

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING  
THURSDAY, OCTOBER 3, 2024, 7:00 P.M.  
BRIDGEWATER TOWNSHIP HALL  
10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF REGULAR BOARD MEETING MINUTES – SEPTEMBER 5, 2024
- IV. REVIEW AND APPROVE AGENDA
- V. PRESENTATION OF 2024 AUDIT – RANA M. EMMONS, C.P.A., PSLZ LLP
- VI. UNFINISHED BUSINESS
  - A. Architectural Proposals – Follow up regarding township hall addition and grant funding
- VII. NEW BUSINESS
  - A. Approval of Claims Listing for September 1, 2024 through September 30, 2024
  - B. Proposed Zoning Ordinance Amendments – Porches and Front Yard Setbacks
  - C. PA 116 Application
  - D. Snow Removal Quote 2024-2025 – Neff Trucking & Contracting Inc.
  - E. Sump Pit and Pump Proposal – Luckhardt Plumbing & Heating LLC
  - F. Newsletter Discussion
  - G. Obligation of Remaining ARPA Funds Discussion
- VIII. REPORTS & CORRESPONDANCE
  - A. Public Safety Report – Written report from WCSO
  - B. Zoning Administrator’s Report – Written report from Rodney Nanney
  - C. Assessor’s Report
  - D. Supervisor’s Report – WWTP Updates, Statutory RS, SWWCOG, WCRC Updates
  - E. Clerk’s Report
  - F. Treasurer’s Report
  - G. Trustees’ Report
  - H. Planning Commission Report
  - I. Farmland Preservation Board Report
- IX. CITIZEN PARTICIPATION
- X. ADJOURNMENT

## Bridgewater Township Board of Trustees Minutes

### I. CALL TO ORDER

5-Sep-24 meeting called to order by Supervisor Fromhart at 7:01 p.m., followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Ahrens, Trustee Faust, Trustee Fromhart, Trustee McQueer, Trustee Oliver.

Absent:

Citizen attendance: 8

### II. CITIZEN PARTICIPATION

- A Citizen thanked the board for the work on Logan, Hogan and Allen Road. Ryan Baumgart introduced himself as a candidate running for the 3<sup>rd</sup> district, Washtenaw County Commissioners race.

### III. APPROVAL OF AGENDA

- Motion to approve the agenda as amended, removing item VII-B and replacing it with "W.A.V.E. contract". – Ms. McQueer; support – Ms. Ahrens; vote – unanimous.

### IV. APPROVE MEETING MINUTES

- Motion to approve the August 8, 2024, regular meeting minutes as presented – Ms. Ahrens; support – Mr. Faust; vote – unanimous.

### V. PRESENTATION OF 2024 AUDIT - Rana Emmons, C.P.A., PSLZ LLC

- Motion to postpone presentation to the October 2024 meeting. - Ms. McQueer; support – Ms. Ahrens; vote – unanimous.

### VI. UNFINISHED BUSINESS

A. Zoning Administrator and Ordinance Enforcement Officer Recommendation.

- Motion to appoint Carl Werner as our new Zoning Administrator. - Ms. Fromhart; support – Mr. Faust; roll call vote – Yes; Mr. Faust, Ms. Ahrens, Ms. Fromhart, Mr. Oliver, Ms. McQueer. No; None
- Motion to approve the Independent Contractor Agreement with Carl Werner as our new Zoning Administrator. - Ms. Fromhart; support – Ms. McQueer; vote – unanimous.

B. Utility Scale Renewable Energy Facilities Ordinance Discussion: Options - CREO, Workable, or Do Nothing

- Motion to direct the Planning Commission to draft a "Workable Ordinance" for Utility Scale Renewable Energy Facilities. - Ms. Fromhart; support – Mr. Faust; vote – Yes, Mr. Faust, Ms. Ahrens, Ms. Fromhart, Mr. Oliver; No, Ms. McQueer.

B. Architectural Proposals – Follow up regarding township hall addition and grant funding

- Tabled for next month.

### VII. NEW BUSINESS

A. Approval of Claims Listing

- Motion to approve disbursements of \$21,277.97 for general operations and \$11,685.48 for sewer operations; total expenditure of \$32,963.45 for the month of August – Mr. Oliver; support – Ms. Ahrens; vote – unanimous.

B. W.A.V.E Contract.

## Bridgewater Township Board of Trustees Minutes

- Motion to approve the W.A.V.E. Contract in the amount of \$2,500.00 for one year. – Ms. McQueer; support – Mr. Oliver; vote – unanimous.

### VIII. REPORTS AND CORRESPONDENCE

#### A. Public Safety Report

- None.

#### B. Supervisor's Report

- Spoke about the recent road work on Allen, Hogan and Logan. The Township Engineer spoke about the work and stated that he would provide a report to the Board.
- Discussion about a possible new skimmer system for the Sewer plant.
- Planning to call a meeting for the Sewer committee.
- Waiting for the results from the EGLE inspection from last month. Stated the Sewer plant is operating under the current N.P.D.S. permit for now.

#### C. Assessor's Report

- None.

#### D. Clerk's Report

- Treasurer and Clerk are meeting with Account on September 23.
- Early Voting Grant round 2 will be issued for staffing labor.
- Reported on ZBA meeting. Both appeals were granted by the ZBA board.

#### E. Treasurer's Report

- Property taxes are due September 16<sup>th</sup>.

#### F. Trustees' Report

- Trustee Faust
  - None
- Trustee Oliver
- Motion that there will be no autonomy for zoning complaints. – Mr. Oliver; support – Ms. McQueer; vote – Yes, Mr. Faust, Ms. Ahrens, Mr. Oliver, Ms. McQueer; No, Ms. Fromhart

#### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet

#### H. Planning Commission

- See meeting minutes.

#### I. Farmland Preservation Board Report

- No meeting.

### IX. CITIZEN PARTICIPATION

- Two people spoke.

### X. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:04 p.m.

**BRIDGEWATER TOWNSHIP**  
**Washtenaw County, Michigan**

**AUDITED FINANCIAL REPORT**

**For the Fiscal Year Ended**  
**March 31, 2024**

BRIDGEWATER TOWNSHIP  
For the Year Ended March 31, 2024

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# PSLZ PLLC

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### Independent Auditor's Report

To the Board of Trustees  
Bridgewater Township, Michigan

#### **Opinions**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate of all remaining fund information of Bridgewater Township, Michigan, as of and for the year ended March 31, 2024, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate of all remaining fund information of Bridgewater Township, Michigan, as of March 31, 2024, and the respective changes in its financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Township and to meet our ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

**Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplemental information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Respectfully,

PSLZ PLLC  
Certified Public Accountants

August 24, 2024

## Management's Discussion and Analysis

As management of Bridgewater Township, Washtenaw County, Michigan, we offer readers of Bridgewater Township's financial statements this narrative overview and analysis of the financial activities of Bridgewater Township for the fiscal year ended March 31, 2024. Please read it in conjunction with the Township's financial statements.

### Financial Highlights

- The assets of Bridgewater Township exceeded its liabilities at the close of the most recent fiscal year by \$2,053,878 (*net position*). Of this amount, \$772,673 (*unrestricted net position*) may be used to meet the government's ongoing obligations to citizens and creditors.
- The Township's total net position decreased by \$67,568 as compared to a decrease of \$86,890 in the prior year.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$553,958 or 142 percent of total General Fund expenditures.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Bridgewater Township's basic financial statements. Bridgewater Township's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of Bridgewater Township's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of Bridgewater Township's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Bridgewater Township is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).



**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Bridgewater Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of Bridgewater Township can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Bridgewater Township maintains one individual governmental fund. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the General Fund, which is considered to be a major fund.

Bridgewater Township adopts an annual appropriated budget for the General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with the budget.

**Proprietary fund.** Bridgewater Township maintains one type of Proprietary Fund. The *Enterprise Fund* is used to report the same functions presented as business-type activities in the government-wide financial statements. Bridgewater Township uses an Enterprise Fund to account for its Sewer Fund.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support Bridgewater Township's own programs. The Township has one fiduciary fund which is the Current Tax Collection Custodial Fund.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of Bridgewater Township, assets exceeded liabilities by \$2,053,878 at the close of the most recent fiscal year.

A portion of Bridgewater Township's net position (62 percent) reflects its investment in capital assets (e.g., land, buildings, equipment, and sewer system), less any related debt used to acquire those assets that is still outstanding. Bridgewater Township uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Township's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The remaining balance of *unrestricted net position* (\$772,673) may be used to meet the government's ongoing obligations to citizens and creditors.

### Bridgewater Township's Net Position

|                                  | Governmental Activities |            | Business-type Activities |              | Total        |              |
|----------------------------------|-------------------------|------------|--------------------------|--------------|--------------|--------------|
|                                  | 2024                    | 2023       | 2024                     | 2023         | 2024         | 2023         |
| Current and Other Assets         | \$ 736,606              | \$ 755,982 | \$ 210,635               | \$ 252,700   | \$ 947,241   | \$ 1,008,682 |
| Capital Assets                   | 147,979                 | 152,135    | 1,133,226                | 1,184,149    | 1,281,205    | 1,336,284    |
| Total Assets                     | 884,585                 | 908,117    | 1,343,861                | 1,436,849    | 2,228,446    | 2,344,966    |
| Long-term Liabilities            |                         |            |                          |              |              |              |
| Outstanding                      | -                       | -          | -                        | -            | -            | -            |
| Other Liabilities                | 174,568                 | 223,520    | -                        | -            | 174,568      | 223,520      |
| Total Liabilities                | 174,568                 | 223,520    | -                        | -            | 174,568      | 223,520      |
| Net Position:                    |                         |            |                          |              |              |              |
| Net Investment in capital assets | 147,979                 | 152,135    | 1,133,226                | 1,184,149    | 1,281,205    | 1,336,284    |
| Unrestricted                     | 562,038                 | 532,462    | 210,635                  | 252,700      | 772,673      | 785,162      |
| Total Net Position               | \$ 710,017              | \$ 684,597 | \$ 1,343,861             | \$ 1,436,849 | \$ 2,053,878 | \$ 2,121,446 |

At the end of the current fiscal year, Bridgewater Township is able to report positive balances in all categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

A summary of Bridgewater Township's change in net position is as follows:

Bridgewater Township - Change in Net Position

|                                  | Governmental Activities |           | Business-type Activities |             | Total       |             |
|----------------------------------|-------------------------|-----------|--------------------------|-------------|-------------|-------------|
|                                  | 2024                    | 2023      | 2024                     | 2023        | 2024        | 2023        |
| Program Revenues:                |                         |           |                          |             |             |             |
| Charges for Services             | \$ 52,370               | \$ 36,847 | \$ 157,373               | \$ 154,490  | \$ 209,743  | \$ 191,337  |
| Operating Grants & Contributions | 24,904                  | 3,767     | -                        | -           | 24,904      | 3,767       |
| General Revenues:                |                         |           |                          |             |             |             |
| Property Taxes                   | 153,189                 | 141,918   | -                        | -           | 153,189     | 141,918     |
| State Shared Revenues            | 176,589                 | 157,697   | -                        | -           | 176,589     | 157,697     |
| Investment Earnings              | 13,309                  | 466       | 667                      | 377         | 13,976      | 843         |
| Total Revenues                   | 420,361                 | 340,695   | 158,040                  | 154,867     | 578,401     | 495,562     |
| Program Expenses:                |                         |           |                          |             |             |             |
| General Government               | 170,306                 | 145,586   | -                        | -           | 170,306     | 145,586     |
| Public Safety                    | 66,572                  | 73,267    | -                        | -           | 66,572      | 73,267      |
| Public Works                     | 18,115                  | 17,704    | -                        | -           | 18,115      | 17,704      |
| Community Development            | 139,948                 | 94,141    | -                        | -           | 139,948     | 94,141      |
| Sewer                            | -                       | -         | 251,028                  | 251,754     | 251,028     | 251,754     |
| Total Expenses                   | 394,941                 | 330,698   | 251,028                  | 251,754     | 645,969     | 582,452     |
| Change in Net Position           | \$ 25,420               | \$ 9,997  | \$ (92,988)              | \$ (96,887) | \$ (67,568) | \$ (86,890) |

## Financial Analysis of the Government's Funds

**Governmental funds.** The focus of Bridgewater Township's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing Bridgewater Township's financing requirements. In particular, *unrestricted fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The general fund is the chief operating fund of Bridgewater Township. At the end of the current fiscal year, total fund balance was \$562,038, of which \$553,958 is unrestricted. The fund balance of Bridgewater Township's general fund increased by \$29,576 during the current fiscal year as compared to a \$14,153 increase in the prior year.

**Proprietary fund.** The proprietary fund provides the same type of information found in the government-wide financial statements, but in more detail. Unrestricted net position of the Sewer Fund at the end of the year amounted to \$210,635, as compared to \$252,700 in the prior year.

### General Fund Budgetary Highlights

The total beginning and final budgets in the General Fund reflect a \$3,475 increase in budgeted revenues and a \$56,156 increase in budgeted expenditures for fiscal year 2024, which included increases to road improvements and fire services expenditures.

**Capital assets.** Bridgewater Township's investment in capital assets for its governmental and business-type activities as of March 31, 2024, amounted to \$1,281,205 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment, and sewer system. The investment in capital assets decreased by \$55,079 due primarily to annual depreciation expense.

**Long-term debt.** The Township did not incur any debt during fiscal year 2024 and does not have any long-term debt as of March 31, 2024.

### **Economic Factors and Next Year's Budgets and Rates**

The Township has received a total of \$181,544 of American Rescue Plan Act funds (ARPA) from the Federal government. The Township has spent \$16,068 of these funds to date. The remaining balance of \$165,476 is recorded on the balance sheet at March 31, 2024, and will be recorded as revenue when spent.

Bridgewater Township has adopted a balanced budget for fiscal year 2024-2025. The Township is anticipating a modest increase in property tax revenues and a slight increase in state shared revenues based on State projections.

### **Requests for Information**

This financial report is designed to provide a general overview of Bridgewater Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Bridgewater Township, 10990 Clinton Road, Manchester, Michigan 48158.

BASIC FINANCIAL STATEMENTS

**BRIDGEWATER TOWNSHIP**  
**Statement of Net Position**  
**March 31, 2024**

|   | Primary Government                       |   |                     |
|---|--|---|---------------------|
|   | <u>Governmental</u><br><u>Activities</u> | <u>Business-type</u><br><u>Activities</u> | <u>Total</u>        |
| <b><u>ASSETS</u></b>                              |  |   |                     |
| Cash and Cash Equivalents                         | \$ 689,871                               | \$ 160,331                                | \$ 850,202          |
| Accounts Receivable                               | 38,655                                   | 8,304                                     | 46,959              |
| Prepaid Expenses                                  | 8,080                                    | -   | 8,080               |
| Restricted Cash                                   | -  | 42,000                                    | 42,000              |
| Capital Assets (Net of Accumulated Depreciation): |  |   |                     |
| Nondepreciable                                    | 70,863                                   | 55,355                                    | 126,218             |
| Depreciable                                       | 77,116                                   | 1,077,871                                 | 1,154,987           |
| Total Assets                                      | <u>884,585</u>                           | <u>1,343,861</u>                          | <u>2,228,446</u>    |
| <b><u>LIABILITIES</u></b>                         |  |   |                     |
| Accounts Payable                                  | 1,542                                    | -   | 1,542               |
| Deposits  | 7,550                                    | -   | 7,550               |
| Unavailable Revenue-ARPA                          | 165,476                                  | -   | 165,476             |
| Total Liabilities                                 | <u>174,568</u>                           | <u>-</u>                                  | <u>174,568</u>      |
| <b><u>NET POSITION</u></b>                        |  |   |                     |
| Net Investment in Capital Assets                  | 147,979                                  | 1,133,226                                 | 1,281,205           |
| Unrestricted                                      | 562,038                                  | 210,635                                   | 772,673             |
| Total Net Position                                | <u>\$ 710,017</u>                        | <u>\$ 1,343,861</u>                       | <u>\$ 2,053,878</u> |

**BRIDGEWATER TOWNSHIP**  
**Statement of Activities**  
**For the Year Ended March 31, 2024**

| <b><u>Functions/Programs</u></b> | <b>Program Revenues</b> |                             |   |   |
|----------------------------------|-------------------------|-----------------------------|---|---|
|                                  | <b>Expenses</b>         | <b>Charges for Services</b> | <b>Operating Grants and Contributions</b> | <b>Capital Grants and Contributions</b> |
| <b>Primary Government:</b>       |                         |                             |   |   |
| Governmental Activities:         |                         |                             |   |   |
| General Government               | \$ 170,306              | \$ 51,145                   | \$ -                                      | \$ -                                    |
| Public Safety                    | 66,572                  | -                           | -   | -                                       |
| Community Development            | 18,115                  | 1,225                       | -   | -                                       |
| Public Works                     | 139,948                 | -                           | 24,904                                    | -                                       |
| Total Governmental Activities    | 394,941                 | 52,370                      | 24,904                                    | -                                       |
| Business-type Activities:        |                         |                             |   |   |
| Sewer System                     | 251,028                 | 157,373                     | -   | -                                       |
| Total Primary Government         | \$ 645,969              | \$ 209,743                  | \$ 24,904                                 | \$ -                                    |

General Revenues:  
Property Taxes  
State Shared Revenue  
Investment Earnings  
Total General Revenues

Change in Net Position

Net Position - Beginning

Net Position - Ending

**Net (Expense) Revenue  
and Changes in Net Position**

| <u>Governmental<br/>Activities</u> | <u>Business-type<br/>Activities</u> | <u>Total</u>        |
|------------------------------------|-------------------------------------|---------------------|
| \$ (119,161)                       | \$ -                                | \$ (119,161)        |
| (66,572)                           | -                                   | (66,572)            |
| (16,890)                           | -                                   | (16,890)            |
| <u>(115,044)</u>                   | <u>-</u>                            | <u>(115,044)</u>    |
| <u>(317,667)</u>                   | <u>-</u>                            | <u>(317,667)</u>    |
| <br>                               |                                     |                     |
| <u>-</u>                           | <u>(93,655)</u>                     | <u>(93,655)</u>     |
| <br>                               |                                     |                     |
| <u>(317,667)</u>                   | <u>(93,655)</u>                     | <u>(411,322)</u>    |
| <br>                               |                                     |                     |
| 153,189                            | -                                   | 153,189             |
| 176,589                            | -                                   | 176,589             |
| 13,309                             | 667                                 | 13,976              |
| <u>343,087</u>                     | <u>667</u>                          | <u>343,754</u>      |
| <br>                               |                                     |                     |
| 25,420                             | (92,988)                            | (67,568)            |
| <br>                               |                                     |                     |
| <u>684,597</u>                     | <u>1,436,849</u>                    | <u>2,121,446</u>    |
| <br>                               |                                     |                     |
| <u>\$ 710,017</u>                  | <u>\$ 1,343,861</u>                 | <u>\$ 2,053,878</u> |



**BRIDGEWATER TOWNSHIP**  
**Balance Sheet**  
**Governmental Funds**  
**March 31, 2024**

|                           | <b>General Fund</b> |
|---------------------------|---------------------|
| <b><u>ASSETS</u></b>      |                     |
| Cash and Cash Equivalents | \$ 689,871          |
| Accounts Receivable       | 38,655              |
| Prepaid Expenditures      | 8,080               |
| Total Assets              | \$ 736,606          |

**LIABILITIES AND FUND BALANCE**

|                                    |            |
|------------------------------------|------------|
| Liabilities:                       |            |
| Accounts Payable                   | \$ 1,542   |
| Escrow Deposits                    | 7,550      |
| Unavailable Revenue-ARPA           | 165,476    |
| Total Liabilities                  | 174,568    |
| Fund Balance:                      |            |
| Nonspendable: Prepaids             | 8,080      |
| Unassigned                         | 553,958    |
| Total Fund Balance                 | 562,038    |
| Total Liabilities and Fund Balance | \$ 736,606 |

Amounts reported for governmental activities in the statement of net position are different because:

|   |            |
|---|------------|
| Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. | 147,979    |
| Net Position of Governmental Activities   | \$ 710,017 |

**BRIDGEWATER TOWNSHIP**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended March 31, 2024**

|  | <b>General Fund</b> |
|--|---------------------|
| <b><u>Revenues</u></b>                               |                     |
| Property Taxes                                       | \$ 153,189          |
| Intergovernmental - State                            | 181,429             |
| Licenses and Permits                                 | 150                 |
| Charges for Services                                 | 52,220              |
| Grants & Donations                                   | 20,064              |
| Interest   | 13,309              |
| Total Revenues                                       | 420,361             |
| <br><b><u>Expenditures</u></b>                       |                     |
| Current:   |                     |
| General Government                                   | 166,150             |
| Public Safety  | 66,572              |
| Community Development                                | 18,115              |
| Public Works   | 139,948             |
| Total Expenditures                                   | 390,785             |
| Excess (Deficiency) of Revenues<br>Over Expenditures | 29,576              |
| Fund Balances - Beginning                            | 532,462             |
| Fund Balances - Ending                               | \$ 562,038          |

**BRIDGEWATER TOWNSHIP**  
**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**of Governmental Funds to the Statement of Activities**  
**For the Year Ended March 31, 2024**

Amounts reported for governmental activities in the statement of activities are different because:

|  |    |        |
|--|----|--------|
| Net change in fund balances - total governmental funds | \$ | 29,576 |
|--|----|--------|

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period:

|                      |  |                |
|----------------------|--|----------------|
| Depreciation Expense |  | <u>(4,156)</u> |
|----------------------|--|----------------|

|   |    |                      |
|---|----|----------------------|
| Change in net position in governmental activities | \$ | <u><u>25,420</u></u> |
|---|----|----------------------|

**BRIDGEWATER TOWNSHIP**  
**Statement of Net Position**  
**Proprietary Fund**  
**March 31, 2024**

|                                  |    | <b><u>Enterprise Fund</u></b><br><b><u>Sewer Fund</u></b> |
|----------------------------------|----|---|
| <b><u>ASSETS</u></b>             |    |   |
| Current Assets:                  |    |   |
| Cash and Cash Equivalents        | \$ | 160,331   |
| Accounts Receivable              |    | 8,304   |
|                                  |    | <u>168,635</u>  |
| Noncurrent Assets:               |    |   |
| Restricted Cash                  |    | 42,000  |
| Land                             |    | 55,355  |
| Property and Equipment, net      |    | 1,077,871   |
|                                  |    | <u>1,175,226</u>  |
| Total Assets                     |    | <u>1,343,861</u>  |
| <b><u>LIABILITIES</u></b>        |    |   |
| Current Liabilities:             |    |   |
| Accounts Payable                 |    | <u>-</u>  |
| <b><u>NET POSITION</u></b>       |    |   |
| Net Investment in Capital Assets |    | 1,133,226   |
| Unrestricted                     |    | 210,635   |
| Total Net Position               | \$ | <u><u>1,343,861</u></u>                                   |

**BRIDGEWATER TOWNSHIP**  
**Statement of Revenues, Expenses and Changes in Fund Net Position**  
**Proprietary Fund**  
**For the Year Ended March 31, 2024**

|                                    |    | <u>Enterprise Fund</u><br><u>Sewer Fund</u> |
|------------------------------------|----|---|
| Operating Revenues:                |    |   |
| Charges for Services               | \$ | <u>157,373</u>                              |
| Operating Expenses:                |    |   |
| Operations and Maintenance         |    | 200,105                                     |
| Depreciation                       |    | <u>50,923</u>                               |
| Total Operating Expenses           |    | <u>251,028</u>                              |
| Operating Income (Loss)            |    | <u>(93,655)</u>                             |
| Non-Operating Revenues (Expenses): |    |   |
| Interest Income                    |    | <u>667</u>                                  |
| Net Income (Loss)                  |    | (92,988)                                    |
| Net Position, Beginning            |    | <u>1,436,849</u>                            |
| Net Position, Ending               | \$ | <u><u>1,343,861</u></u>                     |

**BRIDGEWATER TOWNSHIP**  
**Statement of Cash Flows**  
**Proprietary Fund**  
**For the Year Ended March 31, 2024**

|  |    | <b><u>Enterprise Fund</u></b><br><b><u>Sewer Fund</u></b> |
|--|----|---|
| <b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>         |    |   |
| Receipts from customers and users                          | \$ | 162,993   |
| Payments to suppliers                                      |    | (200,105)   |
| Net Cash Provided by Operating Activities                  |    | <u>(37,112)</u>   |
| <b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>         |    |   |
| Investment Income  |    | <u>667</u>  |
| Net Increase (Decrease) in Cash and Cash Equivalents       |    | (36,445)  |
| Cash and Cash Equivalents, Beginning                       |    | <u>238,776</u>  |
| Cash and Cash Equivalents, Ending                          | \$ | <u><u>202,331</u></u>                                     |
| <b><u>Reconciliation to Statement of Net Position:</u></b> |    |   |
| Cash and Cash Equivalents                                  | \$ | 160,331   |
| Restricted Cash  |    | <u>42,000</u>   |
|  | \$ | <u><u>202,331</u></u>                                     |

**BRIDGEWATER TOWNSHIP**  
**Fiduciary Fund**  
**Statement of Assets and Liabilities**  
**March 31, 2024**

|                           | <u>Custodial Fund</u><br><u>Tax Collection</u> |
|---------------------------|--|
| <b><u>ASSETS</u></b>      |  |
| Cash and Cash Equivalents | \$ <u>119,539</u>                              |
| <br>                      |  |
| <b><u>LIABILITIES</u></b> |  |
| Due to Other              | \$ <u>119,539</u>                              |

**BRIDGEWATER TOWNSHIP**  
**Fiduciary Fund**  
**Statement of Changes in Assets and Liabilities**  
**March 31, 2024**

|  | <u>Custodial Fund</u><br><u>Tax Collection</u> |
|--|--|
| Additions:                             |  |
| Taxes Collected for Other Governments  | \$ 3,576,151                                   |
| <br>                                   |  |
| Deductions:                            |  |
| Payments of Taxes to Other Governments | <u>3,576,151</u>                               |
| <br>                                   |  |
| Change in Net Position                 | \$ <u>-</u>                                    |

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The accounting policies of Bridgewater Township conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Township is operated under an elected Board of Trustees form of government. Bridgewater Township does not have any component units that would be required to be reported in its financial statements.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as a separate column in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.



BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, intergovernmental revenues, licenses, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

Governmental Funds

The Township reports the following major governmental fund:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Proprietary Fund

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Proprietary funds include the enterprise fund type, which includes the following fund:

The Sewer Fund is accounts for the acquisition, operation, and maintenance of the Township's sewer operation.

Fiduciary Funds

Fiduciary Funds account for assets held by the government in a trustee capacity by the Township or as an agent on behalf of others. Fiduciary funds include the Tax Collection Custodial Fund which is used to account for taxes collected and then remitted to other governmental units.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

Restricted Resources

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as needed.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

D. Assets, Liabilities and Net Position or Equity

1. Deposits and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the Township to invest in obligations of the U.S. Treasury, commercial paper of certain investment grades, and deposits of Michigan commercial banks. Investments for the Township are recorded at fair value.

2. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. non-current portion of interfund loans). Any residual balances outstanding between governmental activities and business-type activities are reported in the government-wide financial statements as internal balances.

3. Restricted Assets

Restricted cash in the Sewer Fund represents funds restricted by the Township for sewer capital improvements.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

4. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, drains and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Capital assets are defined by the Township as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u>                            | <u>Years</u> |
|--|--------------|
| Building                                 | 25-75        |
| Machinery, Equipment,<br>and Furnishings | 7-20         |
| Utility Infrastructure                   | 40           |

5. Long-term Obligations

In the government-wide financial statements and the proprietary fund type financial statements, long-term debt and other long-term obligations are reported as liabilities. Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the Statement of Net Position.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

6. Fund Equity

In the fund financial statements, governmental funds report the following components of fund balance:

Nonspendable – Amounts that are not in spendable form or are legally or contractually required to be maintained intact.

Restricted – Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.

Committed – Amounts that have been formally set aside by the Board for use for a specific purpose. Commitments are made and can be rescinded only via resolution of the Township Board.

Assigned – Intent to spend resources on specific purposes expressed by the Township Board.

Unassigned – This is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.

When the Township incurs an expenditure for purposes for which various fund balance classifications can be used, it is the government's policy to use restricted fund balances first, then committed, assigned and finally unassigned fund balance.

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The Township is legally subject to the budgetary control requirements of the State of Michigan P.A. 621 of 1978 (Uniform Budgeting Act). Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

On or before March 31 each year, the Township Board proposes a budget for review and holds a public hearing and a budget is adopted. The budget is adopted at the activity level. Budgets are amended as needed during the fiscal year.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – Continued

B. Compliance with P.A. 621 of 1978

1. Deficit Fund Balance

None of the funds have a deficit fund balance as of March 31, 2024.

2. Excess of Expenditures Over Appropriations in Budgetary Funds

In accordance with Public Act 2, of 1968, as amended, the Township may not expend amounts over the amounts appropriated in the approved annual budget. The Township did not expend amounts over the amounts appropriated in fiscal year 2023-2024.

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Under State law, the Township is permitted to invest in deposits with Michigan commercial banks, savings and loans and credit unions, obligations of the U.S. Treasury, and corporate bonds and commercial paper with certain investment grades. The Township complies with state law regarding their investment policy.

A reconciliation of cash and investments is as follows:

|                                |                     |
|--------------------------------|---------------------|
| Statement of Net Position:     |                     |
| Cash and Cash Equivalents      | \$ 850,202          |
| Restricted Cash                | 42,000              |
| Fiduciary Funds:               |                     |
| Tax Collection Fund            | <u>119,539</u>      |
| Total Deposits and Investments | <u>\$ 1,011,741</u> |

The Township's cash and investments are subject to several types of risk, which are detailed as follows:

**Custodial Credit Risk.** Custodial credit risk is the risk that, in the event of a bank failure, the Township's deposits may not be recovered. In accordance with the Township's investment policy, all investments are held in the name of the Township. The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As of March 31, 2024, the Township's book balance of its deposits was \$1,011,741. The bank balance was \$1,195,032 of which \$809,341 was FDIC insured.

**Credit Risk.** Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township's investment policy limits the Township to the safest types of investments. As of year end, all deposits and investments consist of demand accounts and certificates of deposit, all of which are not rated.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

Interest Rate Risk. Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of investments. In accordance with the Township's investment policy, the Township limits interest rate risk by purchasing a mix of short and longer term investments, laddered to meet projected cash flow needs.

Concentration of Credit Risk. The Township's investment policy places no limit on the amount the Township may invest in any one issuer. The Township does not have more than 5% of its total investments in a single issuer.

B. Capital Assets

Capital asset activity for the year ended March 31, 2024 was as follows:

| <u>Governmental Activities:</u>                | <u>Beginning<br/>Balance</u> | <u>Additions</u>  | <u>Deletions</u> | <u>Ending<br/>Balance</u> |
|--|------------------------------|-------------------|------------------|---------------------------|
| Capital Assets, not depreciated:               |                              |                   |                  |                           |
| Land   | \$ 70,863                    | \$ -              | \$ -             | \$ 70,863                 |
| Capital Assets, being depreciated:             |                              |                   |                  |                           |
| Buildings                                      | 169,457                      | -                 | -                | 169,457                   |
| Equipment                                      | 28,244                       | -                 | -                | 28,244                    |
|  | <u>197,701</u>               | <u>-</u>          | <u>-</u>         | <u>197,701</u>            |
| Less: Accumulated Depreciation:                |                              |                   |                  |                           |
| Buildings                                      | (88,185)                     | (4,156)           | -                | (92,341)                  |
| Equipment                                      | (28,244)                     | -                 | -                | (28,244)                  |
|  | <u>(116,429)</u>             | <u>(4,156)</u>    | <u>-</u>         | <u>(120,585)</u>          |
| Governmental Activities<br>Capital Assets, net | <u>\$ 152,135</u>            | <u>\$ (4,156)</u> | <u>\$ -</u>      | <u>\$ 147,979</u>         |

Depreciation expense was charged on the Statement of Activities as follows:

|                    |                 |
|--------------------|-----------------|
| General Government | \$ <u>4,156</u> |
|--------------------|-----------------|

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

III. DETAILED NOTES ON ALL FUNDS – Continued

B. Capital Assets – Continued

| <u>Business-type Activities:</u>   | <u>Beginning<br/>Balance</u> | <u>Additions</u>          | <u>Deletions</u>   | <u>Ending<br/>Balance</u>  |
|------------------------------------|------------------------------|---------------------------|--------------------|----------------------------|
| Capital Assets, not depreciated:   |                              |                           |                    |                            |
| Land                               | \$ <u>55,355</u>             | \$ <u>-</u>               | \$ <u>-</u>        | \$ <u>55,355</u>           |
| Capital Assets, being depreciated: |                              |                           |                    |                            |
| Sewer System                       | 1,966,444                    | -                         | -                  | 1,966,444                  |
| Buildings                          | 53,320                       | -                         | -                  | 53,320                     |
| Equipment                          | <u>101,752</u>               | <u>-</u>                  | <u>-</u>           | <u>101,752</u>             |
|                                    | <u>2,121,516</u>             | <u>-</u>                  | <u>-</u>           | <u>2,121,516</u>           |
| Less: Accumulated Depreciation:    |                              |                           |                    |                            |
| Sewer System                       | (876,706)                    | (49,161)                  | -                  | (925,867)                  |
| Buildings                          | (14,693)                     | (1,333)                   | -                  | (16,026)                   |
| Equipment                          | <u>(101,323)</u>             | <u>(429)</u>              | <u>-</u>           | <u>(101,752)</u>           |
|                                    | <u>(992,722)</u>             | <u>(50,923)</u>           | <u>-</u>           | <u>(1,043,645)</u>         |
| Business-type Activities           |                              |                           |                    |                            |
| Capital Assets, net                | \$ <u><u>1,184,149</u></u>   | \$ <u><u>(50,923)</u></u> | \$ <u><u>-</u></u> | \$ <u><u>1,133,226</u></u> |

C. Property Taxes

The Township bills and collects property taxes and also taxes for the County, the district library and several school districts within its jurisdiction. Collections and remittances of the taxes are accounted for in the Current Tax Collection Agency Fund. Property taxes are assessed as of each December 31. The Township tax levy is billed on December 1 of the following year, and payable through February. Taxes are considered delinquent on March 1, at which time the applicable property is subject to lien, and penalty and interest is assessed.

BRIDGEWATER TOWNSHIP  
Notes to Financial Statements  
March 31, 2024

IV. OTHER INFORMATION

A. Western Washtenaw Construction Authority

As of January 2000, the Village of Manchester and the Townships of Manchester, Freedom, and Bridgewater have created an Authority to provide for the joint enforcement and administration of construction codes and other related municipal ordinances. The Authority has replaced the Building Departments in the participating municipalities, which includes collecting and retaining building permits and paying all related expenses, including the fees of building inspectors. All participating units provided start-up funds for the Authority. The Authority has a fiscal year end of June 30.

B. Risk Management

Bridgewater Township is a member of the Michigan Municipal League Liability and Property Pool for its general liability coverage. The Township pays annual premiums to the pool. The pool is self-sustaining through member premiums and carries reinsurance through commercial companies for claims in excess of the pool loss reserve fund.

In the event that a single loss should exceed the amount of protection afforded by the pool loss reserve fund, reinsurance, or other insurance carried by the pools, or in the event that a series of losses should deplete or exhaust the loss reserve fund and reinsurance, the payment of valid losses shall be the obligation of the individual member or members of the respective pool against whom the claim was made. No such event has occurred with Bridgewater Township and the pools to which it belongs in any of the past three fiscal years.

C. Subsequent Event

In August 2024, the voters in Bridgewater Township approved renewal of the extra-voted millage for Fire services at .4997 mills for a four year period from 2024 through 2027.



REQUIRED SUPPLEMENTARY INFORMATION

**BRIDGEWATER TOWNSHIP**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes**  
**in Fund Balance - Budget and Actual**  
**For the Year Ended March 31, 2024**

|  | <b>Budgeted Amounts</b> |                   | <b>Actual</b>     | <b>Variance with<br/>Final Budget</b> |
|--|-------------------------|-------------------|-------------------|---------------------------------------|
|  | <b>Original</b>         | <b>Final</b>      |                   |                                       |
| <b>Revenues:</b>                                     |                         |                   |                   |                                       |
| Property Taxes                                       | \$ 95,000               | \$ 95,000         | \$ 96,102         | \$ 1,102                              |
| Property Taxes-Fire                                  | 50,000                  | 50,000            | 57,087            | 7,087                                 |
| Intergovernmental - State                            | 176,349                 | 176,349           | 176,589           | 240                                   |
| Intergovernmental - State/Metro Act                  | 3,800                   | 4,787             | 4,840             | 53                                    |
| Licenses and Permits                                 | 500                     | 150               | 150               | -                                     |
| Charges for Services                                 | 42,600                  | 44,042            | 52,220            | 8,178                                 |
| Grants & Donations                                   | 2,600                   | 3,996             | 20,064            | 16,068                                |
| Interest Income                                      | 3,500                   | 3,500             | 13,309            | 9,809                                 |
| <b>Total Revenues</b>                                | <b>374,349</b>          | <b>377,824</b>    | <b>420,361</b>    | <b>42,537</b>                         |
| <b>Expenditures:</b>                                 |                         |                   |                   |                                       |
| <b>General Government:</b>                           |                         |                   |                   |                                       |
| Township Board                                       | 7,594                   | 7,294             | 7,073             | 221                                   |
| Supervisor   | 20,048                  | 19,148            | 19,070            | 78                                    |
| Assessing  | 27,100                  | 27,800            | 29,616            | (1,816)                               |
| Clerk  | 25,388                  | 25,988            | 25,268            | 720                                   |
| Elections  | 2,000                   | 12,741            | 13,572            | (831)                                 |
| Treasurer  | 29,097                  | 28,669            | 28,858            | (189)                                 |
| Attorney and Auditing                                | 7,000                   | 9,600             | 9,570             | 30                                    |
| Cemetery   | 2,800                   | 3,147             | 3,147             | -                                     |
| Township Hall and Grounds                            | 15,000                  | 15,348            | 13,528            | 1,820                                 |
| Other General Government                             | 20,022                  | 16,165            | 16,448            | (283)                                 |
|  | <b>156,049</b>          | <b>165,900</b>    | <b>166,150</b>    | <b>(250)</b>                          |
| <b>Public Safety:</b>                                |                         |                   |                   |                                       |
| Fire   | 80,000                  | 100,000           | 66,572            | 33,428                                |
| <b>Community Development:</b>                        |                         |                   |                   |                                       |
| Planning and Zoning                                  | 24,800                  | 23,500            | 18,115            | 5,385                                 |
| <b>Public Works:</b>                                 |                         |                   |                   |                                       |
| Drains at Large                                      | 30,000                  | 33,832            | 33,832            | -                                     |
| Road Improvements                                    | 75,000                  | 97,709            | 97,709            | -                                     |
| Street Lighting                                      | 5,000                   | 5,000             | 3,843             | 1,157                                 |
| Clean-up Day   | 3,500                   | 4,564             | 4,564             | -                                     |
|  | <b>113,500</b>          | <b>141,105</b>    | <b>139,948</b>    | <b>1,157</b>                          |
| <b>Total Expenditures</b>                            | <b>374,349</b>          | <b>430,505</b>    | <b>390,785</b>    | <b>39,720</b>                         |
| Excess (Deficiency) of<br>Revenues Over Expenditures | -                       | (52,681)          | 29,576            | 82,257                                |
| Fund Balance - Beginning                             | 532,462                 | 532,462           | 532,462           | -                                     |
| Fund Balance - Ending                                | <b>\$ 532,462</b>       | <b>\$ 479,781</b> | <b>\$ 562,038</b> | <b>\$ 82,257</b>                      |

# Project Proposal

Friday, March 8th, 2024

Dear Bridgewater Township,

Driven Design Studio welcomes the opportunity to collaborate with you regarding an addition to your historic township hall at 10990 Clinton Road, Manchester, Michigan. This letter outlines the proposed services and functions as our agreement for the project as defined and the services described herein.

## Project Description

Based on our on site visit it is our understanding that you are looking to develop an addition of approximately 1,600 square feet to the west of your existing township hall. The new addition is to house office space, storage, two ADA restrooms, and mechanical space. The existing parking lot is to be expanded as part of this project.

## Scope of Services

Driven Design Studio will provide architectural services to provide a permit set of contract documents (drawings) for submittal to the local jurisdiction. The services will include one site visit to verify existing conditions and discuss the project scope. A maximum of three design iterations are included in the scope of services, additional services are outlined below.

Driven Design Studio is to be provided with the following documentation in order to complete our services:

- A site survey
- The prior schematic design set

Driven Design Studio **will not** be providing the following services as part of this agreement:

- Civil or Structural Engineering  
(This is to be performed schematically for permitting)
- Bidding or Construction Administration  
(This work is to be performed at the rates in Exhibit B)

Laurie Fromhart  
Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158

## Professional Services Provided

Architecture  
Interior Design  
MEP Engineering

## Compensation (Fixed Fee)

\$10,000 Schematic Design  
\$10,000 Construction Documents

## Reimbursable Expenses

See Exhibit A

## Schedule

Schematic Design: 3 weeks  
Construction Docs: 3 weeks  
Total: 6 weeks

\*Schedule to vary depending  
on owner feedback

Cody Newman  
(269) 753 - 8040  
Cody@drivendesignstudio.com  
drivendesignstudio.com  
facebook.com/drivendesignbc

## **Deliverables**

Schematic Design Set of architectural drawings are to include:

- Cover Sheet and Code Review
- Overall Area Plans
- Architectural Site Plan
- Architectural Site Details
- Existing and Demolition Plans
- Architectural Floor Plan
- Architectural Reflected Ceiling Plan
- Architectural Elevations
- Renderings depicting the completed project

Permit set of architectural drawings are to include:

- Cover Sheet and Code Review
- Overall Area Plans
- Architectural Site Plan
- Architectural Site Details
- Existing and Demolition Plans
- Architectural Floor Plan sheet and details
- Interior Finish Selections, Finish Plans, and Room Finish Schedule
- Architectural Reflected Ceiling Plan
- Interior Elevations and Details
- Architectural Elevations
- Building and Wall Sections
- Mechanical, Electrical, and Plumbing Engineering
- Renderings depicting the completed project

## **Photo Release**

Driven Design Studio uses virtual visualization, live, video, and still photography to assist with promotion of the firm and it's work. All photos taken of the project by your photographer or videographer may be used by Driven Design Studio. This material may be used for promotional purposes on our website, submittals for architectural and interior design awards, and through social media platforms.

## **Opinions of Probable Construction Cost**

In providing opinions of probable construction cost, the Client understands that the Architect has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Architect's opinions of probable construction costs are made on the basis of the Architect's professional judgment and experience. The Architect makes no warranty, express or implied that the bids or the negotiated cost of the Work will not vary from the Architect's opinion of probable construction cost.

## Compensation

Driven Design Studio proposes that basic compensation be a lump sum of **\$20,000** to complete the services outlined herein. In addition to basic compensation, you will be invoiced for reimbursable expenses incurred by Driven Design Studio. Reimbursable expenses are outlined in Exhibit A.

Invoices will be sent out monthly for the percentage of the work completed and payment is due upon the receipt of invoice. **Final payment must be made before final drawings will be released.** Payments may be made by cash, check, or ACH transfer. If you elect to pay via credit card, there is an additional 3% convenience fee added to the services. A service charge of 1.5% per month is applied to accounts unpaid after 30 days from the date of invoice. As we progress through our services, if the project is abandoned for any reason, compensation shall be for the time incurred to date plus reimbursable expenses.

## Additional Services

Additional services not specifically identified in the Scope of Services shall be paid for by the Client in addition to the fees previously stated, provided the Client authorizes such additional services in writing. Special services will be billed monthly as work progresses and invoices are due upon receipt. If services covered by this agreement have not been completed within two months of the date of this agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as additional services at the rates outlined in Exhibit B.

## Client Contact Information

Below is the information we need to start the project and to ensure we have your billing information correct. Driven Design Studio does not share your information with any third party.

---

Client Name / Title / Position (Primary Contract )

---

Phone Number

---

Email

---

Secondary Contact Name (Primary Contact )

---

Company Name

---

Company Address

---

Company Website

### Limited Liability

Driven Design Studio makes no expressed or implied warranties by its provision of services under this Agreement. Bridgewater Township and Driven Design Studio have discussed our respective risks, rewards, and benefits related to the project and the Driven Design Studio total fee for services, and we have allocated the risks such that if the Owner or others makes a claim against the Architect, the Owner is limited in the amount which it may recover as "Damages" to the amount of fees that the Architect has collected from the Owner.

### Indemnification Clause

The Architect shall indemnify and hold the Owner and the Owner's officers and employees harmless from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts or omissions of the Architect, its employees and its consultants in the performance of professional services under this Agreement. The Architect's obligations to indemnify and hold the Owner and the Owner's officers and employees harmless does not include a duty to defend. The Architect's duty to indemnify the Owner shall be limited to the available proceeds of the insurance coverage required by this Agreement.

### Conclusion

We hope the information contained within this proposed agreement is acceptable. Please provide your written authorization to proceed with the services described herein by signing on the line provided and returning a copy to our office via e-mail ([cody@drivendesignstudio.com](mailto:cody@drivendesignstudio.com)) so we may honor the terms and conditions contained herein.

We are excited to work with you on this project and we look forward to hearing from you soon. Please contact us if you have any questions.

Sincerely,



Cody Newman  
President

3/8/2024

ACCEPTED AND AGREED ON BEHALF OF BRIDGEWATER TOWNSHIP

---

Signed Name

Printed Name

Date

\*\* Please fill out Exhibit C and return a signed copy of this agreement and Exhibit C to [headquarters@drivendesignstudio.com](mailto:headquarters@drivendesignstudio.com).

# Exhibit A. Reimbursable Expenses

Reimbursable expenses are in addition to compensation for basic and additional services and include expenses incurred by Driven Design Studio, and its employees in the interest of the project. Reimbursable expenses include the following:

## TRANSPORTATION

Mileage using our own vehicles will be invoiced at the standard IRS allowable rate. Other transportation expenses include car rental, parking, meals, airfare, and lodging. All transportation costs will be invoiced without markup. One site visit is included in the fee.

## FEES

Any fees paid for securing approvals, and/or information from authorities having jurisdiction over the project are to be reimbursed at cost plus ten percent.

## COMMUNICATIONS

Expenses include any shipping or otherwise required communication cost are to be reimbursed at cost plus ten percent.

## REPROGRAPHICS

Expenses including printing, photocopying, and duplication charges incurred. All 24"x36" sheets are to be reimbursed at \$6 per sheet.

# Exhibit B. 2023 Hourly Rates

Below are the 2023 Driven Design Studio Billing rates for architectural and interior design services. If mechanical, electrical, plumbing, civil, or structural engineering services are required we are able to partner with local firms and provide rates for their services on a project by project basis. Hourly rates are subject to change annually.

|                                   |                |
|-----------------------------------|----------------|
| Principal Architect -             | \$180 Per Hour |
| Senior Project Manager -          | \$150 Per Hour |
| Project Manager -                 | \$125 per Hour |
| Interior Design Manager -         | \$125 Per Hour |
| Interior Design Technical Staff - | \$90 Per Hour  |
| Architectural Technical Staff -   | \$90 Per Hour  |

All mileage is to be billed out at the current IRS rate

# Exhibit C. Project Information

Below is the information we need to start the project and to ensure we have the initial project information correct. We have infilled the information we have to date, please infill any blank spaces.

**Project Name:** Bridgewater Township Hall Addition

**Building Site/Address:** 10990 Clinton Road, Manchester, MI 48158

**New or Existing Building (Provide Approximate Square Footage):** 1,600 SF Addition +/-

**Proposed Use:** Township Hall

**Lease or Own (if lease provide landlord information below):** Own

**Landlord Contact (name, phone number, email):** N/A

**Utilities on Site:** Existing utilities to remain or be expanded as required

**Budget (approximate):**

**Proposed Timeline:** Spring 2025 Construction Start, Completed Fall 2025

**Contractor/Construction Manager:** The project is to be bid out



**Bridgewater Township General Fund**  
**Monthly Expenses**  
**September 2024**

| Type          | Date       | Num | Name                                    | Split                                   | Amount           |
|---------------|------------|-----|---|---|------------------|
| <b>Sep 24</b> |            |     |   |   |                  |
| ▶ Bill        | 09/30/2024 |     | Amy Ahrens                              | 5253727 · Treasurer supplies & expenses | 435.50           |
| Bill          | 09/30/2024 |     | Apex Software                           | 5209810 · Assessor Expense              | 520.00           |
| Bill          | 09/30/2024 |     | AT&T                                    | 5253727 · Treasurer supplies & expenses | 43.91            |
| Bill          | 09/30/2024 |     | Cardmember Service                      | -SPLIT-                                 | 502.69           |
| Bill          | 09/30/2024 |     | Clayton and Mary Rider Assessing Ser... | -SPLIT-                                 | 2,359.83         |
| Bill          | 09/27/2024 |     | Consumers Energy                        | 5265728 · Maintenance & Utilities       | 16.00            |
| Bill          | 09/30/2024 |     | Detroit Edison Company - Hall           | 5265728 · Maintenance & Utilities       | 62.86            |
| Bill          | 09/30/2024 |     | Detroit Edison Company - Street Lights  | 5440852 · Street lighting               | 371.43           |
| Bill          | 09/29/2024 |     | Donald N. Pennington                    | -SPLIT-                                 | 1,576.25         |
| Bill          | 09/30/2024 |     | Frontier                                | 5265728 · Maintenance & Utilities       | 238.87           |
| Bill          | 09/30/2024 |     | Iron Free & SoftWater Systems           | 5265728 · Maintenance & Utilities       | 25.00            |
| Bill          | 09/30/2024 |     | Iron Free & SoftWater Systems           | 5265728 · Maintenance & Utilities       | 101.65           |
| Bill          | 09/30/2024 |     | Jon Way                                 | -SPLIT-                                 | 440.00           |
| Bill          | 09/30/2024 |     | Maria Stedman                           | 5265728 · Maintenance & Utilities       | 25.00            |
| Bill          | 09/30/2024 |     | Paychex - fees                          | 5215727 · Clerk supplies & expense      | 211.75           |
| Bill          | 09/27/2024 |     | Paychex - payroll                       | -SPLIT-                                 | 8,648.97         |
| Bill          | 09/30/2024 |     | Spectrum Printers                       | 5191727 · Election expense              | 1,600.00         |
| Bill          | 09/30/2024 |     | Toshiba                                 | 5101727 · Township supplies & expenses  | 32.89            |
| <b>Sep 24</b> |            |     |   |   | <b>17,212.60</b> |

Sep 29, 2024  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2024 through March 2025

|   | Apr '24 - Mar 25 | Budget         | \$ Over Budget  |
|---|------------------|----------------|-----------------|
| <b>Income</b>                                   |                  |                |                 |
| Clean-up Day Grant                              | 0                | 2,500          | -2,500          |
| Clean Up Donation                               | 0                | 200            | -200            |
| 4402 · Property tax - operation                 | 10,966           | 98,807         | -87,841         |
| 4405 · Property tax - fire millage              | 2,279            | 59,934         | -57,655         |
| 4447 · Tax administration fee                   | 3,510            | 38,000         | -34,490         |
| 4448 · Tax collection fees                      | 1,257            | 3,800          | -2,543          |
| 4460 · Township permits                         | 200              | 500            | -300            |
| 4465 · Land division fees                       | 225              | 1,000          | -775            |
| 4574 · Revenue sharing                          | 84,089           | 178,249        | -94,160         |
| 4665 · Interest Income                          | 29               | 1,000          | -971            |
| 4672 · Other Income                             | 0                | 100            | -100            |
| 4675 · Metro Auth.-restricted to roads          | 3,873            | 5,000          | -1,127          |
| 4700 · Election Reimbursement                   | 0                | 3,000          | -3,000          |
| <b>Total Income</b>                             | <b>106,428</b>   | <b>392,090</b> | <b>-285,662</b> |
| <b>Gross Profit</b>                             | <b>106,428</b>   | <b>392,090</b> | <b>-285,662</b> |
| <b>Expense</b>                                  |                  |                |                 |
| <b>5101000 · Township Board</b>                 |                  |                |                 |
| 5101703 · Trustee salary                        | 2,598            | 5,196          | -2,598          |
| 5101727 · Township supplies & expenses          | 94               | 1,200          | -1,106          |
| 5101770 · Conferences & Training                | 0                | 500            | -500            |
| 5102703 · Designated rep                        | 0                | 500            | -500            |
| <b>Total 5101000 · Township Board</b>           | <b>2,692</b>     | <b>7,396</b>   | <b>-4,704</b>   |
| <b>5171000 · Supervisor</b>                     |                  |                |                 |
| 5171703 · Supervisor Salary                     | 9,714            | 19,429         | -9,715          |
| 5171727 · Supervisor Expense                    | 622              | 1,000          | -378            |
| <b>5209000 · Assessor</b>                       |                  |                |                 |
| 5209705 · Board of Review expenses              | 295              | 1,600          | -1,305          |
| 5209805 · Assessor Wages                        | 13,659           | 27,118         | -13,459         |
| 5209810 · Assessor Expense                      | 2,132            | 2,500          | -368            |
| <b>Total 5209000 · Assessor</b>                 | <b>16,086</b>    | <b>31,218</b>  | <b>-15,132</b>  |
| <b>Total 5171000 · Supervisor</b>               | <b>26,422</b>    | <b>51,647</b>  | <b>-25,225</b>  |
| <b>5173000 · Other General Government</b>       |                  |                |                 |
| 5173715 · Social Security                       | 3,275            | 7,000          | -3,725          |
| 5173801 · Attorney & Consulting Expenses        | 740              | 3,000          | -2,260          |
| 5173802 · Audit fees                            | 0                | 5,000          | -5,000          |
| 5173811 · Membership fees & dues                | 2,091            | 2,500          | -409            |
| 5173890 · Newsletter (non-recyc)                | 0                | 300            | -300            |
| 5173895 · Website Administrator                 | 227              | 600            | -373            |
| 5173912 · Insurance & Bonds                     | 7,383            | 7,880          | -497            |
| 5173955 · Miscellaneous                         | 4,000            | 500            | 3,500           |
| <b>Total 5173000 · Other General Government</b> | <b>17,717</b>    | <b>26,780</b>  | <b>-9,063</b>   |
| <b>5215700 · Clerk</b>                          |                  |                |                 |
| 5173900 · Printing & publishing                 | 0                | 1,000          | -1,000          |
| 5174810 · Deputy Clerk                          | 656              | 3,600          | -2,944          |
| 5191727 · Election expense                      | 9,009            | 12,000         | -2,991          |
| 5215703 · Clerk salary                          | 10,092           | 20,184         | -10,092         |
| 5215727 · Clerk supplies & expense              | 2,306            | 4,000          | -1,695          |
| <b>Total 5215700 · Clerk</b>                    | <b>22,062</b>    | <b>40,784</b>  | <b>-18,722</b>  |
| <b>5253700 · Treasurer</b>                      |                  |                |                 |
| 5253701 · Tax Collection Expense                | 823              | 3,000          | -2,177          |
| 5253703 · Treasurer salary                      | 10,964           | 21,927         | -10,964         |
| 5253704 · Deputy Treasurer Wages                | 144              | 1,600          | -1,456          |
| 5253727 · Treasurer supplies & expenses         | 2,085            | 3,000          | -915            |
| <b>Total 5253700 · Treasurer</b>                | <b>14,016</b>    | <b>29,527</b>  | <b>-15,511</b>  |

Sep 29, 2024  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2024 through March 2025

|   | Apr '24 - Mar 25 | Budget         | \$ Over Budget  |
|---|------------------|----------------|-----------------|
| <b>5265000 · Building &amp; Grounds</b>       |                  |                |                 |
| 5265728 · Maintenance & Utilities             | 3,372            | 10,000         | -6,628          |
| 5265925 · Cemetery care                       | 2,435            | 3,500          | -1,065          |
| 5265980 · Building improvement & equipmen     | 1,477            | 500            | 977             |
| 5265000 · Building & Grounds - Other          | 56               |                |                 |
| <b>Total 5265000 · Building &amp; Grounds</b> | <b>7,340</b>     | <b>14,000</b>  | <b>-6,660</b>   |
| <b>5301800 · Public Safety</b>                |                  |                |                 |
| 5339727 · Fire protection billing expense     | 39,883           | 80,000         | -40,117         |
| <b>Total 5301800 · Public Safety</b>          | <b>39,883</b>    | <b>80,000</b>  | <b>-40,117</b>  |
| <b>5400700 · Planning &amp; zoning</b>        |                  |                |                 |
| 5400701 · Planning                            |                  |                |                 |
| 5400727 · Planning comm. wage & expense       | 2,100            | 5,500          | -3,400          |
| 5400803 · Planning consultant - on-going      | 3,124            | 7,000          | -3,876          |
| 5411810 · Conferences & Training              | 0                | 500            | -500            |
| <b>Total 5400701 · Planning</b>               | <b>5,224</b>     | <b>13,000</b>  | <b>-7,776</b>   |
| 5410726 · Zoning                              |                  |                |                 |
| 5410704 · Land Division Processing Fees       | 775              | 2,000          | -1,225          |
| 5410727 · Zoning ad.wage & expense            | 4,320            | 7,500          | -3,180          |
| 5411727 · Zon Bd of Appeals Expense           | 150              | 500            | -350            |
| <b>Total 5410726 · Zoning</b>                 | <b>5,245</b>     | <b>10,000</b>  | <b>-4,755</b>   |
| <b>Total 5400700 · Planning &amp; zoning</b>  | <b>10,469</b>    | <b>23,000</b>  | <b>-12,531</b>  |
| <b>5440000 · Public works</b>                 |                  |                |                 |
| 5440846 · Road Improvements                   | 34,062           | 78,956         | -44,895         |
| 5440847 · Drains at large                     | 32,938           | 30,000         | 2,938           |
| 5440849 · Clean-up Day                        | 392              | 5,000          | -4,608          |
| 5440852 · Street lighting                     | 2,228            | 5,000          | -2,772          |
| <b>Total 5440000 · Public works</b>           | <b>69,619</b>    | <b>118,956</b> | <b>-49,337</b>  |
| <b>5500000 · Contingencies</b>                | <b>0</b>         | <b>522</b>     | <b>-522</b>     |
| <b>Total Expense</b>                          | <b>210,220</b>   | <b>392,612</b> | <b>-182,392</b> |
| <b>Net Income</b>                             | <b>-103,792</b>  | <b>-522</b>    | <b>-103,270</b> |

## Bridgewater Township Sewer Operation

### Monthly Expenses

#### September 2024

| Type          | Date       | Num | Name                        | Split                    | Amount          |
|---------------|------------|-----|-----------------------------|--------------------------|-----------------|
| <b>Sep 24</b> |            |     |                             |                          |                 |
| ▶ Bill        | 09/30/2024 |     | City of Manchester          | Plant Operator           | 4,366.87        |
| Bill          | 09/30/2024 |     | DTE Energy                  | Electricity              | 1,872.63        |
| Bill          | 09/30/2024 |     | Haviland                    | Chemicals                | 1,534.50        |
| Bill          | 09/30/2024 |     | Jon Way                     | Building & Grounds Ma... | 260.00          |
| Bill          | 09/30/2024 |     | USIC Locating Services, ... | Miss Dig Locator Service | 114.40          |
| <b>Sep 24</b> |            |     |                             |                          | <b>8,148.40</b> |

Sep 27, 24  
 Accrual Basis

**Bridgewater Township Sewer Operation  
 Profit & Loss Budget vs. Actual  
 April 1 through September 27, 2024**

|   | <u>Apr 1 - Sep 27, 24</u> | <u>Budget</u>      |
|---|---------------------------|--------------------|
| <b>Ordinary Income/Expense</b>              |                           |                    |
| <b>Income</b>                               |                           |                    |
| <b>Interest Income Master Account</b>       |                           |                    |
| Interest Income Checking                    | 117.64                    | 0.00               |
| <b>Total Interest Income Master Account</b> | 117.64                    | 0.00               |
| <b>Operation Maintenance Income</b>         | 66,720.00                 | 0.00               |
| <b>Total Income</b>                         | 66,837.64                 | 0.00               |
| <b>Gross Profit</b>                         | 66,837.64                 | 0.00               |
| <b>Expense</b>                              |                           |                    |
| <b>Collection System</b>                    |                           |                    |
| Collection System Equip Repairs             | 550.00                    | 0.00               |
| Grinder Pump repairs                        | 2,334.07                  | 0.00               |
| Miss Dig Locator Service                    | 1,144.06                  | 0.00               |
| <b>Total Collection System</b>              | 4,028.13                  | 0.00               |
| <b>Miscellaneous Expense</b>                | 151,350.00                | 0.00               |
| <b>Treatment Plant</b>                      |                           |                    |
| Building & Grounds Maintenance              | 3,150.00                  | 0.00               |
| Chemicals                                   | 3,069.00                  | 0.00               |
| Electricity                                 | 8,493.56                  | 0.00               |
| Equipment Repairs                           | 2,688.46                  | 0.00               |
| Generator Maintenance Contract              | 1,926.04                  | 0.00               |
| Plant Operator                              | 22,946.96                 | 0.00               |
| Supplies                                    | 1,655.86                  | 0.00               |
| <b>Total Treatment Plant</b>                | 43,929.88                 | 0.00               |
| <b>Total Expense</b>                        | 199,308.01                | 0.00               |
| <b>Net Ordinary Income</b>                  | -132,470.37               | 0.00               |
| <b>Net Income</b>                           | <u><u>-132,470.37</u></u> | <u><u>0.00</u></u> |



## Donald Pennington Land Use Planners

Rodney C. Nanney, AICP

P.O. Box 464, Whitmore Lake, Michigan 48189 (734) 483-2271 Rodney@buildingplace.net

September 20, 2024

Bridgewater Township Board of Trustees  
10990 Clinton Road  
Manchester, MI 48158

**Subject: Proposed Zoning Ordinance Amendments – Changes to the regulations governing front porches and a reduction of the front yard setbacks in the AG District**

Dear Board members:

On September 16, 2024 after a public hearing and deliberations, the Planning Commission adopted a motion to recommend the attached set of Zoning Ordinance text amendments to the Board of Trustees for adoption. The proposed amendments are in response to recognition by the Commission of a growing number of cases in the Township where owners could not make reasonable improvements or additions to their property due to noncompliance with the existing 75-foot front yard setback standard in the AG (General Agriculture) zoning district. In addition to two cases this year where zoning permits for improvements to existing houses had to be denied due to violations of this setback standard, there have been at least four other cases in recent years of similar requests that could not be approved.

The following is a summary of key elements of the proposed amendments:

1. Reduction of the 75-foot front yard setback to 30 feet, which matches the minimum front yard setback requirement for pole barns and other detached accessory structures in the AG District.
2. Insertion of a modest provision for up to an 8 foot yard encroachment for covered or open front porches, which will benefit those existing homes that may have been constructed close to that proposed 30 foot front yard setback line.
3. Revisions to the provisions for existing legal nonconforming single-family dwellings to allow for improvements to a front porch even if the dwelling is located partially or entirely within the front yard setback area. There are at least three cases I am aware of in the Township where this additional provision would be of benefit to homeowners seeking to modernize or improve an existing, legal nonconforming dwelling.

Please contact me with any questions about this information.

Respectfully submitted,  
**Rodney C. Nanney, AICP**  
Township Planning Consultant

**ORDINANCE NO. 67-\_\_\_\_\_**

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF BRIDGEWATER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN.

Pursuant to the authority vested in it by the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended, Bridgewater Township, Washtenaw County, Michigan ordains the following amendments to Articles 3.0 (Dimensional Standards) and 16.0 (Nonconformities) of the Bridgewater Township Zoning Ordinance No. 67 to reduce the minimum required front yard setback in the AG (General Agriculture) zoning district from 75.0 feet to 30.0 feet, to add an allowance for front porches, open or covered, to encroach up to eight (8) feet into any required front yard and allow steps for building access to encroach into a required front or rear yard, and to allow an existing nonconforming dwelling to be improved with a new or altered front porch, open or covered.

**BRIDGEWATER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, HEREBY ORDAINS:**

**SECTION 1.**

Article 3.0 (Dimensional Standards), Section 3.101 (Table of Dimensional Standards by District) is hereby amended to reduce the minimum required front yard setback in the AG (General Agriculture) zoning district from 75.0 feet to 30.0 feet to match the minimum yard setback for pole barns and other detached accessory structures in this District (see Section 6.03):

**Section 3.101 (Table of Dimensional Standards by District).**

| Standards                          |                    | Districts               | Additional Provisions          |
|------------------------------------|--------------------|-------------------------|--------------------------------|
|                                    |                    | AG                      |                                |
| Yard / Setback Standards<br>(feet) | Minimum Front Yard | <del>75</del> <u>30</u> | Section 3.203<br>Section 3.204 |
|                                    | Minimum Side Yard  | 30                      |                                |
|                                    | Minimum Rear Yard  | 50                      |                                |

**SECTION 2.**

Article 3.0 (Dimensional Standards), Section 3.204 (Permitted Yard Encroachments) is hereby amended to add an allowance for front porches, open or covered, to encroach up to eight (8) feet into any required front yard and allow steps for building access to encroach into a required front or rear yard, as follows:

**Section 3.204 Permitted Yard Encroachments.**

Architectural features, chimneys, and other building projections and attached structures shall be considered part of the primary building for purposes of determining yard and setback requirements. Limited projections into certain required yards shall be permitted as follows:

**As Recommended for Adoption by the Planning Commission: September 16, 2024**

| <b>Projection</b>  | <b>Yard</b>                                       | <b>Restrictions</b>   |
|--|---|---|
| Air conditioners, transformers, generators, and similar types of ground-mounted equipment                                      | Rear, Side  | Not permitted in any required front yard. Units located within any required side yard shall be screened by fencing or similar means approved by the Zoning Administrator. |
| Access drives and sidewalks  | All   | None  |
| Egress window wells  | All   | May project up to three (3) feet into any required yard   |
| Flagpoles  | All   | Flagpoles shall be set back a minimum of 20 feet from all lot boundaries and road rights-of-way   |
| Handicapped access ramps   | All   | None  |
| Hydrants, laundry drying equipment, mailboxes, trellises, recreation equipment, outdoor cooking equipment, and plant materials | All   | None  |
| Personal home heating propane tanks  | Rear, Side  | Not permitted in any required front yard. Units located within any required rear yard shall be screened by fencing or similar means approved by the Zoning Administrator. |
| <a href="#">Front porches, open or covered</a>   | <a href="#">Front</a>                             | <a href="#">May project up to eight (8) feet into a required front yard.</a>  |
| <a href="#">Steps required for building access</a>   | <a href="#">Front, Rear</a>                       | <a href="#">None</a>  |
| Accessory structures   | See Section 6.03 (Accessory Structures)           |   |
| Fences   | See Section 6.17 (Fences and Walls)               |   |
| Swimming pools   | See Section 6.04 (Swimming Pools)                 |   |
| Signs  | See Article 13.0 (Signs)                          |   |
| Off-street parking lots  | See Article 12.0 (Off-Street Parking and Loading) |   |

**SECTION 3.**

Article 16.0 (Nonconformities), Section 16.04.B. ( Dwelling as a Nonconforming Structure) is hereby amended to allow an existing nonconforming dwelling to be improved with a new or altered front porch, open or covered, as follows:

**Section 16.04 Nonconforming Single-Family Detached Dwellings.**

**B. Dwelling as a Nonconforming Structure.**

Where an existing, lawfully established single-family dwelling or customary accessory structure is a nonconforming structure with respect to the requirements of this Ordinance that apply to such structures, the following standards shall apply:

1. Structural alterations to a nonconforming single-family dwelling or customary accessory structure that decrease or do not affect the degree of nonconformity shall be permitted. Such structures may be expanded, provided that:



**As Recommended for Adoption by the Planning Commission: September 16, 2024**

- a. The addition shall conform to the dimensional standards and other requirements of the zoning district in which it is located.
- b. With the alteration, all structures on the lot shall not exceed the maximum lot coverage for the district in which the lot is located.
2. All repairs and maintenance shall conform to the State Construction Code and all other applicable code requirements. A damaged structure shall be adequately secured, and shall be protected against further damage from the elements.
3. A nonconforming single-family dwelling and customary accessory structures may be reconstructed or replaced if destroyed, provided that:
  - a. Any replacement structure shall conform to the dimensional standards of the zoning district where it is located, except where, in the determination of the Zoning Administrator, existing site conditions would prevent reasonable conformance. In such cases, the dwelling or customary accessory structure may be reconstructed on the existing location.
  - b. Application for a building permit for reconstruction or replacement of a destroyed structure shall be made within 365 calendar days of the date of such damage, and all work shall be completed within the building permit approval period. Where pending insurance claims require an extension of time, the Zoning Administrator may grant one (1) extension of up to 365 calendar days, provided that the property owner submits a certification from the insurance company attesting to the delay.
  - c. A nonconforming structure moved within a lot or to another lot shall thereafter conform to the regulations of the district in which it is located.
4. If a nonconforming dwelling or customary accessory structure becomes physically unsafe or unlawful due to a lack of repairs or unsecured exposure to the elements, or is declared to be unsafe or unlawful by reason of physical condition under the State Construction Code or applicable fire or property maintenance codes, it shall not thereafter be restored, repaired or rebuilt except in conformity with all Ordinance requirements.
5. If a dwelling is nonconforming because all or part of the structure encroaches into the minimum required front yard setback for the zoning district, it may be improved with a new or altered front porch, open or covered, provided that the porch structure does not extend more than eight (8) feet from the front of the dwelling and is located outside of any easement, road right-of-way or corner clearance area.

**SECTION 4.**

All ordinances and amendments thereto that are in conflict with this Ordinance are hereby repealed.

**SECTION 5.**

Adopted by the Township Board of Trustees for Bridgewater Township, Washtenaw County, Michigan, at a meeting of the Township Board held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. This ordinance shall become effective on the eighth (8th) day following publication thereof.

Dated: \_\_\_\_\_, 20\_\_\_\_ \_\_\_\_\_  
Laurie Fromhart, Supervisor

\_\_\_\_\_  
Michelle McQueer, Clerk

**CERTIFICATION**

The above Ordinance No. \_\_\_\_\_ was adopted at a meeting of the Bridgewater Township Board of Trustees on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_; and published in the \_\_\_\_\_, a newspaper of general circulation in Bridgewater Township, Washtenaw County, Michigan on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Michelle McQueer  
Bridgewater Township Clerk



# Farmland Development Rights New Agreement Application Checklist

April 2024

To ensure your application is reviewed in a timely manner, all items listed below must be included with the new application packet, prior to submitting to your local governing body for review. Applications must be approved by the local governing body on or before November 1 to be effective for the current tax year. Incomplete applications will be returned to the local governing body and landowner.

- All sections of application complete. Page 3, "Reserved for Local Government Use" must be completed by the local governing body.
- Copy of recorded deed(s) or land contract(s), including signature page(s). Copies must contain all pages of the documents and sufficiently document the chain of title from the previous owner.
  - If providing more than one deed/land contract, current ownership must be in the same name to be combined under one agreement. If ownership is different, separate applications must be completed or obtain a Quit Claim Deed in same ownership.
  - If a current owner named on the deed/land contract is deceased, a copy of the death certificate must be provided.
  - All vendors/sellers listed on a land contract must sign and date bottom of Page 1, acknowledging enrollment.
- Copy of most recent property tax assessment notice or tax bill with complete legal description of property and State Equalized Value (SEV), along with a statement by the applicant certifying the name of the owner of record, the legal description of the property and all liens, covenants, and other encumbrances affecting the title to the land.
- Map of the farm with structures and natural features. See instructions on Page 4 of application.
- Copy of current appraisal record. If a current appraisal record is not available, the most recent tax bill must include the SEV. The local assessor must provide property appraisal value on Page 3, in section "Reserved for Local Government Use".
- Submit complete application and checklist to the clerk of the local governing body. \*(See below.) Maintain a copy of your application until you have received a new agreement.

The clerk will issue a receipt indicating the date the application was received and send copies of the application to the reviewing agencies.

The clerk will present the application to the local governing body at their next scheduled meeting. The local governing body has 45 days from the date the application is presented to approve or reject the application.

- If the application is approved, the applicant is notified by the local governing body. The local governing body will forward the entire application packet to the Michigan Department of Agriculture and Rural Development (MDARD), Farmland and Open Space Preservation Office.
- If the application is rejected by the local governing body, the applicant is notified within 10 days, stating the reason for rejection. The original application and all supporting documentation are returned to the applicant. The applicant has 30 days to appeal to MDARD.

MDARD has 60 days from date of receipt to approve or reject the application.

The applicant will be notified within 15 days of the date of approval or rejection by MDARD.

**\*Local governing body means 1 of the following:**

- i. Farmland located in a city or village, the legislative body of the city or village.
- ii. Farmland not located in a city or village, but in a township having a zoning ordinance in effect as provided by law, the township board of the township.
- iii. Farmland not described in i or ii above, the county board of commissioners.

New applications, eligibility requirements, and instructions for completing a new application can be found online at [www.Michigan.gov/Farmland](http://www.Michigan.gov/Farmland).

The local governing body can send completed applications to:

Email: [MDARD-PA116@Michigan.gov](mailto:MDARD-PA116@Michigan.gov)

Fax: 517-335-3131

Mail: MDARD – Farmland, P.O. Box 30449, Lansing, MI 48909



FARMLAND AND OPEN SPACE PRESERVATION PROGRAM

Application for Farmland Development Rights Agreement

Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, more commonly known as PA 116. Please print or type. Attach additional sheets as needed. Refer to the Eligibility and Instructions document before filling out this form.

OFFICIAL USE ONLY
Local Governing Body:
Date Received:
Application No:
State:
Date Received:
Application No:
Approved: Rejected

ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY ON OR BEFORE NOVEMBER 1 TO BE EFFECTIVE FOR THE CURRENT TAX YEAR

I. Personal Information:

1. Name(s) of Applicant: Ernst Ryan
Last First Initial
(If more than two see #15) Ernst Brooke
Last First Initial
2. Mailing Address: 11700 Burnmeister Road, Manchester, MI 48156
Street City State Zip Code
3. Phone Number: (Area Code) (734) 323-1205
4. Alternative Telephone Number (cell, work, etc.): (Area Code)
5. E-mail address: ernst.ryan.2015@gmail.com

II. Property Location (Can be taken from the Deed/Land Contract)

6. County: Washtenaw 7. Township, City or Village: Bridgewater Township
8. Section No. 9 Town No. 4 Range No. 4
Parcel # (Tax ID): Q-17-09-400-001 & Q-17-10-300-006

III. Legal Information:

9. Attach a clear copy of the deed, land contract or memorandum of land contract. (See #14)
10. Attach a clear copy of the most recent tax assessment or tax bill with complete tax description of property.
11. Is there a tax lien against the land described above? [ ] Yes [x] No
If "Yes", please explain circumstances:
12. Does the applicant own the mineral rights? [x] Yes [ ] No
If owned by the applicant, are the mineral rights leased? [ ] Yes [x] No
Indicate who owns or is leasing rights if other than the applicant:
Name the types of mineral(s) involved:
13. Is land cited in the application subject to a lease agreement (other than for mineral rights) permitting a use for something other than agricultural purposes: [ ] Yes [x] No If "Yes", indicate to whom, for what purpose and the number of acres involved:
14. Is land being purchased under land contract [ ] Yes [x] No: If "Yes", indicate vendor(seller):
Name:
Address:
Street City State Zip Code
14a. Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, states that the vendor (seller) must agree to allow the land cited in the application to be enrolled in the program. Please have the land contract sellers sign below. (All sellers must sign).

Land Contract Vendor(s): I, the undersigned, understand and agree to permit the land cited in this application into the Farmland and Open Space Preservation Program.

Date Signature of Land Contract Vendor(s) (Seller)

15. If the applicant is one of the following, please check the appropriate box and complete the following information (if the applicant is not one of the following – please leave blank):

- 2 or more persons having a joint or common interest in the land
- Corporation
- Estate
- Limited Liability Company
- Trust
- Partnership Association

If applicable, list the following: Individual Names if more than 2 Persons; or President, Vice President, Secretary, Treasurer; or Trustee(s); or Members; or Partners; or Estate Representative(s):

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

(Additional names may be attached on a separate sheet.)

IV. Land Eligibility Qualifications: Check one and fill out correct section(s)  
This application is for:

- a. 40 acres or more —————> complete only Section 16 (a thru g);
- b. 5 acres or more but less than 40 acres —————> complete only Sections 16 and 17; or
- c. a specialty farm —————> complete only Sections 16 and 18.

16. a. Type of agricultural enterprise (e.g. livestock, cash crops, fruit, etc):

Cash Crops \_\_\_\_\_

b. Total number of acres on this farm: 120

c. Total number of acres being applied for (if different than above): \_\_\_\_\_

d. Acreage in cultivation: 80

e. Acreage in cleared, fenced, improved pasture, or harvested grassland: 6

f. All other acres (swamp, woods, etc.) 34

g. Indicate any structures on the property: (If more than one building, indicate the number of buildings):

No. of Buildings Residence: 1 Barn: 2 Tool Shed: \_\_\_\_\_

Silo: \_\_\_\_\_ Grain Storage Facility: 4 Grain Drying Facility: 1

Poultry House: \_\_\_\_\_ Milking Parlor: \_\_\_\_\_ Milk House: \_\_\_\_\_

Other: (Indicate) 1 wood boiler

17. To qualify as agricultural land of 5 acres or more but less than 40 acres, the land must produce a minimum average gross annual income of \$200.00 per acre from the sale of agricultural products.

Please provide the average gross annual income per acre of cleared and tillable land during 2 of the last 3 years immediately preceding this application from the sale of agricultural products (not from rental income):

\$ \_\_\_\_\_ / \_\_\_\_\_ = \$ \_\_\_\_\_ (per acre)  
total income total acres of tillable land

18. To qualify as a specialty farm, the land must be designated by MDARD, be 15 acres or more in size, and produce a gross annual income from an agricultural use of \$2,000.00 or more. If a specialty farm, indicate average gross annual income during 2 of the last 3 years immediately preceding application from the sale of agricultural products: \$ \_\_\_\_\_

Please note: specialty farm designation may require an on-the-farm site visit by an MDARD staff person.

19. What is the number of years you wish the agreement to run? (Minimum 10 years, maximum 90 years); 90

V. Signature(s):

20. The undersigned certifies that this application identifies the owner of record, legal description of property, and all liens, covenants, and other encumbrances affecting the title to the land.

Ryan Ewert  
 (Signature of Applicant)  
Brian Ewert  
 (Co-owner, If Applicable)  
9/27/24  
 (Date)

\_\_\_\_\_  
 (Corporate Name, If Applicable)  
 \_\_\_\_\_  
 (Signature of Corporate Officer)  
 \_\_\_\_\_  
 (Title)

**ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY ON OR BEFORE NOVEMBER 1 IN ORDER TO BE EFFECTIVE FOR THE CURRENT TAX YEAR.**

**RESERVED FOR LOCAL GOVERNMENT USE: CLERK PLEASE COMPLETE SECTIONS I & II**

I. Date Application Received: \_\_\_\_\_ (Note: Local Governing Body has 45 days to take action)

Action by Local Governing Body: Jurisdiction: \_\_\_\_\_  
 County  Township  City  Village

This application is  approved,  rejected Date of approval or rejection: \_\_\_\_\_

(If rejected, please attach statement from Local Governing Body indicating reason(s) for rejection.)

Clerk's Signature: \_\_\_\_\_

Property Appraisal: \$ \_\_\_\_\_ is the current fair market value of the real property in this application.

Parcel Number (Tax ID): \_\_\_\_\_

II. Please verify the following:

\_\_\_\_ Upon filing an application, clerk issues receipt to the landowner indicating date received.

\_\_\_\_ Clerk notifies reviewing agencies by forwarding a copy of the application and attachments

\_\_\_\_ If rejected, applicant is notified in writing within 10 days stating reason for rejection and the original application, attachments, etc. are returned to the applicant. Applicant then has 30 days to appeal to State Agency.

\_\_\_\_ If approved, applicant is notified and the original application, all supportive materials/attachments, and letters of review/comment from reviewing agencies (if provided) are sent to:

**MDARD-Farmland and Open Space Preservation Program, P.O. Box 30449, Lansing, MI 48909**

**\*Please do not send multiple copies of applications and/or send additional attachments in separate mailings without first contacting the Farmland Preservation office.**

|  |  |
|--|--|
| <p>Please verify the following regarding Reviewing Agencies (Sending a copy to reviewing agencies is required):</p> <p><b>COPY SENT TO:</b></p> <p>____ County or Regional Planning Commission</p> <p>____ Conservation District</p> <p>____ Township (if county has zoning authority)</p> | <p><b>Before forwarding to State Agency, FINAL APPLICATION SHOULD INCLUDE:</b></p> <p>____ Copy of Deed or Land Contract (most recent showing <u>current ownership</u>)</p> <p>____ Copy of most recent Tax Bill (must include <u>tax description</u> of property)</p> <p>____ Map of Farm</p> <p>____ Copy of most recent appraisal record</p> <p>____ Copy of letters from review agencies (if available)</p> <p>____ Any other applicable documents</p> |
|--|--|

Questions? Please call Farmland Preservation at 517-284-5663

**Map of Farm with Structures and Natural Features:**

- A. Show boundary of land cited in application. (Grid below is designed to represent a 5280 ft<sup>2</sup> (1 mile<sup>2</sup>) Section)
- B. Show all buildings (house(s), barn(s), etc.); also label roads and other avenues of travel (i.e. utility access, etc.).
- C. Outline and designate the current uses of the property (crops, pasture, forest, swamp, etc.).
- D. Clear copies of map(s) provided by USDA Farm Service Agency are acceptable, but please label any roads visible on map, structures and their use, etc.

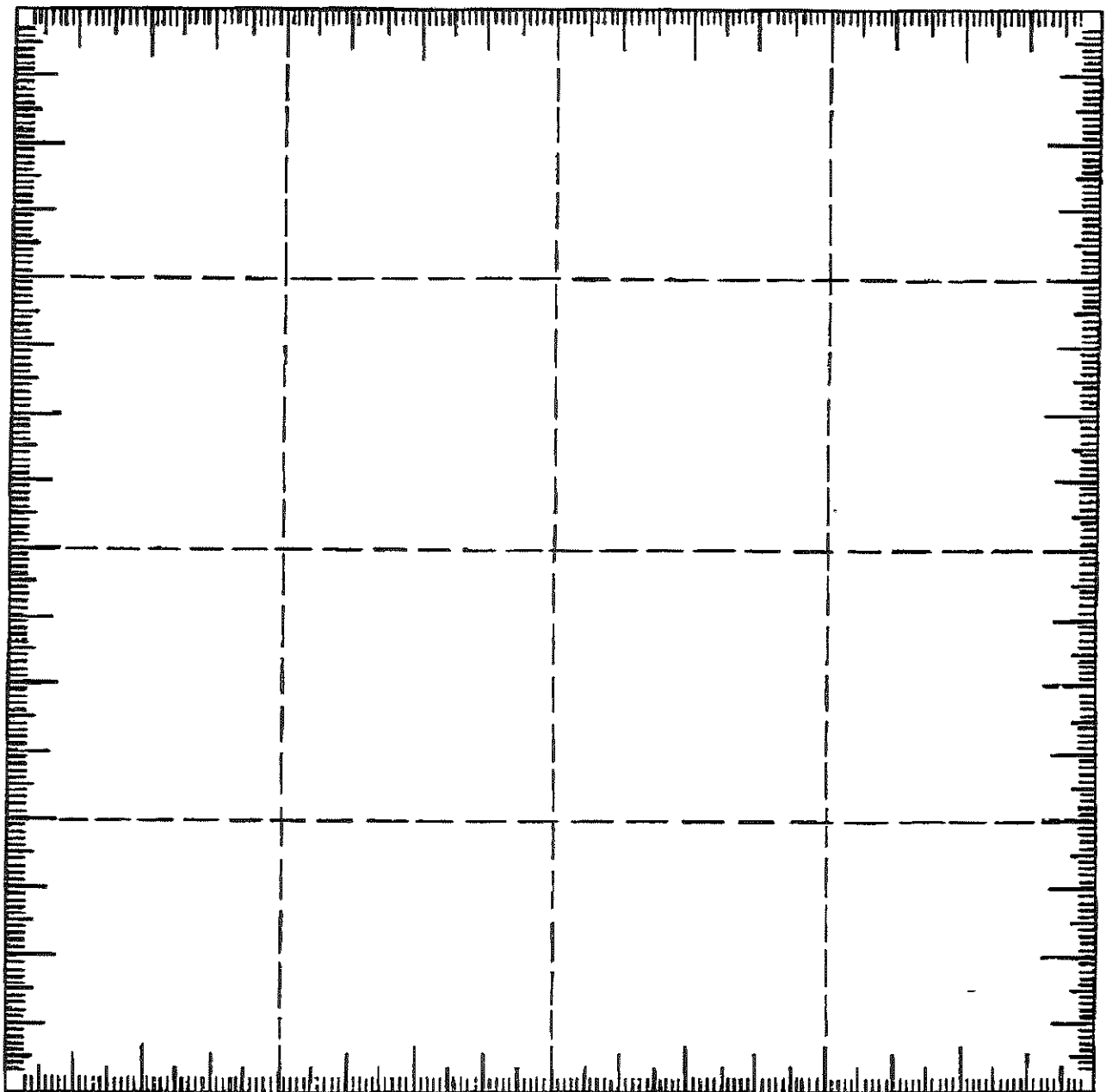
**Note:** Any residential structures housing persons not directly associated with the farm operation must be excluded from the application. Please indicate if a building falls in this category and provide the appropriate property description for its exclusion. Unless the appropriate description is included, your application cannot be processed.

County \_\_\_\_\_

Township \_\_\_\_\_

T \_\_\_\_\_ R \_\_\_\_\_ Section \_\_\_\_\_

↑ North



Receipt# 15-12233 6263658  
05/29/2015 Washtenaw Co, Michigan  
Real Estate Transfer Tax  
Tax Stamp # 386760  
County Tax: \$561.00 State Tax: \$3,625.00



6263658 L: 5097 P: 55 D  
Total Pages: 2 05/29/2015 04:31 PM  
Lawrence Kestenbaum  
Washtenaw County, Michigan



### WARRANTY DEED

The Grantor(s): **Lisa H. Clark**

whose address is 11700 Burmcister Road, Manchester, MI 48158

Convey and Warrant to: **Ryan Matthew Ernst and Brooke Nicole Rachel Fuller, Joint Tenants with Full Rights of Survivorship**

whose address is 9440 Spies Rd., Ann Arbor, MI 48103

the following described premises situated in the Township of Bridgewater, County of Washtenaw and State of Michigan, to-wit:

**The East half of the Southeast quarter of Section 9, Town 4 South, Range 4 East, Township of Bridgewater, Washtenaw County, Michigan, and the West half of the West half of the Southwest quarter of Section 10, Town 4 South, Range 4 East, Township of Bridgewater, Washtenaw County, Michigan**

Commonly known as: **11700 Burmeister Road, Manchester, MI 48158**

Tax parcel number(s): **Q-17-09-400-001 & Q-17-10-300-006**

For the sum of: **Five Hundred Ten Thousand and 00/100 Dollars (\$510,000.00)**

Subject to: **esement, use, building and other restrictions of record, if any.**

The grantor grants to the grantee the right to make ALL permissible division(s) under Section 108 of the Land Division Act, Act No 288 of the Public Acts of 1967. This property may be located within the vicinity of farmland or farm operations: Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act.

Dated: **May 08, 2015**

Seller(s):

A handwritten signature in black ink, appearing to read "Lisa H. Clark", written over a horizontal line.

Lisa H. Clark

Washtenaw County Treasurer  
Tax Certificate NO: 95196 TC

2



*(Attached to and becoming a part of the Warranty Deed dated May 08, 2015, File Number 361718-31)*

STATE OF MICHIGAN )  
 )SS.  
COUNTY OF Washtenaw )

Acknowledged by Lisa H. Clark, before me on the 8th day of May, 2015.

Eusan M. Irwin  
Notary Public, Washtenaw County, MI  
My Commission Expires May 3, 2020  
Acting in Washtenaw County

Eusan M. Irwin  
Notary Public  
County,  
Michigan  
County  
Acting in \_\_\_\_\_  
My commission expires: \_\_\_\_\_

Drafted by: Lisa H. Clark, 11700 Burnmeister Road, Manchester, MI 48158

When recorded return to: Ryan Matthew Ernst, 11700 Burnmeister Road, Manchester MI 48158

Recording Fee: \$17.00 State Transfer Tax: \$3,825.00 County Transfer Tax: \$561.00  
*County Treasurer's Certificate* *City Treasurer's Certificate*



QUIT CLAIM DEED - Statutory Form

KNOW ALL MEN BY THESE PRESENTS: That Ryan Ernst and Brooke Ernst fka Brooke Nicole Rachel Fuller, husband and wife, whose address is 11700 Burmeister Road, Manchester, MI 48158, Quit Claim to:

Themselves, Ryan Ernst and Brooke Ernst fka Brooke Nicole Rachel Fuller, husband and wife, whose address is 11700 Burmeister Road, Manchester, MI 48158, as tenants-by-the-entireties, for their lifetime coupled with an unrestricted power to convey the property during their lifetime or the survivor's lifetime, pursuant to Land Title Standard 9.3. This power to convey creates a general inter vivos power of appointment, which includes the power to sell, gift, mortgage, and lease (or otherwise dispose of the property) and to retain the proceeds from the conveyance. If Ryan Ernst and Brooke Ernst fka Brooke Nicole Rachel Fuller retain any interest on their death, or the survivor retains any interest on the survivor's death, the property is conveyed to the trustee of the Ryan Ernst and Brooke Ernst Trust whose address is 11700 Burmeister Road, Manchester, MI 48158, to be administered according to the terms of that trust.

the following described premises situated in the Township of Bridgewater, County of Washtenaw, and State of Michigan, to wit:

The East half of the Southeast quarter of Section 9, Town 4 South, Range 4 East, Township of Bridgewater, Washtenaw County, Michigan and the West half of the Southwest quarter of Section 10, Town 4 South, Range 4 East, Township of Bridgewater, Washtenaw County, Michigan.

together with all improvements, fixtures, easements, and appurtenances associated with the real estate, and subject to easements, use and building and other restrictions of record, if any, and encumbrances arising from the acts or omissions of Grantor.

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

The Grantor grants to the Grantee the right to make all divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967. The parties agree that they will execute any documents needed to carry out their agreement relative to the number of division rights.

For the full consideration of One Dollar (\$1.00).

This deed is exempt from Michigan state and county Transfer Tax pursuant to MCL 207.526(a) and MCL 207.505(a) - consideration is less than \$100.

Dated this 12 day of May, 2023.

SIGNED AND SEALED:

Ryan Ernst  
Ryan Ernst, Grantor

Brooke Ernst  
Brooke Ernst fka Brooke Nicole Rachel Fuller,  
Grantor

STATE OF MICHIGAN )  
 ) ss.  
COUNTY OF WASHTENAW )

The foregoing instrument was acknowledged before me this 12 day of May, 2023, by Ryan Ernst and Brooke Ernst fka Brooke Nicole Rachel Fuller.

Time Submitted for Recording  
Date 5-30-2023 Time 11:00am  
Lawrence Kestenbaum  
Washtenaw County Clerk/Registrar

Naomi E. Fink  
Naomi E. Fink, Notary Public  
State of Michigan, County of Washtenaw  
My Commission Expires: 03/10/2026  
Acting in the County of Washtenaw

Instrument Drafted By: Fink & Fink, PLLC, Naomi E. Fink (P76172), 3258 Broad, Dexter, MI 48130. ✓

Recording Fee: \$30.00 \_\_\_\_\_

State Transfer Tax: \_\_\_\_\_

County Transfer Tax: \_\_\_\_\_

Tax Parcel No.: Q-17-09-400-001 & Q-17-10-300-006

When recorded return to: Drafter

Send subsequent tax bills to: Grantor

### Parcel: Q -17-09-400-001 Data Current As Of: 07/26/2024

Property Address

11700 BURMEISTER RD  
MANCHESTER, MI 48158

Owner and Taxpayer Information

|              |                            |                 |                       |
|--------------|----------------------------|-----------------|-----------------------|
| <b>Owner</b> | ERNST RYAN & FULLER BROOKE | <b>Taxpayer</b> | SEE OWNER INFORMATION |
|              | 11700 BURMEISTER ROAD      |                 |                       |
|              | MANCHESTER, MI 48158       |                 |                       |

Legal Description

\*OLD SID - Q 17-009-017-00 BR 9-13 E 1/2 OF SE 1/4 SEC. 9 T4S R4E 30.00 AC

Other Information

General Information for 2024 Summer Taxes

|                             |                    |                            |                |
|-----------------------------|--------------------|----------------------------|----------------|
| <b>School District</b>      | 46060              | <b>PRE/MBT</b>             | 100.0000%      |
| <b>Taxable Value</b>        | \$242,269          | <b>S.E.V.</b>              | \$295,500      |
| <b>Property Class</b>       | 101 -              | <b>Assessed Value</b>      | \$295,500      |
| <b>Tax Bill Number</b>      | No Data to Display | <b>Last Receipt Number</b> | 00000084       |
| <b>Last Payment Date</b>    | 07/18/2024         | <b>Number of Payments</b>  | 1              |
| <b>Due Date</b>             | 02/14/2025         |                            |                |
| <b>Base Tax</b>             | \$2,507.77         | <b>Base Paid</b>           | \$2,507.77     |
| <b>Admin Fees</b>           | \$25.07            | <b>Admin Fees Paid</b>     | \$25.07        |
| <b>Interest Fees</b>        | \$0.00             | <b>Interest Fees Paid</b>  | \$0.00         |
| <b>Total Tax &amp; Fees</b> | \$2,532.84         | <b>Total Paid</b>          | \$2,532.84     |
| <b>Renaissance Zone</b>     | Not Applicable     | <b>Mortgage Code</b>       | Not Applicable |

Tax Bill Breakdown for 2024 Summer

| Taxing Authority | Change Rate      | Amount            | Amount Paid       |
|------------------|------------------|-------------------|-------------------|
| STATE EDUCATION  | 6.000000         | \$1,453.61        | \$1,453.61        |
| COUNTY           | 4.351200         | \$1,054.16        | \$1,054.16        |
| Admin Fees       |                  | \$25.07           | \$25.07           |
| Interest Fees    |                  | \$0.00            | \$0.00            |
|                  | <b>10.351200</b> | <b>\$2,532.84</b> | <b>\$2,532.84</b> |

**\*\*Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

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### Parcel: Q -17-10-300-006 Data Current As Of: 07/26/2024

Property Address

BURMEISTER RD  
MANCHESTER, MI 48158

Owner and Taxpayer Information

|              |                            |                 |                       |
|--------------|----------------------------|-----------------|-----------------------|
| <b>Owner</b> | ERNST RYAN & FULLER BROOKE | <b>Taxpayer</b> | SEE OWNER INFORMATION |
|              | 11700 BURMEISTER RD        |                 |                       |
|              | MANCHESTER, MI 48158       |                 |                       |

Legal Description

TOLD SID - Q 17-010-010-00 BR 10-10 W 1/2 OF W 1/2 OF SW 1/4 SEC 10 T4S R4E 40-00 AC.

Other Information

General Information for 2024 Summer Taxes

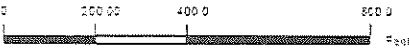
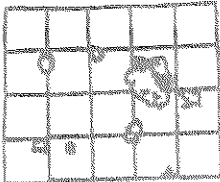
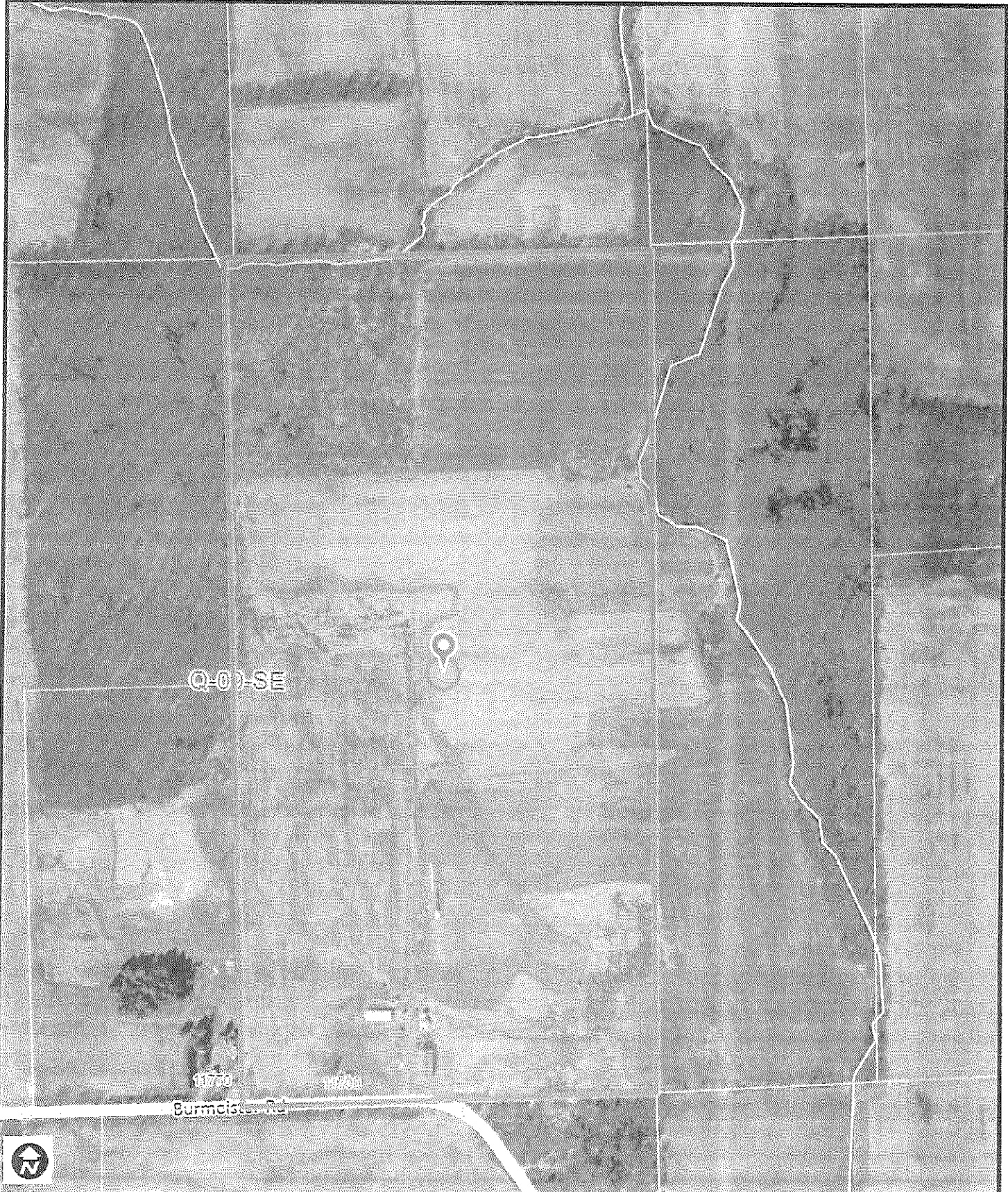
|                             |               |                            |               |
|-----------------------------|---------------|----------------------------|---------------|
| <b>School District</b>      | 46060         | <b>PRE/MBT</b>             | 100.0000%     |
| <b>Taxable Value</b>        | \$72,300      | <b>S.E.V.</b>              | \$72,300      |
| <b>Property Class</b>       | 102 -         | <b>Assessed Value</b>      | \$72,300      |
| <b>Tax Bill Number</b>      | No Duplicate  | <b>Last Receipt Number</b> | 00000083      |
| <b>Last Payment Date</b>    | 07/15/2024    | <b>Number of Payments</b>  | 1             |
| <b>Due Date</b>             | 02/14/2025    |                            |               |
| <b>Base Tax</b>             | \$748.39      | <b>Base Paid</b>           | \$748.39      |
| <b>Admin Fees</b>           | \$7.48        | <b>Admin Fees Paid</b>     | \$7.48        |
| <b>Interest Fees</b>        | \$0.00        | <b>Interest Fees Paid</b>  | \$0.00        |
| <b>Total Tax &amp; Fees</b> | \$755.87      | <b>Total Paid</b>          | \$755.87      |
| <b>Renaissance Zone</b>     | Not Available | <b>Mortgage Code</b>       | Not Available |

Tax Bill Breakdown for 2024 Summer

| Outing Account  | Assessed Value    | Amount          | Amount Paid     |
|-----------------|-------------------|-----------------|-----------------|
| STATE EDUCATION | 6,000,000         | \$433.80        | \$433.80        |
| COUNTY          | 4,351,200         | \$314.59        | \$314.59        |
| Admin Fees      |                   | \$7.48          | \$7.48          |
| Interest Fees   |                   | \$0.00          | \$0.00          |
|                 | <b>10,351,200</b> | <b>\$755.87</b> | <b>\$755.87</b> |

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1:4,500

7/26/2014



**NOTE: Parcels may not be to scale.**

The information contained in this database map is used to locate, identify and describe parcels of land in Washtenaw County for appraisal and zoning purposes only and is not to be construed as a "survey description". The information is provided with the understanding that no warranties, express or implied, are made by the County of the accuracy of the data. Any assumption of legal liability of this data is hereby disclaimed.



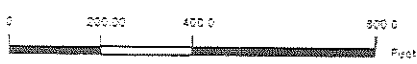
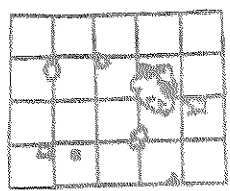


Q-09-SE

11770

11780

Burmeister Rd



1:4,800

309-2024



NOTE: Parcels may not be to scale.

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# Neff Trucking & Contracting Inc.

18118 Timberlake Trail  
Manchester, MI 48158

734-385-6158  
734-476-0467

| Bridgewater Township Hall              |   | Estimate Date: 9/19/24 |
|--|---|------------------------|
| 10990 Clinton Rd, Manchester, MI 48158 |   |                        |
| Items                                  | Snow Removal Bid  |                        |
| 1                                      | Plow Lot: \$70.00<br>Shovel Walks: \$55.00<br>Salt Walks: \$55.00 |                        |
|  |   |                        |

\*Per push= any snowfall equaling 1"-3": for every additional 1" there will be an additional charge of \$ 5.75 per inch.

\*\*Salting will be done after every push of 1" of snow or more. 1" or less accumulations will be a salting event.

**Notice to all customers:**

Any salt pricing in this contract may vary according to the current market price and availability. Neff Trucking & Contracting Inc. feels confident that we have enough salt in our possession and/or on reserve to take care of all of our accounts accordingly.

Neff Trucking & Contracting is not responsible for any slip and fall accidents due to any snow or ice accumulation on premises.

All snow removal will be done by 7:00 a.m., weather permitting.

Neff Trucking & Contracting Inc. is fully insured with all necessary liability insurance. An up to date policy is available upon request. If you have any questions, please feel free to contact us at anytime at 734-476-0467

Respectfully Submitted: Neff Trucking & Contracting Inc.

Accepted By:

Accepted Date



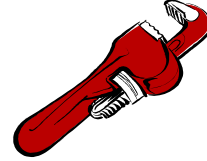
**Luckhardt Plumbing and Heating, LLC**

**Licensed Master Plumber**

**11700 Macon Road**

**Saline, MI 48176**

**(734) 429-2593**



**PROPOSAL**

**To:** Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158

**Date:** 6/6/2024

**Description of work to be completed:**

Materials and labor to install a sump pit and pump, and piping to discharge to outside of the building. 1,700.00

|                                  |           |                 |
|----------------------------------|-----------|-----------------|
| <b>Total Materials and Labor</b> | <b>\$</b> | <b>1,700.00</b> |
|----------------------------------|-----------|-----------------|

Accepted by: \_\_\_\_\_ Date \_\_\_\_\_



# Q&A: Obligating ARPA funds

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- Introductions
- Deadlines
- Allowable Uses
- Next Steps
- Q&A

## Agenda

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## Introductions



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## Deadlines

- Period of performance
  - March 3, 2021, to December 31, 2024
- Obligate the funds
  - December 31, 2024
- Expend the funds by
  - December 31, 2026 \*
  - \* Projects within the Surface Transportation projects, and Title I must expend funds by September 30, 2026



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## Allowable uses

- Original
  - Public Health/Negative Economic Impacts
  - Premium Pay
  - Revenue Loss
    - \$10 million standard allowance
  - Water, Sewer, and Broadband Infrastructure
- New
  - Emergency Relief from Natural Disasters
  - Surface Transportation
  - Title I



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## Revenue Loss

Why

- Flexible
  - Government Service
- Easier reporting
- Allows you to close out the project
- Ensures that the funds are spent (ie don't have to return the funds)



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## Next Steps

### Why

- Identify a government service
  - General Fund
    - Police/fire contract
    - Large project
    - Wages and Benefit
- Board Approval
- Option to commit funds (next slide)
- Record revenue
  - 2021-3 American Rescue Plan Act - Revenue and Expenditure Recognition
- Complete Reporting
  - By April 30, 2025
    - Prepare for changes in staffing (i.e. add access for more than one person in the portal)



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## Next Steps

### Board Approval

- Motion
  - Moved that the remaining ARPA funds in the amount of \$129,345 be spent on the allowable use of revenue loss as allowed in the US treasury final rule and that the government service identity is employee is employee wages and benefits allocated within the general fund during the period of preface which is March 3, 2021, to December 31, 2026
- Resolution
  - WHEREAS, Under the Federal Coronavirus Local Fiscal Recovery Fund (CLFRF) which was established under section 9901 of the American Rescue Plan Act of 2021 (ARPA), the Township received \$125,823; and
  - WHEREAS, the eligible uses under CLFRF are replacing lost revenue, supporting the COVID-19 public health and economic response, premium pay for eligible workers, and investing in water, sewer and broadband infrastructure; and
  - WHEREAS, under the revenue loss category the final rule published by U.S. Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund "government services"; and
  - WHEREAS, the Township has \$XXX,XXx in remaining funds that must be spent or obligated by December 31, 2024.
  - NOW, THEREFORE, BE IT RESOLVED, that the Township elects to use its remaining CLFRF funds under the eligible category of revenue loss and that the government services identified is employee wages and benefits allocated within the general fund during the period of performance which is March 3, 2021, and December 31, 2026.



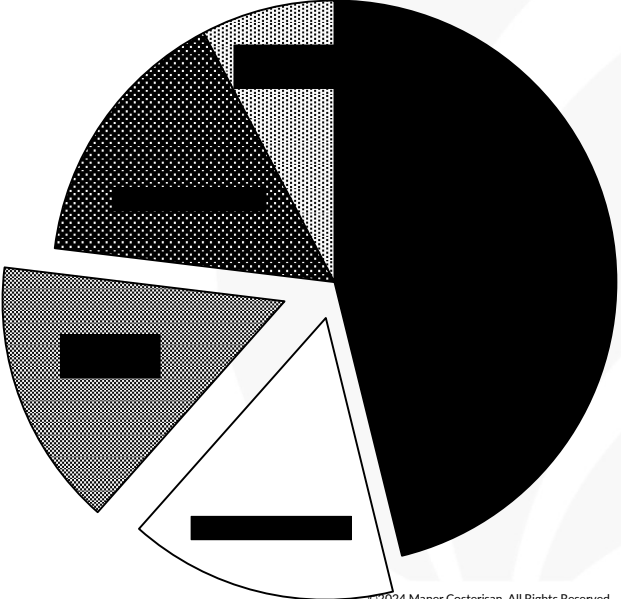
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Fund Balance Types

**Committed**

- Motion – Moved that \$238,188 be moved to the committed for the purposes of
  - “future capital expenditures”
  - “park improvements”
  - “township hall upgrades”
  - “enhanced technology and security enhancements”



**Maner Costerisan**

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**Q&A**

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- Contact Information
  - Rod Taylor
    - [Rtaylor@manercpa.com](mailto:Rtaylor@manercpa.com)
    - 517-886-9619

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|   |                      |
|---|----------------------|
| <b>ARPA FUNDS AWARD</b>                 | <b>\$181, 543.75</b> |
| ARKONA ROAD CULVERT                     | \$16,067.82          |
| BEMIS ROAD CULVERT, EAST OF ERNST ROAD  | \$2,875              |
| BEMIS ROAD CULVERT, WEST OF EISMAN ROAD | \$10,750             |
| SHERIDAN ROAD CULVERT                   | \$15,000             |
| TOTAL CULVERT PROJECTS                  | <u>\$44,692.82</u>   |
| REMAINING ARPA FUNDS TO BE OBLIGATED    | <b>\$136,850.93</b>  |



# Bridgewater Township

## Zoning Administrator Report

September 2024

During this period, the following applications were received, reviewed, and acted upon. Also included is a summary of ordinance enforcement and administration activities:

### Zoning Compliance Certificates and Administrative Site Plan Approval:

1. **Zoning Compliance Certificate – Wilkocz (13301 Allen Rd.).** Application for zoning approval to construct a new single-family dwelling and attached garage. Approved per revised plans.
2. **Zoning Compliance Certificate – Casey (12631 Hogan Rd.).** Application for zoning approval to construct a new 1,300 square-foot, carport-style detached accessory structure in the rear yard. Approved per revised plans.
3. **Zoning Compliance Certificate – Rojas (9512 Clinton Rd.).** Application for zoning approval to resolve an ordinance violation by removing the wheels from an unlawfully stored semi-trailer on the premises and enclosing the semi-trailer box entirely within a new detached accessory structure with an attached lean-to carport-style structure in the rear yard, with the structure required to be completed or the semi-trailer otherwise removed from the premises by 11/30/2024 to resolve the violation. Approved per revised plans.
4. **Zoning Compliance Certificate – Megan Clark/Schlicht Ponds/Pond Perfection (11011 E. Austin Rd.).** Application for zoning approval to deepen an existing pond and make corresponding grade changes near an existing lake consistent with Sections 11.05 (Natural Resource Protection) and 11.28 (Ponds) and state permit requirements. Approved per revised plans, contingent upon compliance with Section 11.05.B.1. to place any fill more than 50 feet from the edge of Schasser Lake.
5. **Zoning Compliance Certificate – Legrismith (15773 Sheridan Rd.).** Application for zoning approval of new 10-foot high, solar array privacy fence in the side yard. Denied, due to violation of Sections 6.17.B.4. (electrified fences are prohibited) and 6.17.C.2. (10-foot proposed height in an area where 6-feet is the max. fence height allowed).

It is further my determination as Zoning Administrator that this “fence” is actually a detached accessory structure (and is subject to building and electrical permit approval requirements under the State Construction Code enforced by the Township), the proposed solar array installation would also violate the minimum 30-foot side yard setback required for a detached accessory structure in the AG zoning district.

### Addressing Assignments:

*None this month*

### Land Divisions/Combinations/Boundary Adjustments:

*None this month*

**Ordinance Enforcement:**

6. **12285 Fisk Rd. – Unlawful business activity.** During a final follow up site visit, I did not observe any evidence of activities beyond that of the lawful home occupation on the premises.

**Ordinance Administration and Other Items of Interest:**

7. **Telephone calls, emails, etc.** During this period, I received and responded to telephone calls/emails regarding requests for zoning district classifications of several lots and numerous questions about Zoning Ordinance standards for fences, private solar arrays and utility-scale solar power generation facilities, driveways, pole barns, recreational vehicle camping on vacant lots, short-term rental housing, and new single-family dwellings.

I received several well and septic system related questions that were redirected to the County Health Department. I also received and forwarded an enquiry about what turned out to be a building code-related question to the Western Washtenaw Construction Authority.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator

## CVTRS guidance issued for ALL townships

**All townships** should have received [FY 2025 CVTRS Detailed Guidance](#) this week from the Michigan Department of Treasury for the City, Village & Township Revenue Sharing (CVTRS) program. As previously shared by MTA in June, **ALL local units are eligible in FY 2025 to receive CVTRS funding**. *This is the first time in nearly two decades that all townships will receive this funding.* The Legislature funded the CVTRS program payments for the upcoming fiscal year, modified the payment structure to provide additional revenue sharing funding to **all local units** and modified program requirements.

The new revenue to be distributed will be provided via a new 3-factor formula for **ALL** local units:

- Taxable Value Payment
- Weighted Population Payment
- Yield Equalization Payment

Additionally, [City, Village and Township Revenue Sharing Projections for FY 2025](#) are now available. You will note the projections for each local unit include the estimated constitutional revenue sharing amount (Sec. 950) as well as a breakdown of CVTRS payments (shaded column headings). The document projects the amount each local unit will receive under the new three-factor formula funding as well as the amount for those that received CVTRS in FY 2023-2024 (Sec. 952(2)). The final column projects the estimated total for all amounts—constitutional, amounts for those who previously received CVTRS and the new funding to be distributed via three-factor formula.

Please note that while the funding may be minimal for some local units for FY 2025, ***this is the first CVTRS funding that 88% of townships will receive in nearly two decades.***

Two additional points to note from the guidance document. First, the CVTRS payments to those local units newly funded will be made in two payments: February and June of 2025. Secondly, all local units will be notified before the end of November that their 2024 taxable value data is available for verification on Treasury's website. This is important as the new formula utilizes the taxable value in determining eligible funding.



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

**September 2024**

**City, Village, and Township Revenue Sharing (CVTRS)  
Fiscal Year 2025  
Detailed Guidance**

**City, Village, and Township Revenue Sharing (CVTRS) Program**

For fiscal year (FY) 2025, the Legislature continued the CVTRS program payments. However, the program requirements and payment structure have been modified to provide additional revenue sharing funding to all local units. **All local units are eligible for these payments.**

**The FY 2025 CVTRS program includes the following payments:**

- CVTRS-Standard Payments – Local units that received an FY 2024 CVTRS payment
- **(NEW)** 3-Factor Formula Payments – All local units
  - Taxable Value Payment
  - Weighted Population Payment
  - Yield Equalization Payment

**Use of Funds:**

- A city, village, or township that has a retirement pension benefit system in underfunded status (under Section 5 of 2017 Public Act 202, MCL 38.2805) must allocate, to the local unit's pension unfunded liability, an amount equal to 50% of the difference between the local unit's FY 2025 total CVTRS payment amount and the local unit's FY 2024 total eligible CVTRS payment amount
  - A city, village, or township that has issued a municipal security (under Section 518 of 2001 Public Act 34, MCL 141.2518) is exempt from allocating FY 2025 CVTRS payment amounts to the local unit's pension unfunded liability
- A city, village, or township that does not have a retirement benefit system in underfunded status may use the funds for any purpose.

### **CVTRS-Standard Payment**

**Payments:** Based on FY 2024 CVTRS total eligible payment amount, regardless of whether any reporting requirements were satisfied in FY 2024

**Eligible Local Units:** Local units that received an FY 2024 CVTRS payment

**Documentation Requirements:** There are no submission requirements. Local units are not required to produce and submit any CVTRS documentation to receive FY 2025 CVTRS-Standard payments

**Payment Dates:** Local units will receive 1/6 of the FY 2025 CVTRS-Standard payment on the last business day of October, December, February, April, June, and August

### **3-Factor Formula Payments - Taxable Value (NEW)**

**Payments:** Based on taxable values and populations of local units

**Eligible Local Units:** All local units

**Documentation Requirements:** There are no submission requirements

#### **Payment Dates:**

- February 28, 2025 - 1/2 of the estimated FY 2025 payment
  - Payment based on 2023 taxable value data
  - June 30, 2025 - remaining FY 2025 payment
- Payment based on verified 2024 taxable value data
  - Payment will include any increase/decrease as a result of using 2023 taxable values in the February payment

**2024 Taxable Value Data Verification:** Local units will have the opportunity to review the 2024 taxable value data for accuracy.

- **Notification Timeline:** Local units will be notified before the end of November that 2024 taxable value data is available for review on the Michigan Department of Treasury (Treasury) website
- **Local Unit Action Item:** Review the 2024 taxable value data by **January 15, 2025**
  - If the local unit's 2024 taxable values are accurate
    - No additional action required
  - If the local unit's 2024 taxable values are not accurate
    - Local unit must submit corrected taxable value data to Treasury

**3-Factor Formula Payments - Weighted Population (NEW)**

**Payments:** Based on unit type population weight factors and populations for local units

Generally, an increased local unit type population weight factor would allow for an increased weighted population payment

**Unit Type Population Weight Factors**

| <u>Population</u> | <u>Township</u> | <u>Village</u> | <u>City</u> |
|-------------------|-----------------|----------------|-------------|
| 5,000 or less     | 1.00            | 1.50           | 2.50        |
| 5,001 – 10,000    | 1.20            | 1.80           | 3.00        |
| 10,001 – 20,000   | 1.44            | 2.16           | 3.60        |
| 20,001 – 40,000   | 4.32            | N/A            | 4.32        |
| 40,001 – 80,000   | 5.18            | N/A            | 5.18        |
| 80,001 – 160,000  | 6.22            | N/A            | 6.22        |
| 160,001 – 320,000 | N/A             | N/A            | 7.46        |
| 320,001 – 640,000 | N/A             | N/A            | 8.96        |
| 640,001 or more   | N/A             | N/A            | 10.75       |

**Eligible Local Units:** All local units

**Documentation Requirements:** There are no submission requirements

**Townships with a Population Between 10,000 and 20,001:** The statute provides these townships the option to increase the local unit type population weight factor from 1.44 to 3.6 (this is equal to a city of the same size) by submitting documentation to Treasury indicating that the township provides for or makes available all of the following:

- Fire Services
- Police Services on 24-hour basis (via contracted or directly employed personnel)
- Water Services to 50% or more of its residents
- Sewer Services to 50% or more of its residents

**Note:** The current FY 2025 preliminary projections assumes that all of the townships with 10,000 – 20,001 populations qualify for the higher unit type population weight factor of 3.6

- **Notification Timeline:** Treasury will be contacting townships with a population between 10,000 and 20,000 in October/November
- **Local Unit Action Item:** None at this time

**Payment Dates:**

- February 28, 2025 - 1/2 of the estimated FY 2025 payment
- June 30, 2025 - remaining FY 2025 payment

### **3-Factor Formula Payments - Yield Equalization (NEW)**

**Payments:** Based on an amount that is sufficient to provide the guaranteed tax base for a local tax effort, not to exceed 0.02

**Eligible Local Units:** All local units

**Documentation Requirements:** There are no submission requirements

#### **Payment Dates:**

- February 28, 2025 - 1/2 of the estimated FY 2025 payment
  - Payment based on 2023 taxable values and 2023 millage rates
- June 30, 2025 - remaining FY 2025 payment
  - Payment based on verified 2024 taxable values and 2024 millage rates
  - Payment will include any increase/decrease as a result of using 2023 taxable values and 2023 millage rates in the February payment

**2024 Millage Data Verification:** Treasury will have 2024 millage rate data available for review on the Treasury Revenue Sharing website by May 1, 2025

- If the local unit's 2024 millage rates are accurate
  - No additional action required
- If the local unit's 2024 millage rates are not accurate
  - Local unit must submit corrected millage rates to Treasury by June 1, 2025

#### **Additional Information**

- Population (also known as Revenue Sharing Population) – 2020 Census gross population less 50% 2020 Census institutionalized population
- Detailed information and FY 2025 CVTRS projections can be found on Treasury's CVTRS website <https://www.michigan.gov/treasury/local/share/evip>
- If you have any questions, feel free to contact the Revenue Sharing and Grants Division by phone at 517-335-7484 or by email at [TreasRevenueSharing@michigan.gov](mailto:TreasRevenueSharing@michigan.gov)

# Constitutional and Statutory City, Village, & Township Revenue Sharing Projections

## 2024 Public Act 121

### Fiscal Year 2025

Note: These preliminary projections assume townships with populations between 10,000 and 20,000 are meeting all the requirements to allow the use of the higher local unit type population weight factor in the calculation.

| Local Unit Code | Local Unit Type | Local Unit Name | County    | Constitutional Sec. 950 | CVTRS Standard Sec. 952 (2) | CVTRS Taxable Value Sec. 952 (4) | CVTRS Weighted Population Sec. 952 (5) <sup>1</sup> | CVTRS Yield Equalization Sec. 952 (6) | CVTRS Total FY 2025 | Total FY 2025 Revenue Sharing |
|-----------------|-----------------|-----------------|-----------|-------------------------|-----------------------------|----------------------------------|---|---------------------------------------|---------------------|-------------------------------|
| 80-3040         | Village         | Lawrence        | Van Buren | 102,968                 | 35,131                      | 1,376                            | 412   | -                                     | 36,919              | 139,887                       |
| 80-3050         | Village         | Lawton          | Van Buren | 197,603                 | 48,869                      | 3,097                            | 790   | -                                     | 52,756              | 250,359                       |
| 80-3060         | Village         | Mattawan        | Van Buren | 272,373                 | -                           | 1,852                            | 1,090   | -                                     | 2,942               | 275,315                       |
| 80-3070         | Village         | Paw Paw         | Van Buren | 359,104                 | 76,362                      | 4,330                            | 1,437   | -                                     | 82,129              | 441,233                       |
| 81-1010         | Township        | Ann Arbor       | Washtenaw | 465,384                 | -                           | 1,154                            | 1,241   | -                                     | 2,395               | 467,779                       |
| 81-1020         | Township        | Augusta         | Washtenaw | 756,553                 | -                           | 6,148                            | 2,422   | -                                     | 8,570               | 765,123                       |
| 81-1030         | Township        | Bridgewater     | Washtenaw | 172,502                 | -                           | 843                              | 460   | -                                     | 1,303               | 173,805                       |
| 81-1040         | Township        | Dexter          | Washtenaw | 715,218                 | -                           | 3,376                            | 2,290   | -                                     | 5,666               | 720,884                       |
| 81-1050         | Township        | Freedom         | Washtenaw | 142,274                 | -                           | 264                              | 379   | -                                     | 643                 | 142,917                       |
| 81-1060         | Township        | Lima            | Washtenaw | 429,814                 | -                           | 2,021                            | 1,146   | -                                     | 3,167               | 432,981                       |
| 81-1070         | Township        | Lodi            | Washtenaw | 685,417                 | -                           | 2,829                            | 2,194   | -                                     | 5,023               | 690,440                       |
| 81-1080         | Township        | Lyndon          | Washtenaw | 276,110                 | -                           | 1,235                            | 736   | -                                     | 1,971               | 278,081                       |
| 81-1090         | Township        | Manchester      | Washtenaw | 276,538                 | -                           | 1,468                            | 737   | -                                     | 2,205               | 278,743                       |
| 81-1100         | Township        | Northfield      | Washtenaw | 913,248                 | 33,406                      | 6,062                            | 2,924   | -                                     | 42,392              | 955,640                       |
| 81-1110         | Township        | Pittsfield      | Washtenaw | 4,064,434               | 139,747                     | 21,053                           | 46,854  | -                                     | 207,654             | 4,272,088                     |
| 81-1120         | Township        | Salem           | Washtenaw | 749,611                 | -                           | 3,861                            | 2,400   | -                                     | 6,261               | 755,872                       |
| 81-1130         | Township        | Saline          | Washtenaw | 243,213                 | -                           | 1,324                            | 649   | -                                     | 1,973               | 245,186                       |
| 81-1140         | Township        | Scio            | Washtenaw | 1,874,775               | 66,734                      | 6,902                            | 18,010  | -                                     | 91,646              | 1,966,421                     |
| 81-1150         | Township        | Sharon          | Washtenaw | 194,077                 | -                           | 1,017                            | 517   | -                                     | 1,534               | 195,611                       |
| 81-1160         | Township        | Superior        | Washtenaw | 1,584,244               | 52,908                      | 9,742                            | 15,219  | -                                     | 77,869              | 1,662,113                     |
| 81-1170         | Township        | Sylvan          | Washtenaw | 353,657                 | -                           | 1,523                            | 943   | -                                     | 2,466               | 356,123                       |
| 81-1180         | Township        | Webster         | Washtenaw | 702,293                 | -                           | 2,994                            | 2,248   | -                                     | 5,242               | 707,535                       |
| 81-1190         | Township        | York            | Washtenaw | 888,894                 | 32,231                      | 4,629                            | 2,846   | -                                     | 39,706              | 928,600                       |
| 81-1200         | Township        | Ypsilanti       | Washtenaw | 5,946,258               | 598,180                     | 67,407                           | 82,194  | -                                     | 747,781             | 6,694,039                     |
| 81-2010         | City            | Ann Arbor       | Washtenaw | 13,226,603              | 2,001,299                   | 75,843                           | 219,536   | -                                     | 2,296,678           | 15,523,281                    |
| 81-2015         | City            | Chelsea         | Washtenaw | 583,945                 | 74,751                      | 3,406                            | 4,674   | -                                     | 82,831              | 666,776                       |
| 81-2017         | City            | Dexter          | Washtenaw | 480,656                 | 9,868                       | 2,561                            | 3,206   | -                                     | 15,635              | 496,291                       |
| 81-2019         | City            | Manchester      | Washtenaw | 217,576                 | 31,702                      | 1,980                            | 1,451   | -                                     | 35,133              | 252,709                       |
| 81-2020         | City            | Milan           | Washtenaw | 412,830                 | 65,219                      | 4,166                            | 3,304   | -                                     | 72,689              | 485,519                       |
| 81-2030         | City            | Saline          | Washtenaw | 955,758                 | 145,129                     | 5,392                            | 7,651   | -                                     | 158,172             | 1,113,930                     |
| 81-2040         | City            | Ypsilanti       | Washtenaw | 2,205,467               | 1,162,497                   | 38,869                           | 25,424  | -                                     | 1,226,790           | 3,432,257                     |
| 81-3005         | Village         | Barton Hills    | Washtenaw | 33,754                  | -                           | 48                               | 135   | -                                     | 183                 | 33,937                        |
| 82-1010         | Township        | Brownstown      | Wayne     | 3,545,110               | 415,609                     | 32,503                           | 40,867  | -                                     | 488,979             | 4,034,089                     |
| 82-1020         | Township        | Canton          | Wayne     | 10,538,025              | 365,366                     | 69,952                           | 174,911   | -                                     | 610,229             | 11,148,254                    |
| 82-1030         | Township        | Grosse Ile      | Wayne     | 1,152,187               | 55,075                      | 5,893                            | 11,068  | -                                     | 72,036              | 1,224,223                     |
| 82-1050         | Township        | Huron           | Wayne     | 1,809,833               | 64,338                      | 14,871                           | 17,386  | -                                     | 96,595              | 1,906,428                     |
| 82-1060         | Township        | Northville      | Wayne     | 3,392,155               | 115,464                     | 13,958                           | 39,104  | -                                     | 168,526             | 3,560,681                     |



## **Senate passes bills to create state voting rights act**

A package of bills to establish a state Voting Rights Act (VRA) received approval by the Senate this week on a partisan vote. While numerous positive changes have been made since their introduction, MTA remains opposed to two of the four bills due to several items of concern.

The main bill, [Senate Bill 401](#), sponsored by Sen. Darrin Camilleri (D-Brownstown Chtr. Twp.), would incorporate provisions of the federal Voting Rights Act (VRA) and includes provisions beyond the federal requirements. Under the bill, a local government would be prohibited from imposing anything that leads to a disparity in voter participation between members of a protected class and other members of the electorate, or that would impair the ability of a protected class to participate in the political process. MTA opposes the current version as provisions could place an increased strain on local election officials, as well as increase liability and expense for local units of government. Among the election practices that are specifically included are the consolidation of precincts, location of drop boxes, polling places and early voting sites, and method of election (at large of ward/district-based).

SB 401 would also establish a complaint process for individuals or groups who feel a local government is in violation of the provisions. The goal is to reach a consensus on how to remedy a potential violation with the approval of the Secretary of State (SOS). A fund would be established to cover the costs of responding to a complaint or for implementing an agreed-upon remedy, but not both. If a remedy cannot be achieved, the next step would be court proceedings, and the bill outlines what can and cannot be considered in court and what potential remedies may include. The court would have discretion in determining whether polarized voting exists in a community to the benefit of locals.

Potential remedies include adopting a different method of election, adding voting days or hours, adding polling places, early voting sites and drop boxes, or ordering a special election. Punitive damages could also be assessed. SB 401 also sets up a similar process to allow a disabled elector to submit a complaint if the local government in which they reside violated a state or federal law involving the rights of disabled electors.

If a local government is found to be in violation under the proposed act, the court could require court pre-approval of any changes to election policy for up to a 10-year period or for a monitor to be appointed for up to 10 years for violations related to the rights of disabled voters.

[Senate Bill 402](#), sponsored by Sen. Jeremy Moss (D-Southfield), is supported by MTA as it would establish the Michigan Voting Database and Institute for the purpose of having one location for people to access voting data and information. The SOS would provide the institute with the voting data that local clerks already submit to the SOS. If the SOS requests any additional publicly available information for the institute, the local government would be reimbursed. The institute would also become the depository for any election-related data that it receives. If local governments were to receive a Freedom of Information Act request for this information, they could then refer the requester to the institute.

[Senate Bill 403](#), sponsored by Sen. Stephanie Chang (D-Detroit), would create the Language Assistance for Elections Act. The bill would require local governments that meet a certain threshold of voters with limited English proficiency to provide language assistance for elections. Until 2030, this threshold would be the same as the federal VRA. After 2030, that threshold would be lowered, requiring more communities to provide language assistance. The bill would require the SOS to notify those local

governments that are affected and provide the translated election materials. In addition, SOS would be required to cover the additional costs for logic and accuracy testing. As amended, local clerks could choose any source for logic and accuracy testing. SB 403 also contains a similar complaint process to SB 401 for violations of this act. However, the only way a community could be in violation is if they do not use the resources provided by the SOS. MTA is neutral on the bill.

The final bill, [Senate Bill 404](#), sponsored by Sen. Erika Geiss (D-Taylor), would establish new notice requirements for certain election-related activities to the SOS. Additionally, the legislation would codify current policy of curbside voting for voters who are unable to enter a polling place or early voting site due to a disability. It would also allow a voter to bring another individual to provide language assistance in the voting booth if needed. SB 404 would also allow individuals or groups to provide food, drink, and warmth to those waiting in line to vote—inside and outside a polling location or early voting site. MTA opposes the current version.

MTA acknowledges many changes made are positive but remains concerned with some provisions that are beyond the federal VRA. Concerns exist that the process could be abused and nuisance/frivolous complaints will be submitted—requiring increased staffing time and expense and legal fees. The bills now go to the House for consideration.



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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MARK A. PTASZEK  
UNDERSHERIFF

September 10, 2024

**TO** Public Safety Partners & Stakeholders

**FM:** Jerry L. Clayton, Sheriff

**RE: Washtenaw County Emergency Communications Strategic Plan**

With the support of Washtenaw County's Community Mental Health and Public Safety Preservation Millage, we were able to advance the quality and sophistication of emergency communication services in Washtenaw County with the opening of the Washtenaw County Emergency Services Communication Center (ESCC) in 2021. A complex facilities and technology project, it was another step in building a state of the art 911 public safety emergency communication center partnered with Washtenaw County Emergency Management. But our vision and our work were not complete.

In early 2023, we began the newest iteration of the strategic planning process for emergency communications in Washtenaw County. A Request for Proposal (RFP) was issued to identify subject matter experts to conduct a rigorous study of our County-wide emergency communications. The aim included a comprehensive examination of the current communications architecture, identification of areas for improvement, and the provision recommendations all of which would comprise a strategic "road map" to guide emergency communications development through the next decade. Following a competitive selection process, Federal Engineering (FE) [www.fedeng.com](http://www.fedeng.com), an independent world-wide public safety communications consulting firm, with 40+ years of experience in emergency communication audits, assessments, and planning, was selected. All county public safety entities and several other key stakeholders were invited to participate in the project. I'm pleased to announce the completion of the initiative.

To ensure an understanding of how the project progressed, some background. To come to this point, we hosted a project kickoff meeting with FE and Washtenaw County public safety agencies and other stakeholders on August 30<sup>th</sup>, 2023. At the meeting we introduced the FE team and discussed project objectives, goals, and the ultimate outcomes we wanted to achieve. Most importantly, we encouraged participation in the study.

In the weeks following, a Request for Information (RFI) was distributed to the Public Safety Answering Points (PSAPs) in the County, as well as a questionnaire to all public safety agencies in the County to collect critical data outlining current public safety communication services. Those who chose to participate, for which we're grateful, submitted their information for analysis and contributed to the overall project goals.

The next several months consisted of data analysis and further collection; on-site visits with interviews, observations and ride-alongs; review of contracts, policies, and agreements; research and any necessary

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follow-up. FE then completed a *draft* report of their findings following a review and assessment of the data, information, and documents provided, benchmarking the information against industry standards and best practices.

FE presented their findings to a wider group of public safety partners on April 23<sup>rd</sup>, 2024, at the Washtenaw County Learning Resource Center (LRC). This consisted of a PowerPoint presentation that included project information, methodology, current conditions, and recommendations for emergency communications moving forward, along with time for questions and answers. In closing, I made clear that when the final report was complete, it would be made available to you all first, absent any sensitive law enforcement information. I am pleased to announce the report has been completed and made available for your review.

Thank you to all who participated. Our objective is and always remains providing the best possible service to those who live, work, play, or travel through Washtenaw County. I also want to acknowledge the great work of our internal project team, Emergency Services Director Rochelle Noonan, and Manager Jeff Poinier, two exceptional professionals.

As always, should you have any questions, please contact me.

Cc: Mark A. Ptaszek, Undersheriff  
Rochelle S. Noonan, Director, Emergency Services  
Jeffrey E. Poinier, Manager, Emergency Services-Metro Dispatch

Enclosure: Emergency Communications – Current Conditions, Feasibility Study and Recommendations Report



## **MEDIA RELEASE**

*September 13th, 2024*

**Subject:** Future of Washtenaw County Emergency Services Dispatch and Centralization Plans

The recent report from a consulting firm hired by the current administration at the Washtenaw County Sheriff's Office regarding potential dispatch services with the City of Ann Arbor has recommended against contracting with the city for fire dispatch services. **However, this report does not fully consider the forthcoming changes that will be implemented under my new administration when I take office on January 1st, 2025.** While any changes I decide to make as the next sheriff will take our current and future contract partners into account to ensure continuity and quality of service, I want to make it clear I remain committed to conservation involving centralizing our dispatch center.

It is important to address that the challenges facing our current sheriff's office dispatch services—including staff retention and understaffing—are **tied to broader systemic issues within the sheriff's office that I am committed to fixing.** As a pro-labor sheriff, I will work tirelessly to improve working conditions and professional growth opportunities for our dispatch staff, which will be critical in addressing these problems. These changes, in turn, will help lay the groundwork to create a robust and fully staffed dispatch system that meets the growing demands of our community for the future.

**Washtenaw County continues to expand, and our emergency services must adapt accordingly.** A more centralized 911 dispatch model offers substantial benefits, strengthening public safety, streamlining operations, and ensuring faster, more coordinated responses during emergencies. This model will also foster stronger collaboration between our police and fire departments, reducing communication delays and improving overall efficiency during multi-agency operations.

While I recognize that the transition to a centralized dispatch model will require resources and time, I remain open to conversations with current and future contract partners who make the decision to participate in the centralization of dispatch services. I will ensure that these partners have a voice in both the transition process and ongoing discussions when I take office.

The reality is there is currently a gap in dispatch response times, where fire personnel experience delays compared to police response times. This is an area that requires attention,

and a more centralized model for police and fire services would eliminate these inefficiencies, ensuring that all emergency services receive timely information.

Beyond operational improvements, centralizing dispatch allows us to invest in cutting-edge technology. By pooling our resources, we could ensure that all areas of Washtenaw County—from city centers to our more rural regions—are equipped with the latest tools needed to save lives. Additionally, centralization reduces the costs associated with maintaining multiple dispatch centers, allowing us to redirect funds toward critical public safety needs without sacrificing coverage or service quality.

Finally, a centralized 911 dispatch system strengthens our ability to respond to large-scale emergencies and natural disasters. A unified center will provide better oversight and coordination, which is critical when managing complex incidents requiring close collaboration among all emergency services.

**As your future sheriff, I remain committed and open to conversations around modernizing Washtenaw County's emergency services, enhancing communication with partners, streamlining operations, and investing in the future.**

In solidarity,  
**Alyshia M. Dyer**