

Treasurer's Report reflects bank account balances

Treasurer's Report

DECEMBER 2023

LIQUIDITY PORTAL INVESTMENTS

	<u>RUNNING BALANCE</u>	<u>OPENING VALUE</u>	<u>DIVIDEND AMOUNT</u>
#101 General Fund	\$ 186,255.67	\$ 1,314,648.73	\$ 5,951.57
#203 Metro Authority	\$ 44,846.35		
#206 Fire Fund	\$ 82,718.79	\$ 634,323.42	\$ 2,620.60
#590 Sewer CD Mat May 2018	\$ 162,125.04	\$ 978,380.63	\$ 4,303.48
#591 Timberlee H20	\$ 133,881.84	\$ 284,625.47	\$ 1,215.28
#592 Greilickville H20	\$ 68,426.19	\$ 85,395.66	\$ 381.90
#594 Marina	\$ 112,873.36	\$ 1,623,541.22	\$ 7,304.17
#701 Trust & Agency	\$ 2,292.35		
#703 Current Tax	\$ 884,558.80		
#816 GSAD Receivable	\$ 21,318.24		
#820 Maintenance E.R. Rds	\$ 12,343.99		
#821 Maintenance S.B. Rds	\$ 5,949.75		
#861 Bayview Estates Lights	\$ 2,443.77		
#207 Police	\$ 0.00		
#815 E. Timberwoods	\$ 0.00		
#817 SBlue & Old Orch	\$ 0.00		
#818 Old Orchard	\$ 0.00		
TOTAL	\$ 1,720,034.14	\$ 4,920,915.13	\$ 21,777.00

<u>INVESTMENT ACCOUNTS CD's</u>	<u>PURCHASED AMOUNT</u>	<u>CURRENT VALUE</u>
#101 Goldman Sachs	\$ 200,000.00	\$ 197,262.00
#590 Ally Bank	\$ 250,000.00	\$ 246,772.50
#590 Morgan Stanley	\$ 150,000.00	\$ 148,689.00
#594 JP Morgan Chase	\$ 157,000.00	\$ 156,855.56

TOTAL \$ 757,000.00 \$ 749,579.06

GRAND TOTAL \$ 7,412,305.33

Chris Mikowski
Chris Mikowski, Treasurer

Connie M. Preston, Clerk

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
RE: December 2023 Planning and Zoning Report

PERMITS:	12/2023	12/2022	YTD 2023	YTD 2022
Single Family Dwelling	0	0	12	23
Attached SFD	0	0	0	0
Accessory Building	0	0	4	14
AG Building	0	0	5	0
Residential Addition	0	0	10	4
Deck	0	0	8	8
Sign	0	0	3	6
Commercial	1	0	5	3
Misc.	0	0	9	10
Total Permits	1	0	56	68
Fees Collected	\$400	\$0	\$6,040.31	\$5,640.84

Zoning Board of Appeals:

December 6, Regular Meeting. Cancelled due to no new business.

January 3, 2024, Special Meeting. 1) Review and approve 10/23 Minutes, 2) Review and approve 2024 meeting calendar, 3) Election of Officers, 4) Review Rules of Procedure.

Planning Commission:

December 19, Rescheduled Regular Meeting. 1) Public Hearing and Deliberations. ZO 2017-04-17 - a Zoning Ordinance Amendment to amend Section 2.2 Definitions to add definitions for ‘Active Farm Operation,’ ‘Festival,’ and ‘Special Event Facilities;’ amend Section 5.4 to allow for Special Event Facilities within the Agricultural-Rural Zoning District, with a Special Use Permit and to renumber the subsequent uses within the Land Use and Zoning District Table; amend Section 9.8.H to include standards and regulations specific to Special Event Facilities – Public Hearing closed, Commission deliberations led to further request for information, 2) Review of 2024 calendar – calendar approved, with meeting times moved to 6:30.

January 16, Regular Meeting. Agenda not yet set, but will include, at minimum, 1) further discussion on special event facility language referenced above, 2) introduction for a zoning text amendment to amend Section 2.2 to add a definition for Dwelling, Multi and Lot Area, Gross and to modify the existing definitions for Parcel, Lot Area and Net Lot Area; create Section 3.14 to reintroduce development requirements for Multi-Dwelling developments; add Note ‘I’ to Section 5.6 to reference residential density requirements to Section 3.14; modify Section 7.1.2 so residential base density is determined using net acreage; modify Section 7.2.2 so residential density is based off of net lot area; modify Section 8.4.12 to have Site Plan Review applicants submit the gross lot area and net lot area, 3) Selection of officers.

Office Updates:

STRs. A total of 89 licenses for 2024 have been issued to all 2023 license holders that submitted a renewal application. As indicated in previous reports, four 2023 license holders did not submit renewal applications and their licenses revert to the Township on 12/31. In January, ZA will issue these four licenses to the first four properties on the waitlist; this will bring the waitlist from 14 down to 10. ZA is working with the Township Attorney regarding the Board’s motion made on 12/11.

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
DECEMBER 11, 2023
IN THE TOWNSHIP HALL**

Call to Order:

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

Pledge of Allegiance:

Supervisor Shaw led the Pledge of Allegiance.

Roll Call:

Present: Jeff Shaw, Connie Preston, Chris Mikowski, Dave Darga, Kyle Trevas, Terry Lautner, and Jordan Gallagher

Excused: None

Declaration of Conflict of Interest:

Supervisor Shaw stated that he has a guest suite at his home, owns a short-term rental in the UP, and a time share in Mexico and asked the Board if they wished to recuse him. Trustee Gallagher added that his brother owned a short-term rental. Supervisor Shaw said that Michigan Township's Association defines a conflict of interest as having a direct financial gain. No motions were forthcoming.

Public Comment

Sean Goss, Robert LaPorte, Jack Kelly, Christina Ricciardi, Rod Jones, Mark Breederland, Todd Space, John Allender, Tina Martin, Jane Breederland, Sue Jones, Karyl Moore, AnnMarie Wigton

Consent Calendar:

Department Reports:

Treasurer's Report

Planning/Zoning

Committee Reports:

Minutes:

11-8-23

11-13-23

11-28-23

Post Audit Invoices 11-15-23 through 11-30-23

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE GALLAGHER TO APPROVE THE CONSENT CALENDAR REMOVING FIRE REPORT AND CORRECTING DATE OF MINUTES TO 11-28-23. The motion passed unanimously by a voice vote.

Agenda Approval

Clerk Preston requested the addition of 11.h., budget amendment

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO APPROVE THE AGENDA AS AMENDED BY ADDING 11.H., BUDGET AMENDMENT. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw presented his written report.

Trustee Remarks

None

Engineer's Report

None

Other Officer Remarks

Leelanau 2nd District Commissioner Jim O'Rourke thanked the Board for their work and asked if Board members had any questions for him.

Communications from the Clerk

Clerk Preston advised the Board that the office will be closed December 25 and December 26 due to Christmas Eve falling on Sunday.

OLD BUSINESS

None

NEW BUSINESS

Award of Contract/Brewery Creek Parking and Drainage

Engineer Ken Schwerdt presented the three bids to the Board. T Basch Inc. Excavating was the low bid with a cost of \$257,478.50, \$184,00.00 less than the next lowest bid.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO ACCEPT THE BID OF T. BASCH INC. IN THE AMOUNT OF \$257,478.50. The motion passed unanimously by a voice vote.

Citizen Request for New Zoning District to Eliminate Future Short-Term Rentals from Greilickville Neighborhoods

Jack Kelly presented his proposal to create a new zoning district titled R1a to eliminate short-term rentals from the Cherry Bend Subdivisions.

Board discussion followed around what was the best way to move forward.

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO DIRECT THE PLANNING COMMISSION BACK TO THE PREVIOUS MOTION THAT INDICATES REMOVAL OF SHORT- TERM RENTALS FROM THE SUBDIVISIONS OF THE GREILICKVILLE NEIGHBORHOODS USING AN OVERLAY DISTRICT OR AMENDMENT TO THE ZONING DISTRICTS. I WOULD DIRECT THE PLANNING COMMISSION TO LOOK AT MR. KELLY'S MAP ALSO NOTING THIS BOUNDARY MAP THAT WAS PROVIDED TO US OF WHAT GREILICKVILLE ALLEGEDLY IS. THERE ARE WOODWINDS, CEDAR CREEK, OUTBACK RIDGE, AND ELMWOOD RIDGE ALSO CONSIDERED NEIGHBORHOODS SO THEY COULD BE CONSIDERED TOO. The motion passed 4-3 with Yes from Trevas, Darga, Gallagher, and Preston and No from Lautner, Mikowski, and Shaw.

2024 Budget and Salary Resolutions

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 21 OF 2023, A RESOLUTION TO ESTABLISH THE 2024 BUDGET. The motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 22 OF 2023, TO ESTABLISH THE SALARY OF THE TOWNSHIP SUPERVISOR AT \$55,000.00 ANNUALLY. The motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 23 OF 2023 TO ESTABLISH THE SALARY OF THE TOWNSHIP CLERK AT \$60,000.00 ANNUALLY. The motion passed 7-0 by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 24 OF 2024 TO ESTABLISH THE SALARY OF THE TOWNSHIP TREASURER AT \$55,000.00 ANNUALLY. The motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 25 OF 2023 TO ESTABLISH TH SALARY OF THE TOWNSHIP TRUSTEES AT \$3925.00 ANNUALLY AND \$100.00 PER SPECIAL MEETING. The motion passed 7-0 by a roll call vote.

2024 Pay Rates/Hourly/Elections

MOTION BY TRUSTEE TREVAS, SECONDED BY CLERK PRESTON TO PAY ELECTION WORKERS \$18.00 PER HOUR AND CHAIRPERSONS \$25.00 PER HOUR. The motion passed unanimously by a voice vote.

MOTION BY TRUSTEE TREVAS, SECONDED BY CLERK PRESTON TO APPLY THE 3.7% WAGE INCREASE FOR HOURLY WORKERS NOT COVERED BY THE CURRENT WAGE SCALE. The motion passed unanimously by a voice vote.

Transfer of \$40,000.00 from Greilickville Water to General Fund for Bond Payment

Clerk Preston explained that the new Greilickville Water rates were established with this \$40,000.00 transfer calculated into the formula. This would go towards reimbursement of the general fund for paying off the Greilickville watermain bonds. MOTION BY TRUSTEE LAUTNER, SECONDED BY CLERK PRESTON TO TRANSFER \$40,000.00 FROM THE GREILICKVILLE WATER FUND TO THE GENREAL FUND. The motion passed unanimously by a voice vote.

2024 Board Meeting Schedule

Clerk Preston stated that the Board schedule was not on the consent calendar because of two months that our meeting will be on the 2nd Tuesday instead of Monday, if the Board agrees, due to federal holidays. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE BOARD 2024 SCHEDULE AS PRESENTED. The motion passed unanimously by a voice vote.

Replacement Back Blade for the Tractor

The Board reviewed the three bids received for the back blade. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO APPROVE THE PURCHASE OF THE BACK BLADE WITH THE ADDITION OF THE HYDRAULIC CYLINDER WITH A NOT TO EXCEED OF \$2174.00 The motion passed unanimously by a voice vote.

Budget Amendment

Clerk Preston explained that the amendment to the fire budget is necessary in order to allow for the downpayment on our ambulance. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE GALLAGHER TO ADOPT RESOLUTION 26 OF 2023 TO INCREASE THE FIRE EQUIPMENT BUDGET BY \$30,000.00 The motion passed 7-0 by a roll call vote.

PAYMENT OF INVOICES

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO PAY THE INVOICES IN THE AMOUNT OF \$111,292.52. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

AnnMarie Wigton, Sean Goss, John Allender, Mark Breederland, Karyl Moore, and Jack Kelly

Adjournment

Supervisor Shaw adjourned the meeting at 8:02 p.m.

Check Register Report

Date: 01/03/2024

Time: 10:54 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
38336	12/20/2023	Printed			A127	AT&T MOBILITY	ACCT#287303700094	242.04
38337	12/20/2023	Printed			B111	BLUECROSS BLUESHIELD OF GROUP MI	007015150	285.19
38338	12/20/2023	Printed			C029	CHARTER COMMUNICATIONS	ACCT#005047601	431.40
38339	12/20/2023	Printed			C010	CHERRYLAND ELECTRIC COOR	CCT#9816411	113.59
38340	12/20/2023	Printed			C040	CONSUMERS ENERGY	ACCT#1000 2967 1540	1,986.66
38341	12/20/2023	Printed			M020	DTE ENERGY	ACCT#9100 218 4472 5	1,280.51
38342	12/20/2023	Printed			G425	GUARDIAN	GROUP 00 357534	507.25
38343	12/20/2023	Printed			M208	MICHIGAN BROADBAND SERVICES	ACCT#0371011752	434.45
38344	12/20/2023	Printed			P031	PITNEY BOWES BANK INC RESERVE	ACCT#16979494	3,000.00
38345	12/20/2023	Printed			P043	PRIORITY HEALTH	GROUP 790105 S001	4,916.74
38346	12/20/2023	Printed			V023	VSP	CLIENT ID 30031936	292.69
38352	01/02/2024	Printed			K024	JOSHUA KING	50% deposit shower repairs	8,842.50
					Total Checks: 12	Checks Total (excluding void checks):		22,333.02
					Total Payments: 12	Bank Total (excluding void checks):		22,333.02

Check Register Report

Date: 01/03/2024

Time: 10:54 am

Page: 2

ELMWOOD TOWNSHIP

BANK: ONLINE PAYMENTS

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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ONLINE PAYMENTS Checks

500033	12/20/2023	Printed			S146	SUPERFLEET MASTERCARD ACCT#fb627 PROGRAM		1,036.84
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Total Checks: 1	Checks Total (excluding void checks):	1,036.84
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Total Payments: 1	Bank Total (excluding void checks):	1,036.84
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Total Payments: 13	Grand Total (excluding void checks):	23,369.86
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Check Register Report

Emp. Code Desc.: 01
ELMWOOD TWP

Date: 1/3/2024
Time: 10:52:23

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
38330	12/15/2023		P	00023	Jordan Gallagher	December 15, 2023	\$382.87
38331	12/15/2023		P	00056	Terry Lautner	December 15, 2023	\$468.58
38332	12/15/2023		P	00001	Jeffrey Aprill	December 15, 2023	\$83.69
38333	12/15/2023		P	00077	Frederick Bechtold Jr.	December 15, 2023	\$110.82
38334	12/15/2023		P	00055	Carrie Schaub	December 15, 2023	\$756.18
38335	12/15/2023		P	VOY	Voya Institutional Trust Co.	Remittance Check	\$1,762.45
38347	12/28/2023		P	00106	John Melichar	December 28, 2023	\$32.87
38348	12/28/2023		P	00053	Duane Merritt	December 28, 2023	\$501.76
38349	12/29/2023		P	FF UN	Elmwood Township Profess	Remittance Check	\$420.00
38350	12/29/2023		P	PFIA	PFIA	Remittance Check	\$38.62
38351	12/29/2023		P	VOY	Voya Institutional Trust Co.	Remittance Check	\$1,951.72
85260	12/07/2023		P	00143	Erin Goodrich	Correction to Goodrich 6-1-2:	\$218.69
85261	12/07/2023		P	00143	Erin Goodrich	Correction 6-15-23 Goodrich	\$218.69
85262	12/15/2023		P	209	David Darga	December 15, 2023	\$453.35
85263	12/15/2023		P	203	Kyle Trevas	December 15, 2023	\$468.58
85264	12/15/2023		P	00130	Jeffrey Shaw	December 15, 2023	\$2,083.55
85265	12/15/2023		P	00072	Keith Tampa	December 15, 2023	\$2,304.81
85266	12/15/2023		P	00098	Barbara Jones	December 15, 2023	\$1,611.29
85267	12/15/2023		P	00095	Connie Preston	December 15, 2023	\$1,954.78
85268	12/15/2023		P	00155	Chris Mikowski	December 15, 2023	\$1,692.95
85269	12/15/2023		P	00187	Jonah Kuzma	December 15, 2023	\$87.73
85270	12/15/2023		P	00198	Kendra Luta	December 15, 2023	\$83.69
85271	12/15/2023		P	00208	Nathan McDonald	December 15, 2023	\$87.73
85272	12/15/2023		P	00094	Whitney Roberts	December 15, 2023	\$87.73
85273	12/15/2023		P	00029	Sarah Clarren	December 15, 2023	\$2,171.57
85274	12/15/2023		P	00116	Peter Moon	December 15, 2023	\$1,864.37
85275	12/12/2023		P	00111	Matthew Johnson	Special Payouts	\$1,716.97
85276	12/12/2023		P	00098	Barbara Jones	Special Payouts	\$1,095.31
85277	12/14/2023		P	00083	Carrie Schaub	December 14, 2023	\$1,156.80
85278	12/14/2023		P	00032	Andrew Bakker	December 14, 2023	\$1,724.97
85279	12/14/2023		P	00033	Andrew Bakker	December 14, 2023	\$199.48
85280	12/14/2023		P	00035	Benjamin Bakker	December 14, 2023	\$1,046.98
85281	12/14/2023		P	00180	Benjamin Bakker	December 14, 2023	\$214.99
85282	12/14/2023		P	00007	Brian Buckley	December 14, 2023	\$1,601.74
85283	12/14/2023		P	00157	Jay Davis	December 14, 2023	\$1,547.13
85284	12/14/2023		P	00195	Jay Davis	December 14, 2023	\$161.64
85285	12/14/2023		P	00085	Kathryn Dunklow	December 14, 2023	\$186.94
85286	12/14/2023		P	00216	Madeline Hall	December 14, 2023	\$266.59
85287	12/14/2023		P	00111	Matthew Johnson	December 14, 2023	\$1,581.42
85288	12/14/2023		P	00008	Abigail Malone	December 14, 2023	\$1,080.95
85289	12/14/2023		P	00210	Shirl Martin	December 14, 2023	\$40.17
85290	12/14/2023		P	00212	Robert Sokolnicki	December 14, 2023	\$2,167.75
85291	12/14/2023		P	00109	Landon VanderRoest	December 14, 2023	\$2,122.05
85292	12/14/2023		P	00114	Landon VanderRoest	December 14, 2023	\$138.64
85293	12/14/2023		P	00126	Abbigail VanRaalte	December 14, 2023	\$1,512.81
85294	12/14/2023		P	00165	Abbigail VanRaalte	December 14, 2023	\$207.96
85295	12/14/2023		P	00102	Alex Werly	December 14, 2023	\$1,670.91
85296	12/14/2023		P	00178	Alex Werly	December 14, 2023	\$211.58
85297	12/14/2023		P	00022	Colleen Gallagher	December 14, 2023	\$286.85
85298	12/14/2023		P	00020	Donald Gallagher	December 14, 2023	\$61.67
85299	12/14/2023		P	00099	Robert Sokolnicki	December 14, 2023	\$61.67
85300	12/14/2023		P	00164	Clement Thompson	December 14, 2023	\$646.99
85301	12/14/2023		P	00169	Holly Behrens	December 14, 2023	\$48.43
85302	12/15/2023		P	IRSEF	IRSEFT	Remittance Check	\$12,703.29
85303	12/28/2023		P	00083	Carrie Schaub	December 28, 2023	\$1,156.80
85304	12/28/2023		P	00032	Andrew Bakker	December 28, 2023	\$1,521.77
85305	12/28/2023		P	00033	Andrew Bakker	December 28, 2023	\$199.48

Check Register Report

Emp. Code Desc.: 01
ELMWOOD TWP

Date: 1/3/2024
Time: 10:52:23

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
85306	12/28/2023		P	00035	Benjamin Bakker	December 28, 2023	\$1,347.60
85307	12/28/2023		P	00180	Benjamin Bakker	December 28, 2023	\$214.99
85308	12/28/2023		P	00007	Brian Buckley	December 28, 2023	\$2,107.32
85309	12/28/2023		P	00157	Jay Davis	December 28, 2023	\$1,541.61
85310	12/28/2023		P	00195	Jay Davis	December 28, 2023	\$161.64
85311	12/28/2023		P	00085	Kathryn Dunklow	December 28, 2023	\$616.40
85312	12/28/2023		P	00111	Matthew Johnson	December 28, 2023	\$2,068.49
85313	12/28/2023		P	00008	Abigail Malone	December 28, 2023	\$455.87
85314	12/28/2023		P	00210	Shirl Martin	December 28, 2023	\$224.98
85315	12/28/2023		P	00019	Derrick Rockey	December 28, 2023	\$211.71
85316	12/28/2023		P	00212	Robert Sokolnicki	December 28, 2023	\$2,569.35
85317	12/28/2023		P	00109	Landon VanderRoest	December 28, 2023	\$1,887.00
85318	12/28/2023		P	00114	Landon VanderRoest	December 28, 2023	\$204.55
85319	12/28/2023		P	00126	Abbigail VanRaalte	December 28, 2023	\$2,061.28
85320	12/28/2023		P	00165	Abbigail VanRaalte	December 28, 2023	\$207.96
85321	12/28/2023		P	00102	Alex Werly	December 28, 2023	\$1,496.62
85322	12/28/2023		P	00178	Alex Werly	December 28, 2023	\$211.58
85323	12/28/2023		P	00022	Colleen Gallagher	December 28, 2023	\$630.58
85324	12/28/2023		P	00164	Clement Thompson	December 28, 2023	\$150.30
85325	12/30/2023		P	00130	Jeffrey Shaw	December 30, 2023	\$2,083.55
85326	12/30/2023		P	00072	Keith Tampa	December 30, 2023	\$2,304.81
85327	12/30/2023		P	00098	Barbara Jones	December 30, 2023	\$1,611.29
85328	12/30/2023		P	00095	Connie Preston	December 30, 2023	\$1,693.51
85329	12/30/2023		P	00155	Chris Mikowski	December 30, 2023	\$1,630.16
85330	12/30/2023		P	00029	Sarah Clarren	December 30, 2023	\$2,171.57
85331	12/30/2023		P	00116	Peter Moon	December 30, 2023	\$1,864.37
85332	12/29/2023		P	IRSEF	IRSEFT	Remittance Check	\$11,883.31
85333	12/29/2023		P	MICH	State of Michigan Tax	Remittance Check	\$3,914.95

Total Checks: 85

Sub-Total: \$107,767.15
Total Void/Stop Payment: \$0.00
Grand Total: \$107,767.15

FYI

MEMO

To: Finance Committee/Board of Public Works
 From: John Divozzo
 Date: November 30, 2023

Subject: 2024 Budget(s)

Attached you will find the supporting documentation for the proposed 2024 DPW Budget(s).

DPW General

A portion of the Department Budget is the General Budget that consists mainly of payroll but includes other administrative expenses and is referred to as common costs.

- Common Costs: common costs include payroll, administration (office costs), and county costs.
 - Administration: utilities, supplies, uniforms, insurance, vehicle maintenance & repair, etc.
 - County Costs: indirect cost allocations, office rent, and IT support.

These costs are allocated amongst the funds on a percentage basis.

2024 DPW General Budget

	94.60% Common Costs	5.30% Septage	0.10% Hoch	Total
CAPITAL OUTLAY	0	0	0	0
OTHER SERVICES & CHARGES	361,495	20,244	389	382,128
PERSONNEL	1,395,000	75,350	1,420	1,471,770
SUPPLIES	113,865	6,377	121	120,363
CONTINGENCY	37,845	2,120	40	40,005
TOTALS	1,908,205	104,091	1,970	2,014,266
OVERTIME	50,000	0	0	50,000

Overtime is not included in the total and is broken down as follows:

Acme Sewer	3,750	East Bay Water	8,500
East Bay Sewer	4,500	Peninsula Water	1,850
Garfield Sewer	11,500	Timberlee	1,250
Garfield Water	14,050	Hope Village	200
Elmwood Sewer	2,450	Greilickville	700
Peninsula Sewer	1,250		

The increase from last year's budget is \$134,500 (7.2%) and is due to increased county indirect costs (\$25,000), the addition of Waterworth (\$32,000), an estimated 5% increase in payroll (\$66,000), and general inflationary increases to other costs.

For the Water/Sewer Funds, the DPW General Budget breakdown is as follows:

Water/Sewer Budget Summary

	Personnel	Overtime	Common Costs	Subtotal
Acme Sewer	100,875	3,750	38,490	143,115
East Bay Sewer	121,050	4,500	46,188	171,738
Garfield Sewer	309,350	11,500	118,037	438,887
Garfield Water	377,945	14,050	144,211	536,206
Elmwood Sewer	65,905	2,450	25,147	93,502
Peninsula Sewer	33,625	1,250	12,830	47,705
East Bay Water	228,650	8,500	87,245	324,395
Peninsula Water	49,765	1,850	18,989	70,604
Timberlee	33,625	1,250	12,830	47,705
Hope Village	5,380	200	2,053	7,633
Greilickville	18,830	700	7,185	26,715
	1,345,000	50,000	513,205	1,908,205

Debt service is included in the budget this year.

The Water/Sewer Fund Budgets only include the operation, maintenance, and repair costs, but total costs include the common costs identified above. For 2024, the Water/Sewer O&M costs are as follows:

	Capital Outlay	Other Services/Charges	Supplies	Subtotal
Acme Sewer	243,075	563,570	15,485	822,130
East Bay Sewer	310,090	638,940	17,890	966,920
Garfield Sewer	811,230	2,031,775	68,590	2,911,595
Garfield Water	284,481	1,654,535	124,395	2,063,411
Elmwood Sewer	145,870	268,575	6,560	421,005
Peninsula Sewer	67,025	132,430	11,575	211,030
East Bay Water	151,170	214,875	141,900	507,945
Peninsula Water	83,437	198,295	21,220	302,952
Timberlee	5,025	20,690	12,330	38,045
Hope Village	804	7,315	4,055	12,174
Greilickville	2,795	38,595	4,095	45,485
	2,105,002	5,769,595	428,095	8,302,692

In 2023, the total O&M Budgets for the water/sewer funds was \$6,914,920 but did not include a debt service fee of \$1,000,000 - \$7,915,000 as an estimated total. For 2024, an increase of \$389,000 is due to a capital improvement project for SCADA, truck purchase, increase in water/sewer charges by the city, and general inflationary increases on certain expenditures like fuel, electricity, and services.

The debt service fee will be paid off in 2023, but it is anticipated that current WWTP projects will be completed in 2024 with a very similar amount. Staff were conservative and elected to include this fee in the budgets. Most likely, this fee will not be introduced in full until 2025.

The total budgets for the township funds are identified below:

	2024 Total	2023 Total	Difference
Acme Sewer	965,245	869,083	96,162
East Bay Sewer	1,138,658	911,420	227,238
Garfield Sewer	3,350,482	2,698,113	652,369
Garfield Water	2,599,617	2,242,208	357,409
Elmwood Sewer	514,507	431,278	83,364
Peninsula Sewer	258,735	194,939	63,796
East Bay Water	832,340	874,272	(41,932)
Peninsula Water	373,556	283,589	89,967
Timberlee	85,750	91,144	(5,394)
Hope Village	19,807	18,833	974
Greilickville	72,200	70,731	1,295
	<u>10,210,897</u>	<u>8,685,610</u>	<u>1,525,248</u>

Sewer Budgets total \$6,227,628, which is an increase of \$1,122,795 from 2023; mainly due to debt service being added to this year's budget, inflation, increased city WWTP treatment costs, SCADA improvements, and vehicle purchases.

Water Budgets total \$3,983,269, which is an increase of \$402,492 from 2023; mainly due to inflation, increased city water purchase costs, SCADA improvements and vehicles purchases.

Overall, the total O&M Budgets will see an increase of \$1,525,000, but \$1,000,000 of that is a debt service charge the townships paid last year from revenues, but not through the O&M budgets.

The **Septage Budget total for 2024 is \$1,658,057 and includes payroll, common costs, debt service, operation/maintenance costs, and capital improvements per the CIP. O&M costs include \$240,000 in depreciation.

For Fiscal Year 2024 the following Capital Improvements are recommended and included in the budget:

Grit Removal (Partial Project)	\$260,000
Total	\$260,000

Projected 2024 STF Revenues are as follows:

Septage Revenues	1,172,000
Septage Waste	915,000
Holding Tank	127,000
Grease	90,000
Permits	40,000

A fund balance transfer of \$246,057 is necessary to balance the budget. Debt service for the facility includes two (2) items: 1) bond payment of \$75,000 plus interest at \$20,000 and 2) reimbursement payments at \$230,000 plus interest at \$70,000. The

reimbursements are to the townships and the county in equal parts. The townships pay on the bonds and are reimbursed according to the following table:

Acme	6.30%
East Bay	30.75%
Elmwood	13.45%
Garfield	27.96%
Peninsula	21.54%

The **Whitewater** Budget is \$10,125. The system pays the cost of operation and maintenance, and the rest is distributed to the BPW (\$5,625).

The **Hoch Road** budget total for 2024 is \$9,350. The County has a renter on the property that pays for general maintenance and services, necessary capital expenditures, and covers utility costs. The County must maintain insurance on the property. Most costs are paid by the renter. /

Each Budget is attached to this memo for reference.

Thank you.

Personnel	Total	DPW	STF	Hoch
Wages/Benefits	1,471,770	1,395,000	75,350	1,420
OT	50,000	50,000	0	0
	1,521,770	1,445,000	75,350	1,420

ADMIN BUDGET

	DPW	Septage	Hoch	Total	
CAPITAL OUTLAY	0	0	0	0	
97700 Machinery & Equipment	0	0	0	0	
97800 Vehicle (over \$5,000)	0	0	0	0	
98000 Office Equipment/Furniture (over \$5,000)	0	0	0	0	
	399,340	22,364	429	422,133	
OTHER SERVICES & CHARGES					
90900 Advertising	475	26	1	502	
80800 Attorney Fees	4,730	265	5	5,000	
93000 Building Repair / Maintenance	12,300	689	13	13,002	
99200 CONTINGENCY	37,845	2,120	40	40,005	
81800 Contract Services	2,495	140	3	2,638	
86001 Conventions & Conferences	100	5	1	106	
94201 County Indirect	118,250	6,625	125	125,000	
81001 Dues/Memberships	1,420	79	2	1,501	
85600 Employee Training & Development	4,730	265	5	5,000	
94900 Engineering	18,920	1,060	20	20,000	
93200 Equipment Repair/Maintenance	5,205	291	6	5,502	
91100 Insurance Payments - MMRMA	56,760	3,180	60	60,000	
81201 Internet Access	1,940	108	2	2,050	
81200 IT - Charges-Data Processing	37,840	2,120	40	40,000	
85300 MISS Dig	0	0	0	0	
94300 Office Space/Rental	37,840	2,120	40	40,000	
73000 Postage	1,420	79	2	1,501	
72900 Printing & Binding	1,895	106	2	2,003	
81000 Subscriptions	570	31	1	602	
85000 Telephone	4,640	259	5	4,904	
85099 Telephone - Mobile	24,600	1,378	26	26,004	
86000 Travel	1,420	79	2	1,501	
92100 Utilities - Electric	4,165	233	5	4,403	
92000 Utilities - Heat	6,150	344	7	6,501	
92400 Utilities - Solid Waste	2,275	127	3	2,405	
92300 Utilities - Water & Sewer	1,420	79	2	1,501	
93400 Vehicle Maintenance	9,935	556	11	10,502	
	0	0	0	0	
PERSONNEL	113,865	6,377	121	120,363	
SUPPLIES					
74502 Clothing	475	26	1	502	
74800 Gasoline (for Trucks)	42,570	2,385	45	45,000	
77500 Janitorial Supplies	710	39	1	750	
72700 Office Supplies	13,245	742	14	14,001	
74200 Safety Equipment	4,730	265	5	5,000	
74700 Small Tools & Supplies	10,410	583	11	11,004	
94102 Software Expense	29,990	1,680	32	31,702	
74500 Uniforms & Accessories	11,735	657	12	12,404	
TOTAL	513,205	28,741	550	542,496	
	2023	453,095	25,382	479	478,956
2024 Increase		60,110	3,359	71	63,540

STF

5.3%

General

STF

Capital Outlays	0
Other Services & Charges	20,244
Personnel	75,350
Supplies	6,377
Contingency	2,120
Subtotal	104,091

O/M

Capital Outlays	357,000
Other Services & Charges	1,189,623
Personnel	0
Supplies	0
Contingency	7,343
Subtotal	1,553,966

Total Budget (2024)		1,658,057
	2023	1,682,156
	Change	(24,099)

Septage Facility



O/M

	DPW	STF	Hoch	Total	STF		O&M
					CC52700		
	0	0	0	0	357,000		357,000
CAPITAL OUTLAY							
Debt Service 590A RMB Interest/Fees (to 2032)					70,000		70,000
Debt Service 590A RMB Principal (to 2032)					230,000		230,000
Interest/Fees					20,000		20,000
97700 Machinery & Equipment	0	0	0	0	9,000		9,000
Township Portion of WWTP Bond					0		0
97707 Telemetering Equipment	0	0	0	0	0		0
97800 Vehicle (over \$5,000)	0	0	0	0	0		28,000
98000 Office Equipment/Furniture (over \$5,000)	0	0	0	0	28,000		1,196,966
99700 Refunds	399,340	22,364	429	422,133	1,219,330		201
OTHER SERVICES & CHARGES							
90900 Advertising	475	26	1	502	227		0
98265 Assessment Act 165	4,730	265	5	5,000	1,765		1,500
80800 Attorney Fees					1,200		1,200
Bank Fees & Finance Charges	12,300	689	13	13,002	2,700		2,011
93000 Building Repair / Maintenance					50,000		50,000
Cleaning Influent EQ					24,000		24,000
Cleaning Post EQ					19,500		19,500
Cleaning Rock Traps	37,845	2,120	40	40,005	9,463		7,343
99200 CONTINGENCY	2,495	140	3	2,638	1,820		1,680
81800 Contract Services	100	5	1	106	200		195
86001 Conventions & Conferences	118,250	6,625	125	125,000	6,625		0
94201 County Indirect					217,825		217,825
Depreciation-Buildings					20,660		20,660
Depreciation-Equipment					2,350		2,350
Dewatering Hoppers	1,420	79	2	1,501	2,580		2,501
81001 Dues/Memberships	4,730	265	5	5,000	266		1
85600 Employee Training & Development	18,920	1060	20	20,000	2,560		1,500
94900 Engineering	5,205	291	6	5,502	542		251
93200 Equipment Repair/Maintenance							0
92595 Front Street Lift Station	56,760	3180	60	60,000	3,180		0
91100 Insurance Payments - MMRMA					2,050		1,400
92383 Hydrant Maintenance	1,940	108	2	2,050	1,508		0
81201 Internet Access	37,840	2120	40	40,000	2,120		0
81200 IT - Charges-Data Processing	0			0			0
85300 MISS Dig	37,840	2120	40	40,000	2,120		233,115
94300 Office Space/Rental					233,115		260,000
OMI Contract					260,000		3,000
Out of Scope Services					3,000		111
PFAS Testing	1,420	79	2	1,501	190		1,201
73000 Postage	1,895	106	2	2,003	1,307		24,300
72900 Printing & Binding					24,300		0
92599 Sewer System Disposal - WWTP Fees					0		77,000
92499 Sewer System Utility Expense					77,000		70,000
Sludge Disposal Fees					70,000		0
STF Repairs-Maintenance	570	31	1	602	31		0
81000 Subscriptions							1,176
85200 Telemeter Expense	4,640	259	5	4,904	1,435		1
85000 Telephone	24,600	1378	26	26,004	1,379		201
85099 Telephone - Mobile	1,420	79	2	1,501	280		145,017
86000 Travel	4,165	233	5	4,403	145,250		5,221
92100 Utilities - Electric	6,150	344	7	6,501	5,565		18,003
92000 Utilities - Heat	2,275	127	3	2,405	18,130		1
92400 Utilities - Solid Waste	1,420	79	2	1,501	80		1
92300 Utilities - Water & Sewer	9,935	556	11	10,502	557		0
93400 Vehicle Maintenance							0
92395 Water Purchase from City							0
92385 Water System Utility Expense					450		450
92594 WWTP CIP Projects					4,050		4,050
92596 WWTP Membrane Installation							0
92597 WWTP Membrane Replacements	1,395,000	75,350	1,420	1,471,770	75,350		0
PERSONNEL	113,865	6,377	121	120,363	6,380		0
SUPPLIES	475	26	1	502	27		0
74502 Clothing	42,570	2385	45	45,000	2,385		0
74800 Gasoline (for Trucks)							0
74850 Gas & Oil for Stations	710	39	1	750	40		0
77500 Janitorial Supplies	13,245	742	14	14,001	742		0
72700 Office Supplies	4,730	265	5	5,000	265		0
74200 Safety Equipment							0
75250 Sewer System Maintenance & Supplies							0
75300 Sewer System Materials	10,410	583	11	11,004	583		0
74700 Small Tools & Supplies	29,990	1,680	32	31,702	1,680		0
94102 Software Expense	11,735	657	12	12,404	658		0
74500 Uniforms & Accessories							0
75350 Water System Maintenance & Supplies							0
75300 Water System Materials							0
TOTAL	1,908,205	104,091	1,970	2,014,266	1,658,060		1,553,966
	2023	1,780,778	97,102	1,828	1,879,708		1,682,156

Acme Twp

7.5%

0.4%

General	Acme Sewer	Hope Village
Capital Outlays	0	0
Other Services & Charges	27,112	1,446
Personnel	104,625	5,580
Supplies	8,540	455
Contingency	2,838	151
Subtotal	143,115	7,633

O/M

Capital Outlays	243,075	804
Other Services & Charges	533,570	6,315
Personnel	0	0
Supplies	15,485	4,055
Contingency	30,000	1,000
Subtotal	822,130	12,174

Total Budget (2024)	965,245	19,807
2023	869,083	18,833
Change	96,162	974

Township O&M Budgets + Payroll

	Acme Sewer	Hope Village
	690 444	690 460
	243,075	804
CAPITAL OUTLAY		
97700 Machinery & Equipment	1,200	64
Township Portion of WWTP Bond	152,000	0
97707 Telemetering Equipment	76,000	0
97800 Vehicle (over \$5,000)	13,875	740
98000 Office Equipment/Furniture (over \$5,000)	0	0
	563,570	7,315
OTHER SERVICES & CHARGES		
90900 Advertising		900
98265 Assessment Act 165		
80800 Attorney Fees		
93000 Building Repair / Maintenance	30,000	1,000
99200 CONTINGENCY	12,450	590
81800 Contract Services		
86001 Conventions & Conferences		
94201 County Indirect		
81001 Dues/Memberships		
85600 Employee Training & Development	5,000	100
94900 Engineering		
93200 Equipment Repair/Maintenance		
92595 Front Street Lift Station		
91100 Insurance Payments - MMRMA		0
92383 Hydrant Maintenance		
81201 Internet Access		
81200 IT - Charges-Data Processing	940	50
85300 MISS Dig		
94300 Office Space/Rental	4,100	20
73000 Postage	460	5
72900 Printing & Binding		
92599 Sewer System Disposal - WWTP Fees	410,400	
92499 Sewer System Utility Expense	21,820	
81000 Subscriptions	2,400	1,000
85200 Telemter Expense		
85000 Telephone		
85099 Telephone - Mobile		
86000 Travel		
92100 Utilities - Electric		
92000 Utilities - Heat		
92400 Utilities - Solid Waste		
92300 Utilities - Water & Sewer		0
93400 Vehicle Maintenance		
92395 Water Purchase from City		3,650
92385 Water System Utility Expense		
92594 WWTP CIP Projects	7,600	
92596 WWTP Membrane Installation	68,400	
92597 WWTP Membrane Replacements	104,625	5,580
	15,485	4,055
PERSONNEL		
SUPPLIES		
74502 Clothing		
74800 Gasoline (for Trucks)	400	50
74850 Gas & Oil for Stations		
77500 Janitorial Supplies	365	5
72700 Office Supplies		
74200 Safety Equipment	4,000	
75250 Sewer System Maintenance & Supplies	10,000	
75300 Sewer System Materials		
74700 Small Tools & Supplies	720	0
94102 Software Expense		
74500 Uniforms & Accessories		3,500
75350 Water System Maintenance & Supplies		500
75300 Water System Materials		
	926,755	17,754
TOTAL	2023	18,833
	869,083	18,833

East Bay Twp

9.0%

17.0%

General	East Bay Sewer	East Bay Water
Capital Outlays	0	0
Other Services & Charges	32,535	61,454
Personnel	125,550	237,150
Supplies	10,248	19,357
Contingency	3,406	6,434
Subtotal	171,738	324,395

O/M		
Capital Outlays	310,090	151,170
Other Services & Charges	608,940	174,875
Personnel	0	0
Supplies	17,890	141,900
Contingency	30,000	40,000
Subtotal	966,920	507,945

Total Budget (2024)	1,138,658	832,340
2023	911,420	874,272
Change	227,238	(41,932)

Township O&M Budgets + Payroll	East Bay Sewer	East Bay Water
	690 445	690 452
	310,090	151,170
CAPITAL OUTLAY		
97700 Machinery & Equipment	1,440	2,720
Township Portion of WWTP Bond		0
97707 Telemetering Equipment	175,000	0
97800 Vehicle (over \$5,000)	117,000	117,000
98000 Office Equipment/Furniture (over \$5,000)	16,650	31,450
	0	0
	638,940	214,875
OTHER SERVICES & CHARGES		
90900 Advertising		1,800
98265 Assessment Act 165		
80800 Attorney Fees		
93000 Building Repair / Maintenance		
99200 CONTINGENCY	30,000	40,000
81800 Contract Services	14,090	27,545
86001 Conventions & Conferences		
94201 County Indirect		
81001 Dues/Memberships		
85600 Employee Training & Development	4,000	6,000
94900 Engineering		
93200 Equipment Repair/Maintenance		
92595 Front Street Lift Station		
91100 Insurance Payments - MMRMA		1,500
92383 Hydrant Maintenance		
81201 Internet Access		
81200 IT - Charges-Data Processing	1,125	2,125
85300 MISS Dig		
94300 Office Space/Rental	4,000	4,125
73000 Postage	450	485
72900 Printing & Binding	472,500	
92599 Sewer System Disposal - WWTP Fees	22,275	
92499 Sewer System Utility Expense		
81000 Subscriptions	3,000	10,750
85200 Telemter Expense		
85000 Telephone		
85099 Telephone - Mobile		
86000 Travel		
92100 Utilities - Electric		
92000 Utilities - Heat		
92400 Utilities - Solid Waste		
92300 Utilities - Water & Sewer		
93400 Vehicle Maintenance		
92395 Water Purchase from City		120,545
92385 Water System Utility Expense		
92594 WWTP CIP Projects	8,750	
92596 WWTP Membrane Installation	78,750	
92597 WWTP Membrane Replacements	125,550	237,150
PERSONNEL	17,890	141,900
SUPPLIES		
74502 Clothing		
74800 Gasoline (for Trucks)	850	750
74850 Gas & Oil for Stations		
77500 Janitorial Supplies	350	350
72700 Office Supplies		
74200 Safety Equipment	6,000	
75250 Sewer System Maintenance & Supplies	10,000	
75300 Sewer System Materials		
74700 Small Tools & Supplies	690	680
94102 Software Expense		
74500 Uniforms & Accessories		70,000
75350 Water System Maintenance & Supplies		70,120
75300 Water System Materials		
	1,092,470	745,095
TOTAL	2023	911,420
		874,272

Elmwood Twp

	4.9%	1.4%	2.4%
General	Elmwood Sewer	Greilickville	Timberlee
Capital Outlays	0	0	0
Other Services & Charges	17,713	5,061	9,037
Personnel	68,355	19,530	34,875
Supplies	5,579	1,594	2,847
Contingency	1,854	530	946
Subtotal	93,502	26,715	47,705

O/M			
Capital Outlays	145,870	2,795	5,025
Other Services & Charges	248,575	36,595	15,690
Personnel	0	0	0
Supplies	6,560	4,095	12,330
Contingency	20,000	2,000	5,000
Subtotal	421,005	45,485	38,045

Total Budget (2024)	514,507	72,200	85,750
2023	431,278	70,731	91,144
Change	83,229	1,469	(5,394)

Township O&M Budgets + Payroll

	Elmwood Sewer 690 449	Greilickville 690 462	Timberlee 690 459
CAPITAL OUTLAY	145,870	2,795	5,025
97700 Machinery & Equipment	786	223	400
Township Portion of WWTP Bond	60,000	0	0
97707 Telemetering Equipment	76,000	0	0
97800 Vehicle (over \$5,000)	9,084	2,572	4,625
98000 Office Equipment/Furniture (over \$5,000)	0	0	0
	268,575	38,595	20,690
OTHER SERVICES & CHARGES			
90900 Advertising		900	1,025
98265 Assessment Act 165			
80800 Attorney Fees			
93000 Building Repair / Maintenance			
99200 CONTINGENCY	20,000	2,000	5,000
81800 Contract Services	8,040	2,085	3,795
86001 Conventions & Conferences			
94201 County Indirect			
81001 Dues/Memberships			
85600 Employee Training & Development	2,500	1,000	500
94900 Engineering			
93200 Equipment Repair/Maintenance	24,000		
92595 Front Street Lift Station			
91100 Insurance Payments - MMRMA		100	100
92383 Hydrant Maintenance			
81201 Internet Access			
81200 IT - Charges-Data Processing	615	175	315
85300 MISS Dig			
94300 Office Space/Rental	3,750	200	575
73000 Postage	415	25	70
72900 Printing & Binding	162,000		
92599 Sewer System Disposal - WWTP Fees	14,355		
92499 Sewer System Utility Expense			
81000 Subscriptions	2,900	110	210
85200 Telemter Expense			
85000 Telephone			
85099 Telephone - Mobile			
86000 Travel			
92100 Utilities - Electric			
92000 Utilities - Heat			
92400 Utilities - Solid Waste			
92300 Utilities - Water & Sewer			
93400 Vehicle Maintenance		32,000	0
92395 Water Purchase from City		0	9,100
92385 Water System Utility Expense			
92594 WWTP CIP Projects	3,000		
92596 WWTP Membrane Installation	27,000		
92597 WWTP Membrane Replacements	68,355	19,530	34,875
PERSONNEL	6,560	4,095	12,330
SUPPLIES			
74502 Clothing			
74800 Gasoline (for Trucks)	350	100	200
74850 Gas & Oil for Stations			
77500 Janitorial Supplies	340	15	50
72700 Office Supplies			
74200 Safety Equipment	4,000		
75250 Sewer System Maintenance & Supplies	1,200		
75300 Sewer System Materials			
74700 Small Tools & Supplies	670	30	95
94102 Software Expense			
74500 Uniforms & Accessories		2,000	6,000
75350 Water System Maintenance & Supplies		1,950	5,985
75300 Water System Materials			
	489,360	65,015	72,920
TOTAL	2023	431,278	70,731
			91,144

Garfield Township

	23.0%	28.1%
General	Garfield Sewer	Garfield Water
Capital Outlays	0	0
Other Services & Charges	83,144	101,580
Personnel	320,850	391,995
Supplies	26,189	31,996
Contingency	8,704	10,634
Subtotal	438,887	536,206

O/M		
Capital Outlays	811,230	284,481
Other Services & Charges	1,981,775	1,604,535
Personnel	0	0
Supplies	68,590	124,395
Contingency	50,000	50,000
Subtotal	2,911,595	2,063,411

Total Budget (2024)	3,350,482	2,599,617
2023	2,698,113	2,242,208
Change	652,369	357,409

Township O&M Budgets + Payroll

	Garfield Sewer 690 446	Garfield Water 690 448
	811,230	284,481
CAPITAL OUTLAY		
97700 Machinery & Equipment	3,680	4,496
Township Portion of WWTP Bond	572,000	0
97707 Telemetering Equipment	193,000	228,000
97800 Vehicle (over \$5,000)	42,550	51,985
98000 Office Equipment/Furniture (over \$5,000)	0	0
	2,031,775	1,654,535
OTHER SERVICES & CHARGES		
90900 Advertising		7,800
98265 Assessment Act 165		
80800 Attorney Fees		
93000 Building Repair / Maintenance	50,000	50,000
99200 CONTINGENCY	35,550	44,490
81800 Contract Services		
86001 Conventions & Conferences		
94201 County Indirect		
81001 Dues/Memberships		
85600 Employee Training & Development	15,000	15,000
94900 Engineering		
93200 Equipment Repair/Maintenance	37,000	
92595 Front Street Lift Station		
91100 Insurance Payments - MMRMA		10,500
92383 Hydrant Maintenance		
81201 Internet Access		
81200 IT - Charges-Data Processing	2,875	3,515
85300 MISS Dig		
94300 Office Space/Rental	8,000	8,800
73000 Postage	925	830
72900 Printing & Binding	1,544,400	
92599 Sewer System Disposal - WWTP Fees	46,500	
92499 Sewer System Utility Expense		
81000 Subscriptions	5,525	27,600
85200 Telemter Expense		
85000 Telephone		
85099 Telephone - Mobile		
86000 Travel		
92100 Utilities - Electric		
92000 Utilities - Heat		
92400 Utilities - Solid Waste		
92300 Utilities - Water & Sewer		
93400 Vehicle Maintenance		1,271,000
92395 Water Purchase from City		215,000
92385 Water System Utility Expense		
92594 WWTP CIP Projects	28,600	
92596 WWTP Membrane Installation	257,400	
92597 WWTP Membrane Replacements	320,850	391,995
	68,590	124,395
PERSONNEL		
SUPPLIES		
74502 Clothing		
74800 Gasoline (for Trucks)	1,500	2,500
74850 Gas & Oil for Stations		
77500 Janitorial Supplies	705	600
72700 Office Supplies		
74200 Safety Equipment	15,000	
75250 Sewer System Maintenance & Supplies	50,000	
75300 Sewer System Materials		
74700 Small Tools & Supplies	1,385	1,175
94102 Software Expense		
74500 Uniforms & Accessories		47,000
75350 Water System Maintenance & Supplies		73,120
75300 Water System Materials		
	3,232,445	2,455,406
TOTAL		
2023	2,698,113	2,242,208

Peninsula Twp

2.5%

3.7%

General	Peninsula Sewer	Peninsula Water
Capital Outlays	0	0
Other Services & Charges	9,037	13,375
Personnel	34,875	51,615
Supplies	2,847	4,213
Contingency	946	1,400
Subtotal	47,705	70,604

O/M		
Capital Outlays	67,025	83,437
Other Services & Charges	122,430	178,295
Personnel	0	0
Supplies	11,575	21,220
Contingency	10,000	20,000
Subtotal	211,030	302,952

Total Budget (2024)		258,735	373,556
	2023	194,939	283,589
	Change	63,796	89,967

Township O&M Budgets + Payroll	Peninsula Sewer	Peninsula Water
	690 451	690 458
CAPITAL OUTLAY	67,025	83,437
97700 Machinery & Equipment	400	592
Township Portion of WWTP Bond	32,000	0
97707 Telemetering Equipment	30,000	76,000
97800 Vehicle (over \$5,000)	4,625	6,845
98000 Office Equipment/Furniture (over \$5,000)	0	0
	132,430	198,295
OTHER SERVICES & CHARGES		
90900 Advertising		1,800
98265 Assessment Act 165		
80800 Attorney Fees		
93000 Building Repair / Maintenance		
93200 CONTINGENCY	10,000	20,000
81800 Contract Services	4,020	7,445
86001 Conventions & Conferences		
94201 County Indirect		
81001 Dues/Memberships		
85600 Employee Training & Development	2,000	2,000
94900 Engineering		
93200 Equipment Repair/Maintenance	5,000	
92595 Front Street Lift Station		
91100 Insurance Payments - MMRMA		315
92383 Hydrant Maintenance		
81201 Internet Access		
81200 IT - Charges-Data Processing	315	465
85300 MISS Dig		
94300 Office Space/Rental	1,600	1,525
73000 Postage	175	175
72900 Printing & Binding	86,400	
92599 Sewer System Disposal - WWTP Fees	5,470	
92499 Sewer System Utility Expense		
81000 Subscriptions	1,450	1,200
85200 Telemter Expense		
85000 Telephone		
85099 Telephone - Mobile		
86000 Travel		
92100 Utilities - Electric		
92000 Utilities - Heat		
92400 Utilities - Solid Waste		
92300 Utilities - Water & Sewer		
93400 Vehicle Maintenance		135,000
92395 Water Purchase from City		28,370
92385 Water System Utility Expense		
92594 WWTP CIP Projects	1,600	
92596 WWTP Membrane Installation	14,400	
92597 WWTP Membrane Replacements	34,875	51,615
PERSONNEL	11,575	21,220
SUPPLIES		
74502 Clothing		
74800 Gasoline (for Trucks)	150	450
74850 Gas & Oil for Stations		
77500 Janitorial Supplies	145	135
72700 Office Supplies		
74200 Safety Equipment	6,000	
75250 Sewer System Maintenance & Supplies	5,000	
75300 Sewer System Materials		
74700 Small Tools & Supplies	280	260
94102 Software Expense		
74500 Uniforms & Accessories		11,000
75350 Water System Maintenance & Supplies		9,375
75300 Water System Materials		
	245,905	354,567
TOTAL		
	2023	
	194,939	283,589

Whitewater Twp

x

General	Whitewater
Capital Outlays	0
Other Services & Charges	0
Personnel	5,625
Supplies	0
Contingency	0
Subtotal	5,625

O/M

Capital Outlays	2,500
Other Services & Charges	1,550
Personnel	0
Supplies	200
Contingency	250
Subtotal	4,500

Total Budget (2024)		10,125
	2023	10,155
	Change	(30)

Hoch

0.1%

General

Hoch

Capital Outlays	0
Other Services & Charges	389
Personnel	1,420
Supplies	121
Contingency	40
Subtotal	1,970

O/M

Capital Outlays	0
Other Services & Charges	7,380
Personnel	0
Supplies	0
Contingency	0
Subtotal	7,380

Total Budget (2024)

9,350

2023

9,062

Change

288

Supervisor's Report

1/8/24

1. Our engineers are finishing the design for Phase 3 of the Marina and the Timberlee water system. Hopefully we will be able to bid both projects out in February. The State still has to approve the Marina design, so as soon as that is done, it can be bid out.
2. Pete Moon and I met to discuss the future of the management of the Marina and Grounds Crew and the possibility of combining the two. We are continuing to organize ideas on how this might play out.
3. We received our first grievance from the Elmwood Fire and Rescue Local 5387. The Township committed to updating the Standard Operating Procedures within 6 months after signing the initial agreement. That was not completed. We are working through the process prescribed in the agreement. The Fire Chief and I have met with the Local 5387 Union President and we are working toward a resolution. The Fire Chief continues to work on updating the Standard Operating Procedures as required by the contract. I will keep you informed as the process moves forward.
4. Our new telephone system was installed last week at the Fire Department and Township Hall. There were, of course, a few "bugs," but the system seems to be online and working. There is training available, which some of us have already taken advantage of.
5. EPS did a security camera upgrade at the recycling center.
6. Sarah Clarren and I continue to meet with our Engineers, the Leelanau County Road Commission, TTCI and TART to work on a final design for Cherry Bend Road and the trail/sidewalk. The Leelanau County Road Commission has determined if they install curb and gutter along Cherry Bend, a left turn lane would be necessary to accommodate traffic. The initial thought was curb and gutter would create more space for the non-motorized portion, but adding a left turn lane would eliminate any extra room that was created. We are continuing to work with all parties to figure out the best design for the most desirable outcome for everyone utilizing Cherry Bend.
7. I met with MDOT December 18, 2023 to discuss the corridor project for 2025.
8. We had a successful December Board of Review.
9. The Board of Public Works 2024 Budget is included in your packet. There isn't any action needed on it. It is simply for your information, regarding Elmwood's portion of the budget.

Founded in 1852
by Sidney Davy Miller



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TEL (313) 496-7684
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Detroit, Michigan 48226
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FAX (313) 496-7500
www.millercanfield.com

December 21, 2023

Mr. Jeff Shaw
Township Supervisor
Elmwood Charter Township
10090 E. Lincoln Rd.
Traverse Township, MI 49684

Re: Charter Township of Elmwood Capital Improvement Bonds for Marina and Water Projects

Dear Jeff:

As requested, I have enclosed the Resolution Authorizing the 2024 Capital Improvement Bonds (Limited Tax General Obligation) to be considered for approval by the Township Board at a meeting on Monday, January 8th. The Resolution authorizes the issuance of Bonds in the amount not to exceed \$6,000,000 to pay all or part of the costs of acquiring, constructing, furnishing and equipping certain public improvements in the Township, including: a) Marina improvements, including building, parking, dock and seawall improvements; b) water system improvements, including tank improvements; and c) parking lot improvements at the Brewery Creek parking lot; together with all related equipment, site improvements, appurtenances and attachments (together, the "Projects").

The Township Board approved a Notice of Intent for the Capital Improvement Bonds in an amount not to exceed \$6,000,000 at its meeting on November 13, 2023. Our intent was to wait until the construction bids have been received before finalizing the sizing of the Bonds to reflect the actual construction bids. However, because the Township will need to seek approval from the Michigan Department of Treasury for the issuance of the Bonds, we are presenting the Resolution now for approval so that the Township can apply for approval, and then resize the Bonds after the construction bids come back in mid-May. The Bonds will pledge the Township's limited tax full faith and credit for support of the Bonds, although it is the Township's intention to pay the debt service from Marina revenues, Water System revenues and some General Fund revenues.

The Resolution is based upon the bond specifications prepared by MFCI, LLC, the Township's financial advisors. The Resolution sets forth the terms of the Bonds, the form of Bonds, the form of notice of sale and provides for a competitive public sale of the Bonds, although it also allows for a negotiated sale of the Bonds if the financial advisor determines that the Township could achieve lower interest rates and issuance costs through a private sale. The

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. Jeff Shaw

-2-

December 21, 2023


Resolution also authorizes various Township officials to take the necessary actions to issue, sell and deliver the Bonds and delegates the authority to award the Bonds to the Township Supervisor and Township Clerk. There are various blanks in the Resolution in the form of bond and form of Notice of Sale that are intended to be in blank, those items will be completed in the final forms of those documents.

The enclosed Resolution is the only remaining approval from the Township Board needed to issue and sell the Bonds. If approved, the Resolution authorizes the Authorized Officer to take the necessary steps to apply for approval from the Department of Treasury, select the sale date, proceed with the sale of the Bonds and award the Bonds on the date of the sale of the Bonds to the bidder whose bid produces the lowest interest cost to the Township. It also allows the Authorized Officer to reduce the size of the Bonds either before or at the time of sale of the Bonds based on the bid premium which may be received at the time of sale.

We would appreciate receiving three (3) certified copies of the Resolution upon adoption by the Township Board.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By: 

Patrick F. McGow

Enclosure

cc: Connie Preston
Warren Creamer
Steve Burke

**RESOLUTION AUTHORIZING
2024 CAPITAL IMPROVEMENT BONDS
(LIMITED TAX GENERAL OBLIGATION)**

CHARTER TOWNSHIP OF ELMWOOD
County of Leelanau, State of Michigan

Minutes of a regular meeting of the Township Board of the Charter Township of Elmwood, County of Leelanau, State of Michigan (the "Township"), held on January 8, 2024 at 6:00 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the Township does hereby determine that it is necessary to pay all or part of the costs of acquiring, constructing, furnishing and equipping certain public improvements in the Township, including: a) Marina improvements, including building, parking, dock and seawall improvements; b) water system improvements, including tank improvements; and c) parking lot improvements at the Brewery Creek parking lot; together with all related equipment, site improvements, appurtenances and attachments (the "Projects"); and

WHEREAS, to finance part of the cost of the Project, the Township Board deems it necessary to borrow the principal amount of not to exceed Six Million Dollars (\$6,000,000) and issue capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), to pay the cost of the Project; and

WHEREAS, a notice of intent to issue bonds was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the Township unless a proper petition for an election on the question of the issuance of the bonds is filed with the Township Clerk within a period of forty-five (45) days from the date of publication; and

WHEREAS, the forty-five day referendum period has expired and no petition was filed with the Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the Township designated 2024 CAPITAL IMPROVEMENT BONDS (LIMITED TAX GENERAL OBLIGATION) (the "Bonds") are hereby authorized to be issued in the aggregate principal sum of not to exceed Six

Million Dollars (\$6,000,000) or such lesser amount as shall be determined by the Township Supervisor or Township Clerk (each, an “Authorized Officer”) at the time of sale of the Bonds, for the purpose of paying the costs of the Project and paying costs incidental to the issuance, sale and delivery of the Bonds. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000 each, or integral multiples thereof not exceeding for each maturity the aggregate principal amount of such maturity, and numbered consecutively in order of registration, dated as of the date of delivery, or such other date as determined by an Authorized Officer, at the time of sale of the Bonds. The Bonds shall bear interest, mature and be payable at the times and in the manner set forth in Sections 6 and 7 hereof.

The Bonds shall bear interest at a rate or rates to be determined at the time of the sale thereof, but in any event not to exceed seven percent (7%) per annum, payable on November 1, 2024 (or such date as determined at the time of the sale thereof) and semiannually thereafter. The Bonds shall be sold at public sale at a price not less than 100% of the principal amount thereof.

The Bonds shall be subject to redemption prior to maturity in the manner and at the times and prices set forth in Sections 6 and 7 hereof and if term bonds are selected by the original purchaser of the Bonds, then the Bonds will be subject to mandatory redemption in accordance with the foregoing referenced maturity schedule at par.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the Township to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. . The principal of the Bonds shall be payable at the designated office of a bank or trust company to be selected by the Township prior to the publication of the notice of sale for the Bonds as the transfer agent for the Bonds (the “Transfer Agent”).

2. Execution of Bonds; Book-Entry-Only Form. The Bonds of this issue shall be executed in the name of the Township with the manual or facsimile signatures of the Township Supervisor and the Township Clerk and shall have the seal of the Township, or a facsimile thereof, printed or impressed on the Bonds. No Bond executed by facsimile signature shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from the Treasurer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York (“DTC”), and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry-only form and to make such changes in the form of the Bonds within the parameters of this resolution as may be required to accomplish the foregoing.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the Township. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner’s duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written

instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the Township shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the Township. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the place where the Bonds called for redemption are to be surrendered for payment; and that interest on the Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The Township hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The Township shall, each year budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefor, or, if necessary, levy taxes upon all taxable property in the Township subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in such fiscal year.

The Treasurer is authorized and directed to open a depository account with a bank or trust company designated by the Township Board, to be designated 2024 CAPITAL IMPROVEMENT BONDS DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they mature.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The Treasurer is authorized and directed to open a separate depository account with a bank or trust company designated by the Township Board, to be designated 2024 CAPITAL IMPROVEMENT BONDS CONSTRUCTION FUND (the "Construction Fund"), and deposit into the Construction Fund the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt

Retirement Fund. The amounts specified by an Authorized Officer at the time of sale of the Bonds from the net proceeds of sale of the Bonds (including proceeds of the good faith deposit received at the time of sale, if any) shall be deposited to the appropriate account in the Construction Fund to be used to pay for the Project and the costs of issuance of the Bonds.

6. Bond Form. The Bonds shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF LEELANAU

CHARTER TOWNSHIP OF ELMWOOD

2024 CAPITAL IMPROVEMENT BOND
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	May 1, _____	_____, 2024	

Registered Owner:

Principal Amount: Dollars

The Charter Township of Elmwood, County of Leelanau, State of Michigan (the "Township"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on November 1, 2024 and semiannually thereafter. Principal of this bond is payable at the corporate trust office of _____, _____, Michigan, or such other transfer agent as the Township may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the Township kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, both principal and interest, the full faith, credit and resources of the Township are hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$ _____, issued for the purpose of paying the costs of certain capital improvements for the Township. This bond is issued under the provisions of Act 34, Public Acts of Michigan, 2001, as amended, and a duly adopted resolution of the Township.

Bonds of this issue maturing in the years 2025 to 2034, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds of this issue in multiples of \$5,000 maturing in the year 2035 and thereafter shall be subject to redemption prior to maturity, at the option of the Township, in any order of maturity and by lot within any maturity, on any date on or after May 1, 2034, at par and accrued interest to the date fixed for redemption.

[Insert Term Bond redemption provisions, if necessary.]

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem the bond or portion thereof.

This bond is transferable only upon the registration books of the Township kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the Township, and the Township is required, if necessary, to levy ad valorem taxes on all taxable property in the Township for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

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

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the Charter Township of Elmwood, by its Township Board, has caused this bond to be signed in the name of the Township by the facsimile signatures of its Township Supervisor and Township Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CHARTER TOWNSHIP OF ELMWOOD
County of Leelanau
State of Michigan

By: _____
Its: Township Supervisor

By: _____
Its: Township Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

_____,
_____, Michigan
Transfer Agent

By: _____
Authorized Signatory

[Insert form of assignment]

7. Notice of Sale. Each Authorized Officer is individually authorized to fix a date for sale of the Bonds and to cause to be published a notice of sale for the Bonds in *The Bond Buyer*, New York, New York, which notice of sale shall be in substantially the following form, with such completions and revisions within the parameters established by this resolution as may be deemed necessary or appropriate by an Authorized Officer in consultation with the Township's bond counsel and municipal advisor:

OFFICIAL NOTICE OF SALE

\$6,000,000*

CHARTER TOWNSHIP OF ELMWOOD
COUNTY OF LEELANAU, STATE OF MICHIGAN

2024 CAPITAL IMPROVEMENT BONDS
(LIMITED TAX GENERAL OBLIGATION)

**Subject to adjustment as set forth in this Notice of Sale*

Bids for the purchase of the above bonds will be received in the manner described in this Notice of Sale on _____, 2024 until __:00 __.m., prevailing Eastern Time, at which time and place the bids will be read. The award or rejection of the bids will occur on that date.

ELECTRONIC BIDS: Bidders may submit bids for the purchase of the above bonds as follows:

Electronic bids may be submitted to the Municipal Advisory Board of Michigan at munibids@macmi.com; provided that electronic bids must arrive before the time of sale and the bidder bears all risks of transmission failure.

Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10018, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means or location to present bids but a bidder may not present a bid in more than one location or by more than one means.

BOND DETAILS: The bonds will be registered bonds of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, originally dated as of the date of initial delivery, numbered in order of registration, and will bear interest from their date payable on November 1, 2024 and semiannually thereafter.

The bonds will mature on the 1st day of May in each of the years as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2025	\$110,000	2038	\$180,000
2026	110,000	2039	190,000
2027	120,000	2040	200,000
2028	125,000	2041	210,000
2029	130,000	2042	220,000
2030	135,000	2043	230,000
2031	140,000	2044	240,000
2032	140,000	2045	255,000
2033	145,000	2046	265,000

2034	150,000	2047	280,000
2035	165,000	2048	290,000
2036	170,000	2049	310,000
2037	175,000		

*ADJUSTMENT OF TOTAL PAR AMOUNT OF BONDS AND PRINCIPAL MATURITIES: The Township reserves the right to increase or decrease the aggregate principal amount of the bonds after receipt of the bids and prior to final award, if necessary, so that the purchase price of the bonds will provide an amount determined by the Township to be sufficient to construct the Project and to pay costs of issuance of the bonds. The adjustments, if necessary, will be in increments of \$5,000. The purchase price will be adjusted proportionately to the increase or decrease in issue size, but the interest rates specified by the successful bidder for all maturities will not change. The successful bidder may not withdraw its bid as a result of any changes made within these limits.

*ADJUSTMENT TO PURCHASE PRICE: Should any adjustment to the aggregate principal amount of the bonds be made by the Township, the purchase price of the bonds will be adjusted by the Township proportionally to the adjustment in principal amount of the bonds. The adjusted purchase price will reflect changes in the dollar amount of the underwriter's discount and original issue discount/premium, if any, but will not change the per-bond underwriter's discount as calculated from the bid and initial reoffering prices.

INTEREST RATE AND BIDDING DETAILS: The bonds shall bear interest at rate or rates not exceeding seven percent (7%) per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/100 of 1%, or both. Bonds maturing after 2034 shall bear interest at a minimum coupon rate of 4.00%. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. No proposal for the purchase of less than all of the bonds or at a price less than 100% of their par value will be considered.

PRIOR REDEMPTION OF BONDS: Bonds maturing in the years 2025 to 2034 inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 2035 and thereafter shall be subject to redemption prior to maturity, at the option of the Township, in any order of maturity and by lot within any maturity, on any date on or after May 1, 2034, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the transfer agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the transfer agent to redeem the bond or portion thereof.

TERM BOND OPTION: The initial purchaser of the bonds may designate any one or more maturities from May 1, 2025 through the final maturity as term bonds and the consecutive

maturities on or after the year 2025 which shall be aggregated in the term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on May 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot. Any such designation must be made at the time bids are submitted and must be listed on the bid.

BOOK-ENTRY OPTION: Upon the request of the successful bidder, the bonds will be issued in book-entry only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for The Depository Trust Company (“DTC”), New York, New York. DTC will act as securities depository for the bonds. In the event of registration with DTC, the purchaser will not receive certificates representing their interest in bonds purchased. The book-entry-only system is described further in the preliminary Official Statement for the Bonds. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the bonds. In the alternative, the successful bidder may request bond certificates to be delivered to the purchaser as one fully registered bond per maturity.

TRANSFER AGENT AND REGISTRATION: Principal shall be payable at the principal corporate trust office of _____, _____, Michigan, or such other transfer agent as the Township may hereafter designate by notice mailed to the registered owner of record not less than 60 days prior to an interest payment date. Interest shall be paid by check mailed to the registered owner of record as shown on the registration books of the Township as of the 15th day prior to an interest payment date. The bonds will be transferred only upon the registration books of the Township kept by the transfer agent.

PURPOSE AND SECURITY: The bonds are authorized for the purpose of paying the cost of acquiring and constructing various capital improvements for the Township. The bonds will be a first budget obligation of the Township, payable from the general funds of the Township including the collection of ad valorem taxes on all taxable property in the Township subject to applicable constitutional, statutory and charter tax rate limitations. The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors’ rights generally now existing or hereafter enacted and by the application of general principles of equity including those relating to equitable subordination.

AWARD OF BONDS – TRUE INTEREST COST: The bonds will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on November 1, 2024 and semi-annually thereafter) necessary to discount the debt service payments from their respective payment date to the closing date, in an amount equal to the price bid, excluding accrued interest. Each bidder shall state in its bid the true interest cost to the Township, computed in the manner specified above.

TAX MATTERS: In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., bond counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the bonds and interest thereon are exempt from all taxation by the State of Michigan or any taxing authority within the State of Michigan except estate taxes and taxes on gains realized from the

sale, payment or other disposition thereof.

“QUALIFIED TAX-EXEMPT OBLIGATIONS”: The Township has designated the bonds as “qualified tax-exempt obligations” for purposes of the deduction of interest expense by financial institutions pursuant to the Internal Revenue Code of 1986, as amended.

ISSUE PRICE: The winning bidder shall assist the Township in establishing the issue price of the bonds and shall execute and deliver to the Township at closing an “issue price” or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached either as Appendix G-1 or Appendix G-2 to the Preliminary Official Statement for the bonds, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the Township and bond counsel.

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

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

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

In the event that all of the Competitive Sale Requirements are not satisfied, the Township shall so advise the winning bidder. The Township will not require bidders to comply with the “hold-the-offering price rule” (as described below), and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity, though the winning bidder, in consultation with the Township, may elect to apply the “hold-the-offering price rule.” Bids will not be subject to cancellation in the event the Competitive Sale Requirements are not satisfied. Unless a bidder intends to apply the “hold-the-offering price rule” (as described below), bidders should prepare their bids on the assumption that all of the maturities of the bonds will be subject to the 10% Test (as described below). The winning bidder must notify the Township of its intention to apply either the “hold-the-offering-price rule” or the 10% Test at or prior to the time the bonds are awarded.

If the winning bidder does not request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then the following two paragraphs shall apply:

- a. The Township shall treat the first price at which 10% of a maturity of the bonds (the “10% Test”) is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis. The winning bidder shall advise the Township if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the bonds; and
- b. Until the 10% Test has been satisfied as to each maturity of the bonds, the winning bidder agrees to promptly report to the Township the prices at which the unsold bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until either (i) all bonds of that maturity have been sold or (ii) the 10% Test has been satisfied as to the bonds of that maturity, provided that, the winning bidder’s reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the Township or bond counsel.

If the winning bidder does request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then following three paragraphs shall apply:

- a. The winning bidder, in consultation with the Township, may determine to treat (i) pursuant to the 10% Test, the first price at which 10% of a maturity of the bonds is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity (the “hold-the-offering price rule”), in each case applied on a maturity-by-maturity basis. The winning bidder shall advise the Township if any maturity of the bonds satisfies the 10% Test as of the date and time of the award of the bonds. The winning bidder shall promptly advise the Township, at or before the time of award of the bonds, which maturities of the bonds shall be subject to the 10% Test or shall be subject to the hold-the-offering price rule or both.
- b. By submitting a bid, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of the award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder, and (ii) if the hold-the-offering-price rule applies, agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:
 - a. the close of the fifth (5th) business day after the sale date; or
 - b. the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public;

The winning bidder shall promptly advise the Township when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the

initial offering price to the public, if that occurs prior to the close of the fifth (5th) business day after the sale date.

- c. The Township acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter or dealer who is a member of the selling group is a party to a third-party distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in the third-party distribution agreement and the related pricing wires. The Township further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a third-party distribution agreement to comply with its corresponding agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds.

By submitting a bid, each bidder confirms that:

- a. any agreement among underwriters, any selling group agreement and each third-party distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such third-party distribution agreement, as applicable, (A)(i) to report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder, and (ii) to comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder and as set forth in the related pricing wires, (B) to promptly notify the winning bidder of any sales of bonds that, to its knowledge, are made to a purchaser who is a related party to an underwriter participating in the initial sale of the bonds to the public (each such term being used as defined below), and (C) to acknowledge that, unless

otherwise advised by the underwriter, dealer or broker-dealer, the winning bidder shall assume that each order submitted by the underwriter, dealer or broker-dealer is a sale to the public.

- b. any agreement among underwriters or selling group agreement relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter or dealer that is a party to a third-party distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such third-party distribution agreement to (i) report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder or such underwriter that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder or such underwriter, and (ii) comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder or the underwriter and as set forth in the related pricing wires.
- c. sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale.

Further, for purposes of this Notice of Sale:

- a. “public” means any person other than an underwriter or a related party;
- b. “underwriter” means (A) any person that agrees pursuant to a written contract with the Township (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a third-party distribution agreement participating in the initial sale of the bonds to the public);
- c. a purchaser of any of the bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other); and
- d. “sale date” means the date that the bonds are awarded by the Township to the winning bidder.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the bonds at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C. for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above bonds, Miller, Canfield, Paddock and Stone, P.L.C. has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the bonds, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials. In submitting a bid for the bonds, the bidder agrees to the representation of the Township by Miller, Canfield, Paddock and Stone, P.L.C., as bond counsel.

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

CUSIP NUMBERS: It is anticipated that CUSIP identification numbers will be printed on the bonds, but neither the failure to print such numbers on any bonds nor any error with respect thereto shall constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for the bonds in accordance with terms of the purchase contract. All expenses in relation to the printing of CUSIP numbers on the bonds shall be paid for by the Township; provided, however, that the CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and shall be paid for by the purchaser.

OFFICIAL STATEMENT: An electronic copy of the preliminary Official Statement that the Township deems to be final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12 of the Securities and Exchange Commission, has been prepared and may be obtained from MFCI, LLC, financial advisors to the Township, at the email address and telephone listed under FINANCIAL ADVISOR below. MFCI, LLC will provide the winning bidder with an electronic copy of the final Official Statement within 7 business days from the date of sale to permit the purchaser to comply with Securities and Exchange Commission Rule 15c2-12. Within 24 hours of the time of sale, the purchaser may request printed copies of the Official Statement from MFCI, LLC. The purchaser agrees to pay the cost of additional copies.

BOND INSURANCE AT PURCHASER'S OPTION: If the bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the bidder/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the bonds. Any and all increased costs of issuance of the bonds resulting from such purchase of insurance shall be paid by the purchaser, except that if the Township has requested and received a rating on the bonds

from a rating agency, the Township shall pay the fee for the requested rating. Any other rating agency fees shall be the responsibility of the purchaser. FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE TOWNSHIP.

CONTINUING DISCLOSURE: As described more fully in the Official Statement, the Township has agreed to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, on or prior to the sixth month after the end of each fiscal year commencing with the fiscal year ended December 31, 2023, (i) certain annual financial information and operating data, including audited financial statements for the preceding fiscal year, generally consistent with the information contained or cross-referenced in the Official Statement relating to the bonds, (ii) timely notice of the occurrence of certain material events with respect to the bonds and (iii) timely notice of a failure by the Township to provide the required annual financial information on or before the date specified in (i) above.

FINANCIAL ADVISOR: Further information relating to the bonds may be obtained from MFCI, LLC, 435 Union Street, Milford, MI 48381. Telephone (313) 782-3011. Fax (313) 782-3011. Email wc@mfc.com.

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

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

Connie Preston
Township Clerk

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than twenty-six (26) years.

9. Competitive Sale. The Township Board has considered the option of selling the Bonds through a competitive sale and a negotiated sale, and, has determined to proceed with the sale of the Bonds by a competitive sale. In the event that the financial advisor determines that a negotiated sale would be economically advantageous to the Township, to best achieve the most advantageous interest rates and obtain the lowest issuance costs and interest costs for the Township, the Authorized Officers are authorized to sell the Bonds at a negotiated sale through a public offering or private placement.

10. Delegation to Authorized Officer; Sale Order. In the event of a private placement or negotiated sale, the Authorized Officers are each hereby authorized to select a purchaser or underwriter for the Bonds. The Authorized Officers are each hereby authorized to execute a Bond Purchase Agreement and/or Sale Order specifying the final terms of the Bonds and take all other necessary actions required to effectuate the sale, issuance and delivery of the Bonds within the parameters authorized in this resolution.

11. Tax Covenant; Qualified Tax Exempt Obligations. The Township shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds, and to prevent the Bonds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code. The Bonds shall be designated as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

12. Official Statement; Qualification for Insurance; Ratings. Each Authorized Officer is individually authorized and directed to: (a) cause the preparation and circulation of a Preliminary Official Statement with respect to the Bonds and to deem the Preliminary Official Statement "final" for purposes of Rule 15c2-12 of the U.S. Securities and Exchange Commission, and to approve circulation of a final Official Statement with respect to the Bonds; (b) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds if deemed economically advantageous to the Township based on the advice of the Township's municipal advisor; and (c) apply for ratings on the Bonds.

13. Continuing Disclosure. The Township agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and each Authorized Officer is hereby authorized to execute such undertaking prior to delivery of the Bonds.

14. Authorization of Other Actions. Each Authorized Officer is hereby individually authorized to adjust the final Bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of

Act 34, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, series designation, the place of delivery and payment, and other matters within the parameters described in this resolution. Each Authorized Officer is hereby authorized and directed to take all other actions necessary or advisable, and to make such other filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

15. Award of Sale of Bonds. Each Authorized Officer is hereby individually authorized on behalf of the Township, without further authorization or approval of this Township Board, to award the sale of the Bonds to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the Township computed in accordance with the terms of the Official Notice of Sale as published.

16. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is approved as bond counsel for the Bonds, notwithstanding periodic representation in unrelated matters of parties or potential parties to the transaction contemplated by this resolution.

17. Financial Advisor. MFCI, LLC is approved as the financial advisor to the Township in connection with the issuance of the Bonds.

18. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Connie Preston
Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Elmwood, County of Leelanau, State of Michigan, at a regular meeting held on January 8, 2024, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Connie Preston
Township Clerk

41526531.1/103859.00004

CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION #2 OF 2024
BUDGET AMENDMENT RESOLUTION

At a regular meeting of the Board of the Charter Township of Elmwood, held in the Township Hall located at 10090 E. Lincoln Rd. Traverse City Michigan, on the 8th day of January, 2024 there were

PRESENT:
EXCUSED:

The following resolution was offered by _____ and seconded by _____.

WHEREAS, a budget was adopted on December 11, 2023 to govern the receipts and expenditures of various Township funds for the next fiscal year of the Township, and
WHEREAS, as a result of unanticipated cost, it is necessary to modify the aforesaid budget and
NOW THEREFORE BE IT RESOLVED, that the aforesaid budget be modified as follows:

Increase the following line items:

101-101-999.2 Contributions to Other Funds by \$30,000.00 to allow the transfer of ARPA funds to the Fire Fund for the ambulance downpayment.

Upon a roll call vote, the following voted:

YES:
NO:

RESOLUTION DECLARED ADOPTED

Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said municipality at its regular meeting held on January 8, 2024 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: January 8, 2024

Connie Preston, Clerk

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 01/03/2024

Time: 3:53 pm

Page: 1

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
THE ACCUMED GROUP	A026	BILLING SERVICES	0	00/00/0000	856.31
				Vendor Total:	856.31
ACE HARDWARE	A020	CUST#23467	0	00/00/0000	185.51
				Vendor Total:	185.51
ELECTION SOURCE	E022	ANNUAL EQUIP MAINTENANCE	0	00/00/0000	1,605.00
				Vendor Total:	1,605.00
EPS SECURITY	E050	CUST#3014247002	0	00/00/0000	4,060.96
				Vendor Total:	4,060.96
GRAND TRAVERSE COUNTY	G200	CUST ID 100040 SEWER/ <i>Water</i>	0	00/00/0000	28,453.23
				Vendor Total:	28,453.23
HUNTINGTON NATIONAL BANK	Z003	ACCT ENDING 2407	0	00/00/0000	190.87
				Vendor Total:	190.87
LAND INFORMATION ACCESS ASS	L007	QTR FEES PER CONTRACT	0	00/00/0000	5,567.25
				Vendor Total:	5,567.25
LEELANAU ENTERPRISE & TRIBUN	L020	ADVERTISER#676	0	00/00/0000	210.55
				Vendor Total:	210.55
NETLINK	M185	SWITCH AND CABLES/ <i>support/data switch</i>	0	00/00/0000	3,282.80
				Vendor Total:	3,282.80
PIONEER DIESEL SERVICE INC	P054	INSTALL BACK BLADEW/NEW PINS	0	00/00/0000	150.23
				Vendor Total:	150.23
PITNEY BOWES GLOBAL FINANCIA	P030	ACCT#0012923889	0	00/00/0000	502.35
				Vendor Total:	502.35
PRINTING SYSTEMS INC.	P045	ACCT#2495 AV APP ENVELOPES	0	00/00/0000	506.32
				Vendor Total:	506.32
SMITH & JOHNSON, ATTORNEYS,	S034	TEXT AMENDMENT/SP EVENTS	0	00/00/0000	150.00
				Vendor Total:	150.00
TRAVERSE CITY LIGHT & POWER	C093	ACCT#00174230-5	0	00/00/0000	22.95
				Vendor Total:	22.95
VERIZON WIRELESS	V014	ACCT#682962913-00001	0	00/00/0000	60.46
				Vendor Total:	60.46
WADE TRIM	W107	BREWERY CREEK PARKING&DRAINAGE/ <i>Misc.</i>	0	00/00/0000	6,986.28
				Vendor Total:	6,986.28
WELLS FARGO VENDOR FINANCIA	W027	CONTRACT 450-0093930-000	0	00/00/0000	90.71
				Vendor Total:	90.71
				Grand Total:	52,881.78
				Less Credit Memos:	0.00
				Net Total:	52,881.78
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	52,881.78
	Total Invoices:	29			