# CONSENT AGENDA

A consent agenda is a **board meeting practice that groups routine business and reports into one agenda item**. The consent agenda can be approved in one action, rather than filing motions on each item separately.

- Minutes from June 10 & June 24, 2024
- Financial Reports
- Prepaid Bills: # 15346-15358= $4232.28
- Payroll: # 1001101-1001123= $14058.89
- Unpaid Bills: #15359-

# INLAND TOWNSHIP BOARD MEETING
## June 10, 2024 at 6:00 p.m.
## 19668 Honor Hwy., Interlochen

**Call to Order** by Supervisor Davis
**Invocation** by Supervisor Davis
**Pledge of Allegiance** was recited
**Roll Call** Present: Supervisor Davis, Clerk Wirth, Trustee Miller, Trustee Brouwer   Excused: Treasurer Zielinski
**Public Comment*** was received at 6 p.m. closed at 6:03 p.m.
**Approval of Meeting Agenda:** ***Move*** to approve meeting agenda as presented by Miller, 2nd by Brouwer
    Ayes – all    Nays – none    Motion carries
**Approval of Consent Agenda**
- Minutes from May 13, 2024
- Financial Reports
- Prepaid Bills: #15326-15333= $17,082.61
- Payroll: # 1001076-1001100= $14,844.56
- Unpaid Bills: 15334-15345= $21,451.70

***Move*** to approve consent agenda minus May 13 minutes, add unpaids 15334-15345= $21,451.70 and minus treasurer cash summary report by Miller, 2nd by Davis
Roll call: ayes – Brouwer, Miller, Wirth, Davis    excused: Zielinski    Motion carries
***Move*** to approve minutes with corrections by Miller, 2nd by Davis
    Ayes – all    Nays – none    Motion carries
**Guests:** Benzie Senior Resources – report by Nancy Call
**Reports:**
1. County Commissioner – given by Commissioner Warsecke, written report by Art Jeannot
2. Fire Chief – report given by Chief Pfost
3. Parks & Recreation – report given by Peggy Case
4. Fire Association – n/a
5. Inland Planning Commission – report given by Mary Miller
6. Event Committee – report given by Dave Davis
7. Website Committee – report given by Jim Brouwer
8. Land Committee – n/a
9. Zoning/Blight Administrator – written report received
10. Compensation Committee – report by Jim Clark
11. Board Member Reports – report given by Rose Wirth, Jim Brouwer, Dave Davis

**Unfinished Business**
1. Audit – hire an auditor

***Move*** to hire Maner Costerisan as auditor by Brouwer, 2nd by Davis
Roll call: ayes – Brouwer, Davis    Nays – Miller, Wirth    Excused: Zielinski    Motion fails
***Move*** to hire Gabridge & Company & try it for a one-year contract by Miller, 2nd by Wirth
Roll call: ayes – Miller, Wirth, Davis    Nays – Brouwer    Excused: Zielinski    Motion carries
2. Pay & Salary Schedule – for deputy treasurer

***Move*** to change deputy treasurer pay to zero per hour (as requested by deputy treasurer) by Davis, 2nd by Brouwer
Roll call: ayes – Brouwer, Miller, Wirth, Davis    Nays – none    Excused: Zielinski    Motion carries
3. Playground repair – move to July

**New Business**

1. Playground drive hire someone to gravel the U drive

***Move*** to hire AJ's to do park driveway for $2420.00 from general fund by Davis, 2nd by Miller
Roll call: ayes – Brouwer, Miller, Wirth, Davis Nays – none Excused: Zielinski Motion carries

2. Blight Ordinance – discussion to amend the ordinance and bring back
3. Blight officer – discussion of blight officer as zoning administrator can no longer do it. Supervisor will handle at this point.
4. L4029 training/MTA election training – request to approve paying for this training

***Move*** to approve tax rate request & election prep training for members that would like to attend by Wirth, 2nd by Davis

5. MTA dues – MTA offers on demand classes for different prices and would the board like to get

***Move*** to approve getting premium pass for $1900.00 by Davis, 2nd by Miller
Roll call: ayes – Brouwer, Miller, Wirth, Davis Nays – none Excused: Zielinski Motion carries

6. Approve Deputy Treasurer on bank accounts

Move to include deputy treasurer, Rosemarie Swartout, on bank accounts & remove Gail Reeves by Brouwer, 2nd by Miller
Roll call: ayes – Brouwer, Miller, Wirth, Davis Nays – none Excused: Zielinski Motion carries

**Any Other Business to come before the Board** – Jim Brouwer asked about clean up day. Rose Wirth let the board know that the L4029 tax rate was in.
**Public Comment*** was received at 7:40 p.m. and closed at 7:51 p.m.
**Adjournment** Move to adjourn by Miller, 2nd by Davis ayes – all Motion carries
Meeting adjourned at 7:51 p.m.

## SPECIAL MEETING OF THE INLAND TOWNSHIP BOARD

**June 24, 2024 at 5:00 p.m.**

Inland Township Offices & Fire Department
19668 Honor Hwy., Interlochen, MI 49643 231)275-6568

Call to order by Supervisor Davis @ 5 p.m.
Pledge was recited
Roll Call: Present – Davis, Wirth, Zielinski, Miller and Brouwer
Public comment received at 5:01 p.m. and closed at 5:10 p.m.

Time turned over to Rod from Maner Costerian for education and information for the board members regarding the budget and audit processes.

6:08 p.m. Miller was excused

7:01 p.m. recess reconvene at 7:12 p.m.

8:45 p.m. presentation ended

Public comment received at 8:46 p.m. and closed at 8:46 p.m.
Meeting adjourned at 8:52 p.m.

CASH SUMMARY BY FUND FOR INLAND TOWNSHIP
FROM 06/01/2024 TO 06/30/2024
FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

| Fund | Description | Beginning Balance 06/01/2024 | Total Debits | Total Credits | Ending Balance 06/30/2024 |
|---|---|---|---|---|---|
| 101 | GENERAL FUND | 834,384.34 | 23,828.57 | 28,605.59 | 829,607.32 |
| 151 | CEMETERY TRUST FUND | 7,493.14 | 0.00 | 0.00 | 7,493.14 |
| 152 | BRUNDAGE CEMETERY | 3,109.11 | 0.00 | 0.00 | 3,109.11 |
| 153 | COUNTRYSIDE CEMETERY | 2,183.35 | 0.00 | 0.00 | 2,183.35 |
| 203 | LOCAL ROAD MILLAGE FUND | 239,179.41 | 29.19 | 0.00 | 239,208.60 |
| 206 | FIRE FUND | 398,897.34 | 59.98 | 21,148.30 | 377,809.02 |
| 208 | PARK/RECREATION FUND | 17,671.69 | 0.00 | 671.83 | 16,999.86 |
| 211 | FIRE ASSOCIATION | 25,967.53 | 0.00 | 0.00 | 25,967.53 |
| 213 | FIRE EQUIPMENT MILLAGE FUND | 314,131.33 | 29.94 | 0.00 | 314,161.27 |
| 214 | PLANNING/ZONING COMMISSION | 34,601.74 | 405.00 | 1,433.34 | 33,573.40 |
| 216 | SPECIAL EVENTS FUND | 6,908.26 | 33.00 | 0.00 | 6,941.26 |
| 252 | WATER SUPRESSION FUND | 28,905.92 | 405.00 | 0.00 | 29,310.92 |
| 285 | AMERICAN RESCUE PLAN ACT | 201,802.46 | 0.00 | 0.00 | 201,802.46 |
| 402 | EQUIPMENT REPLACEMENT FUND | 54,471.74 | 0.00 | 110.25 | 54,361.49 |
| 701 | GENERAL AGENCY FUND | 1,377.70 | 1,640.00 | 100.00 | 2,917.70 |
| 703 | CURRENT TAX COLLECTION FUND | 101.43 | 100.68 | 0.00 | 202.11 |
| | TOTAL - ALL FUNDS | 2,171,186.49 | 26,531.36 | 52,069.31 | 2,145,648.54 |

CASH SUMMARY BY ACCOUNT FOR INLAND TOWNSHIP

FROM 06/01/2024 TO 06/30/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

| Fund Account | Description | Beginning Balance 06/01/2024 | Total Debits | Total Credits | Ending Balance 06/30/2024 |
|---|---|---|---|---|---|
| Fund 101 | GENERAL FUND | | | | |
| 001.000 | CASH-CHECKING | 1,055,972.71 | 8,327.28 | 13,116.35 | 1,051,183.64 |
| 001.002 | CASH-CHECKING - SWEEP ACCOUNT | (444,025.05) | 15,489.24 | 0.00 | (428,535.81) |
| 002.001 | CASH-SAVINGS CENTRAL STATE BANK | 13,081.88 | 0.00 | 0.00 | 13,081.88 |
| 002.005 | CENTRAL STATE BANK - SAVINGS | 0.00 | 0.00 | 0.00 | 0.00 |
| 002.006 | MICHIGAN CLASS | 141,403.80 | 0.00 | 0.00 | 141,403.80 |
| 002.011 | SWEEPS | (2,050.79) | 0.00 | 0.00 | (2,050.79) |
| 003.001 | TIME DEPOSIT - CENTRAL STATE BANK | 15,477.19 | 12.05 | 15,489.24 | 0.00 |
| 003.002 | CERTIFICATES OF DEPOSIT - HONOR STATE B | 0.00 | 0.00 | 0.00 | 0.00 |
| 003.003 | OLD CD | 0.00 | 0.00 | 0.00 | 0.00 |
| 003.005 | CERTIFICATES OF DEPOSIT HSB 621 | 54,124.60 | 0.00 | 0.00 | 54,124.60 |
| 004.000 | PETTY CASH | 200.00 | 0.00 | 0.00 | 200.00 |
| 004.001 | IMPREST CASH -TAX ACCOUNT | 200.00 | 0.00 | 0.00 | 200.00 |
| | GENERAL FUND | 834,384.34 | 23,828.57 | 28,605.59 | 829,607.32 |
| Fund 151 | CEMETERY TRUST FUND | | | | |
| 002.000 | CASH-SAVINGS | 7,493.14 | 0.00 | 0.00 | 7,493.14 |
| Fund 152 | BRUNDAGE CEMETERY | | | | |
| 001.000 | CASH-CHECKING | 3,109.11 | 0.00 | 0.00 | 3,109.11 |
| Fund 153 | COUNTRYSIDE CEMETERY | | | | |
| 001.000 | CASH-CHECKING | 2,183.35 | 0.00 | 0.00 | 2,183.35 |
| Fund 203 | LOCAL ROAD MILLAGE FUND | | | | |
| 001.000 | CASH-CHECKING | 222,832.70 | 29.19 | 0.00 | 222,861.89 |
| 002.006 | MICHIGAN CLASS | 16,346.71 | 0.00 | 0.00 | 16,346.71 |
| | LOCAL ROAD MILLAGE FUND | 239,179.41 | 29.19 | 0.00 | 239,208.60 |
| Fund 206 | FIRE FUND | | | | |
| 001.000 | CASH-CHECKING | 52,533.44 | 59.98 | 21,148.30 | 31,445.12 |
| 002.006 | MICHIGAN CLASS | 346,363.90 | 0.00 | 0.00 | 346,363.90 |
| | FIRE FUND | 398,897.34 | 59.98 | 21,148.30 | 377,809.02 |
| Fund 208 | PARK/RECREATION FUND | | | | |
| 001.000 | CASH-CHECKING | 6,124.15 | 0.00 | 671.83 | 5,452.32 |
| 002.000 | CASH-SAVINGS | 7,905.39 | 0.00 | 0.00 | 7,905.39 |
| 002.006 | MICHIGAN CLASS | 2,922.82 | 0.00 | 0.00 | 2,922.82 |
| 003.006 | CERTIFICATES OF DEPOSIT | 719.33 | 0.00 | 0.00 | 719.33 |
| | PARK/RECREATION FUND | 17,671.69 | 0.00 | 671.83 | 16,999.86 |
| Fund 211 | FIRE ASSOCIATION | | | | |
| 001.000 | CASH-CHECKING | 3,233.27 | 0.00 | 0.00 | 3,233.27 |
| 002.006 | MICHIGAN CLASS | 22,734.26 | 0.00 | 0.00 | 22,734.26 |
| | FIRE ASSOCIATION | 25,967.53 | 0.00 | 0.00 | 25,967.53 |
| Fund 213 | FIRE EQUIPMENT MILLAGE FUND | | | | |
| 001.000 | CASH-CHECKING | 20,731.31 | 29.94 | 0.00 | 20,761.25 |
| 002.006 | MICHIGAN CLASS | 293,400.02 | 0.00 | 0.00 | 293,400.02 |

CASH SUMMARY BY ACCOUNT FOR INLAND TOWNSHIP
FROM 06/01/2024 TO 06/30/2024
FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

| Fund Account | Description | Beginning Balance 06/01/2024 | Total Debits | Total Credits | Ending Balance 06/30/2024 |
|---|---|---|---|---|---|
| | FIRE EQUIPMENT MILLAGE FUND | 314,131.33 | 29.94 | 0.00 | 314,161.27 |
| Fund 214 | PLANNING/ZONING COMMISSION | | | | |
| 001.000 | CASH-CHECKING | 34,601.74 | 405.00 | 1,433.34 | 33,573.40 |
| Fund 216 | SPECIAL EVENTS FUND | | | | |
| 001.000 | CASH-CHECKING | 1,535.91 | 33.00 | 0.00 | 1,568.91 |
| 001.002 | SWEEP CASH-CHECKING | 0.00 | 0.00 | 0.00 | 0.00 |
| 002.006 | MICHIGAN CLASS | 5,372.35 | 0.00 | 0.00 | 5,372.35 |
| 004.000 | PETTY CASH | 0.00 | 0.00 | 0.00 | 0.00 |
| | SPECIAL EVENTS FUND | 6,908.26 | 33.00 | 0.00 | 6,941.26 |
| Fund 252 | WATER SUPRESSION FUND | | | | |
| 001.000 | CASH-CHECKING | 18,822.98 | 405.00 | 0.00 | 19,227.98 |
| 002.006 | MICHIGAN CLASS | 10,082.94 | 0.00 | 0.00 | 10,082.94 |
| | WATER SUPRESSION FUND | 28,905.92 | 405.00 | 0.00 | 29,310.92 |
| Fund 285 | AMERICAN RESCUE PLAN ACT | | | | |
| 001.000 | CASH-CHECKING | 201,802.46 | 0.00 | 0.00 | 201,802.46 |
| 001.002 | SWEEP CASH-CHECKING | 0.00 | 0.00 | 0.00 | 0.00 |
| | AMERICAN RESCUE PLAN ACT | 201,802.46 | 0.00 | 0.00 | 201,802.46 |
| Fund 402 | EQUIPMENT REPLACEMENT FUND | | | | |
| 001.000 | CASH-CHECKING | 3,293.60 | 0.00 | 110.25 | 3,183.35 |
| 001.002 | SWEEP CASH-CHECKING | 0.00 | 0.00 | 0.00 | 0.00 |
| 002.006 | MICHIGAN CLASS | 51,178.14 | 0.00 | 0.00 | 51,178.14 |
| | EQUIPMENT REPLACEMENT FUND | 54,471.74 | 0.00 | 110.25 | 54,361.49 |
| Fund 701 | GENERAL AGENCY FUND | | | | |
| 001.000 | CASH-CHECKING | 1,377.50 | 1,640.00 | 100.00 | 2,917.50 |
| 001.002 | CASH-CHECKING | 0.20 | 0.00 | 0.00 | 0.20 |
| | GENERAL AGENCY FUND | 1,377.70 | 1,640.00 | 100.00 | 2,917.70 |
| Fund 703 | CURRENT TAX COLLECTION FUND | | | | |
| 001.003 | TAX CHECKING ACCOUNT | 301.43 | 100.68 | 0.00 | 402.11 |
| 004.000 | PETTY CASH | (200.00) | 0.00 | 0.00 | (200.00) |
| | CURRENT TAX COLLECTION FUND | 101.43 | 100.68 | 0.00 | 202.11 |
| | TOTAL - ALL FUNDS | 2,171,186.49 | 26,531.36 | 52,069.31 | 2,145,648.54 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 101 - GOVERNING BODY | | | | | | |
| 101-101-703.000 | SALARIES | 5,202.00 | 1,300.50 | 433.50 | 3,901.50 | 25.00 |
| 101-101-704.000 | WAGES PART TIME | 1,300.00 | 540.00 | 0.00 | 760.00 | 41.54 |
| 101-101-709.000 | FICA | 810.00 | 191.28 | 33.18 | 618.72 | 23.61 |
| 101-101-718.000 | WORKERS COMPENSATION INSURANCE | 2,600.00 | 1,106.00 | 1,106.00 | 1,494.00 | 42.54 |
| 101-101-752.000 | SUPPLIES | 1,300.00 | 783.74 | 0.00 | 516.26 | 60.29 |
| 101-101-800.000 | OTHER SERVICES & CHARGES | 6,000.00 | 51.80 | 0.00 | 5,948.20 | 0.86 |
| 101-101-801.001 | PROFESSIONAL/CONTRACTED AUDIT | 18,000.00 | 15,600.00 | 0.00 | 2,400.00 | 86.67 |
| 101-101-820.000 | ATTORNEY FEES | 5,500.00 | 209.00 | 0.00 | 5,291.00 | 3.80 |
| 101-101-860.000 | TRANSPORTATION | 300.00 | 235.17 | 0.00 | 64.83 | 78.39 |
| 101-101-900.000 | PRINTING AND PUBLISHING | 6,000.00 | 737.66 | 39.02 | 5,262.34 | 12.29 |
| 101-101-910.000 | PROFESSIONAL DEVELOPMENT (EDUCATION) | 3,000.00 | 1,649.00 | 17.00 | 1,351.00 | 54.97 |
| 101-101-915.000 | MEMBERSHIPS | 2,200.00 | 3,956.69 | 3,956.69 | (1,756.69) | 179.85 |
| 101-101-957.000 | PROPERTY LIABILITY INSURANCE | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 |
| 101-101-959.000 | CHARGEBACKS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-101-972.000 | CAPITAL OUTLAY | 33,740.00 | 0.00 | 0.00 | 33,740.00 | 0.00 |
| Total Dept 101 - GOVERNING BODY | | 91,452.00 | 26,360.84 | 5,585.39 | 65,091.16 | 28.82 |
| Dept 171 - CHIEF EXECUTIVE, SUPERVISOR | | | | | | |
| 101-171-703.000 | SALARIES - SUPERVISOR | 22,860.00 | 5,715.00 | 1,905.00 | 17,145.00 | 25.00 |
| 101-171-709.000 | FICA | 1,745.00 | 464.74 | 145.74 | 1,280.26 | 26.63 |
| 101-171-752.000 | SUPPLIES | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-171-850.000 | COMMUNICATIONS (PHONE, RADIO, ETC.) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-171-860.000 | TRANSPORTATION | 300.00 | 100.50 | 0.00 | 199.50 | 33.50 |
| 101-171-910.000 | PROFESSIONAL DEVELOPMENT (EDUCATION) | 1,200.00 | 892.00 | 0.00 | 308.00 | 74.33 |
| 101-171-955.000 | MISCELLANEOUS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 171 - CHIEF EXECUTIVE, SUPERVISOR | | 26,805.00 | 7,172.24 | 2,050.74 | 19,632.76 | 26.76 |
| Dept 215 - CLERK | | | | | | |
| 101-215-703.000 | SALARIES - CLERK | 24,000.00 | 6,000.00 | 2,000.00 | 18,000.00 | 25.00 |
| 101-215-704.000 | WAGES PART TIME | 3,000.00 | 213.75 | 176.25 | 2,786.25 | 7.13 |
| 101-215-709.000 | FICA | 2,500.00 | 502.90 | 171.08 | 1,997.10 | 20.12 |
| 101-215-752.000 | SUPPLIES | 2,000.00 | 98.77 | 0.00 | 1,901.23 | 4.94 |
| 101-215-850.000 | COMMUNICATIONS (PHONE, RADIO, ETC.) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-215-860.000 | TRANSPORTATION | 500.00 | 108.54 | 0.00 | 391.46 | 21.71 |
| 101-215-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATION | 2,000.00 | 1,167.00 | 285.00 | 833.00 | 58.35 |
| 101-215-955.000 | MISCELLANEOUS | 2,000.00 | 23.88 | 0.00 | 1,976.12 | 1.19 |
| Total Dept 215 - CLERK | | 36,000.00 | 8,114.84 | 2,632.33 | 27,885.16 | 22.54 |
| Dept 247 - BOARD OF REVIEW | | | | | | |
| 101-247-704.000 | WAGES PART TIME | 1,800.00 | 60.00 | 0.00 | 1,740.00 | 3.33 |
| 101-247-709.000 | FICA | 175.00 | 4.59 | 0.00 | 170.41 | 2.62 |
| 101-247-900.000 | PRINTING AND PUBLISHING | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-247-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATION | 1,200.00 | 125.00 | 0.00 | 1,075.00 | 10.42 |
| Total Dept 247 - BOARD OF REVIEW | | 4,675.00 | 189.59 | 0.00 | 4,485.41 | 4.06 |
| Dept 253 - TREASURER | | | | | | |
| 101-253-703.000 | SALARIES - TREASURER | 22,860.00 | 5,715.00 | 1,905.00 | 17,145.00 | 25.00 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 101-253-704.000 | WAGES PART TIME | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-253-709.000 | FICA | 1,745.00 | 469.33 | 145.74 | 1,275.67 | 26.90 |
| 101-253-752.000 | SUPPLIES | 1,500.00 | 59.90 | 0.00 | 1,440.10 | 3.99 |
| 101-253-801.000 | PROFESSIONAL/CONTRACTUAL SERVICES | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 101-253-860.000 | TRANSPORTATION | 600.00 | 196.98 | 0.00 | 403.02 | 32.83 |
| 101-253-900.000 | PRINTING AND PUBLISHING | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00 |
| 101-253-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATION | 1,200.00 | 1,002.00 | 0.00 | 198.00 | 83.50 |
| 101-253-955.000 | MISCELLANEOUS | 640.00 | 0.00 | 0.00 | 640.00 | 0.00 |
| Total Dept 253 - TREASURER | | 37,145.00 | 7,443.21 | 2,050.74 | 29,701.79 | 20.04 |
| Dept 257 - ASSESSOR/EQUALIZATION DEPARTMENT | | | | | | |
| 101-257-703.000 | WAGES - ASSESSOR | 6,000.00 | 1,333.34 | 500.00 | 4,666.66 | 22.22 |
| 101-257-709.000 | FICA | 459.00 | 102.00 | 38.25 | 357.00 | 22.22 |
| 101-257-801.000 | PROFESSIONAL/CONTRACTUAL ASSESSOR | 15,188.00 | 4,205.82 | 1,554.16 | 10,982.18 | 27.69 |
| 101-257-860.000 | TRANSPORTATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-900.000 | PRINTING AND PUBLISHING | 3,000.00 | 260.00 | 0.00 | 2,740.00 | 8.67 |
| 101-257-955.000 | MISCELLANEOUS | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| Total Dept 257 - ASSESSOR/EQUALIZATION DEPARTMENT | | 25,347.00 | 5,901.16 | 2,092.41 | 19,445.84 | 23.28 |
| Dept 262 - ELECTIONS | | | | | | |
| 101-262-704.000 | WAGES PART TIME | 11,000.00 | 0.00 | 0.00 | 11,000.00 | 0.00 |
| 101-262-709.000 | FICA | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 101-262-752.000 | SUPPLIES | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 101-262-860.000 | TRANSPORTATION | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 101-262-900.000 | PRINTING AND PUBLISHING | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-262-934.000 | OTHER REPAIRS & MAINTENANCE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-262-955.000 | MISCELLANEOUS | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 |
| Total Dept 262 - ELECTIONS | | 23,800.00 | 0.00 | 0.00 | 23,800.00 | 0.00 |
| Dept 265 - BENDON BUILDING AND GROUNDS | | | | | | |
| 101-265-703.000 | SALARIES | 1,800.00 | 350.00 | 150.00 | 1,450.00 | 19.44 |
| 101-265-709.000 | FICA | 300.00 | 26.78 | 11.48 | 273.22 | 8.93 |
| 101-265-801.000 | PROFESSIONAL/CONTRACTUAL LAWN CARE | 700.00 | 170.00 | 70.00 | 530.00 | 24.29 |
| 101-265-801.001 | PROFESSIONAL/CONTRACTED SNOW REMOVAL | 600.00 | 600.00 | 0.00 | 0.00 | 100.00 |
| 101-265-920.000 | UTILITIES -- ELECTRICITY | 1,000.00 | 193.02 | 65.63 | 806.98 | 19.30 |
| 101-265-923.000 | PROPANE | 3,000.00 | 469.10 | 0.00 | 2,530.90 | 15.64 |
| 101-265-955.000 | MISCELLANEOUS | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-265-972.000 | CAPITAL OUTLAY | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| Total Dept 265 - BENDON BUILDING AND GROUNDS | | 13,900.00 | 1,808.90 | 297.11 | 12,091.10 | 13.01 |
| Dept 268 - TOWNSHIP OFFICE/FIRE DEPT | | | | | | |
| 101-268-703.000 | SALARIES | 4,200.00 | 750.00 | 250.00 | 3,450.00 | 17.86 |
| 101-268-704.001 | MECHANIC WAGES | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-268-709.000 | FICA | 500.00 | 57.37 | 19.12 | 442.63 | 11.47 |
| 101-268-752.000 | SUPPLIES | 1,000.00 | 278.34 | 278.34 | 721.66 | 27.83 |
| 101-268-801.000 | PROFESSIONAL/CONTRACTUAL LAWN CARE | 1,500.00 | 210.00 | 110.00 | 1,290.00 | 14.00 |
| 101-268-801.001 | PROFESSIONAL/CONTRACTED SNOW REMOVAL | 2,200.00 | 2,200.00 | 0.00 | 0.00 | 100.00 |
| 101-268-850.000 | COMMUNICATIONS (PHONE, RADIO, ETC.) | 3,500.00 | 734.88 | 244.96 | 2,765.12 | 21.00 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 101-268-919.000 | WATER & RUBBISH DISPOSAL | 1,000.00 | 124.92 | 124.92 | 875.08 | 12.49 |
| 101-268-920.000 | ELECTRIC | 6,000.00 | 1,114.23 | 398.79 | 4,885.77 | 18.57 |
| 101-268-921.000 | NATURAL GAS | 2,600.00 | 530.31 | 57.05 | 2,069.69 | 20.40 |
| 101-268-923.000 | PROPANE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-268-930.000 | LAND & BUILDING REPAIRS | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| 101-268-955.000 | MISCELLANEOUS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-268-972.000 | CAPITAL OUTLAY | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 |
| Total Dept 268 - TOWNSHIP OFFICE/FIRE DEPT | | 62,500.00 | 6,000.05 | 1,483.18 | 56,499.95 | 9.60 |
| Dept 304 - BLIGHT ORDINANCE ENFORCEMENT | | | | | | |
| 101-304-703.000 | SALARY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-304-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-304-752.000 | SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-304-860.000 | TRANSPORTATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 304 - BLIGHT ORDINANCE ENFORCEMENT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 101-336-801.000 | PROFESSIONAL/CONTRACTUL - HAZMAT CONTR | 395.00 | 0.00 | 0.00 | 395.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 395.00 | 0.00 | 0.00 | 395.00 | 0.00 |
| Dept 446 - ROADS, STREETS, BRIDGES (NOT ACT 510 | | | | | | |
| 101-446-801.000 | PROFESSIONAL/CONTRACTUAL ROADS | 30,800.00 | 0.00 | 0.00 | 30,800.00 | 0.00 |
| 101-446-920.000 | UTILITIES -- ELECTRICITY/INTERSECTION L | 800.00 | 160.44 | 53.48 | 639.56 | 20.06 |
| 101-446-972.000 | CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 446 - ROADS, STREETS, BRIDGES (NOT ACT 510 | | 31,600.00 | 160.44 | 53.48 | 31,439.56 | 0.51 |
| Dept 567 - CEMETERY | | | | | | |
| 101-567-752.000 | SUPPLIES & FLAGS | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 101-567-801.003 | CONTRACTED - INLAND/STAGECOACH LAWN CAR | 22,750.00 | 0.00 | 0.00 | 22,750.00 | 0.00 |
| 101-567-801.005 | PROFESSIONAL/CONTRACTUAL INLAND LAWN CA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-567-920.000 | UTILITIES - ELECTRICITY | 400.00 | 93.57 | 33.69 | 306.43 | 23.39 |
| 101-567-926.000 | PORTABLE TOILETS | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 101-567-955.000 | MISCELLANEOUS | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 |
| 101-567-972.000 | CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 567 - CEMETERY | | 28,950.00 | 93.57 | 33.69 | 28,856.43 | 0.32 |
| Dept 966 - TRANSFER OUT AND OTHER USES | | | | | | |
| 101-966-958.000 | CONTINGENCY | 6,886.00 | 0.00 | 0.00 | 6,886.00 | 0.00 |
| 101-966-995.001 | TRANSFERS OUT - PARKS & RECREATION FUN | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 101-966-995.002 | TRANSFERS OUT - ZONING/PLANNING | 40,000.00 | 0.00 | 0.00 | 40,000.00 | 0.00 |
| 101-966-995.003 | TRANSFERS OUT - WATER SUPPRESSION FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-966-995.004 | TRANSFER OUT - BRUNDAGE CEMETERY | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-966-995.005 | TRANSFER OUT - COUNTRYSIDE CEMETERY | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| 101-966-995.006 | TRANSFER OUT - FIRE DEPT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP



PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Total Dept 966 - TRANSFER OUT AND OTHER USES | | 64,986.00 | 0.00 | 0.00 | 64,986.00 | 0.00 |
| TOTAL EXPENDITURES | | 447,555.00 | 63,244.84 | 16,279.07 | 384,310.16 | 14.13 |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL EXPENDITURES | | 447,555.00 | 63,244.84 | 16,279.07 | 384,310.16 | 14.13 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 151 - CEMETERY TRUST FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 567 - CEMETERY | | | | | | |
| 151-567-955.000 | MISCELLANEOUS | 102.00 | 0.00 | 0.00 | 102.00 | 0.00 |
| Total Dept 567 - CEMETERY | | 102.00 | 0.00 | 0.00 | 102.00 | 0.00 |
| TOTAL EXPENDITURES | | 102.00 | 0.00 | 0.00 | 102.00 | 0.00 |
| Fund 151 - CEMETERY TRUST FUND: TOTAL EXPENDITURES | | 102.00 | 0.00 | 0.00 | 102.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 152 - BRUNDAGE CEMETERY | | | | | | |
| Expenditures | | | | | | |
| Dept 567 - CEMETERY | | | | | | |
| 152-567-801.000 | PROFESSIONAL/CONTRACTUAL BRUNDAGE | 1,700.00 | 0.00 | 0.00 | 1,700.00 | 0.00 |
| 152-567-958.000 | CONTINGENCY | 1,100.00 | 0.00 | 0.00 | 1,100.00 | 0.00 |
| Total Dept 567 - CEMETERY | | 2,800.00 | 0.00 | 0.00 | 2,800.00 | 0.00 |
| TOTAL EXPENDITURES | | 2,800.00 | 0.00 | 0.00 | 2,800.00 | 0.00 |
| Fund 152 - BRUNDAGE CEMETERY: TOTAL EXPENDITURES | | 2,800.00 | 0.00 | 0.00 | 2,800.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 153 - COUNTRYSIDE CEMETERY | | | | | | |
| Expenditures | | | | | | |
| Dept 567 - CEMETERY | | | | | | |
| 153-567-801.000 | PROFESSIONAL/CONTRACT COUNTRYSIDE LAWN | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| 153-567-958.000 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 567 - CEMETERY | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| Fund 153 - COUNTRYSIDE CEMETERY: TOTAL EXPENDITURES | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP



PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 203 - LOCAL ROAD MILLAGE FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 446 - ROADS, STREETS, BRIDGES (NOT ACT 510 | | | | | | |
| 203-446-989.000 | ROAD REHABILITATION | 103,397.00 | 0.00 | 0.00 | 103,397.00 | 0.00 |
| Total Dept 446 - ROADS, STREETS, BRIDGES (NOT ACT 510 | | 103,397.00 | 0.00 | 0.00 | 103,397.00 | 0.00 |
| TOTAL EXPENDITURES | | 103,397.00 | 0.00 | 0.00 | 103,397.00 | 0.00 |
| Fund 203 - LOCAL ROAD MILLAGE FUND: | | | | | | |
| TOTAL EXPENDITURES | | 103,397.00 | 0.00 | 0.00 | 103,397.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP



PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 206 - FIRE FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 206-336-703.000 | SALARIES - FIRE CHIEF | 18,000.00 | 4,500.00 | 1,500.00 | 13,500.00 | 25.00 |
| 206-336-703.001 | SALARIES - ASSISTANT FIRE CHIEF | 7,200.00 | 1,800.00 | 600.00 | 5,400.00 | 25.00 |
| 206-336-703.002 | CAPTAIN SALARIES | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 206-336-704.000 | WAGES PART TIME | 38,000.00 | 7,668.00 | 2,310.00 | 30,332.00 | 20.18 |
| 206-336-704.001 | MECHANIC WAGES | 2,500.00 | 416.00 | 0.00 | 2,084.00 | 16.64 |
| 206-336-709.000 | FICA | 5,490.00 | 1,100.39 | 337.40 | 4,389.61 | 20.04 |
| 206-336-718.000 | WORKER'S COMPENSATION INSURANCE | 2,500.00 | 1,959.00 | 1,959.00 | 541.00 | 78.36 |
| 206-336-722.000 | FOOD ALLOWANCE - MEALS - TRAINING | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 206-336-752.000 | SUPPLIES | 500.00 | 184.68 | 184.68 | 315.32 | 36.94 |
| 206-336-754.000 | TRUCK & CLEANING SUPPLIES | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 206-336-758.000 | DIESEL FUEL | 3,000.00 | 1,465.09 | 0.00 | 1,534.91 | 48.84 |
| 206-336-759.000 | GASOLINE | 4,000.00 | 251.58 | 127.42 | 3,748.42 | 6.29 |
| 206-336-767.000 | CLOTHING - UNIFORMS | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 206-336-768.000 | PERSONAL FIRE GEAR | 10,000.00 | 12.35 | 12.35 | 9,987.65 | 0.12 |
| 206-336-846.000 | PHYSICALS | 7,000.00 | 5,371.50 | 5,371.50 | 1,628.50 | 76.74 |
| 206-336-850.000 | COMMUNICATIONS (PHONE, RADIO, ETC.) | 3,000.00 | 243.45 | 81.15 | 2,756.55 | 8.12 |
| 206-336-900.000 | PRINTING AND PUBLISHING | 500.00 | 10.83 | 7.21 | 489.17 | 2.17 |
| 206-336-910.000 | PROFESSIONAL DEVELOPMENT - TRAINING | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 206-336-915.000 | MEMBERSHIPS - RTC | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 206-336-915.003 | MEMBERSHIPS - BENZIE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 206-336-929.000 | PREVENTIVE MAINTENANCE | 20,000.00 | 2,633.69 | 0.00 | 17,366.31 | 13.17 |
| 206-336-931.000 | EQUIPMENT REPAIRS | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 206-336-932.000 | VEHICLES REPAIRS | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 206-336-934.000 | OTHER REPAIRS & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 206-336-940.000 | RENT | 24,000.00 | 0.00 | 0.00 | 24,000.00 | 0.00 |
| 206-336-957.000 | PROPERTY LIABILITY INSURANCE | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 206-336-958.000 | CONTINGENCY | 17,333.00 | 8,657.59 | 8,657.59 | 8,675.41 | 49.95 |
| 206-336-959.000 | CHARGEBACKS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 206-336-977.000 | EQUIPMENT VEHICLE | 4,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 206-336-995.000 | SHARE OF DEPT.-101&268 | 15,740.00 | 0.00 | 0.00 | 15,740.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 216,463.00 | 36,274.15 | 21,148.30 | 180,188.85 | 16.76 |
| TOTAL EXPENDITURES | | 216,463.00 | 36,274.15 | 21,148.30 | 180,188.85 | 16.76 |
| Fund 206 - FIRE FUND: TOTAL EXPENDITURES | | 216,463.00 | 36,274.15 | 21,148.30 | 180,188.85 | 16.76 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 208 - PARK/RECREATION FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 751 - PARKS & RECREATION DEPARTMNET | | | | | | |
| 208-751-704.000 | WAGES PART TIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 208-751-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 208-751-801.001 | PROFESSIONAL/CONTRACTED SNOW REMOVAL | 2,000.00 | 600.00 | 0.00 | 1,400.00 | 30.00 |
| 208-751-801.002 | PROFESSIONAL/CONTRACTUAL LAWN CARE | 3,700.00 | 0.00 | 0.00 | 3,700.00 | 0.00 |
| 208-751-920.000 | UTILITIES | 1,000.00 | 92.36 | 33.92 | 907.64 | 9.24 |
| 208-751-934.000 | OTHER REPAIRS & MAINTENANCE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 208-751-958.000 | CONTINGENCY | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 208-751-972.000 | CAPITAL OUTLAY | 5,400.00 | 637.91 | 637.91 | 4,762.09 | 11.81 |
| Total Dept 751 - PARKS & RECREATION DEPARTMNET | | 15,100.00 | 1,330.27 | 671.83 | 13,769.73 | 8.81 |
| TOTAL EXPENDITURES | | 15,100.00 | 1,330.27 | 671.83 | 13,769.73 | 8.81 |
| Fund 208 - PARK/RECREATION FUND: TOTAL EXPENDITURES | | 15,100.00 | 1,330.27 | 671.83 | 13,769.73 | 8.81 |

# EXPENDITURE REPORT FOR INLAND TOWNSHIP

PERIOD ENDING 06/30/2024



| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 211 - FIRE ASSOCIATION | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 211-336-967.000 | PROJECT COSTS (NOT CAPITAL OUTLAY) | 4,250.00 | 0.00 | 0.00 | 4,250.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 4,250.00 | 0.00 | 0.00 | 4,250.00 | 0.00 |
| TOTAL EXPENDITURES | | 4,250.00 | 0.00 | 0.00 | 4,250.00 | 0.00 |
| Fund 211 - FIRE ASSOCIATION: TOTAL EXPENDITURES | | 4,250.00 | 0.00 | 0.00 | 4,250.00 | 0.00 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 213 - FIRE EQUIPMENT MILLAGE FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 213-336-972.000 | CAPITAL OUTLAY | 106,156.00 | 0.00 | 0.00 | 106,156.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 106,156.00 | 0.00 | 0.00 | 106,156.00 | 0.00 |
| TOTAL EXPENDITURES | | 106,156.00 | 0.00 | 0.00 | 106,156.00 | 0.00 |
| Fund 213 - FIRE EQUIPMENT MILLAGE FUND: TOTAL EXPENDITURES | | 106,156.00 | 0.00 | 0.00 | 106,156.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP



PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 214 - PLANNING/ZONING COMMISSION | | | | | | |
| Expenditures | | | | | | |
| Dept 701 - PLANNING/ZONING | | | | | | |
| 214-701-702.000 | WAGES FULL TIME | 9,000.00 | 2,250.00 | 750.00 | 6,750.00 | 25.00 |
| 214-701-704.000 | WAGES PART TIME | 6,500.00 | 920.00 | 320.00 | 5,580.00 | 14.15 |
| 214-701-704.001 | WAGES - PC RECORDING SECRETARY | 1,000.00 | 320.00 | 80.00 | 680.00 | 32.00 |
| 214-701-709.000 | FICA | 1,200.00 | 285.34 | 97.15 | 914.66 | 23.78 |
| 214-701-752.000 | SUPPLIES | 250.00 | 12.99 | 12.99 | 237.01 | 5.20 |
| 214-701-801.000 | PROFESSIONAL/CONTRACTUAL PLANNER | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 214-701-802.000 | PROFESSIONAL SERVICES ATTORNEY | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 214-701-850.000 | COMMUNICATIONS (PHONE, RADIO, ETC.) | 700.00 | 159.60 | 53.20 | 540.40 | 22.80 |
| 214-701-860.000 | TRANSPORTATION | 150.00 | 36.18 | 0.00 | 113.82 | 24.12 |
| 214-701-900.000 | PRINTING AND PUBLISHING | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 214-701-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATION | 1,000.00 | 575.00 | 120.00 | 425.00 | 57.50 |
| 214-701-955.000 | MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 214-701-958.000 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 214-701-995.000 | TRANSFERS OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 701 - PLANNING/ZONING | | 43,100.00 | 4,559.11 | 1,433.34 | 38,540.89 | 10.58 |
| Dept 722 - ZONING BOARD OF APPEALS | | | | | | |
| 214-722-704.000 | WAGES PART TIME | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 214-722-704.001 | WAGES PART TIME - ZBA RECORDING SECRET | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 214-722-709.000 | FICA | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| Total Dept 722 - ZONING BOARD OF APPEALS | | 900.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| TOTAL EXPENDITURES | | 44,000.00 | 4,559.11 | 1,433.34 | 39,440.89 | 10.36 |
| Fund 214 - PLANNING/ZONING COMMISSION: TOTAL EXPENDITURES | | 44,000.00 | 4,559.11 | 1,433.34 | 39,440.89 | 10.36 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 216 - SPECIAL EVENTS FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 754 - EVENTS COMMITTEE | | | | | | |
| 216-754-752.000 | SUPPLIES | 750.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 216-754-955.000 | MISCELLANEOUS | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00 |
| Total Dept 754 - EVENTS COMMITTEE | | 6,750.00 | 0.00 | 0.00 | 6,750.00 | 0.00 |
| TOTAL EXPENDITURES | | 6,750.00 | 0.00 | 0.00 | 6,750.00 | 0.00 |
| Fund 216 - SPECIAL EVENTS FUND: TOTAL EXPENDITURES | | 6,750.00 | 0.00 | 0.00 | 6,750.00 | 0.00 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 252 - WATER SUPRESSION FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 252-336-967.000 | PROJECT COSTS (NOT CAPITAL OUTLAY) | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| Fund 252 - WATER SUPRESSION FUND: TOTAL EXPENDITURES | | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 285 - AMERICAN RESCUE PLAN ACT | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 285-336-704.000 | WAGES PART TIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 285-336-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 751 - PARKS & RECREATION DEPARTMNET | | | | | | |
| 285-751-972.000 | CAPITAL OUTLAY | 201,802.00 | 0.00 | 0.00 | 201,802.00 | 0.00 |
| Total Dept 751 - PARKS & RECREATION DEPARTMNET | | 201,802.00 | 0.00 | 0.00 | 201,802.00 | 0.00 |
| TOTAL EXPENDITURES | | 201,802.00 | 0.00 | 0.00 | 201,802.00 | 0.00 |
| Fund 285 - AMERICAN RESCUE PLAN ACT: TOTAL EXPENDITURES | | 201,802.00 | 0.00 | 0.00 | 201,802.00 | 0.00 |

EXPENDITURE REPORT FOR INLAND TOWNSHIP



PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | ACTIVITY FOR MONTH 06/30/2024 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|
| Fund 402 - EQUIPMENT REPLACEMENT FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 402-336-955.000 | MISCELLANEOUS | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 402-336-977.000 | EQUIPMENT | 42,505.00 | 110.25 | 110.25 | 42,394.75 | 0.26 |
| Total Dept 336 - FIRE DEPARTMENT | | 52,505.00 | 110.25 | 110.25 | 52,394.75 | 0.21 |
| TOTAL EXPENDITURES | | 52,505.00 | 110.25 | 110.25 | 52,394.75 | 0.21 |
| Fund 402 - EQUIPMENT REPLACEMENT FUND: TOTAL EXPENDITURES | | 52,505.00 | 110.25 | 110.25 | 52,394.75 | 0.21 |
| TOTAL EXPENDITURES - ALL FUNDS | | 1,204,080.00 | 105,518.62 | 39,642.79 | 1,098,561.38 | 8.76 |

07/02/2024 CHECK REGISTER FOR INLAND TOWNSHIP

CHECK DATE FROM 06/11/2024 - 07/09/2024

| Check Date | Check | Vendor Name | Description | Amount |
|---|---|---|---|---|
| 06/11/2024 | 15346 | MICHIGAN TOWNSHIPS ASSOCIATION | premium pass classes | 1,900.00 |
| 06/11/2024 | 15347 | Shila Kiander | L4029 training | 25.00 |
| 06/18/2024 | 15348 | BIOCARE, INC | FD - physical | 365.00 |
| 06/18/2024 | 15349 | CHARTER COMMUNICATIONS | internet/phones | 244.96 |
| 06/18/2024 | 15350 | MICHIGAN TOWNSHIPS ASSOCIATION | Election training | 200.00 |
| | | | trustee meal for MTA conf. | 17.00 |
| | | | | 217.00 |
| 06/18/2024 | 15351 | SAM's CLUB MC/SYNCB | Parks/janitorial/Zone/FD | 1,113.92 |
| 06/18/2024 | 15352 | AT&T MOBILITY | FD - communications | 81.15 |
| 06/24/2024 | 15353 | CATHERINE KUZNICKI | deposit refund | 50.00 |
| 06/24/2024 | 15354 | DTE ENERGY | natural gas | 57.05 |
| 06/24/2024 | 15355 | VERIZON WIRELESS | zoning phone | 53.20 |
| 07/01/2024 | 15356 | Shila Kiander | Treasurer training | 25.00 |
| 07/01/2024 | 15357 | Barbara Foushee | Deposit refund | 50.00 |
| 07/01/2024 | 15358 | SARAH HOMAN | deposit refund | 50.00 |

101 G TOTALS:

Total of 13 Checks: **$ 4,232.28**

For Payroll ID: 90 Check Date: 06/30/2024 Pay Period End Date: 06/30/2024

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| 06/30/2024 | PR | BEECHRAFT , CINDY | Check: | 1001101 Payroll ID: 90 | | |
| JE: 1352 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 342.40 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 17.00 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 71.20 |
| | | | 101-265-703.000 | SALARIES | 150.00 | |
| | | | 101-265-709.000 | FICA | 11.48 | |
| | | | 101-268-703.000 | SALARIES | 250.00 | |
| | | | 101-268-709.000 | FICA | 19.12 | |
| | | | | | 430.60 | 430.60 |
| 06/30/2024 | PR | BROUWER, JAMES R | Check: | 1001102 Payroll ID: 90 | | |
| JE: 1353 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 200.16 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 33.18 |
| | | | 101-101-703.000 | SALARIES | 216.75 | |
| | | | 101-101-709.000 | FICA | 16.59 | |
| | | | | | 233.34 | 233.34 |
| 06/30/2024 | PR | BROW , GUNNAR P. | Check: | 1001103 Payroll ID: 90 | | |
| JE: 1354 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 460.33 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 1.42 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 76.50 |
| | | | 101-257-703.000 | WAGES - ASSESSOR | 500.00 | |
| | | | 101-257-709.000 | FICA | 38.25 | |
| | | | | | 538.25 | 538.25 |
| 06/30/2024 | PR | DAVIS, DAVID G | Check: | 1001104 Payroll ID: 90 | | |
| JE: 1355 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 1,759.26 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 291.48 |
| | | | 101-171-703.000 | SALARIES - SUPERVISOR | 1,905.00 | |
| | | | 101-171-709.000 | FICA | 145.74 | |
| | | | | | 2,050.74 | 2,050.74 |
| 06/30/2024 | PR | DEW, MARI E | Check: | 1001105 Payroll ID: 90 | | |
| JE: 1356 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 11.73 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 2.55 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 9.18 |
| | | | 214-000-001.000 | CASH-CHECKING | | 64.59 |
| | | | 214-701-704.000 | WAGES PART TIME | 60.00 | |

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| | | | 214-701-709.000 | FICA | 4.59 | |
| | | | | | 76.32 | 76.32 |
| 06/30/2024 | PR | FOSTER , LANDON OTTO | Check: | 1001106 Payroll ID: 90 | | |
| JE: 1357 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 10.58 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 2.30 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 8.28 |
| | | | 206-000-001.000 | CASH-CHECKING | | 58.14 |
| | | | 206-336-704.000 | WAGES PART TIME | 54.00 | |
| | | | 206-336-709.000 | FICA | 4.14 | |
| | | | | | 68.72 | 68.72 |
| 06/30/2024 | PR | HADFIELD , KAYLA J | Check: | 1001107 Payroll ID: 90 | | |
| JE: 1358 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 35.20 | |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 35.20 |
| | | | 206-000-001.000 | CASH-CHECKING | | 247.60 |
| | | | 206-336-704.000 | WAGES PART TIME | 230.00 | |
| | | | 206-336-709.000 | FICA | 17.60 | |
| | | | | | 282.80 | 282.80 |
| 06/30/2024 | PR | HUFFMAN , PAUL ALAN | Check: | 1001108 Payroll ID: 90 | | |
| JE: 1359 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 35.19 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 7.65 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 27.54 |
| | | | 214-000-001.000 | CASH-CHECKING | | 193.77 |
| | | | 214-701-704.000 | WAGES PART TIME | 60.00 | |
| | | | 214-701-709.000 | FICA | 13.77 | |
| | | | 214-701-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATIO | 120.00 | |
| | | | | | 228.96 | 228.96 |
| 06/30/2024 | PR | JOHNSON , ALEX CARL | Check: | 1001109 Payroll ID: 90 | | |
| JE: 1360 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 146.81 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 28.31 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 118.50 |
| | | | 206-000-001.000 | CASH-CHECKING | | 716.95 |
| | | | 206-336-704.000 | WAGES PART TIME | 666.00 | |
| | | | 206-336-709.000 | FICA | 50.95 | |
| | | | | | 863.76 | 863.76 |

For Payroll ID: 90 Check Date: 06/30/2024 Pay Period End Date: 06/30/2024

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| 06/30/2024 | PR | JOHNSON, ALEXANDER G | Check: | 1001110 Payroll ID: 90 | | |
| JE: 1361 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 48.12 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 10.46 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 37.66 |
| | | | 206-000-001.000 | CASH-CHECKING | | 264.83 |
| | | | 206-336-704.000 | WAGES PART TIME | 246.00 | |
| | | | 206-336-709.000 | FICA | 18.83 | |
| | | | | | 312.95 | 312.95 |
| 06/30/2024 | PR | KUZNICKI , CATHERINE M | Check: | 1001111 Payroll ID: 90 | | |
| JE: 1362 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 218.17 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 36.16 |
| | | | 101-215-704.000 | WAGES PART TIME | 176.25 | |
| | | | 101-215-709.000 | FICA | 18.08 | |
| | | | 101-215-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATIO | 60.00 | |
| | | | | | 254.33 | 254.33 |
| 06/30/2024 | PR | MILLER , MARY E | Check: | 1001112 Payroll ID: 90 | | |
| JE: 1363 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 156.22 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 11.76 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 65.36 |
| | | | 101-101-703.000 | SALARIES | 216.75 | |
| | | | 101-101-709.000 | FICA | 16.59 | |
| | | | 214-000-001.000 | CASH-CHECKING | | 64.59 |
| | | | 214-701-704.000 | WAGES PART TIME | 60.00 | |
| | | | 214-701-709.000 | FICA | 4.59 | |
| | | | | | 297.93 | 297.93 |
| 06/30/2024 | PR | ORTH , MARC JOSEPH | Check: | 1001113 Payroll ID: 90 | | |
| JE: 1364 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 3.38 | |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 3.38 |
| | | | 206-000-001.000 | CASH-CHECKING | | 23.69 |
| | | | 206-336-704.000 | WAGES PART TIME | 22.00 | |
| | | | 206-336-709.000 | FICA | 1.69 | |
| | | | | | 27.07 | 27.07 |
| 06/30/2024 | PR | PFOST , DAYTON D | Check: | 1001114 Payroll ID: 90 | | |
| JE: 1365 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 687.97 | |

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 103.36 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 584.61 |
| | | | 206-000-001.000 | CASH-CHECKING | | 2,618.05 |
| | | | 206-336-703.000 | SALARIES - FIRE CHIEF | 1,500.00 | |
| | | | 206-336-704.000 | WAGES PART TIME | 932.00 | |
| | | | 206-336-709.000 | FICA | 186.05 | |
| | | | | | 3,306.02 | 3,306.02 |
| 06/30/2024 | PR | SKUSA , JENICE LYNN | Check: | 1001115 Payroll ID: 90 | | |
| JE: 1366 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 30.62 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 5.00 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 25.62 |
| | | | 206-000-001.000 | CASH-CHECKING | | 109.81 |
| | | | 206-336-704.000 | WAGES PART TIME | 102.00 | |
| | | | 206-336-709.000 | FICA | 7.81 | |
| | | | | | 140.43 | 140.43 |
| 06/30/2024 | PR | SMITH, DEREK J | Check: | 1001116 Payroll ID: 90 | | |
| JE: 1367 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 147.30 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 35.50 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 111.80 |
| | | | 206-000-001.000 | CASH-CHECKING | | 645.90 |
| | | | 206-336-703.001 | SALARIES - ASSISTANT FIRE CHIEF | 600.00 | |
| | | | 206-336-709.000 | FICA | 45.90 | |
| | | | | | 793.20 | 793.20 |
| 06/30/2024 | PR | THOMAS , NELLIE M | Check: | 1001117 Payroll ID: 90 | | |
| JE: 1368 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 11.73 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 2.55 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 9.18 |
| | | | 214-000-001.000 | CASH-CHECKING | | 64.59 |
| | | | 214-701-704.000 | WAGES PART TIME | 60.00 | |
| | | | 214-701-709.000 | FICA | 4.59 | |
| | | | | | 76.32 | 76.32 |
| 06/30/2024 | PR | TURMEL , LAURA L. | Check: | 1001118 Payroll ID: 90 | | |
| JE: 1369 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 15.64 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 3.40 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 12.24 |
| | | | 214-000-001.000 | CASH-CHECKING | | 86.12 |

For Payroll ID: 90 Check Date: 06/30/2024 Pay Period End Date: 06/30/2024

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| | | | 214-701-704.000 | WAGES PART TIME | 80.00 | |
| | | | 214-701-709.000 | FICA | 6.12 | |
| | | | | | 101.76 | 101.76 |
| 06/30/2024 | PR | WADDELL, AIDEN R | Check: | 1001119 Payroll ID: 90 | | |
| JE: 1370 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 8.86 | |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 8.86 |
| | | | 206-000-001.000 | CASH-CHECKING | | 62.43 |
| | | | 206-336-704.000 | WAGES PART TIME | 58.00 | |
| | | | 206-336-709.000 | FICA | 4.43 | |
| | | | | | 71.29 | 71.29 |
| 06/30/2024 | PR | WELLER, JAMES C | Check: | 1001120 Payroll ID: 90 | | |
| JE: 1371 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 146.62 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 31.88 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 114.74 |
| | | | 214-000-001.000 | CASH-CHECKING | | 807.37 |
| | | | 214-701-702.000 | WAGES FULL TIME | 750.00 | |
| | | | 214-701-709.000 | FICA | 57.37 | |
| | | | | | 953.99 | 953.99 |
| 06/30/2024 | PR | WIRTH , ROSE A | Check: | 1001121 Payroll ID: 90 | | |
| JE: 1372 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | 15.64 | |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 3.40 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 12.24 |
| | | | 214-000-001.000 | CASH-CHECKING | | 86.12 |
| | | | 214-701-704.001 | WAGES - PC RECORDING SECRETARY | 80.00 | |
| | | | 214-701-709.000 | FICA | 6.12 | |
| | | | | | 101.76 | 101.76 |
| 06/30/2024 | PR | WIRTH , ROSE A. | Check: | 1001122 Payroll ID: 90 | | |
| JE: 1373 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 1,501.33 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 85.00 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 566.67 |
| | | | 101-215-703.000 | SALARIES - CLERK | 2,000.00 | |
| | | | 101-215-709.000 | FICA | 153.00 | |
| | | | | | 2,153.00 | 2,153.00 |

For Payroll ID: 90 Check Date: 06/30/2024 Pay Period End Date: 06/30/2024

| Post Date | Journal | Description | GL Number | GL Description | DR Amount | CR Amount |
|---|---|---|---|---|---|---|
| 06/30/2024 | PR | ZIELINSKI, THERESE L | Check: | 1001123 Payroll ID: 90 | | |
| JE: 1374 POSTED (ID: 9464) | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 1,459.47 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 80.96 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 510.31 |
| | | | 101-253-703.000 | SALARIES - TREASURER | 1,905.00 | |
| | | | 101-253-709.000 | FICA | 145.74 | |
| | | | | | 2,050.74 | 2,050.74 |
| Grand Totals: | | | | | | |
| | | | 101-000-001.000 | CASH-CHECKING | | 4,741.95 |
| | | | 101-000-228.000 | DUE TO STATE OF MICHIGAN | | 432.50 |
| | | | 101-000-229.000 | DUE TO FEDERAL GOVERNMENT | | 2,769.89 |
| | | | 101-101-703.000 | SALARIES | 433.50 | |
| | | | 101-101-709.000 | FICA | 33.18 | |
| | | | 101-171-703.000 | SALARIES - SUPERVISOR | 1,905.00 | |
| | | | 101-171-709.000 | FICA | 145.74 | |
| | | | 101-215-703.000 | SALARIES - CLERK | 2,000.00 | |
| | | | 101-215-704.000 | WAGES PART TIME | 176.25 | |
| | | | 101-215-709.000 | FICA | 171.08 | |
| | | | 101-215-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATIO | 60.00 | |
| | | | 101-253-703.000 | SALARIES - TREASURER | 1,905.00 | |
| | | | 101-253-709.000 | FICA | 145.74 | |
| | | | 101-257-703.000 | WAGES - ASSESSOR | 500.00 | |
| | | | 101-257-709.000 | FICA | 38.25 | |
| | | | 101-265-703.000 | SALARIES | 150.00 | |
| | | | 101-265-709.000 | FICA | 11.48 | |
| | | | 101-268-703.000 | SALARIES | 250.00 | |
| | | | 101-268-709.000 | FICA | 19.12 | |
| | | | 206-000-001.000 | CASH-CHECKING | | 4,747.40 |
| | | | 206-336-703.000 | SALARIES - FIRE CHIEF | 1,500.00 | |
| | | | 206-336-703.001 | SALARIES - ASSISTANT FIRE CHIEF | 600.00 | |
| | | | 206-336-704.000 | WAGES PART TIME | 2,310.00 | |
| | | | 206-336-709.000 | FICA | 337.40 | |
| | | | 214-000-001.000 | CASH-CHECKING | | 1,367.15 |
| | | | 214-701-702.000 | WAGES FULL TIME | 750.00 | |
| | | | 214-701-704.000 | WAGES PART TIME | 320.00 | |
| | | | 214-701-704.001 | WAGES - PC RECORDING SECRETARY | 80.00 | |
| | | | 214-701-709.000 | FICA | 97.15 | |
| | | | 214-701-910.000 | PROFESSIONAL DEVELOPMENT - EDUCATIO | 120.00 | |
| | | | | | 14,058.89 | 14,058.89 |

# County Commissioner Report
# Art Jeannot
## 7-2024

- **County Administration**
  - The Commissioners have been working with Networks Northwest to update the County's' Master Plan.
  - The BOC will begin discussions on the re-negotiation of the County Administrator's employment contract.
- **Other**
  - The Benzie County Road Commission continues to explore the development of a new building. At the June 25th BOC meeting they requested the County seek a ballot proposal to acquire a bond in the amount of $18M for the November 5th election. Action was tabled until July 9th meeting.
  - I learned that Benzie County as a 1/3 owner of the Frankfort Dow Memorial Airport does not have a vote on issues related to the operation. I have asked the by-laws be revised to correct this.
  - Maples continue to focus on serving Benzie County residence. All residents admitted in January are from Benzie County. In addition approximately 90% of residents currently are from our County. Presently they are at 100% capacity. Profitability and use by local tax payers has been a focus for them. This has been an improvement from earlier times.

# Zoning Administrator Report
# June 2024

To: Board of Trustees

From: Jim Weller- Zoning Administrator

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## Land Use Permits For Inland Township

| | | |
|---|---|---|
| Single Family Dwelling (SFD) | 4/ month | 7/ytd |
| SFD Addition | 0/ month | 0/ytd |
| Accessory Building | 1/ month | 10/ytd |
| Deck/Porch | 0/ month | 2/ytd |
| New Commercial Structure | 0/ month | 0/ytd |
| Commercial Addition/Alteration | 0/ month | 0/ytd |
| Sign | 0/ month | 0/ytd |
| Solar Array | 0/month | 2/ytd |

| | | |
|---|---|---|
| **Land Divisions** | 0/month | 5/ytd |

## Inland Township Planning Commission

| | | |
|---|---|---|
| Past meetings: June 17th, 2024 | 1/ month | 5/ytd |

Future meetings:
July $15^{th}$,2024 @ 6:00 PM

## Maner Costerisan Financial Management Training – June 24, 2024
## Trustee Brouwer's Takeaway Report

This report is a recap of what I perceive as the key takeaways and highlights from the Special Meeting held on Monday, June 24, 2024 from 5:00–8:30 p.m. It was conducted by Rod Taylor, Senior Governmental Consultant (link). The purpose of this Special Meeting was to educate the Inland Township Board of Trustees on the many integrated parts of managing a township that are reflected in building and maintaining a budget that serves its citizens.

This training session was recorded and is available to everyone to watch on Youtube. Check the new Inland Township website (inlandtownshipmi.gov) calendar under June 24, 2024 for the link. Copies of the handout Rod provided are also available at the Township office.

**Good Governance**

Every vibrant community rests on the pillars of Public Safety, Planning/Zoning/Development, Quality of Life, Infrastructure, and Schools. Those pillars are built on a foundation of Strong Financial Management and Public Engagement.

There are numerous challenges to good governance. At the heart of everything is strategic planning which is driven by two questions. Where are we now? Where are we going? In my opinion, most of the current issues negatively impacting Inland Township arise from our collective inability to answer either of those questions as a board or a community. For too long our board has failed to engage the community in an effort to answer these questions. We need to do a better job of setting a strategic direction for the future.

**Government Financial Primer**

Rod covered a lot of territory regarding the core basics of governmental finances in a way that really clarifies a number of common misconceptions. One of the biggest misconceptions is that our budget *must* balance to zero. That is, our budgeted income minus budgeted expenses must net out at zero. This is not only false, there are some inherent problems with that approach. With a zero sum budget, one cannot tell if there wasn't enough thought put into what income is to be expected or the expenses to be incurred. In practice, they never match.

Inland Township currently has some substantial fund surpluses — more than is considered fiscally healthy. Our current financial position reflects our lack of Strategic Direction. There is currently no long-term forecasting or long-term plan. We are in the dark when it comes to deferred maintenance needs and have not developed a CIP (Capital Improvement Program). One is called for in our township's Policies & Procedures and is a part of a best practices budgeting approach.

## Fiscal Indicators

There are a variety of indicators of a township's financial health. Rod introduced the board to a variety of free online tools that will help us better understand our financial position. While these financial indicators are helpful, they don't provide a complete picture. They are limited in scope, sometimes complex, and are open to misinterpretation.

There are other indicators that should be considered, not the least of which is understanding the population makeup of Inland Township. I'm not sure we have a clear picture of what that currently is or where it may be headed. We can't do a good job of strategic planning without a better understanding of who we are.

## Budgeting

Budgeting is more than simply allocating resources. To properly deliver services to the community, a budget must take into consideration the Township's Goals, Priorities, and applicable Statutes. Your Board of Trustees makes financial decisions of behalf of Inland Township citizens and is legally obligated to act in their best interests.

***Purpose of Budgets***

The goal of any budget is to allocate limited resources to where they are most needed. This involves far more than just cranking out a set of numbers. Embracing all required aspects of proper budget development provides a variety of benefits, which in turn strengthen the adopted budget and the community as a whole.

Budgeting acknowledges that the Strategic Plan and Capital Improvement Program drive the Budget, not the other way around.

Improved Decision Making
- Policy Document
- Defines Priorities
- Sets Expectations

Transparency
- Communication Tool
- Keeps the Public Informed

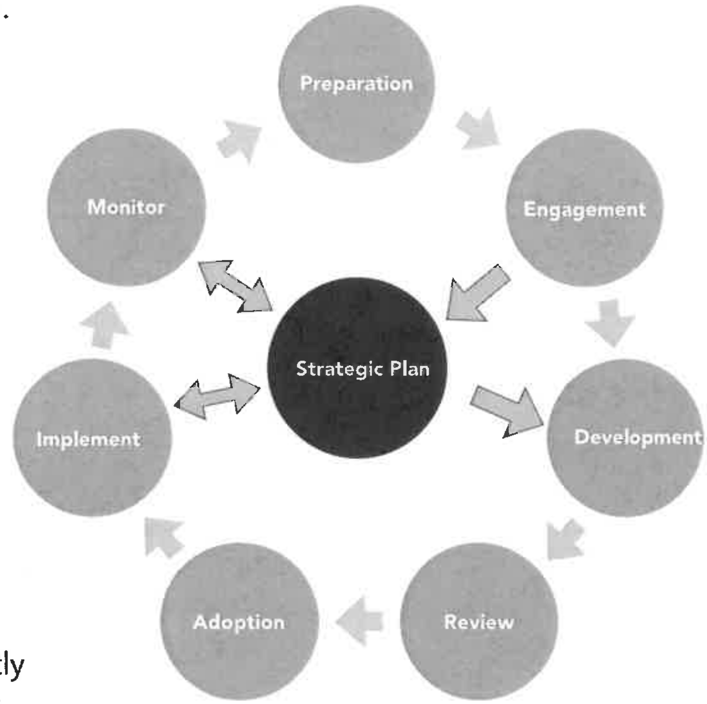
Financial Plan
- Evaluates Options
- Short-Term
- Long-Term

Fiscal Responsibility
- Operation Guide
- Fiscal Management Monitoring
- Accountability
- Implementation Tool

***Budget Process***

There are multiple elements that comprise and interact with each other in the budgeting process. In reality this is a never-ending cycle. After a fiscal year's budget is set, the next step is to implement and monitor it even as the next year's budget is being developed.

At the heart of the process is the Strategic Plan. Everything that happens revolves around that plan. Inland Township doesn't have one and needs to begin work on developing it.




***Strategic Plan***

At the heart of Good Governance is a Strategic Plan. It drives the budget. Without one, our township is a rudderless boat being tossed around by a stormy mix of events and circumstances.

Strategic planning provides the vision and direction needed to properly allocate our resources. It requires effective community engagement, something that we need to greatly improve. We must develop better standards of accountability and measures of performance.

The Strategic Plan is critical to good governance as it provides answers to the key questions of where we are now and where we want our community to head. Without this plan we will remain lost.

***Preparation***

We should develop a Budget Calendar that starts the process of developing the next fiscal year's budget 4 to 6 months prior to the end of the current fiscal year (March 31st). Included should be an updating of the CIP plus reviews of the Strategic Plan and Master Plan. Information to be gathered and reviewed includes wages and employee contracts, service contracts, and road projects.

★ One of Rod's suggestions was to establish a Finance Committee to assist the Board and other Township committees with the budget process.

***Engagement***

Meetings with committee and department heads should capture the consideration of new projects, employee requirements, and capital requests. After that initial information is gathered, there should be a Special Meeting / Board Work Session to review and discuss priorities while also taking in input from members of the community.

***Development***

Review of each general ledger line item projected to the year-end begins this process. The next step is to project what revenues are anticipated for the upcoming year. Then each expenditure item should be forecast based on historical averages and relevant information.

***Review***

Interestingly, it is the Planning Commission that adopts the Capital Improvement Program. This actually makes sense as it is responsible for setting the Master Plan (a major part of the overall Strategic Plan). The Planning Commission & Board should hold a Public Hearing / Budget Work Shop to present and explain this portion of the proposed budget and how it integrates with the Master Plan along with any proposed changes to Township Ordinances.

***Adoption***

Before the end of the current fiscal year, the Board must adopt the proposed budget for the upcoming fiscal year. Best practices recommend that the board also assigns transfer authority as well as a fiscal officer to provide fiscal reporting. At the time of budget adoption, the board should also adopt an updated CIP, fee schedules, set wages, and update the Strategic Plan.

***Implementation***

Your Board of Trustees has the fiduciary responsibility to not only develop a budget, but the requirement to actually manage it. Included in a monthly report should not only be the revenue and expenditures, but progress on any capital projects, operations, new legal requirements, unexpected events, and performance measures. Every Board action should tie directly to the Strategic Plan.

***Monitoring***

The Board approves all disbursements of funds including payroll. One of the items that needs to be updated and clarified in our Policies & Procedures is a Purchasing Policy.

***Budget Messaging***

There is much room for improvement when it comes to our Township's Budget Report. Rather than just dropping multiple pages of financials, the Board needs to convey a comprehensive message that ties to the Strategic Plan. The annual budget presentation should highlight accomplishments, priorities, changes, upcoming issues, and factors impacting our communities future.

## Audit

There is a common misconception that the sole purpose of an audit is fraud detection. That is only one of its many purposes. Audits also insure the Township's financial integrity and operational compliance which in turn improves informed decision making, mitigates risk, and improves the public's trust that the Township is being well managed.

One other common misconception is that an audit report is the auditor's. In fact, it is Township's (Board of Trustees') report. It is simply put together by a third party that is qualified to review our work.

Rod walked us through Inland Township's most recent audit. We scored very low marks when it came to the Management Discussion and Analysis section of the audit. He provided numerous tips regarding ways we can substantially improve our report as well as better ways to work with our auditor.

**Closing Comments**

In addition to the wealth of advice he provided regarding our overall fiscal management, Rod had several suggestions to improve our chart of accounts. We have too many special revenue funds that really aren't "special." Several funds should be moved to the General Fund.

- Cemetery Trust Fund (Perpetual Care Fund)
- Brundage Cemetery
- Countryside Cemetery
- Park/Recreation Fund
- Planning/Zoning Commission
- Special Events Fund
- Water Suppression Fund (This might also be moved to Fire Equipment or Fire Operations.)

Other fund suggestions include:

- Equipment Replacement Fund (Our auditor should help evaluate if and where to move this fund.)
- Fire Association Fund (This fund needs to be eliminated entirely.)

★ Perhaps the highlight of the session was Rod's suggestion on how to easily capture the entire $201,802 of the American Rescue Plan Act Fund (ARPA). We can retroactively write it off to payroll going back to March of 2020. The entire amount of this fund can then be moved to the General Fund. This quickly and safely captures the funds without any need to rush a decision on how it should be committed before the end of this calendar year. Doing this will allow the Township to take a deep breath and do a better job of incorporating these (and other) funds into a proper Strategic Plan.

Maner Costerisan

2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912
517.323.7500
517.323.6346

June 27, 2024

Inland Township
Interlochen, Michigan

Maner Costerisan is pleased that Inland Township (the Township) has expressed interest in our firm and our municipal government expertise. We are submitting the following proposed engagement letter for consideration and selection of services that we may be able to assist the Township with.

We are prepared to provide a full range of accounting and consulting services to Inland Township as requested. The purpose of this engagement letter is to identify the scope of available accounting and consulting services, that we are able to provide as requested, and confirm the terms of our engagement.

**Scope of Services**

The scope of accounting and consulting services that can be provided to the Township, as you request them, are outlined below. While this listing includes the full range of services available from Maner Costerisan, the specific services anticipated to be provided at the current time as the Township requests them, are separated below from those other services that are available upon further request after the services commence.

We understand that our duties will potentially help ensure the completion of the following items as requested:

- Perform a preliminary general "field review" of the Township's procedures by obtaining a general understanding of the Township's programs and financial procedures and then a detailed understanding of the same by reviewing documentation and discussions with management.

- Analyze current systems in place related to all significant accounting functions and potentially develop a detailed accounting manual to be utilized Township-wide to effectively and efficiently process accounting transactions, as necessary.

- If desired, we can further train administrative staff on essential functions necessary for day-to-day operations while implementing and maintaining critical internal controls. This would include specific training on whatever accounting software package the Township utilizes.

- Develop and implement policies and procedures standardizing accounting functions across the Township, if needed.

- Review of organizational structure and provide recommendations on opportunities for efficiencies, as needed.

- Develop timelines and tasks lists on duties to be conducted and when they need to be completed.

- Assist with various accounting functions as needed, including audit prep services, budgetary evaluations, etc. as needed.
- Assist with the analysis of the general ledger to reconcile material accounts, etc. as requested.
- Meet with Township management to discuss any accounting issues, findings that arise, and recommend corrective actions.
- Provide financial consulting services upon request.

Additional management advisory services may be requested throughout this engagement, as necessary:

- General accounting advisory assistance, as requested.
- Internal control policies and procedures review and updating.
- Updating Township Chart of Accounts for State of Michigan compliance.
- Grant regulation compliance assistance.
- Investigation of allegations or concerns, if identified.
- Other contracted accounting outsourced solutions.

**Township Responsibilities**

The Township is, and will continue to be, solely responsible for establishing and maintaining an effective accounting and internal control system, including, without limitation, systems designed to assure compliance with policies, procedures, and applicable laws and regulations.

The Township will be responsible for establishing the scope of the accounting and consulting services and the resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the accounting and consulting services to be performed by Maner Costerisan, providing overall direction and oversight for each service, reviewing, approving, and accepting the results of the work.

If our engagement involves assistance with the preparation of draft annual financial statements for use by an external auditor, our work will be considered a prelude to the audit performed on the Township's behalf and not the submission of compiled financial statements as defined by the standards for accounting and review services of the AICPA. The draft financial statements we provide to the external auditor, on the Township's behalf, will be prepared in accordance with accounting principles generally accepted in the United States, will be limited to management's representations, and will include no opinion, report, or any form of assurance on the statements from us. Because we can provide no form of assurance on such statements, any engagement to prepare these draft financial statements for auditor use cannot be relied upon to disclose errors, fraud, or illegal acts. The Township will be responsible for the fair presentation of such statements, and it will make such representations to the external auditors. The Township also represents to us that it is responsible for the basis of accounting and assumptions used in the preparation of the draft financial statements. The Township also agrees not to use the draft financial statements, prepared as a prelude to the audit, in any manner other than for use by the external auditor, and will not distribute or allow use of such draft statements to or by third-parties.

The Township retains responsibility for performing management functions and making management decisions, including but not limited to, the adequacy of the Township's policies and procedures. Accordingly, we may submit to the Township journal entries, listings of transactions or other entries or changes or a summary of these for the Township's approval. The appropriate individual at the Township should review these items and contact us regarding any questions or changes that the Township wishes to be made. The Township is responsible and accountable for overseeing the services rendered under this engagement.

As indicated above, the Township is responsible for supplying us with all necessary information and for allowing us access to personnel to assist in performing our services. A list of information and assistance that the Township will need to provide may be supplied by us. The Township's failure to provide this information in a timely manner may impair our ability to provide service and may result in increased fees.

The Township agrees that any final reports issued by Maner Costerisan in the conduct of our services engagement are intended solely for the information and use of Township staff, management, and the governing body. Any such reports may include wording that describes the limitations on their distribution.

**Maner Costerisan Responsibilities**

Maner Costerisan is responsible for providing the services requested from those anticipated or available, as defined in the Scope of Services section of this letter. Such services will be performed in accordance with the applicable accounting and consulting professional standards of the American Institute of CPAs (AICPA).

Maner Costerisan will be responsible for reporting or otherwise communicating to the Township Management &/or the Township Board any findings or recommendations, it determines necessary, resulting from the accounting and consulting services provided.

**Additional Terms and Responsibilities**

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts. However, we will inform the appropriate level of management of any material errors and of any evidence or information that comes to our attention during the performance of our procedures, indicating that fraud may have occurred. In addition, we will inform the Township of any evidence or information that comes to our attention during the performance of our procedures regarding illegal acts that potentially may have occurred.

The Township is responsible for the safeguarding of assets, for the proper recording of transactions in the general ledger, for the substantial accuracy of the financial records, and the full and accurate disclosure to us of all relevant facts affecting the engagement. The Township also has the final responsibility for any filings we do on the Township's behalf and, therefore, the appropriate officials should review them carefully before an authorized officer signs and submits.

If, during our work, we discover information that materially affects prior-year information, we will make the Township aware of the facts. However, we cannot be responsible for identifying all items that may affect prior-year information. If the Township becomes aware of such information during the year, please contact us to discuss the best resolution of the issue. We will be happy to assist in adjusting information and/or filings as part of this engagement.

We value each and every one of our clients as well as each and every one of our employees. We have spent a great deal of time and resources to locate, train, and retain our employees. We respectfully request that the Township not solicit our employees to work for the Township. If the Township does hire one of our employees within 2 years of when they last worked for Maner Costerisan, we will be due a finder's fee equal to 100% of the annual salary of said individual. Payment will be due within 10 days of receipt of our invoice.

Considering our current relationship as an independent member of the BDO Alliance USA, the firm may from time to time, and depending on the circumstances, use third-party service providers in serving the Township's account. We may share confidential information about the Township with these service providers but remain committed to maintaining the confidentiality and security of the Township's information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of the Township's personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of the Township's information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of the Township's confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, the Township will be asked to provide its consent prior to the sharing its confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by a such third-party service provider.

In connection with this engagement, we may communicate with the Township or others via e-mail transmission. As e-mails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that e-mails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication or e-mail transmissions, or for the unauthorized use or failed delivery of e-mails transmitted by us in connection with the performance of this engagement. In that regard, the Township agrees that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, the Township agrees that, notwithstanding the statute of limitations of the State of Michigan, any claim based on this engagement must be commenced within 12 months after performance of our service, unless the Township has previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

The Township agrees that our maximum liability for any negligent errors or omissions committed by us in the performance of the engagement will be limited to the amount of our fees for this engagement, except to the extent determined to result from our gross negligence or willful misconduct.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules. If the parties are unable to resolve the dispute through mediation within 60 days from the date notice is first given from one party to the other as to the existence of a dispute and the demand to mediate, then they may proceed to resolve the matter by arbitration if this agreement provides that the particular dispute is subject to arbitration, or by whatever other lawful means are available to them if this agreement does not provide for arbitration of the particular dispute. Costs of any mediation proceeding shall be shared equally by all parties.

Inland Township and Maner Costerisan both agree that any dispute over fees charged by Maner Costerisan to the client will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. Such arbitration shall be binding and final. The arbitration shall take place at Lansing, Michigan. Any hearing shall be before one arbitrator in accordance with Rule 17 of the Commercial Arbitration Rules of the American Arbitration Association (the Rules). Any award rendered by the Arbitrator pursuant to this Agreement may be filed and entered and shall be enforceable in the appropriate court of the County in which arbitration proceeds. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorney's fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

**Fees and Costs**

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by our firm in providing the services including travel time/costs, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our discounted hourly rates as noted below, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

| | |
|---|---|
| Associate | $ 185 |
| Manager | 235 |
| Senior Manager | 270 |
| Principal | 395 |

We do not bill for most basic phone calls and questions regarding minimal research (less than quarter-hour). Brief phone conversations during the year are encouraged at no additional cost. Our rates increase annually on an incremental basis.

Our initial assessment and commencement of our various services will require a mixed time from various levels of staffing. We will work as efficiently and effectively as possible to maintain reasonable costs. We will bill the Township any costs (including travel related costs) based on the value of the services received from our team members involved until our services are no longer needed. Our ability to keep costs down is predicated on Township staff cooperation and providing necessary information on a timely basis. If the Township would like additional assistance over the noted elements those hours will be billed at the rates noted after approval is given.

All projects/services detailed in the scope of services section would be billed at the hourly rates noted above, as requested. With an engagement such as this, the Township has 100% control over the hours to be invested in the project and the resulting cost. We will bill the Township for all the time and other costs spent on each phase of the engagement as we conduct the services. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not completed the entire scope of service. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We will bill the Township as the work progresses and only bill for the value of the services provided during the project. We will invest the time required to ensure that the professional relationship we will develop with the Township remains strong and we continue to be the Township's trusted advisor in all financial matters. We will rely on the Township to monitor the cumulative fees and expenses charged and notify us if and when the cumulative amount approaches the total appropriated level.

If the Township were to need additional services rendered by other team members, those hours would be billed at the following standard rate ranges, which increase annually on an incremental basis:

| Team Member Level | Hourly Rate |
|---|---|
| Principal | $ 275 – 400 |
| Manager/Senior Manager | 200 – 270 |
| Associate | 150 – 200 |
| Administrative | 100 – 200 |

Maner Costerisan may perform additional services upon receipt of a request from the Township with terms and conditions that are acceptable to the Township and Maner Costerisan.

Very truly yours,

Maner Costerisan PC

**Acceptance**

Please indicate the Township's acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. We look forward to continuing our professional relationship with Inland Township.

**This letter correctly sets forth the understanding of Inland Township:**

By: ______________________________

Title: ______________________________

Date: ______________________________