756	6,384	6,008	7,975	\$76,183
VEHICLE PURCHASE		25,428		0	0	0	25,135						\$50,563
GRINDER PARTS/PUMP MAINT	10,687	83,535	11,330	216,578	50,547	5,031	63,064	26,101	33,532	21,296	31,069	26,318	\$579,087
CAPITAL EQUIPMENT	43,368	1,207	15,495	6,206	35,993	89,500	33,149	1,325	51,354	73,419	99,877	15,624	\$466,517
MAUSOLEUM DEBT						0			0				\$0
1997 TAMARACK SEWER DEBT													\$0
2010 STRAWBERRY/DOWNING DEBT			5,568						31,117				\$36,685
1998 CONTRACT SEWER SAD DEBT			779										\$779
2011 SAD REFUNDING DEBT			18,700						775				\$19,475
2012 WATER WELL REFUNDING DEBT			106,650						240,263				\$346,913
2012 SAD (2004) REFUNDING DEBT			17,775						36,178				\$53,953
2008 WATER SAD DEBT			123,075						15,115				\$138,190
HURON RIVER HIGHLANDS SAD DEBT													\$0
2007 SEWER PLANT DEBT						45,783						0	\$45,783
WWTP IMP EXP/DEBT			155,000						120,125	249,400		295,783	\$820,308
ORE LAKE DEBT			70,803						1,192				\$71,994
<b>Total Cash Outflows</b>	<b>\$1,437,678</b>	<b>\$1,291,665</b>	<b>\$1,232,137</b>	<b>\$1,195,010</b>	<b>\$844,112</b>	<b>\$739,138</b>	<b>\$976,470</b>	<b>\$866,886</b>	<b>\$1,165,790</b>	<b>\$936,478</b>	<b>\$985,785</b>	<b>\$1,382,212</b>	<b>\$13,053,362</b>

SUMMARY	Individual Time Periods												Total for All Periods
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	
<b>Net Cash Flow</b>	<b>(\$313,861)</b>	<b>(\$383,820)</b>	<b>(\$951,525)</b>	\$446,849	<b>(\$422,534)</b>	\$504,507	<b>\$2,378,813</b>	\$394,898	\$248,595	<b>(\$229,428)</b>	<b>(\$192,504)</b>	<b>(\$710,156)</b>	<b>\$769,832</b>
Beginning cash balance	\$15,097,543	14,783,682	14,399,862	13,448,337	13,895,186	13,472,652	<b>13,977,159</b>	16,355,971	16,750,869	16,999,464	16,770,035	16,577,531	\$15,097,543
<b>Cumulative Net Cash Flow</b>	<b>\$14,783,682</b>	<b>\$14,399,862</b>	<b>\$13,448,337</b>	<b>\$13,895,186</b>	<b>\$13,472,652</b>	<b>\$13,977,159</b>	<b>\$16,355,971</b>	<b>\$16,750,869</b>	<b>\$16,999,464</b>	<b>\$16,770,035</b>	<b>\$16,577,531</b>	<b>\$15,867,375</b>	<b>\$15,867,375</b>
	14,783,681.97	14,399,862	13,448,337	13,895,186	13,472,652	13,977,159	<b>16,355,972</b>	15,451,571.85	16,161,364.23	15,905,935.83	15,807,699.31	15,097,543.29	
	0.11	(0.00)	(0.00)	0.05	(0.00)	(0.00)	(0.00)	1,299,297.52	838,099.67	864,099.67	769,832.17	769,832.17	

POOLED CASH:

GENERAL(101), FIRE(206), POLICE(207), REC(208), ACT 302(211), PUBLIC CAP IMP(245), SEWER O&M, ROAD MAINT SAD, CEMETERY, EQUIPMENT RESERVE, ESCROW, DEBT ACCOUNTS

HAMBURG TOWNSHIP										
DEBT PAYMENT SCHEDULE										
FISCAL YEAR 2019-20										
					ANTICIPATED					
			PRIN &		TRANSFER/		PRINCIPAL			
	DEBT	INTEREST	INTEREST	ADMIN FEE	INVESTMENT	AMOUNT	OUTSTANDING			
	ISSUE	DUE DATE	DUE DATE	DUE DATE	LIQUIDATION DATE	DUE	FY 2019-20	principal	interest	Terms
SAD Bond Sale \$2,722,233	11 SAD	10/1/2019			9/7/2019	9,700	485,000		9,700	4/1/2021
	11 SAD		4/1/2020		3/15/2020	259,700		250,000	9,700	
	11 SAD			4/1/2019	3/15/2019	750				
\$2,595,000 Bond Sale	12 REFUNDING (04 SAD)	10/1/2019			9/7/2019	12,975	870,000		12,975	10/1/2022
	12 REFUNDING (04 SAD)		4/1/2020		3/15/2020	247,975		235,000	12,975	
	12 REFUNDING (04 SAD)			4/1/2020	3/15/2020	750				
\$1,1730,000 Bond Sale	12 REFUNDING (2002 WATER)			4/1/2020	3/15/2020	750	1,285,000			10/1/2031
	12 REFUNDING (2002 WATER)	4/1/2020			3/15/2020	19,175			19,175	
	12 REFUNDING (2002 WATER)		10/1/2019		9/7/2019	100,375		80,000	20,375	
\$1,455,000 Bond Sale	2008 WATER SYS PROJ	10/1/2019			9/7/2019	22,500	900,000		22,500	4/1/2028
	2008 WATER SYS PROJ			4/1/2020	3/15/2020	750				
	2008 WATER SYS PROJ		4/1/2020		3/15/2020	97,500		75,000	22,500	
5308-01 Project MFA	2009 ORE LAKE SRF	4/1/2020			3/15/2020	8,553	684,202		8,553	10/1/2029
	2009 ORE LAKE SRF		10/1/2019		9/7/2019	69,303		60,000	9,303	
\$445,000 SAD Bond Sale	2010 IND/DOWNING	10/1/2019			9/7/2019	6,550	245,000		6,550	
	2010 IND/DOWNING	4/1/2020			3/15/2020	31,550		25,000	6,550	4/1/2020
5301-01 Project MFA	2010 WWTP IMP		10/1/2019		9/7/2019	181,875	1,995,000	155,000	26,875	10/1/2030
	2010 WWTP IMP	4/1/2019			3/15/2019	24,938			24,938	
	MAUSOLEUM		12/19/2019		11/19/2019	21,906	60,088			12/19/2021
\$4,590,000 Bond Sale	2007 WWTP REFUNDING	1/1/2020			12/21/2020	40,721	2,470,000		40,721	7/1/2026
	2007 WWTP REFUNDING			5/1/2020	4/20/2020	750				
	2007 WWTP REFUNDING		7/1/2020		6/21/2020	305,253		270,000	35,253	
						1,464,298	8,994,290	1,150,000	288,642	
									1,434,892	yearly fee



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## **TAB 3**

### **PROPERTY TAXES:**

#### **Fiscal Year 2019/20:**

The 2019/20 tax collection cycle began July 1, 2019 and ends March 2, 2020. All unpaid tax bills will be turned over delinquent on March 3, 2020 to the Livingston County Treasurer for further collection efforts, at which point Hamburg Township will no longer be able to collect payments on tax bills. Any unpaid tax bills must be paid directly to the Livingston County Treasurer.

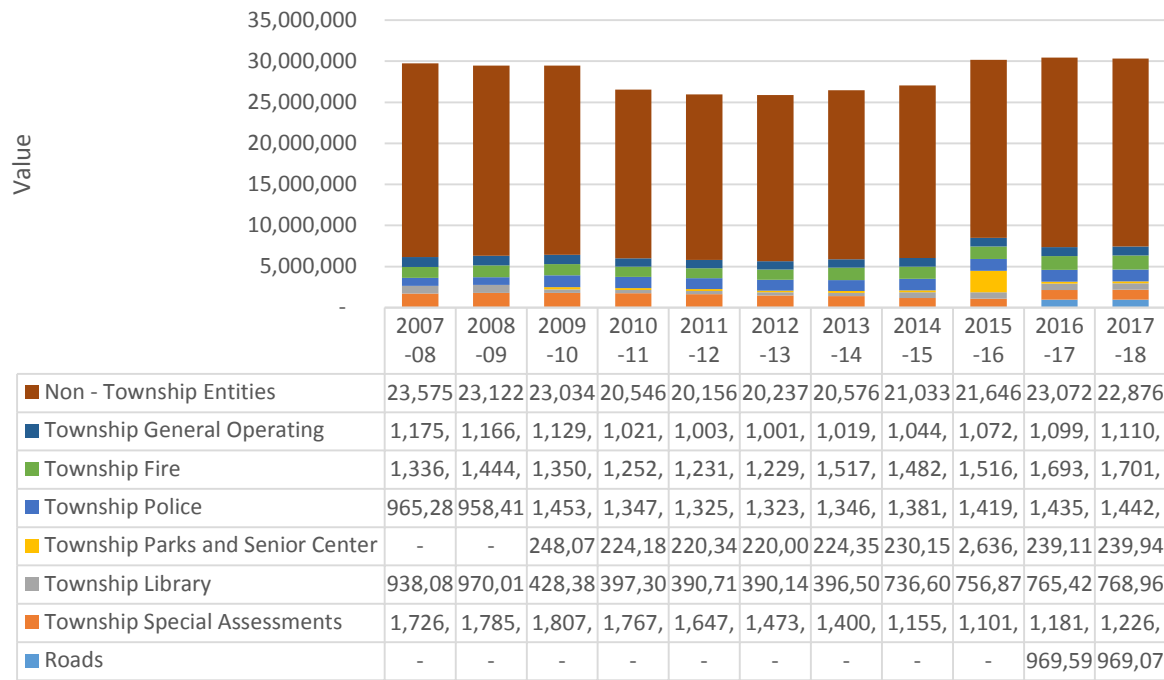
The first section of Tab 3 contains a 10-year comparison table of the following information: 1) taxable values for all properties in Hamburg Township; 2) taxes billed on all properties; and, 3) the percentage of delinquent tax bills sent to Livingston County.

Section 2 of Tab 3 is a chart of the past 10 years of taxes billed per taxing entity. This chart includes all township millages, a total for township special assessments, and a total for non-township entities which are school and county millages.

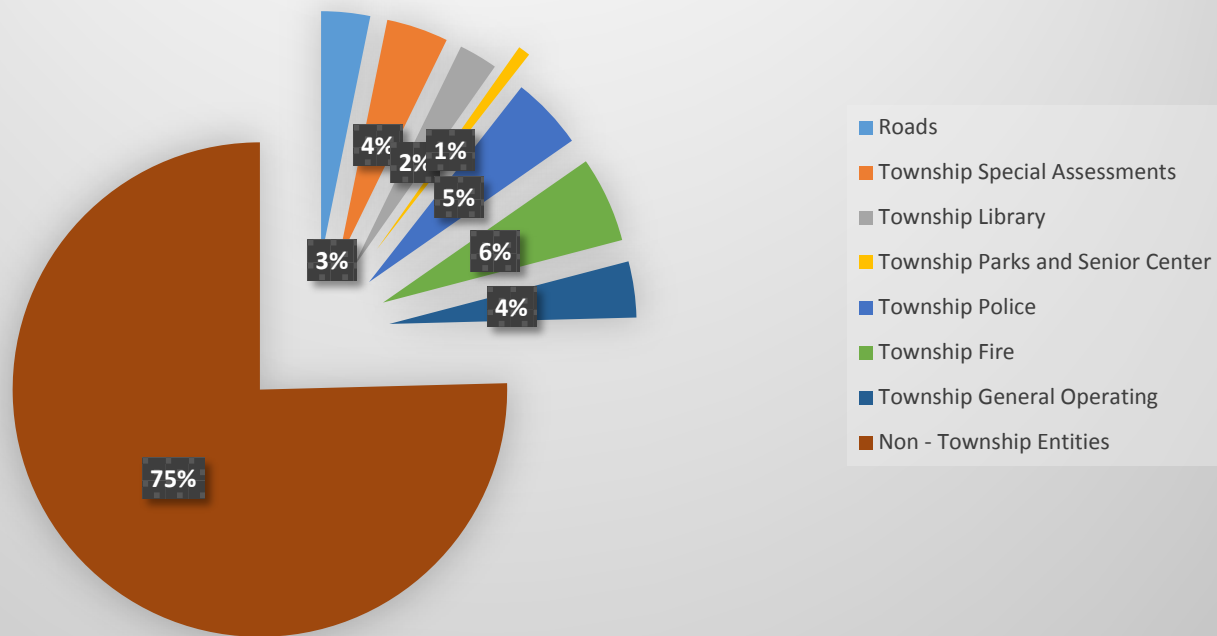
Section 3 of Tab 3 is a table that shows the millage rates for each taxing entity for which the township collects taxes. These entities are Hamburg Township, Hamburg Township Library, Livingston County, Pinckney, Brighton, and Dexter Schools, Livingston and Washtenaw County Intermediate School Districts, and Dexter Library.

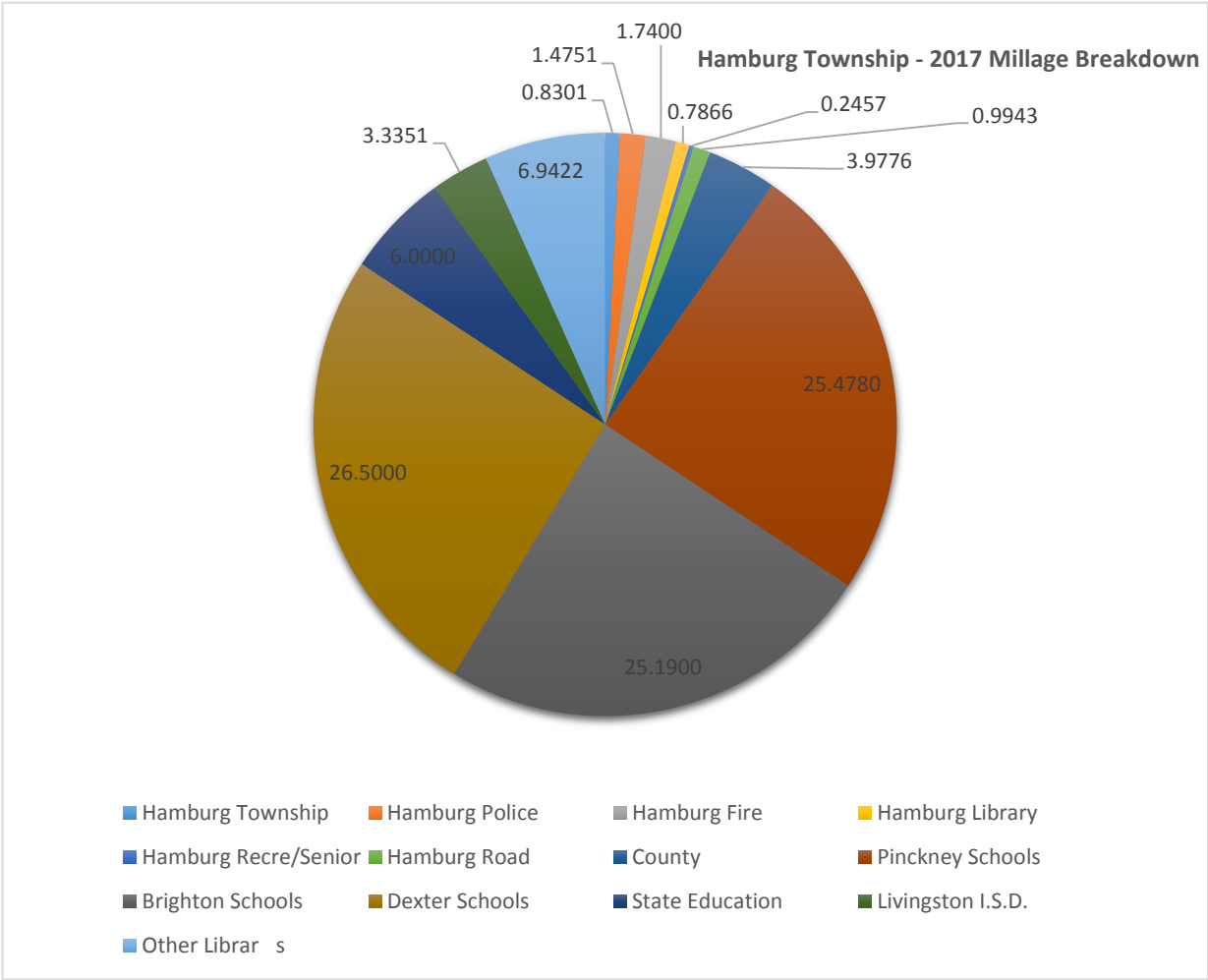


## HAMBURG TOWNSHIP PROPERTY TAX ROLL FOR THE PAST 10 YEARS



# 2017-18 TAX ROLL DISTRIBUTION







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## **TAB 4**

### **MONTHLY BANK AND INVESTMENT REPORT:**

Fiscal Year 2019/20:

The information in this tab includes:

- 1) Name of financial institution in which Hamburg Township has money deposited/invested
- 2) Type of account
- 3) Amount in account
- 4) Interest rate
- 5) Maturity rate of investment, if applicable.

The Township is in the process of phasing out its main checking account at Chase Bank (the “pooled account”) and has created a new main checking account at Flagstar Bank. The majority of daily cash receipts are being deposited into this main Flagstar account. The Chase Pooled account will likely be phased out by mid-April 2019 (due primarily to the Portage fund not transferring yet).

The Township invests cash not needed for immediate purchases into various investments such as certificates of deposit. The maturity dates on CDs are “laddered” so that one or more matures in order to meet projected cash flow needs. The laddering strategy ensures that funds are invested for optimal earnings while keeping funds available for day-to-day expenses and for debt service payments.

Property tax collection season is from July 1 through February 28 of the following year. The Township is the collection point for township, school and county millages. During tax collection season, much of the cash in the pooled account is waiting for distribution to taxing entities outside of the township.

Other cash balances in the pooled account and in investments are restricted for future debt service payments for bonds used to finance special assessment districts.

**Monthly Report****1/31/2020**

BANK	TOTAL BAL	BALANCE VERIFICATION DATE
CHASE BANK	\$44,481.65	1/31/2020
CHEMICAL BANK	\$264,314.99	1/31/2020
COMERICA BANK	\$375,000.00	1/31/2020
MICHIGAN CLASS	\$ 2,080,807.89	1/31/2020
SUNTRUST BANK	\$643,278.75	1/31/2020
FLAGSTAR	\$9,390,652.80	1/31/2020
LEVEL ONE BANK	\$52,424.28	1/31/2020
CIBC BANK	\$266,011.80	1/31/2020
OLD NATIONAL	\$84.00	1/31/2020
INDEPENDENT BANK	\$0.00	1/31/2020
TCF BANK	\$254,932.17	1/31/2020
STATE BANK	\$5,589,724.65	1/31/2020
Total	\$18,961,712.98	

**Chase Bank****1/31/2020**

ACCOUNT NAME	CURRENT BAL
POOLED	\$ 44,481.65
HEALTH REIMBURSEMENT	closed sept 2019
FEDERAL DRUG	closed november 2019
DISBURSEMENT	\$ -
PAYROLL	\$ -
	\$ 44,481.65

**Chemical Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	1/31/2020	4/23/2020	1.65%	\$258,322.14	\$5,992.85	\$264,314.99
					\$ 258,322.14	5992.85	\$ 264,314.99

**Comerica Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
WELLS FARGO	CD	4/10/2019	10/13/2020	2.50%	\$ 250,000.00		\$ 250,000.00
BANK OF AMERICA	CD	3/13/2019	9/14/2020	2.50%	\$ 125,000.00		\$ 125,000.00
POOLED - MONEY MARKET	INT				\$ 513.84	530.99	
					\$ 375,513.84	530.99	\$ 375,000.00

**Michigan Class****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	CURRENT BAL	INT EARNED	NOTES
POOLED	CASH	MONEY MKT		1.81%	\$ 2,080,807.89	3180.87	
BANK TOTAL							

**SunTrust Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	GOODRICH AREA SCHOOL	4/30/2019	5/1/2021	2.50%	\$ 151,278.75		\$ 151,278.75
POOLED	GOLDMAN SACH	2/28/2018	2/28/2020	2.30%	\$ 247,000.00		\$ 247,000.00
POOLED	MORGAN STANLEY	2/7/2019	8/7/2020	2.55%	\$ 245,000.00		\$ 245,000.00
					\$ 643,278.75		\$ 643,278.75

not affect the montly current balance, funds hit the pooled account

**Flagstar CDARS CD's****1/31/2020**

	INV NAME	INV/RENEW	MATURITY	INT RATE	CURRENT BAL	INT EARNED
1998 SEWER SAD	BANK OF AMERICA	12/5/2019	3/5/2020	0.95%	\$57,795.54	
2004 SAD CONSTRUCTION	BANK OF AMERICA	9/19/2019	3/19/2020	1.14%	\$185,781.07	
2004 SAD CONSTRUCTION	AMALGAMATED BANK	2/7/2019	2/6/2020	1.30%	\$101,932.92	
2004 SAD CONSTRUCTION	WESTERN ALLIANCE BANK	2/7/2019	2/6/2020	1.30%	\$211,824.51	
HEY CREEK CONSTRUCTION		10/24/2019	4/23/2020	1.15%	\$40,051.66	



HEY CREEK ENGINEERING	CD TERMS 174 DAYS	9/18/2019	3/12/202	1.90%	\$27,148.92	
2004 SAD CONSTRUCTION	CD TERMS 157 DAYS	11/4/2019	4/9/2020	1.75%	\$56,577.69	
POOLED	CD TERMS 156 DAYS	12/11/2019	5/15/2020	1.53%	\$23,675.87	
POOLED	CD TERMS 155 DAYS	11/14/2019	4/17/2020	1.63%	\$53,599.76	
POOLED	CD TERMS 150 DAYS	10/14/2019	3/13/2020	1.80%	\$53,628.69	
POOLED	CD TERMS 153 DAYS	1/10/2020	5/15/2020	1.75%	\$53,195.19	\$546.14
POOLED	CD TERMS 193 DAYS	8/9/2019	2/18/2020	2.05%	\$255,817.82	
POOLED	checking account				\$8,261,664.09	
PAYROLL	checking account				\$0.00	
DISBURSEMENT	checking account				\$0.00	
HEALTH REIMBURSEMENT	reimbursement account				\$4,617.42	\$2.87
FEDERAL DRUG	savings account				\$3,341.65	\$3.65
					\$9,390,652.80	\$552.66

#### Level One

1/31/2020

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
pooled	cd	10/4/2019	2/3/2020	1.65%	\$52,424.28		\$52,424.28
					\$52,424.28		\$52,424.28

#### CIBC

1/31/2020

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
pooled	CD	1/6/2020	7/6/2020		\$262,590.89	\$3,420.91	\$266,011.80
					\$262,590.89	\$3,420.91	\$266,011.80

#### Old National Bank

1/31/2020

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CHECKING				\$84.00		\$84.00
					\$84.00		\$84.00

**The Independent Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
HAMBURG TOWNSHIP	CDAR	1/17/2019	1/16/2020	2.40%	\$255,570.88	<b>\$6,190.43</b>	
moved to flagstar pooled							
					<b>\$255,570.88</b>		<b>\$0.00</b>

**The State Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CDAR	5/15/2019	5/15/2020	2.80%	\$1,000,000.00		\$1,000,000.00
POOLED	CD	9/16/2019	6/12/2020	2.00%	\$255,346.94		\$255,346.94
MONEY MARKET	MONEY MARKET	1/14/2019		2.28%	\$538,513.95	<b>\$ 869.00</b>	\$539,382.95
POOLED	ICS sweep	10/18/2019			\$3,629,683.65	<b>\$ 6,118.33</b>	\$3,635,801.98
	sweep account				\$192.47	<b>\$ 0.31</b>	\$192.78
2004 sad constuction	ICS seep pooled	11/29/2019			\$158,877.77		\$158,877.77
					\$122.23		\$122.23
<b>BANK TOTAL</b>					<b>\$5,582,737.01</b>	<b>\$ 6,987.64</b>	<b>\$5,589,724.65</b>

**TCF Bank****1/31/2020**

ACCOUNT NAME	INV TYPE	INV/RENEW	MATURITY	INT RATE	PRIOR BAL	INT EARNED	CURRENT BAL
POOLED	CD	9/16/2019	7/13/2020	1.93%	\$ 254,932.17		\$254,932.17
<b>BANK TOTAL</b>					<b>\$ 254,932.17</b>		<b>\$254,932.17</b>

**Hamburg Township  
Approved Financial Institutions  
Revised 3/29/201;**

**Ann Arbor State Bank  
125 W. William St.  
Ann Arbor, MI 48104**

**Brighton Commerce Bank  
8700 No. Second Street  
Brighton, MI 48116**

**Chemical Financial Corp  
(Chemical Bank)  
5420 Gratiot Rd.  
Saginaw, MI 48638**

**Comerica Bank  
Municipalities Group  
PO Box 75000  
Detroit, MI 48226**

**Fifth Third Bank  
Public Funds Banking  
1000 Town Center, Suite 1400  
Southfield, MI 48075**

**First National Bank  
101 East Grand River  
Howell, MI 48843**

**Flagstar Bank  
Public Funds Group  
5151 Corporate Drive  
Troy, MI 48098**

**Huntington Bank  
Merged with First Merit Bank  
801 W. Big Beaver Rd.  
Troy, MI 48084**

**JP Morgan Chase  
Municipal Banking Group  
620 S. Capitol Ave  
Lansing, MI 48933**

**Level One  
32991 Hamilton Ct  
Farmington Hills, MI 48334**

**Michigan Class  
3135 S. State Street, Suite 108  
Ann Arbor, MI 48108**

**Old National Bank  
205 W. Grand River Ave  
Suite 102  
Brighton, MI 48116**

**TCF Bank  
330 S. Main St.  
Ann Arbor, MI 48104**

**The State Bank  
175 N Leroy St.  
P.O. Box 725  
Fenton, MI 48430-0725**

**PNC  
5290 W. Pierson Rd  
Flushing, MI 48433**

**The Private Bank  
38505 Woodward Ave  
Bloomfield Hills, MI 48304**

**Independent Bank  
201 W. Big Beaver Rd.  
Suite 125  
Troy, MI 48084**



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## **TAB 5**

### **FIVE-YEAR FORECAST**

Tab 5 is the five-year forecast for the Township, which was updated in June 2019. Also, included is the capital reserve schedule.

<b>HAMBURG TOWNSHIP</b>										
<b>GENERAL FUND FINANCIAL PROJECTION</b>										
		<b>Actual</b>	<b>AUDITED</b>	<b>APPROVED</b>	<b>PROPOSED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
		<b>FY</b>	<b>YEAR - END</b>	<b>BUDGET</b>	<b>BUDGET FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
		<b>2016/17</b>	<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
<b>REVENUES:</b>										
PROPERTY TAXES		810,532	833,202	856,170	<b>885,053</b>	893,903	911,781	930,017	948,617	967,590
PROP TAX ADMIN FEE		301,266	309,579	315,000	<b>400,000</b>	404,000	412,080	420,322	428,728	437,303
STATE SHARED REVENUE		1,759,950	1,822,141	1,808,080	<b>1,900,000</b>	1,938,000	1,976,760	2,016,295	2,056,621	2,097,754
CABLE FRANCHISE FEE		360,749	257,561	340,000	<b>340,000</b>	340,000	340,000	340,000	340,000	340,000
ADMIN FEE FROM SEWER FUND		115,000	115,000	115,000	<b>115,000</b>	115,000	115,000	115,000	115,000	115,000
INTEREST REVENUE		26,003	49,240	50,000	<b>50,000</b>	45,000	30,000	30,000	30,000	30,000
ALL OTHER		299,043	293,693	368,235	<b>171,900</b>	173,619	175,355	177,109	178,880	180,669
<b>TOTAL REVENUES &amp; TRANSFERS</b>		<b>3,672,543</b>	<b>3,680,417</b>	<b>3,852,485</b>	<b>3,861,953</b>	<b>3,909,523</b>	<b>3,960,977</b>	<b>4,028,743</b>	<b>4,097,847</b>	<b>4,168,315</b>
<b>EXPENDITURES:</b>										
SALARIES AND WAGES		1,273,453	1,326,888	1,467,392	<b>1,496,740</b>	1,541,642	1,587,891	1,635,528	1,684,594	1,735,132
HEALTH INSURANCE		238,133	205,600	221,875	<b>232,969</b>	249,277	266,726	285,397	305,375	326,751
RETIREMENT		99,431	105,217	123,335	<b>127,035</b>	130,846	134,771	138,815	142,979	147,268
FICA		97,835	101,916	108,017	<b>111,258</b>	114,595	118,033	121,574	125,221	128,978
OTHER PERSONNEL COSTS		106,066	107,645	102,092	<b>104,134</b>	106,217	108,341	110,508	112,718	114,972
BLDG & MAUSOLEUM DEBT		21,905	21,650	22,000	<b>22,000</b>	22,000	22,000	22,000	22,000	22,000
OTHER OPERATING COSTS		717,254	839,063	2,111,203	<b>1,322,856</b>	1,349,313	1,376,299	1,403,825	1,431,902	1,460,540
TRANSFER TO POLICE OPERATING		660,000	935,000		-	-	-	-	-	-
TRANSFER TO FIRE		50,000	50,000	50,000	-	-	-	-	-	-
TRANSFER TO PARKS - OPERATING		120,000	120,000	120,000	<b>450,363</b>	250,000	250,000	250,000	250,000	250,000
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,384,077</b>	<b>\$ 3,812,979</b>	<b>\$ 4,325,914</b>	<b>\$ 3,867,354</b>	<b>\$ 3,763,890</b>	<b>\$ 3,864,062</b>	<b>\$ 3,967,647</b>	<b>\$ 4,074,788</b>	<b>\$ 4,185,641</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>		<b>\$ 288,466</b>	<b>\$ (132,562)</b>	<b>\$ (473,429)</b>	<b>\$ (5,401)</b>	<b>\$ 145,633</b>	<b>\$ 96,915</b>	<b>\$ 61,096</b>	<b>\$ 23,058</b>	<b>\$ (17,326)</b>
FUND BALANCE - BEGINNING OF YEAR		\$ 4,873,515	\$ 5,161,981	\$ 5,029,419	<b>\$ 4,555,990</b>	\$ 4,550,589	\$ 4,696,222	\$ 4,793,137	\$ 4,854,233	\$ 4,877,291
FUND BALANCE - END OF YEAR		<b>\$ 5,161,981</b>	<b>\$ 5,029,419</b>	<b>\$ 4,555,990</b>	<b>\$ 4,550,589</b>	<b>\$ 4,696,222</b>	<b>\$ 4,793,137</b>	<b>\$ 4,854,233</b>	<b>\$ 4,877,291</b>	<b>\$ 4,859,965</b>
FUND BALANCE RESERVED FOR WATER RECEIVABLE***		507,718	459,648	459,648	<b>459,648</b>	459,648	459,648	459,648	459,648	459,648
OTHER DESIGNATED FUND BALANCE **		466,390	396,448	449,779	<b>449,819</b>	449,859	449,899	449,939	449,979	450,019
<b>UNDESIGNATED FUND BALANCE</b>		<b>\$ 4,187,873</b>	<b>\$ 4,173,323</b>	<b>\$ 3,646,563</b>	<b>\$ 3,641,122</b>	<b>\$ 3,786,715</b>	<b>\$ 3,883,590</b>	<b>\$ 3,944,646</b>	<b>\$ 3,967,664</b>	<b>\$ 3,950,298</b>
** Committed Fund Balances, Assets held for resale, prepaids										
*** Long-term receivable										

**HAMBURG TOWNSHIP  
POLICE FUND FINANCIAL PROJECTION**

	AUDITED YEAR - END FY 2017/18	APPROVED BUDGET FY 2018/19	PROPOSED BUDGET FY 2019/20	PROJECTED FY 2020/21	PROJECTED FY 2021/22	PROJECTED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25
<b>REVENUES:</b>								
PROPERTY TAXES	1,473,266	2,591,114	\$ 2,678,534	2,758,890	2,841,657	2,898,490	2,956,460	3,015,589
TRANSFER FROM GENERAL FUND - OPERATING	935,000	1,198,700	-	-	-	-	-	-
TRANSFER FROM FORFEITURE	-	-	-	-	-	-	-	-
TRANS FROM G/F - BLDG DEBT	-	-	-	-	-	-	-	-
ALL OTHER	62,413	54,058	305,700	311,814	318,050	327,592	337,420	347,542
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>\$ 2,470,678</b>	<b>\$ 3,843,872</b>	<b>\$ 2,984,234</b>	<b>\$ 3,070,704</b>	<b>\$ 3,159,707</b>	<b>\$ 3,226,082</b>	<b>\$ 3,293,879</b>	<b>\$ 3,363,131</b>
<b>EXPENDITURES:</b>								
SALARIES AND WAGES	1,394,304	1,311,228	1,773,814	1,827,028	1,863,569	1,900,840	1,938,857	1,977,634
HEALTH INSURANCE	212,855	232,900	310,950	326,498	342,822	359,963	377,962	396,860
RETIREMENT	190,477	206,041	387,800	399,434	161,417	166,260	171,247	176,385
RETIREE HEALTH CARE	70,000	82,500	77,000	77,000	50,000	50,000	50,000	50,000
FICA	113,219	112,556	135,233	139,768	142,563	145,414	148,323	151,289
OTHER PERSONNEL COSTS	376,912	453,198	59,190	60,374	61,581	62,813	64,069	65,351
BLDG DEBT	-	-	-	-	-	-	-	-
OTHER OPERATING COSTS	228,398	408,497	480,450	490,059	494,960	499,909	504,908	509,957
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,586,166</b>	<b>\$ 2,806,920</b>	<b>\$ 3,224,437</b>	<b>\$ 3,320,160</b>	<b>\$ 3,116,912</b>	<b>\$ 3,185,200</b>	<b>\$ 3,255,366</b>	<b>\$ 3,327,476</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>	<b>\$ (115,488)</b>	<b>\$ 1,036,952</b>	<b>\$ (240,203)</b>	<b>\$ (249,456)</b>	<b>\$ 42,795</b>	<b>\$ 40,882</b>	<b>\$ 38,513</b>	<b>\$ 35,656</b>
FUND BALANCE - BEGINNING OF YEAR	\$ 215,222	\$ 99,734	\$ 1,136,686	\$ 896,483	\$ 647,027	\$ 689,822	\$ 730,704	\$ 769,217
<b>FUND BALANCE - END OF YEAR</b>	<b>\$ 99,734</b>	<b>\$ 1,136,686</b>	<b>\$ 896,483</b>	<b>\$ 647,027</b>	<b>\$ 689,822</b>	<b>\$ 730,704</b>	<b>\$ 769,217</b>	<b>\$ 804,873</b>
FB DESIGNATED FOR VEHICLES	-	20,000	20,000	20,000	20,000	-	-	-
FB DESIGNATED FOR LEAVE TIME P/O	20,742	20,742	20,000	20,000	20,000	20,000	20,000	20,000
FB DESIGNATED FOR BLDG MAINT	-	25,000	25,000	25,000	25,000	-	-	-
OTHER DESIGNATED FUND BALANCE **	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>ASSIGNED FUND BALANCE</b>	<b>\$ 53,992</b>	<b>\$ 1,050,944</b>	<b>\$ 811,483</b>	<b>\$ 562,027</b>	<b>\$ 604,822</b>	<b>\$ 690,704</b>	<b>\$ 729,217</b>	<b>\$ 764,873</b>

\*\* Committed Fund Balances, Assets held for resale, prepaid



<b>HAMBURG TOWNSHIP</b>									
<b>FIRE FUND FINANCIAL PROJECTION</b>									
		<b>AUDITED</b>	<b>APPROVED</b>	<b>PROPOSED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>	<b>PROJECTED</b>
		<b>YEAR - END</b>	<b>BUDGET</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
		<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
<b>REVENUES:</b>									
PROPERTY TAXES		1,737,097	1,794,890	<b>1,855,422</b>	1,892,531	1,930,381	1,968,989	2,008,369	2,048,536
TRANSFER IN FROM GENERAL FUND		-	-	-	-	-	-	-	-
ALL OTHER		42,813	71,448	<b>22,150</b>	22,593	23,045	23,505	23,976	24,455
<b>TOTAL REVENUES &amp; TRANSFERS</b>		<b>\$ 1,779,909</b>	<b>\$ 1,866,338</b>	<b>\$ 1,877,572</b>	<b>\$ 1,915,123</b>	<b>\$ 1,953,426</b>	<b>\$ 1,992,494</b>	<b>\$ 2,032,344</b>	<b>\$ 2,072,991</b>
<b>EXPENDITURES:</b>									
SALARIES AND WAGES		667,680	772,096	<b>845,218</b>	862,122	879,365	896,952	914,891	933,189
HEALTH INSURANCE		48,414	49,812	<b>75,173</b>	80,435	86,066	92,090	98,536	105,434
RETIREMENT		29,874	27,605	<b>33,399</b>	34,067	34,748	35,443	36,152	36,875
FICA		51,937	58,324	<b>63,250</b>	65,148	67,102	69,115	71,188	73,324
OTHER PERSONNEL COSTS		34,615	43,904	<b>42,710</b>	43,564	44,435	45,324	46,231	47,155
OTHER OPERATING COSTS		289,344	376,930	<b>431,395</b>	440,023	448,823	457,800	466,956	476,295
OTHER CAPITAL EQUIPMENT PURCHASES		330,683	70,000	<b>299,000</b>	82,000	92,000	17,000	17,000	17,000
CAPITAL PURCHASES FOR APPARATUS		104,173	-	<b>1,100,000</b>	50,000	15,000	50,000	700,000	70,000
RESERVE FOR SCBA EQUIPMENT		-	20,000	-	20,000	20,000	20,000	20,000	20,000
RESERVE FOR EQUIPMENT PURCHASES		-	-	-	100,000	100,000	100,000	100,000	100,000
RESERVE FOR APPARATUS REPLACEMENT		-	135,000	<b>135,000</b>	110,000	100,000	100,000	100,000	100,000
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,556,721</b>	<b>\$ 1,553,671</b>	<b>\$ 3,025,145</b>	<b>\$ 1,887,359</b>	<b>\$ 1,887,539</b>	<b>\$ 1,883,725</b>	<b>\$ 2,570,955</b>	<b>\$ 1,979,272</b>
<b>OPERATING SURPLUS (SHORTFALL)</b>		<b>\$ 223,189</b>	<b>\$ 312,666</b>	<b>\$ (1,147,574)</b>	<b>\$ 27,763</b>	<b>\$ 65,885</b>	<b>\$ 108,769</b>	<b>\$ (538,611)</b>	<b>\$ 93,718</b>
FUND BALANCE - BEGINNING OF YEAR		\$ 1,247,811	\$ 1,471,003	<b>\$ 1,783,669</b>	\$ 636,095	\$ 663,858	\$ 729,744	\$ 838,513	\$ 299,901
<b>FUND BALANCE - END OF YEAR</b>		<b>1,471,003</b>	<b>1,783,669</b>	<b>636,095</b>	<b>663,858</b>	<b>729,744</b>	<b>838,513</b>	<b>299,901</b>	<b>393,619</b>
FUND BALANCE DESIGNATED FOR VEHICLE		365,892	365,892	<b>365,892</b>	120,000	100,000	100,000	100,000	70,000
FUND BALANCE DESIGNATED FOR SCBA		20,000	20,000	<b>20,000</b>	20,000	20,000	20,000	20,000	20,000
FB DESIGNATED FOR EQUIPMENT		-	-	-	100,000	100,000	100,000	100,000	100,000
OTHER DESIGNATED FUND BALANCE **		26,779	26,779	<b>26,779</b>	26,779	26,779	26,779	26,779	26,779
<b>DESIGNATED FUND BALANCE</b>		<b>\$ 1,058,332</b>	<b>\$ 1,370,998</b>	<b>\$ 223,424</b>	<b>\$ 397,079</b>	<b>\$ 482,965</b>	<b>\$ 591,734</b>	<b>\$ 53,122</b>	<b>\$ 176,840</b>
** Committed Fund Balances, Assets held for resale, prepaid									

HAMBURG TOWNSHIP									
REC FUND FINANCIAL PROJECTION									
		AUDITED	APPROVED	PROPOSED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		YEAR - END	BUDGET	FY	FY	FY	FY	FY	FY
		FY 2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
REVENUES:									
PROPERTY TAXES		245,428	252,939	-	-	-	-	-	-
ALL OTHER		34,123	34,937	10,045	10,045	10,045	10,045	10,045	10,045
TRANSFER IN FROM GENERAL FUND		120,000	120,000	450,363	460,751	448,930	459,403	470,146	481,168
TOTAL REVENUES & TRANSFERS		\$ 399,551	\$ 407,876	\$ 460,408	\$ 470,796	\$ 458,975	\$ 469,448	\$ 480,191	\$ 491,213
EXPENDITURES:									
SALARIES AND WAGES		110,877	103,561	106,668	108,801	110,977	113,197	115,461	117,770
HEALTH INSURANCE		28,826	31,620	33,201	34,861	36,604	38,434	40,356	42,374
RETIREMENT		8,168	9,497	9,782	10,075	10,378	10,689	11,010	11,340
FICA		8,482	8,375	8,626	8,885	9,152	9,426	9,709	10,000
OTHER PERSONNEL COSTS		2,089	5,255	5,360	5,467	5,577	5,688	5,802	5,918
DNR LAND PURCHASE		-	-	-	-	-	-	-	-
OTHER OPERATING COSTS		107,591	215,356	296,771	302,706	308,760	314,936	321,234	327,659
TOTAL EXPENDITURES		\$ 266,034	\$ 373,664	\$ 460,408	\$ 470,796	\$ 481,448	\$ 492,370	\$ 503,572	\$ 515,061
OPERATING SURPLUS (SHORTFALL)		\$ 133,517	\$ 34,212	\$ -	\$ (0)	\$ (22,473)	\$ (22,922)	\$ (23,381)	\$ (23,848)
FUND BALANCE - BEGINNING OF YEAR		\$ 338,081	\$ 471,599	\$ 505,811	\$ 505,811	\$ 505,811	\$ 483,338	\$ 460,416	\$ 437,035
FUND BALANCE - END OF YEAR		\$ 471,599	\$ 505,811	\$ 505,811	\$ 505,811	\$ 483,338	\$ 460,416	\$ 437,035	\$ 413,187
FB DESIGNATED FOR PARKS MAINTENANCE		61,775	61,775	54,283	54,283	54,283	54,283	54,283	54,283
FB DESIGNATED FOR LL TRAIL MAINT		187,250	187,250	187,250	217,250	237,250	237,250	237,250	237,250
FB DESIGNATED FOR SR CTR MAINT		70,000	70,000	70,000	70,000	50,000	50,000	50,000	50,000
FB DESIGNATED FOR EQUIPMENT		140,000	140,000	140,000	160,000	160,000	160,000	160,000	160,000
OTHER DESIGNATED FUND BALANCE **		-	-	-	-	-	-	-	-
DESIGNATED FUND BALANCE		\$ 12,574	\$ 46,786	\$ 54,278	\$ 4,278	\$ (18,195)	\$ (41,117)	\$ (64,498)	\$ (88,346)
				451,533					
** Committed Fund Balances, Assets held for resale, prepaids									
***Voted Parks Millage 11/09 - .2457									

REC FUND FINANCIAL PROJECTION									
		AUDITED	APPROVED	PROPOSED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		YEAR - END	BUDGET	FY	FY	FY	FY	FY	FY
		FY 2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	Expires 2018								



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 6, 2020

To: Township Board of Trustees  
Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Michigan Jaguars 2020 Invitational Tournament  
Request for 100% Use of Manly Bennett Park – West  
**Blackout dates: May 8-10, 2020 - Sunup to Sundown**

We are in receipt of a Park Use Application from the Michigan Jaguars FC for use of 100% of the Soccer Fields located in Manly Bennett Park West.

The applicant has hosted this event at Manly Bennett for several years, and during this event no other user groups or individuals will be unable to utilize the fields until the following Monday. This event falls on the same weekend that the PHBSA typically holds their Opening Day for baseball in East Park, so both sides of the park will have a large volume of activity.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval with a medium hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unaminously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

Motion by Hohl, second by Koeble, to adjourn the meeting.

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price





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**EXCERPT FROM  
PARKS AND RECREATION COMMITTEE  
MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier  
Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman  
Non-Voting Members Absent: Duffany, Miller, Williamson

**Text of Motion:**

**Motion by Muck, supported by Auxier, to recommend to the Township Board that the Park Use Application for the Michigan Jaguar Tournament, dates May 8-10, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.**

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & RECREATION COORDINATOR



**Hamburg Township Manly Bennett Park  
Park Use Application and  
Release of Liability & Indemnification Agreement**  
(Application must be submitted 60 days before required use)

Submit by Email

Print Form

10405 Merrill Road  
Hamburg, MI 48139  
(810) 231-1000 X-218 Office  
(810) 231-4295 Fax

**Applicant Information:**

Name of Event:	2020 Jaguar Invitational		
Type of Event:	soccer tournament		
Applicant Name:	Annalisa Van Houten	Park Use Category:	
Date(s) of Event:	May 8-10, 2020	Time(s) of Event:	7am til 9pm
Applicant Address:	24404 Catherine Industrial	Suite or Apt. #:	suite 310
Applicant City:	Novi	Applicant State:	MI
		Applicant Zip:	48375
Contact Person:	Annalisa Van Houten	Contact Title:	Tournament Director
Contact Phone:	248-613-0729	Contact Cell:	248-613-0729
Contact Email:	avanhouten20@gmail.com		
All Co-applicants must also sign all applications and waivers			
Event Co-applicant, if any:		Co-applicant Phone:	
Co-applicant relationship to Applicant:			

**Insurance Information:**

Insurance Carrier:	Pullen Insurance	Policy Number:	
General Liability Limit:	Have not received them yet	Expiration Date:	

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy

**Event Description:** (any information that doesn't pertain to the event please indicate "not applicable" or "N/A")

Details of Event including number of days needed for the event, setup and teardown:	Youth Soccer tournament. Tents, porto johns usually start arriving the Thursday prior to event. Everything will be torn down by 9pm on Sunday may 10
---	--

Estimated Number of Participants: 400 plus Estimated Number of Spectators/Guests: 2,000

Estimated percentage of Hamburg Resident participation: ? Estimated percentage of non-resident: ?

Details of the Township site required for Proposed Event, please include site plan drawing of layout for any Special Events:	12 soccer fields with goals and fields lined as well as grass cut low prior to event
--	--



Will there be camping and trailer facilities? If so, are overnight stays anticipated?:

Number of Volunteers:  Are Volunteers trained?:  Please attach copy of Volunteer Handbook if applicable

Will tents be used?:  All tent locations must be pre-approved

If so, indicate locations:

Will admission be charged?:  If so, how much?:

Parking fee charged?:  If so, how much?:

Valet service available?:  If so, how much?:

If music is played or performed, will there be a separate fee?:  If so, how much?:

Have all participants, vendors and volunteers, including those from other Organizations, signed hold harmless agreements to protect Hamburg Township, its Residents, Staff and Officials from any and all Liability that may arise due to this proposed event? *Please provide blank copy of any forms used reflecting Hold Harmless language prior to event.* ☒ Yes ☐ No

Will there be Fireworks or any other pyrotechnic display? If so, describe:

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy

Will there be any animals present? If so, describe:   
**(Pets are not allowed in parkland during events)**  
Domestic Animal Control Ordinance #87 and the Park Facility Use Policy

Will there be Amusement rides or games? If so, describe:

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy

Will there be a need for vehicles to be used on Township grounds? If so, describe:

Personal vehicles used on Township grounds require proof of Auto Liability based on the description of use and areas needing to be accessed by the vehicle during the event

Will Food/Beverages be served? If so, list types of food and name of person(s) serving:

For anything other than pre-packaged foods, Health Department Permits and verification of Products Liability coverage must be provided

Will there be a need for Private Security or Emergency Responders? If so, describe:

Specific services required from the Township, if any:

**Organized Sports and/or Sporting Events:** *This section not applicable to non-sports related events.*

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other Sports Event

If Tournament  
or other event,  
please describe:

soccer tournament

All Regular Season sports participants **MUST** complete the Hamburg Township Sports Group Medical Waiver and Authorization and provide these forms to the Township.

Initials **ADV**

All Tournament participants, including those from other Organizations, shall sign Hold Harmless clauses to protect Hamburg Township, its Residents, Staff and Officials from any and all Liability that may arise due to this proposed event. ***Please provide executed tournament log reflecting Hold Harmless language after the event.***

Initials **ADV**

*All Sports Group Medical Waiver and Authorizations and Hold Harmless forms must be supplied to the Township at time of registration.*

**Participant Information:**

Please indicate total number of HAMBURG TOWNSHIP participants in your organization: ?

Please indicate total number of NON-RESIDENT participants in your organization: ?

Please indicate, or attach a  
copy of the fee structure for  
participation in this sports  
season/tournament/event:

FEES: 4v4 \$575, 7v7 \$650, 9v9 \$750, 11v11 and Showcase \$795,

**Contact Information:**

***Upon Park Approval, the applicant will provide a roster of all participants including their names, ages and residency information***

Please indicate on premise contact for before, during and after the event: Annalisa Van Houten

Event Contact Phone: 248-6130729

Event Contact Cell Phone: 248-613-0729

Please indicate person in charge of concessions, if any:

**No access to concessions**

Concessions Contact Phone:

Concessions Contact Cell Phone:

Types of Foods/Beverages  
that will be served (Pre-  
packaged only):

**Vendor supplied concessions  
will provide GCI & Health Lic  
if applicable**

Please indicate the process  
by which you complete  
Background Checks:

All coaches have to go thru a background check in order to coach thru Michigan State Youth Soccer Association

*Background Checks may be required as outlined in Hamburg Township Park Facility Use Policy, as referenced in Section 4.4 and outlined in Appendix A.*

**Other Information:**

Please provide  
any other  
information  
regarding your  
event that you  
may find  
helpful:



## Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or answer questions. If the Park Use application is received less than 60 days prior to the requested event date, the Parks & Recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board

The Undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and /or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant, that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant

Initials:

ADV

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concussion Law, Acts 342 & 343, Public Acts of 2012, as referenced in Section 4.4 of the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the about statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township Parkland facilities


Initials:

ADV

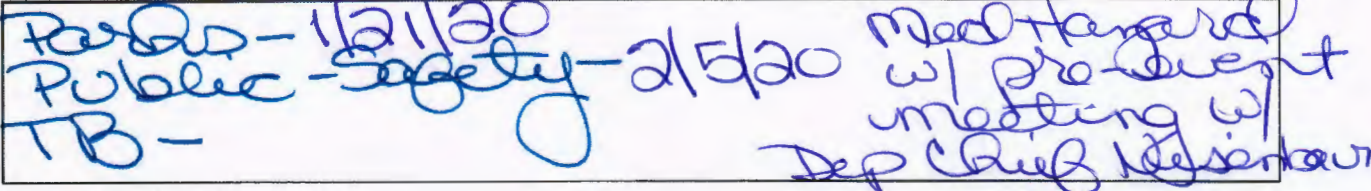
**Confirmation of Individual Participation: (Sports Groups):** The applicant hereby swears and attests that they have obtained original signatures and initials on the Hamburg Township Sports Group Medical Waiver and Authorization for all participants that will be utilizing the Hamburg Township Park Facilities for sport related activities. Furthermore, these forms waive, release and discharge from any and all liability for death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter accrue, including traveling to and from practice, game or any event, the following entities: Hamburg Township, its elected and appointed officials, employees and volunteers, representatives and agents, and others working or acting on behalf of Hamburg Township. Furthermore, the applicant will submit all original forms to the Hamburg Township Parks and Recreation Department and attest that they are in compliance with the Michigan Sports Concussion Law, Acts 342 & 343, Public Acts of 2012, as referenced in Section 4.4 of the Park Facility Use Policy and outlined in Appendix A

Initials:

ADV

Applicant's Signature: Annalisa Van Houten	Digitally signed by Annalisa Van Houten Date: 2019.11.25 11:14:27 -05'00'	Date: 11-25-19
Co-Applicant's Signature:		Date:
Parks Coordinator: 		Date: 11-25-19

### For office use only

Comments: 

Application has been (Check One)

☐ Approved

☐ Denied

Hamburg Township Clerk:





# Hamburg Twp. Fire Dept.

10100 Veterans Memorial Dr. PO BOX 157 Hamburg, MI 48139  
Ph: 810.222.1100 Fax: 810.231.1974

**Permit Fee: \$50.00**

Payable to Hamburg Township Fire Dept.  
10 days prior to event

Permit No: \_\_\_\_\_

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

## TENT PERMIT APPLICATION

Event Name/Type: **2020 Jaguar Invitational**

Address of Tent Location: **West Bennett Park 10446 Merrill Road Whitmore Lake**

Date(s) of Event: **May 8-10, 2020**

Start Time: **7am**

End Time: **9pm**

## OWNER/OCCUPANT

Owner/Occupant Name: **Michigan Jaguars FC**

Address: **24404 Catherine Industrial Suite 310 Novi, MI 48375**

Phone Number: **2486130729**

## TENT INSTALLER

Tent Installer Name: **Michigan Tent and Party Rentals**

Address: **5849 Enterprise Drive Lansing, MI 48911**

Phone Number: **5172859812**

## EVENT COORDINATOR

Name of Event Coordinator: **Annalisa Van Houten**

Address: **24404 Catherine Industrial Suite 310 Novi, MI 48375**

Phone Number: **2486130729**

## TENT INFORMATION

Size of Tent: **20x40**

Number of Attendees: **5000-10000**

Entertainment Type: **soccer tournament**

Dance Floor: **No**

Stage/Platform: **no**

Special Effects: **no**

Describe Use in Tent: **computers for staff and referee resting area**

Cooking in Tent? ☐ YES ☒ NO

Source of Heat: \_\_\_\_\_ Source of Power: \_\_\_\_\_

Heater Provided with Tent? ☐ YES ☒ NO

Source of Heat: \_\_\_\_\_ Source of Power: \_\_\_\_\_

Desired Date &  
Time for  
Inspection?

**may 8**

**2pm**

Inspector Approval: \_\_\_\_\_

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



**VENDOR LIST (For Large Events)****Name of Vendor:** Motor City Soccer**Address:** 48975 Grand River Ave, Novi, MI 48375**Phone Number:** 2485134334**Product Sold:** Soccer Clothing**Number Of Employee:** 3**Name of Vendor:** Maui Wowi**Address:****Phone Number:** 2488947994**Product Sold:** smoothies and coffee**Number Of Employee:** 1**Name of Vendor:** Poutine Food Truck**Address:****Phone Number:** 2487057638**Product Sold:** Poutine**Number Of Employee:** 3**Name of Vendor:** Different Twist Pretzel truck**Address:** PO Box 1514 Southgate, MI**Phone Number:** 3135757863**Product Sold:** pretzels**Number Of Employee:** 3

**VENDOR LIST (For Large Events)****Name of Vendor:** Star Systems**Address:** 1515 Holly Hill, Germantown, TN 38138**Phone Number:** stargol@bellsouth.net**Product Sold:** soccer clothing**Number Of Employee:** 2**Name of Vendor:** Terry's Treats**Address:** 11835 Lake Ridge Wayland, MI 49348**Phone Number:** tp.19@hotmail.com**Product Sold:** donuts**Number Of Employee:** 2**Name of Vendor:** Blue Sky Soccer**Address:** 45 Brighton Court Springboro, OH 45066**Phone Number:** 9372399901**Product Sold:** clothing**Number Of Employee:** 2**Name of Vendor:** Fine Designs**Address:** 6 Corporate Ctr Broadview Heights, OH 44147**Phone Number:** 4408865323**Product Sold:** tournament logo clothing**Number Of Employee:** 2

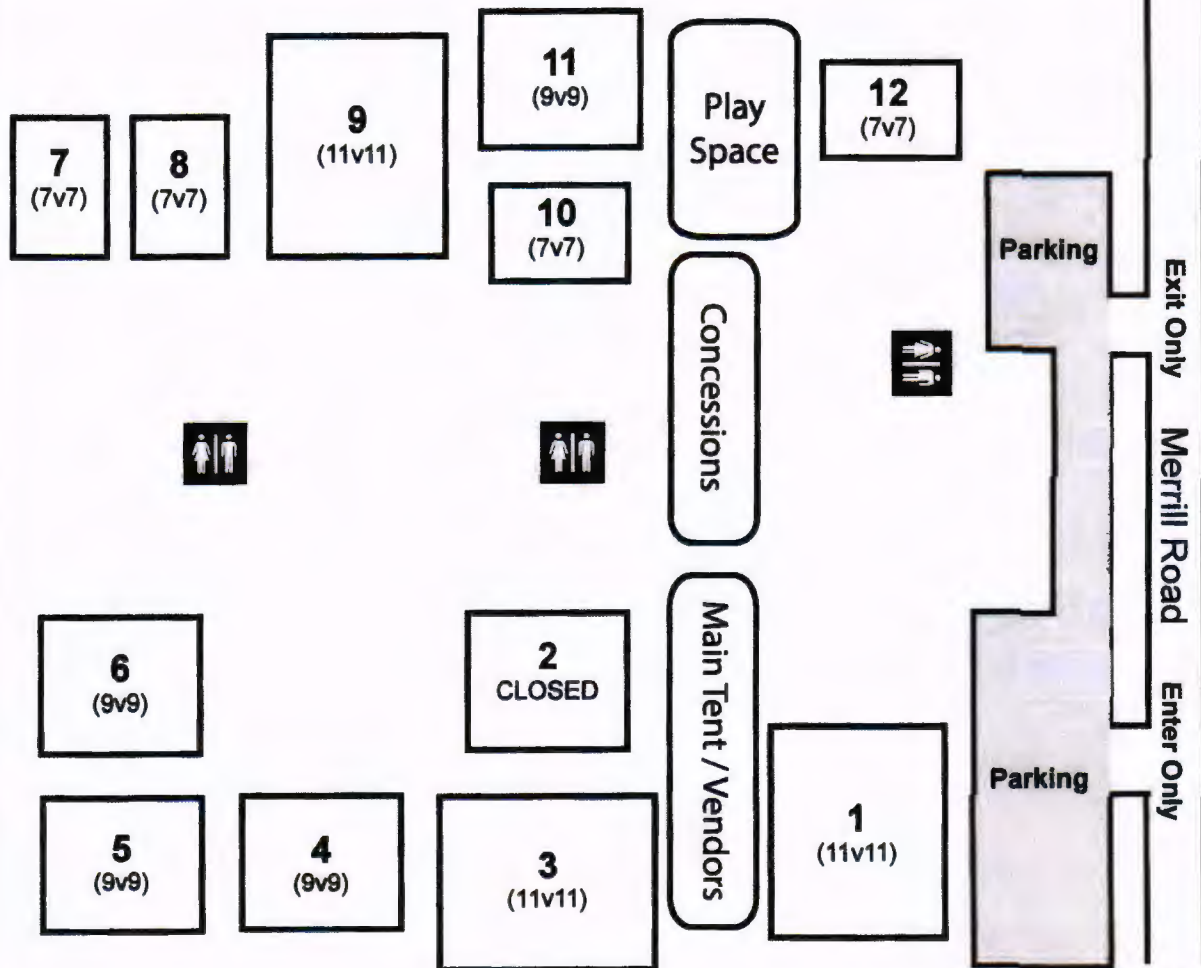


# Hamburg West Bennett Park (WBP)

10446 Merrill Road, Whitmore Lake, MI 48189



M-36





**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 6, 2020

To: Township Board of Trustees  
Parks and Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Smartwater Invitational Tournament 2020  
Michigan Alliance FC – Manly Bennett Park – West  
Park Use Application for Soccer Field usage – 100% of fields (blackout)

Set-up: May 1, 2020, users will still have access for games/practices  
Dates of Event: May 2 & 3, 2020

We are in receipt of a Park Use Application from the Michigan Alliance for use of Soccer Fields in Manly Bennett West for the Smartwater Invitational Soccer Tournament to be held May 2 & 3, 2020. This Tournament occurs the weekend prior to the Jaguar Tournament and was first at Manly Bennett Park in 2018.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval with a medium hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157

(810) 231-1000 Office  
(810) 231-4295 Fax



**Supervisor:** Pat Hohl  
**Clerk:** Mike Dolan  
**Treasurer:** Jason Negri  
**Trustees:** Jim Neilson  
Bill Hahn  
Chuck Menzies  
Annette Koeble

---

## **Appendix - C**

### **Parklands and Community Center Use Fee Schedule**

#### **Parklands:**

##### **Recognized Sports Groups: Regular Seasonal Use**

Per Participant fee, charged per season:

\$5.00 resident  
\$10.00 non-resident

Regular Seasonal uses includes User Group sponsored games, practices and tryouts. All other uses fall shall be considered Special Use.

In-Kind Donations which are considered Capital Improvements, and are and approved prior to expenditure, may be used to offset fees for use by Recognized User Groups. Receipts must be submitted and approved each season. Credits cannot exceed fees due.

The Township Board may supersede this fee schedule by stipulating alternate fees, or waiving them in their entirety.

##### **Non-Recognized User Group/For-Profit Business: Regular Seasonal Use**

Flat rate per field: \$25.00 per 2 hour use  
(use must not conflict with Regular Seasonal Use or Blackout Dates).

Field use will be handled on a first-come-first-serve basis. The Recognized Users will be granted an early-bird scheduling window, of no less than 6 weeks before the season start. All other users will be granted access to calendar 2 weeks prior to season start.

##### **Special Use (Requires Public Safety Fees):**

For all special events or uses, fees may be set at the daily field rates as outlined below, or a fee as otherwise determined by the Township Board. Waivers of fees, including those for Public Safety, may be made by the Township Board. Contributions of in-kind services, maintenance and repairs may be considered by the Board and can be used to offset regular seasonal use fees for recognized user groups.

Charge for Sports Field per day/per area, half days will be charged 50% of rates shown:  
(See Appendix – D for field locations)

**Low Hazard:**

- Recognized User Group: \$250.00
- Non-Partnering User Group: \$750.00

**Medium Hazard:**

- Recognized User Group: \$500.00
- Non-Partnering User Group: \$1,500.00

**Large Hazard:**

- Recognized User Group: \$1,000.00
- Non-Partnering User Group: \$2,500.00

Township Board will determine the hazard category/rates after consultation with the event organizers. All events must go through a Public Safety review, and charges over and above the fees may be required once risk is evaluated as outlined in the Public Safety Fee Chart (attached).

Tournaments require proof of Event Liability and Medical Payments for all Participants and must name Hamburg Township as Additional Insured.

A \$500.00 non-refundable “hold the date” deposit is required for all Special Use applications, in addition to applicable Restoration, Clean-up and Damage Bond amounts (see below). The hold the date deposit is due upon approval of the Park Use Application for the event and shall be applied towards the applicant’s total calculated fee for park use. This deposit will be applied towards the applicant’s invoice or retained in the case of a cancellation of the event. Additional charges may be imposed for services provided such as Trash Removal, Portable Toilets, etc.

The Township Board reserves the right to waive or reduce deposit or reimburse any unused portion of the deposit to the applicant. In-Kind Donations which are considered Capital Improvements, and are approved prior to expenditure, may be used to offset fees for use by Recognized User Groups. Receipts must be submitted and approved each season. Credits cannot exceed fees due.

**Merrill Field Disc Golf Course:**

Informal/Individual use: A fee of \$2.00 per person, per game, is required and shall be remitted in the cash receptacle provided at the entrance of the course.

Group/League/Organization use: Groups will apply for regular league play on an annual Park Use application, with a list of dates that the games will be occurring. Group will collect and remit \$2.00 per person, per game to the Township. Waivers of fees may be made by the Township Board. Contributions of in-kind services, maintenance and repairs may be considered by the Board.



### **Restoration, Clean-up & Damage Bonds:**

For use of the Gazebo at Winkelhaus Park - \$100 per use.

For use of any playing field, for use other than what it is intended for - \$1,000 per field.

Based on the type of event proposed by the applicant, the Township Board may require the applicant to pay a bond in an amount other than what is described here. The Township Board reserves the right to waive bonds at their discretion.

All restoration, clean-up and damage bonds must be in the form of cash or certified check shall be returned only after it is determined that the Applicant has fully performed the restoration and clean-up of the premises to the pre-event or better condition as outlined in Parks and Recreation Administrative Policies and Procedures Manual.

Applicant will be advised in writing should the bond be retained in part or in its entirety or if the damages exceed the bond and there is a balance due.

### **Community Center:**

***Individual or member of applying organization must be a Hamburg Township resident.***

Refundable key deposit for all uses: \$100

Refund processed through Treasury as outlined in the Parks & Recreation Policies and Procedures.

Hourly Rates (Whole hours only):

\$0.00 per hour for approved resident or non-profit meetings

\$10.00 per 2-hour for approved resident or non-profit activities other than meetings

\$25.00 per 2-hour for approved classes or for-profit activities

Approved:  
TB 12/17/19  
Effective 1/1/20

## Public Safety Fee Chart

*As referenced: Appendix – C  
Parklands, Community  
Center and Public Safety  
Fee Schedule*

Event Category	Event Size/Hazard Description	Public Safety Fee	Personnel Provided
<b>Low Hazard</b>	<b>Less than 1000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>No Public Safety Fee Required</b> (unless use is determined to have need of personnel based on type of event).	
<b>Medium Hazard</b>	<b>1001 – 2500</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$600 per day</b> <b>Half Day: \$300 per day</b>	<b>2 public safety personnel</b>
<b>High Hazard</b>	<b>2501-5000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$1,200 per day</b> <b>Half Day: \$600 per day</b>	<b>4 public safety personnel</b>
<b>Special Use</b>	<b>Over 5,000</b> <ul style="list-style-type: none"> <li>Must be proposed and permitted through special approval process through Township Board</li> <li>May require further permits and specialty insurance</li> </ul>	Actual salary costs for all public safety personnel (Police & Fire) not working a regularly-scheduled shift	Public Safety Administration (in consultation with the event organizers and Parks & Rec Director) determine the public safety needs for the event

- **All new event applications/uses require review by Public Safety Personnel**
- Half Day is 6 hours or less, Full Day is more than 6 hours
- The Township Board may waive or reduce required public safety fees by special request of the event organizers
- All event applications, no matter the size, must start with a Park Use Application submittal with the Parks & Recreation Department

**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unaminously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

Motion by Hohl, second by Koeble, to adjourn the meeting.

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price



Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
www.hamburg.mi.us

## EXCERPT FROM PARKS AND RECREATION COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier

Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman

Non-Voting Members Absent: Duffany, Miller, Williamson

Med Han  
Meet w/  
Dep Chief

**Text of Motion:**

**Motion by Dolan, supported by Koeble, to recommend to the Township Board that the Park Use Application for the Smartwater Tournament, dates May 2 & 3, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.**

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & RECREATION COORDINATOR



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use):

Name of Event: 2020 Smartwater Invitational

Type of Event: Soccer Tournament Park Use Category #: Select One 2

Applicant Name: Michigan Alliance FC

Date(s) of Event: May 2 & 3, 2020 Time(s) of Event: 8am - 8pm

Applicant Address: 9299 Goble Dr Suite or Apt #:

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Amy Callahan / Gretchen McKernan

Contact's Affiliation with Applicant: Administrator

Contact's Phone: 734 260 1907 Contact's E-Mail: gretchen.mafco@gmail.com

Event Co-applicant, if any:

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant:

Co-applicant's phone:

Insurance Information:

Insurance Carrier: Pullen Insurance Services

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: KKO75195 Expiration Date: 9/1/2020

Limit of General Liability: \$1 million Occurrence \$1 million Aggregate

Umbrella Coverage Limit (if any): \$5 million Occurrence \$5 million Aggregate



**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: Competitive soccer  
tournament for players ages 8-18

Total Number of participants/spectators/guests anticipated during event: 2500

Average of participants/spectators/guests anticipated at any given time: 500

Site of Proposed Event; include all areas of the parklands that will be used: West Bennett Park

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: No

Number of Volunteers: 20 Are Volunteers trained?: Yes  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: Yes If so, please indicate locations: \_\_\_\_\_

in grassy areas along pathway  
*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: No

Parking fee charged? If so, how much: No Valet service available? No

Will Food/Beverages be served? If so, types of food and name of persons serving: \_\_\_\_\_

Licensed vendors will be selling carnival type  
food from food trucks - Requires inspection  
*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: No

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: No

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: No

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Golf and utility carts - for injuries, elderly, trash  
*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: None

Other information regarding your event that you feel may be helpful: Tournament  
headquarters will be at Legacy Center. Vest  
Bennett will be a secondary site.

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

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**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: gd

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: gd

Applicant's Signature: [Signature] Date: 1/17/2020

Co- applicant's Signature: [Signature] Date: \_\_\_\_\_

Parks Coordinator: [Signature] Date: 1/17/2020

**For office use only**

Comments: PS rec Med Hazard & pre-event meeting w/ Dep Chief Wisniewski

Meeting Approval Dates: 1/21/20 Parks & Recreation 2/5/20 Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_



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

## **Memorandum**

Date: February 6, 2020

To: Township Board of Trustees  
Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: PowerAde Invitational Tournament 2020  
Michigan Alliance FC – Manly Bennett Park – Entire West Park with request for East Park Football Field usage – 100% of fields (blackout)

Set-up: August 21, 2020, users will still have access for games/practices

Dates of Event: August 22 & 23, 2020

We are in receipt of a Park Use Application from the Michigan Alliance for use of all Soccer Fields in Manly Bennett West, as well as the Football fields in East Park, for the PowerAde Invitational Soccer Tournament to be held August 22 & 23, 2020. Based on safety concerns from the events in both 2018 & 2019, Public Safety was requested to make their recommendation to accommodate the event as requested, or limit use to West Park.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval for both sides of park with a high hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unaminously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

Motion by Hohl, second by Koeble, to adjourn the meeting.

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price





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**EXCERPT FROM  
PARKS AND RECREATION COMMITTEE  
MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier

Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman

**Text of Motion:**

*High-Hay  
Meet w/ O  
Dep Brief*

**Motion by Muck, supported by Dolan, to recommend to the Township Board that the Park Use Application for the PowerAde Tournament, dates August 22 & 23, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing as well as a determination if the event can be held in both East and West parks. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.**

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR



# Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

## Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use):

Name of Event: 2020 Powerade Invitational

Type of Event: Soccer Tournament Park Use Category #: Select One 2

Applicant Name: Michigan Alliance FC

Date(s) of Event: August 22-23, 2020 Time(s) of Event: 8am - 8pm

Applicant Address: 9299 Goble Dr Suite or Apt #:

Applicant City: Brighton State: MI Zip: 48816

Contact Person (present during use): Amy Callahan/Gretchen McKernan

Contact's Affiliation with Applicant: Administrator

Contact's Phone: 734-260-1907 Contact's E-Mail: gretchen.mafce@gmail.com

Event Co-applicant, if any:

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant:

Co-applicant's phone:

#### Insurance Information:

Insurance Carrier: Pullen Insurance Services

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: KK075195 Expiration Date: 9/1/2020

Limit of General Liability: \$1 million Occurrence \$1 million Aggregate

Umbrella Coverage Limit (if any): \$5 million Occurrence \$5 million Aggregate



**Event Description:** (any information that doesn't pertain to your event please indicate not applicable)

Please describe the event you propose to host:

competitive soccer  
tournament for players age 8-18.

Total Number of participants/spectators/guests anticipated during event:

2500

Average of participants/spectators/guests anticipated at any given time:

1000

Site of Proposed Event; include all areas of the parklands that will be used:

East and  
West Bennett Parks - East Park may not  
be available - Public Safety to determine

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated:

No

Number of Volunteers:

40

Are Volunteers trained?:

Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?:

Yes

If so, please indicate locations:

In grassy areas along walkway

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much:

No

Parking fee charged? If so, how much:

No

Valet service available?

No

Will Food/Beverages be served? If so, types of food and name of persons serving:

Licensed vendors will be selling carnival  
type food from food trucks - Requires

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe:

No

Inspection

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe:

No

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe:

No

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: \_\_\_\_\_

golf and utility carts - for injuries, elderly, trash  
*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: None

Other information regarding your event that you feel may be helpful: Tournament headquarters will be at Legacy Center. This will be a secondary location.

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.



In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: gch

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: gch

Applicant's Signature: [Signature] Date: 1/17/2020  
Co- applicant's Signature: [Signature] Date: 1/17/2020  
Parks Coordinator: [Signature] Date: 1/17/2020

**For office use only**

Comments: PS Rec High Hazard w/  
pre-event meeting w/ Dep Chief  
Wisniewski  
Meeting Approval Dates: 1/21/20 Parks & Recreation 2/5/20 Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_

# LIVINGSTON COUNTY & THE 2020 CENSUS

## A Community Action Plan For Education & Engagement



**CENSUS  
2020**  
**Livingston Counts**





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**CENSUS**  
**2020**  
**Livingston Counts**



## Introduction

**As a trusted partner in Livingston County, you play a vital role in helping people in our community get the resources they have earned and deserve.**

Because the people you serve trust you and the information you provide, you are in the perfect position to encourage the people you serve to complete the 2020 Census.

This Action Plan will prepare you to educate, engage, and encourage our residents to respond to the census with confidence.

**The most important things to know about the Census is that it's safe, easy, and important!**

The census counts every single person – babies, kids, adults and seniors – **EVERYONE COUNTS!** People are often uncounted in the Census, especially families with young kids, people of color, and people with low income.

**This is where we need your help:** the people who are missed by the census are often the same people who come to you for services. You can make a difference by asking them to participate in the census.

This Action Plan lays out important dates and messages, so all you need to do is share the information. We have included social media posts, posters, graphics, and language for anything from newsletters, webpages, or emails. Simply copy and paste the language we've created, customize where you see fit, and download posters and graphics to emphasize the message.

**Thank you for doing your part to ensure that Livingston County has the most accurate and complete count in the 2020 Census!**



## About The Census

The census is a fundamental part of our democracy. Once every decade, the Census Bureau counts every person living in the United States.

The 2020 Census directly impacts how much federal funding the State of Michigan will receive over the next decade to support programs that benefit Livingston County residents. Every Michigander not counted will cost the state approximately \$18,000 over the next 10 years.

**Census responses are used to distribute \$675 billion in funding each year to public services we all use.**

Schools, hospitals, and even roads are affected by census responses. Census data is used to distribute federal funding for programs like Medicare Part B, special education, and supplemental nutrition assistance. Businesses use census data to decide where to build factories, offices, and stores, which helps create new jobs for our community

**Starting in Mid-March, invitations to complete the census will begin arriving in mailboxes across Livingston County. Residents can either respond online or by phone.**

Filling out the census is safe, easy, and important. The census form is not complicated. For most households, it will take about ten minutes to complete. There are 9 simple questions like age, sex, and the number of people who live in the home, including children.

**All census responses are safe and completely confidential.**

Many residents are concerned about the safety of their census responses. You can confidently inform residents that all responses are safe, secure, and protected by federal law. Responses are aggregated and are ONLY used to produce statistics. They cannot be used against residents by any government agency or court in any way.



# Message #1: February 26

## Census FAQs & Education

This Wednesday's message will focus on educating our residents on the census. We will provide FAQs and a brief overview to introduce residents to the topic on the upcoming census. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #1 section in the Resources box at the bottom of the webpage.

### Social Media Posts

#### Facebook

Every 10 years, the @uscensusbureau is responsible for counting all the people residing in the United States. This count affects how funding is distributed for our community's public resources (roads, hospitals, schools), how we plan for the future, and our voice in government. Learn more about the importance of the #2020Census and how easy it is to respond either online or by phone at <https://www.livgov.com/census2020>.

#### Twitter

Every 10 years, the #Census counts everyone in the U.S. This count affects funding for our public resources (roads, hospitals, schools), how we plan for the future & our voice in government. Learn more about the importance of the #2020Census: <https://www.livgov.com/census2020>. #LivCoCounts

## 2020 Census FAQs

**You've got questions, and we have answers!**

- In March you'll receive an invitation by mail to respond online or by phone.
- The census has 9 simple questions.
- Your responses are safe, private, and protected by law!
- Your responses are used to distribute over \$675 billion each year to services we all use like schools, hospitals, roads & more.



**CENSUS  
2020**  
Livingston County





# Message #1: February 26 (Continued)

## Newsletter / Webpage / Email Language



Every 10 years, the Census Bureau is responsible for counting all the people residing in the United States. This count affects how funding is distributed for our community's public resources that we all use like roads, hospitals, and schools, how we plan for the future, and our voice in government.

The 2020 Census directly impacts how much federal funding the State of Michigan will receive over the next decade to support programs that benefit Livingston County residents. Every Michigander not counted will cost the state approximately \$18,250 over the next 10 years. Learn more about the importance of the upcoming 2020 Census and how easy it is to respond either online or by phone at <https://www.livgov.com/census2020>.

## Poster

Available for download at <https://www.livgov.com/census2020>.

## 2020 Census FAQs



Livingston Counts

### When can I respond to the census?

In **March**, you'll receive an invitation **by mail** to respond to the census **online** or **by phone**.

### What will I be asked?

You will be asked a few **simple questions**, like age, sex, and the number of people who live in your home, including children.


### Is my information safe?

Your 2020 Census responses are **safe, secure, and protected** by federal law. Your answers are aggregated and are **ONLY** used to produce statistics. They cannot be used against you by any government agency or court in any way.


### What won't be asked?

The census will **NEVER** ask for Social Security numbers, bank or credit card numbers, money or donations, or anything related to political parties.


### What's in it for me?




Your responses are used to distribute over **\$675 billion** each year to communities for clinics, schools, roads, and more



Census data is used to distribute **federal funding** for programs like: Medicare Part B, special education, and supplemental nutrition assistance



**Businesses** use census data to decide where to build factories, offices, and stores, which helps create **new jobs** for our community




Local governments, like Livingston County, use census data to plan for **public safety services** and emergency preparedness

## CENSUS DAY

is April 1, 2020

Let's Count On Each Other To Make Sure **Livingston Counts**

For more information, visit [www.livgov.com/census2020](https://www.livgov.com/census2020)







## Message #2: March 4

### Census Responses Are Safe & Confidential

This Wednesday's message will focus on the confidentiality of responses to the census. Through focus groups, the Census Bureau found that many individuals were hesitant to complete the census because of worries their answers wouldn't be confidential or would be shared with other agencies. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #2 section in the Resources box at the bottom of the webpage.

#### Social Media Posts

##### Facebook

Your #2020Census responses are safe, secure, and protected by federal law. Your answers are aggregated and are ONLY used to produce statistics. They cannot be used against you by any government agency or court in any way. Have peace of mind that your responses cannot be used for law enforcement purposes or to determine your eligibility for government benefits. Learn more about the security of the #2020Census at <https://www.livgov.com/census2020>.

##### Twitter

Your #2020Census responses are safe & protected by federal law. Your answers are ONLY used to produce statistics. They cannot be used against you by any government agency or court in any way. Learn more about the #2020Census' security at <https://www.livgov.com/census2020>. #LivCoCounts



**The 2020 Census keeps  
your data like you keep  
your kids. Safe and secure.**

All census responses are kept confidential and private. It's the law. Your responses cannot be shared and cannot be used against you by any government agency or court in any way.



**CENSUS  
2020**  
Livingston Counts





## Message #2: March 4 (Continued)

### Newsletter / Webpage / Email Language

When it comes to completing the 2020 Census, you can be confident that your responses are completely safe, secure, and protected by federal law. Your answers are aggregated and can only be used to produce statistics. They cannot be used against you by any government agency or court in any way. Have peace of mind that your responses cannot be used for law enforcement purposes or to determine your eligibility for government benefits. All Census Bureau staff take a lifetime oath to protect your personal information, and any violation comes with a penalty of up to \$250,000 and/or up to 5 years in prison. Learn more about the security of the 2020 Census at <https://www.livgov.com/census2020>.

### Poster

Available for download at <https://www.livgov.com/census2020>.



**The 2020 Census keeps your data like you keep your kids. Safe and secure.**

All census responses are kept confidential and private. It's the law. Your responses cannot be shared and cannot be used against you or your family by any government agency or court in any way.

Have peace of mind knowing all census workers take a lifelong oath to protect your answers. Punishment for mishandling census data is up to a \$250,000 fine and up to 5 years in prison!

*The census is quick, easy, and safe.  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)*



**CENSUS 2020**  
Livingston Counts



## Message #3: March 11

### How The Census Affects Funding For Community Services

This Wednesday's message will focus on how funding is distributed to community services based on census data. We will be stressing to residents the fact that the services they care about and use regularly depend on funding that is determined by their census responses. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #3 section in the Resources box at the bottom of the webpage.

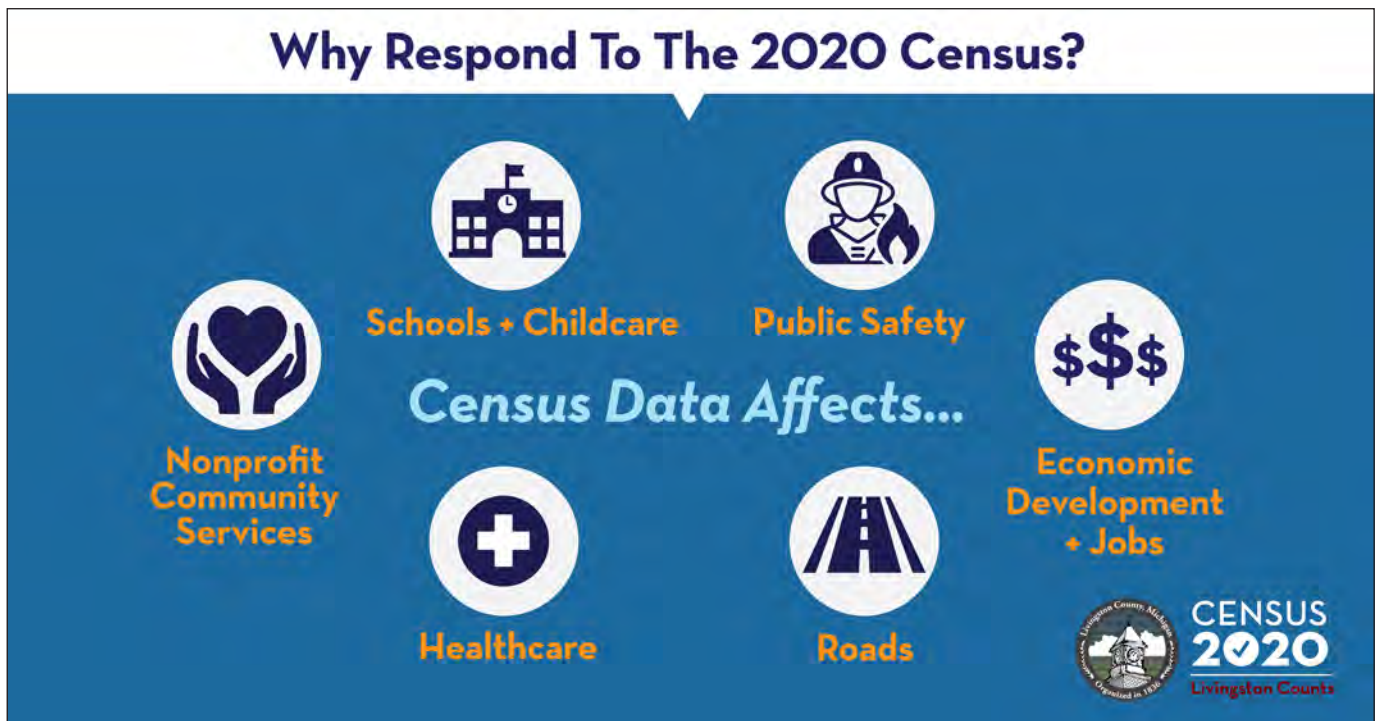
#### Social Media Posts

##### Facebook

What matters to you? Schools? Hospitals? Public Safety? All of these community services rely on funding that depends on census responses. By completing your #2020Census you'll help shape the future of our community by making sure our services get the funding they need! Share what matters to you and why you'll be filling out your census form. Learn more about how your census responses help all of us in Livingston County at <https://www.livgov.com/census2020>.

##### Twitter

What matters to you? Schools? Hospitals? Public Safety? Our community services rely on funding directed by census data. By completing your #2020Census you'll help our services get the funding they need! Learn more: <https://www.livgov.com/census2020>. Share what matters to you! #LivCoCounts





## Message #3: March 11 (Continued)

### Newsletter / Webpage / Email Language

What services and organizations matter the most to you? Are they schools? Hospitals? Public Safety? All of these vital community services rely on funding that depends on census responses. Over \$675 billion in funding is distributed each year according to census data. Programs like Medicare Part B, special education, school lunch programs, supplemental nutrition assistance programs, and many more receive funding due to census responses. By completing your 2020 Census you'll help shape the future of our community by making sure our services get the funding they need! Learn more about how your census responses help all of us in Livingston County at <https://www.livgov.com/census2020>.

### Poster

Available for download at <https://www.livgov.com/census2020>.

**Why Respond To The 2020 Census?**

**Census Data Affects...**

-  **Schools + Childcare**
-  **Public Safety**
-  **Nonprofit Community Services**
-  **Economic Development + Jobs**
-  **Healthcare**
-  **Roads**

**Your responses will shape the next 10 years of our community's future**

Over \$675 billion in funding is distributed each year according to census data. That means that community services we all use depend on funding that relies on everyone completing the census. Let's make sure these vital services get the funding they deserve!

The census is quick, easy, and safe.  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)

 **CENSUS 2020**  
Livingston Counts



## Message #4: March 18

### How The Census Affects The Future - Focused On Schools

This Wednesday's message will focus on how funding that distributed based on census data affects the future of community services, especially schools. Through focus groups, the Census Bureau found that people were more likely to value and complete the census if they knew that their children's education for the next 10 years was affected by census responses. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #4 section in the Resources box at the bottom of the webpage.

#### Social Media Posts

##### Facebook

Did you know that you can help make sure your children or grandchildren have the resources they need for the next 10 years of their education just by filling out your #2020Census? Funding for school services depends on our community's responses to the census. Help make the future bright for all of our local students by taking 10 minutes to complete the census. Don't forget about your infants and toddlers, they count too! You can also feel confident that your child's information is safe with the census and no information will be share with any government agency or court. Learn more about how the census affects our community's future by visiting <https://www.livgov.com/census2020>.

##### Twitter

You can help your kids & grandkids get the resources they need for the next 10 years of their education by filling out your #2020Census. Don't forget infant & toddlers, they count too! Make the future bright for students by taking 10 minutes to fill out the census. #LivCoCounts



#### Don't Forget The Kids!

Make sure to include your school aged kids, toddlers, and babies in the upcoming 2020 Census.

If we don't make sure all of our kids are counted, schools and students will lose out on resources for another 10 years!



**CENSUS**  
**2020**  
Livingston Counts





## Message #4: March 18 (Continued)

### Newsletter / Webpage / Email Language

Did you know that you can help make sure your children or grandchildren have the resources they need for the next 10 years of their education just by filling out your 2020 Census? Funding for school services depends on our community's responses to the census. Don't forget about your infants and toddlers, they count too! You can also feel confident that your child's information is safe with the census and no information will be shared with any government agency or court. Help make the future bright for all of our local students by taking 10 minutes to complete the census. Learn more about how the census affects our community's future by visiting <https://www.livgov.com/census2020>.

### Poster

Available for download at <https://www.livgov.com/census2020>.



### **Don't forget the kids! The 2020 Census counts. So do your children.**

Make sure to include your school aged kids, toddlers, and babies in the upcoming census. Children ages 0 - 5 are often uncaptured, and miss out on funding for programs they use.

If we don't make sure all of our kids are counted, schools, childhood programs, and students will lose out on resources for another 10 years!

You can be confident you and your child's information is safe and secure. It's the law. Census data cannot be used by any government agency or court in any way.

*The census is quick, easy, and safe.*  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)



**CENSUS  
2020**  
Livingston Counts



## Message #5: March 25

### Community Census Pledge

This Wednesday's message will focus on asking residents to pledge to completing the Census next Wednesday on April 1st. This message will ask residents to actively look for census information and think about why completing the census matters to them, while sharing that information with people they are in contact with. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #5 section in the Resources box at the bottom of the webpage.

### Social Media Posts

#### Facebook

The #2020Census Day is just 1 week away! On April 1st we all have the opportunity to shape Livingston County's future for the better. Funding for community services we all use depends on our community's responses to the census. We challenge you to take the pledge to complete the census and ask your friends and family to do so. Share this pledge badge and let everyone know why the census is so vital. Let's count on each other to make sure that Livingston County counts! Learn more about how the census affects our community's future by visiting <https://www.livgov.com/census2020>.

#### Twitter

The #2020Census Day is 1 week away! On April 1 we have the opportunity to shape our community's future for the better. Community service funding depends on all of our responses. Pledge to complete the census, share the badge & ask everyone you know to do their part! #LivCoCounts







## Message #5: March 25 (Continued)

### Newsletter / Webpage / Email Language

Census Day 2020 is just 1 week away! On April 1st we all have the opportunity to shape Livingston County's future for the better. Funding for vital community services we all use depends on our community's responses to the census. The census is quick, easy, and safe. The average person only spends 10 minutes completing the questions! We challenge you to take the pledge to complete the census and ask your friends and family to do so as well. Let's count on each other to make sure that Livingston County counts! Learn more about how the census affects our community's future by visiting <https://www.livgov.com/census2020>.

### Poster

Available for download at <https://www.livgov.com/census2020>.

**I pledge**  
— TO COMPLETE —  
**the 2020 Census**  
**to shape the future of**  
**Livingston County**


Our community's responses will shape how  
funding is distributed to community  
services we all use

**The 2020 Census is 1 week away.**  
**Will you help our community?**

On April 1st, we all have the chance to shape Livingston County's future for the better. We challenge you to pledge to take 10 minutes to complete your census and ask your friends and family to do as well.

Everyone counts, so let's count on each other to make sure that Livingston Counts!

*The census is quick, easy, and safe.*  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)

 **CENSUS 2020**  
Livingston Counts



## Message #6: April 1

### Census Day & Importance Of Response

This Wednesday's message will focus on Census Day, April 1st, and the importance of response. This message will emphasize the importance of responses for our community and review some basics of completing the census. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #6 section in the Resources box at the bottom of the webpage.

#### Social Media Post #1

Today we'd like to ask you to post two messages. The first is a reminder focused message and the second is a virtual sticker that people can share once they've completed their census along with an important reason why they completed it.

#### Facebook

Today is #2020Census Day! We know you're busy, but taking just 10 minutes to complete the census helps to ensure our community services get the funding that they deserve. The census is quick, easy, and all of your responses are confidential. Either respond online or by phone to do your part to make our community has the resources we need. Remember to count everyone who lives in your home, including children. Have more questions? We've got your answers! Visit <https://www.livgov.com/census2020> to learn much more about why today is so important.

#### Twitter

Today is #2020Census Day! Taking just 10 mins to complete the census helps to ensure our community services get the funding that they deserve. The census is quick, easy & your responses are protected. Visit <https://www.livgov.com/census2020> to learn why today is so important. #LivCoCounts

**CENSUS DAY**  
**APRIL 1<sup>ST</sup>, 2020**

- Your responses matter!
- It only takes 10 minutes & is easy.
- Your responses help direct funding for community services.
- Our community is counting on you, so help us make everyone count!

## **Message #6: April 1** (Continued)

### **Social Media Post #2**

#### Facebook

Have you finished your #2020Census yet? If so, share this virtual sticker along with the most important reason why you responded to the census. Thank you for doing your part to make sure that #LivCoCounts!

#### Twitter

Have you finished your #2020Census yet? If so, share this virtual sticker along with the most important reason why you responded to the census. Thank you for doing your part to make sure that #LivCoCounts!

#### Graphics

Available for download at <https://www.livgov.com/census2020>.





## Message #6: April 1 (Continued)

### Newsletter / Webpage / Email Language

The 2020 Census is here! We know that everyone is busy, but taking just 10 minutes to complete the census helps to ensure our community services get the funding they deserve. Remember that over \$675 billion in funding is distributed each year according to census data. The census is quick, easy, and all of your responses are confidential. Either respond online or by phone to do your part to make our community has the resources we need. Remember to count everyone who lives in your home, including children. Have more questions? We've got your answers! Visit <https://www.livgov.com/census2020> to learn much more about why today is so important for Livingston County.

### Poster

Available for download at <https://www.livgov.com/census2020>.

**I pledge**  
— TO COMPLETE —  
**the 2020 Census**  
**to shape the future of**  
**Livingston County**

---


**Our community's responses will shape how  
funding is distributed to community  
services we all use**

**The 2020 Census is here.**  
**Will you help our community?**

By completing your census we all have the chance to shape Livingston County's future for the better. We challenge you to pledge to take 10 minutes to complete your census and ask your friends and family to do as well.

Everyone counts, so let's count on each other to make sure that Livingston Counts!

*The census is quick, easy, and safe.*  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)



**CENSUS**  
**2020**  
Livingston Counts



## Message #7: April 8

### Census Reminder - What To Do If You Haven't Responded

This Wednesday's message will focus on reminding our residents who haven't completed their census to do so. The message will let people know if they haven't responded, they still have time to complete the census and contribute to an accurate count. The language, graphics, and poster are available for download at <https://www.livgov.com/census2020> under the Message #7 section in the Resources box at the bottom of the webpage.


#### Social Media Posts

##### Facebook

Have you completed your #2020Census yet? If not, don't worry! You can still respond and help make sure that our community counts when it comes to funding for vital services. Set aside 10 minutes today to respond either online, by phone, or a paper copy you might have received in the mail and take pride in knowing you did your part to make our future brighter. Visit <https://www.livgov.com/census2020> to learn about why the census matters so much to all of us.

##### Twitter

Have you completed your #2020Census yet? If not, don't worry! You can still respond and make sure #LivCoCounts when it comes to funding for vital services. Take 10 minutes today to respond online/by phone and take pride knowing you did your part to make our future brighter.




**Forgot To Complete  
Your 2020 Census?**  
**Don't Worry!**

### You're Busy, We Get It

Here's a game-plan for getting it done:

- Set aside 10 minutes to respond,
- Go online, pick up the phone, or fill out the paper copy you might have received by mail,
- Fill out the 9 simple questions,
- Include your children,
- Finish your answers,
- Sit back and feel good about doing your part to make our community's future brighter!



**CENSUS  
2020**  
Livingston Counts



## Message #7: April 8 (Continued)

### Newsletter / Webpage / Email Language

Have you completed your 2020 Census yet? If not, don't worry! You still have time to respond and help make sure that our community counts when it comes to funding for vital services. Programs like Medicare Part B, special education, school lunch programs, supplemental nutrition assistance programs, and many more receive funding due to census responses. Set aside 10 minutes today to respond either online or by phone and take pride in knowing you did your part to make our future brighter. Visit <https://www.livgov.com/census2020> to learn about why the census matters so much to all of us.

### Poster

Available for download at <https://www.livgov.com/census2020>.



**Forgot to complete your  
2020 Census?**  
**Don't worry. There's still time.**

You're busy. We get it!

Here's a game-plan for getting it done:

- Set aside 10 minutes to respond,
- Go online, pick up the phone, or fill out the paper copy you might have received in the mail,
- Fill out the 9 simple questions,
- Include everyone of all ages who lives with you,
- Finish your answers,
- Sit back and feel good about doing your part to make our community's future brighter!

*The census is quick, easy, and safe.*  
Learn more at [livgov.com/census2020](https://www.livgov.com/census2020)



**CENSUS  
2020**  
Livingston Counts



# Additional Resources

## Livingston County Census 2020 Website

Livingston County's Census 2020 Complete Count Committee has created a website, <https://www.livgov.com/census2020>, dedicated to information about the census. There you will find videos, FAQs, graphics, posters, and customized Community Action Plans. Please use and share whatever you think would be helpful!

## Official Census Bureau 2020 Website

The Census Bureau's official 2020 website, <https://2020census.gov>, can answer all of the questions you or your customers have. You can also call 800-923-8282 for any general census question.

## Logos

Feel free to use our Livingston Counts logo to help promote education. We recommend adding the Livingston Counts email logo to your email signature along with a link to the webpage <https://www.livgov.com/census2020>.



**CENSUS  
2020**  
Livingston Counts

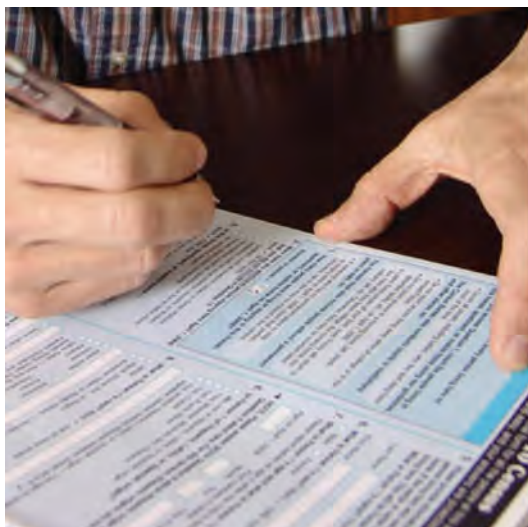


**CENSUS  
2020**  
Livingston Counts

Your Response Helps Our Community!  
Click & Learn More: [livgov.com/census2020](https://www.livgov.com/census2020)

## 9 Questions Poster & Social Media Graphics

Use these graphics to let our residents know that the census is simple and give them a look at the questions. These graphics are available at <https://www.livgov.com/census2020> under the Additional Resources section in the Resources box.



### The 2020 Census only has 9 questions!

- 1 How many people live in your home?
- 2 Is someone else living in your home?
- 3 Is this a house or an apartment?
- 4 What is your phone number?
- 5 What is your name?
- 6 What is your sex?
- 7 What is your age?
- 8 Are you Hispanic/Latino?
- 9 What is your race?

*You will not be asked if you are a U.S. Citizen*





## Additional Resources (Continued)

### Census Safety & Scams Poster & Social Media Graphics

Use these graphics to inform our residents about how they can tell what is official Census Bureau information and what isn't. These graphics are available at <https://www.livgov.com/census2020>, under the Additional Resources section in the Resources box.



## Stay safe during this 2020 Census season

Here's how you can tell the difference between the official census and a scam:

- All census workers will have a census ID and a census briefcase
  - Verify the ID of a census worker at [census.gov/cgi-bin/main/email.cgi](https://census.gov/cgi-bin/main/email.cgi)
- All Census Bureau information and workers will **NEVER**:
  - Contact you by email
  - Ask you to step outside or ask to come inside your home
  - Ask for your Social Security number
  - Ask for money, donations, or credit card information
- Official census mail will have a return address of Jeffersonville, Indiana
  - You can call the National Processing Center at **1-800-523-3205** for any questions about any mail you receive that may be suspicious.
- If you get a suspicious email, don't open it and forward it to [ois.fraud.reporting@census.gov](mailto:ois.fraud.reporting@census.gov)

*The census is quick, easy, and safe.*  
Learn more at [livgov.com/census2020](https://livgov.com/census2020)



**CENSUS  
2020**  
Livingston Counts



Date goes here

Dear Customer:

Trees are a beautiful and vital part of Michigan's landscape. They're also the leading cause of power outages and can pose a serious public safety hazard if they grow too near or into power lines. That's why our tree experts will be visiting your area soon to trim and, if necessary, remove trees growing too close to power lines.

Our tree trimming program follows industry standards and uses trimming methods that promote healthy trees and safe, reliable power. All work will be completed by tree professionals who have been trained on safe, proper and environmentally responsible work practices. Get a full view of DTE's tree trimming program at [dteenergy.com/treecare](http://dteenergy.com/treecare).

We are committed to working with you throughout this process, and will be here to address any concerns you might have before tree work begins. Here's what you can expect in the upcoming weeks:

- **You may see DTE representatives in your yard or neighborhood inspecting the power lines and trees to determine where trimming is needed. Representatives will be wearing high-visibility vests and carrying DTE ID badges.**
- **If tree work is needed on your property, the representative will knock on your door. If you are not home, we will leave a "Tree Work Scheduled" door card. If you have questions about the work intended for your property, please call the number on the door card.**
- **If a tree poses a serious hazard to power lines or if trimming will put the tree's health at risk, we may need to remove it. In this case, representatives will leave behind additional information and make considerable attempts to work directly with the property owner before removing any trees.**

We appreciate your support as we work to provide you with safe, reliable and affordable energy.

#### Questions?

If you have any tree-trimming questions or comments, please call 800.477.4747 to speak with a DTE representative.

Sincerely,

DTE's Tree Trimming Team

**P.S. Thinking about planting a tree?** Support a safe and reliable energy grid by planting powerline-friendly trees. Get free advice on where and what to plant at [dteenergy.com/treecare](http://dteenergy.com/treecare).



Attached is a map that shows where DTE Energy will be performing tree trimming in 2020 to help improve electric reliability in your community. As part of this effort, we reach out to our customers in a number of ways before we actually start trimming.

Initially, customers will receive a phone call and letter explaining that we will be in the area. The first step is to plan the work. If the customer is not at home when we are evaluating their property ("planning the work") we will leave a door hanger with contact information for the property owner. A copy of the letter and door hanger are attached. We also have information on our website [dteenergy.com/tree care](https://dteenergy.com/tree-care) about our tree maintenance program. Please feel free to link our tree trim website to your community website.

Please let me if you have any additional questions about this tree trim work.

Thanks,

**Michael Sage**

**DTE Energy | Regional Manager, Corporate and Government Affairs**

One Energy Plaza, 1510 WCB, Detroit, MI 48226

1000 South VanDyke, Bad Axe, MI 48413

[o] 989.269.5805

[c] 313.702.1015

[michael.sage@dteenergy.com](mailto:michael.sage@dteenergy.com)



## Tree Work Scheduled

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

DTE customer,

Trees are the leading cause of power outages and can create dangerous safety hazards across the energy grid. To ensure you and your family's safety, we've identified a tree that needs to be trimmed or removed. This will better allow us to deliver safe, reliable energy to you and your neighbors. Here's more info:

- ☐ **Tree Trimming** – No action is required. More info is included on the back of this piece.
- ☐ **Tree Removal** – Trees recommended for removal are marked with two white dots near their bases. We would like to discuss this work with you before we begin. ***Please read and complete the "Tree Removal Agreement" provided.***
- ☐ **Other:** \_\_\_\_\_

Our tree-trimming program is aligned with industry best practices, and our team is committed to striking the delicate balance between safe, affordable and reliable energy. There is no charge for this service.

**Questions or concerns?** We're here to help. Contact your DTE representative as soon as possible to ensure we're able to speak with you before work begins:

\_\_\_\_\_  
DTE representative

\_\_\_\_\_  
Phone





## Improving Electric Reliability

Recently trimmed areas have seen electric reliability improve by an average of 70 percent.



## What to Expect

### How We Trim

Crews will trim a radius of approximately 15 feet around DTE electrical equipment.

### Debris Policy

- **Debris we'll remove:** small branches and limbs.
- **Debris we'll leave behind:** larger pieces of wood (cut to firewood length); dead or diseased wood or debris; trees and/or limbs that fell due to natural causes.

**Please note:** we do not remove dead or diseased vegetation to prevent the spread of tree diseases.



### Service drops

**Your service drop** – the power line that runs from the electric pole near your property to your house – is your personal connection to the energy grid. Keeping vegetation away from your service drop to prevent outages and safety hazards is your responsibility.

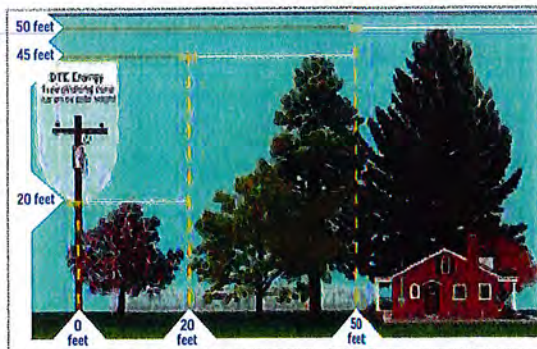
Since service drops are energized and extremely dangerous, we highly recommend you use a professional tree-trimming service to remove or maintain any vegetation that's in contact – or may come into contact – with it.

### Safety

Trees and the energy grid don't mix, and when combined, can create potentially dangerous safety hazards. To keep your family safe, do not trim, work near or climb on trees near power lines, or on trees with power lines nearby.

### Right Tree, Right Place

The secret to having strong, beautiful trees and reliable electric service is planting the right trees in the right places. Consult the planting guide at [dteenergy.com/treecare](http://dteenergy.com/treecare) for more information.



Learn more at [dteenergy.com/treecare](http://dteenergy.com/treecare)





## We were here...

Date \_\_\_\_\_

Dear Customer:

A DTE Energy contract tree crew has completed the tree trimming work on your property. DTE contracts all its tree trimming work to professional tree trimming services. Woody debris may have been left on your property in accordance with the utilities debris policy (indicated below):

- ☐ **Caused by mother nature:** Trees or limbs that fall due to natural causes are the customer's responsibility for removal. If vegetation is interfering with DTE equipment, we will clear it and leave all woody debris from the damaged tree.
- ☐ **Wood left from utility work:** Any large wood will be cut into manageable lengths and piled on the property for customer disposal. Small branches have been chipped and removed.
- ☐ **Excess debris from utility work:** We were unable to remove small debris at the time of work completion. We will return as soon as possible to chip the rest of the debris. Large wood will be cut into manageable lengths and piled on the property for customer disposal.
- ☐ **Dead or diseased wood:** In order to reduce the spread of forest pests and diseases, previously dead or diseased wood will be left on site. Large wood will be cut into manageable lengths and piled on the property for customer disposal.

If you have a question or concern regarding the work completed on your property, please contact:

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Crew Number

If you would like to learn more about DTE Energy's Tree Trim Program and how it plays a key role in reducing power outages, please visit: [dteenergy.com/treecare](http://dteenergy.com/treecare).

**Thank you for contacting us about the need for tree trimming on your property.**



## DTE Energy Work Authorization

Trees are the leading cause of power outages and can create serious – sometimes deadly – safety hazards across the energy grid. We've identified a tree that needs to be removed to allow us to deliver safe, reliable energy to you and your neighbors, and to keep rates for you and our other customers across southeastern Michigan. Our experts determined trimming this tree will likely damage the tree's health and strength.

Please complete the form below and attach it to your front door; one of our crews will pick it up. If we cannot retrieve a signed removal agreement, we'll need to trim the tree extensively to promote electric reliability and public safety near your property. Don't hesitate to contact your DTE representative – listed below – if you have any questions or if you'd like additional information about our tree-trimming process.

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Description of tree(s) to be removed:

Total \_\_\_\_\_

### Property Owner Section

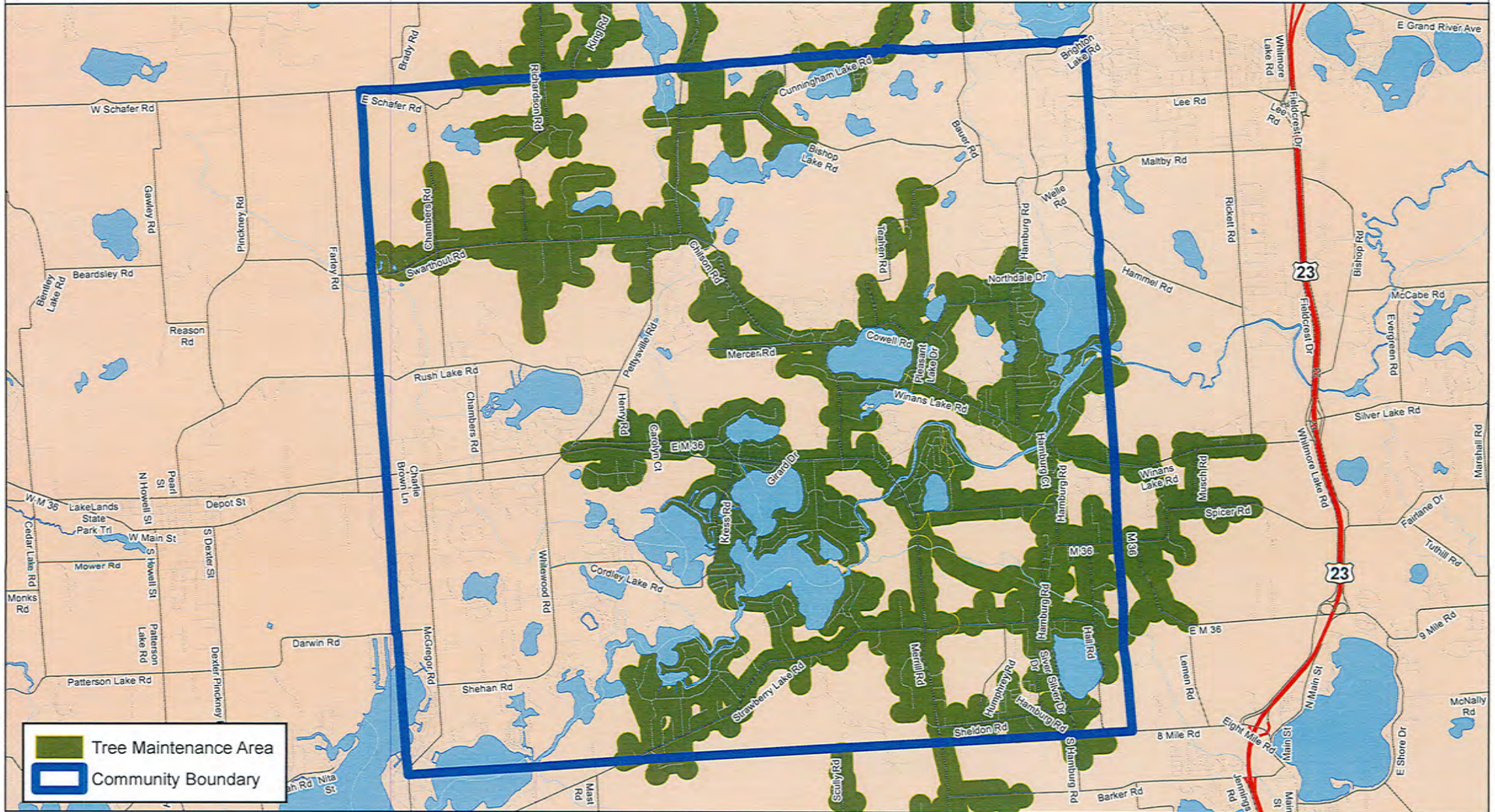
Prior Notice? \_\_\_\_\_

Authorization notes \_\_\_\_\_

I, the undersigned, own the property described on this card and agree that the DTE Electric Company, or its agent(s), may complete the previously described vegetation maintenance, and I have the right to agree to maintenance for the property. I understand the field will apply an herbicide to prevent stump regrowth.



## 2020 Tree Trim Maintenance Program Hamburg Township



- Two-thirds of the time DTE Energy customers spend without power is due to trees.
- Tree trimming is an industry-wide solution to prevent outages. DTE Energy follows industry best practice and standards for tree trimming.
- DTE Energy works collaboratively with customers every step of the way to address their concerns before we begin work.

Please note: During 2020, DTE is planning to trim trees within the area shaded green. Additional tree work may be necessary based on circuit performance to improve reliability. Severe weather, or other circumstances may change the timing and extent of the work

NOVEMBER 2019