

HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
May 20, 2026 6:30 PM
Holly Township Hall (Upstairs)
102 Civic Dr. Holly, Michigan 48442

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL: George Kullis Karin Winchester Jennifer Ryan Derek Burton
Ryan Matson Michael McCanney Richard Kinnamon

AGENDA APPROVAL

CONSENT AGENDA:

1. Approval of Special Meeting Minutes – April 1, 2026.
2. Approval of Regular Meeting Minutes – April 15, 2026.
3. Approval of Financial Statement – April 2026.
4. Approval of Bills for Payment – May 2026.
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Meeting Minutes – April 28, 2026.
 - B. Planning Commission Minutes – April 8, 2026.
 - C. Building Permits – April 2026.
 - D. Treasurer’s Annual and Quarterly Report – None.
6. Communications:
 - A. May 2026 Public Safety Revenue Sharing Fiscal Year 2026 Program Information.
 - B. Email dated May 1, 2026 from Pam Jobes, Apex Management re: Dirt Works SLU Permit.
 - C. Memo dated May 12, 2026 from Alexis Farrell-Rodriguez re: Planners Reports relating to Apex Managements May 1, 2026 email on Dirt Works SLU Permit Application.

All items listed under “Consent Agenda” are considered to be routine, and non-controversial, do not require discussion by the Township Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.

PUBLIC HEARINGS:

1. 2026- 2027 Holly Township Proposed Budget and Appropriations.
2. 2026-2027 Annual Redetermination Confirming Special Assessment District for the Purpose of Fire and Emergency Service and Supporting Millages.

PRESENTATIONS: None.

REPORTS: TRUSTEES CLERK TREASURER SUPERVISOR

PUBLIC COMMENT on Agenda Items Only. Members of the public can address the Board, on agenda items only, once recognized by the Supervisor. Comments are limited to a maximum of 3 minutes. The board may extend this time by a majority vote. Prior to addressing the board, members of the public shall state their name and address for the record. A second public comment is available after New Business for all other comments. Thank you for your cooperation.

OLD BUSINESS: None.

NEW BUSINESS:

1. 2026-2027 Boards and Commissions Meeting Dates – Proposed Resolution 2026-08.
2. West Nile Reimbursement Request – Proposed Resolution 2026-09.
3. Agreement for IT Services with Oakland County.
4. BS&A Proposal Adding the Business License Module.

PUBLIC COMMENT

ADJOURNMENT

Holly Township
Board of Trustees Special Meeting
Minutes of April 1, 2026

CALL TO ORDER: Supervisor Kullis called the Special Meeting of the Holly Township Board of Trustees to order at 6:00 pm located at the Holly Township Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present:

George Kullis, Karin Winchester, Jennifer Ryan, Ryan Matson, Michael McCanney and Richard Kinnamon

Members Absent: None.

Others Present: None.

- **Motion by Clerk Winchester to excuse Trustee Burton. Supported by Supervisor Kullis. A voice vote was taken. All present voted yes. The motion was carried 6/0**

AGENDA APPROVAL

Trustee Matson suggested flipping items 2 and 3 on the agenda to discuss budget amendments before the vehicle purchase. However, Winchester noted that they cannot amend a special meeting agenda without a full board present. Supervisor Kullis explained that this order made sense because they wouldn't want to approve a purchase without having the budget in place, but they also wouldn't do budget amendments unless they accepted the grant first.

- **Motion by Trustee Matson Supported by Clerk Winchester to approve the agenda as presented. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

NEW BUSINESS

1. Acceptance of EGLE Community Energy Management Grant Agreement.

Supervisor Kullis explained this was a grant that Treasurer Ryan had informed the board about in previous meetings, consisting of 23 pages of documentation. He noted that accepting the grant was the first step in the process.

Treasurer Ryan explained that this is a reimbursement grant requiring the township to pay expenses first and then receive reimbursement. The grant covers an electric vehicle, charging stations at the new facility, and an energy audit of existing buildings with potential energy upgrades.

Trustee McCanney questioned whether electric vehicles were specifically included in the approved categories, as he saw a list of other items like insulation, HVAC upgrades, wind turbines, and solar thermal systems. Ryan clarified that when they submitted the budget application, they had specifically included the car, charging stations, and audit with upgrades in their request.

Trustee Kinnamon observed the grant was straightforward, though noting its complexity given the 23-page length.

- **Motion by Treasurer Ryan to accept the EGLE Community Energy Management Grant for \$100,00.00. Supported by Clerk Winchester. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

2. 2025-2026 Budget Amendments – Proposed Resolution 2026-06.

- **Motion by Trustee Kinnamon to approve the 2025-2026 Budget Amendments – Proposed Resolution 2026-06. Supported by Treasurer Ryan. A roll call vote was taken. All present voted yes. The motion carried 6/0.**

3. Purchase of Electric Vehicle from EGLE Community Energy Management Grant.

Supervisor Kullis explained that the primary reason for calling the special meeting was that vehicle purchases through dealerships require quick action while vehicles are available. The truck was parked outside for board members to inspect. The purchase agreement showed a total cost of \$60,597 after discounts.

Supervisor Kullis met with State Electric regarding charging stations and confirmed the necessary infrastructure exists at Dawson Tire, where the truck would be stored in a bay. He explained this truck would supplement their current 2013 work truck, providing seating for five people instead of two, allowing the board to travel together to meetings rather than taking multiple vehicles.

Trustee Matson said he would be voting no expressing strong opposition to the GMC Sierra, advocating instead for a Tesla Cybertruck. He said Tesla offers superior electric vehicle technology, backward-compatible electric storage generators allowing the vehicle to power buildings, and potential integration with Tesla solar systems. He also cited concerns about GMC's commitment to electric vehicles and charging infrastructure limitations, noting home charging kits were on backorder.

Supervisor Kullis responded that State Electric assured him charging stations were available,

Trustee Matson stated Tesla's superior cold weather technology with built-in battery warming technology that doesn't reduce charge capacity, and has faster charging capabilities. He noted Tesla Cybertrucks can be purchased directly through Tesla's website at various price points.

Treasurer Ryan questioned the Cybertruck's cargo capacity, specifically whether it could accommodate election equipment requiring covered, box-like storage. She noted they had evaluated various electric vehicles including SUVs, but only trucks provided adequate covered cargo space with caps.

Clerk Winchester confirmed they need a cover with taller capacity, a truck topper type storage that a tonneau cover wouldn't provide. Trustee Matson suggested the Cybertruck's has a retractable cover, Winchester clarified they needed more height than such covers typically offer.

Supervisor Kullis noted the township wouldn't purchase an electric vehicle without grant funding, emphasizing this was specifically grant-funded. He also mentioned the vehicle was a demo with 2,400 miles but would be titled as a new vehicle.

Trustee Kinnamon viewed this as a short-term acquisition, suggesting they'd likely replace it in 3-4 years. Treasurer Ryan noted the cost was significant even as a "freebie" and hoped for longer use given their current 2013 truck's longevity.

Discussion included warranty comparisons, with Trustee McCanney consulting an AI assistant to confirm GMC's electric vehicle warranty: 3 years/36,000 miles bumper-to-bumper coverage and 8 years/100,000 miles battery capacity coverage, matching Tesla's battery warranty terms.

- **Motion by Supervisor Kullis to purchase the 2026 GMC Sierra EV 4-Wheel Drive Crew Cab. Supported by Treasurer Ryan. A roll call vote was taken. Jennifer Ryan - yes, Richard Kinnamon – yes, Michael McCanney – yes, Ryan Matson - no, Winchester - yes, George Kullis - yes. The motion carried 5/1.**

PUBLIC COMMENT: None.

ADJOURNMENT

Supervisor Kullis adjourned the meeting at 5:25 p.m.

Karin S. Winchester, Clerk

Holly Township
Board of Trustees Regular Meeting
Minutes of March 18, 2026

CALL TO ORDER: Supervisor Kullis called the Regular Meeting of the Holly Township Board of Trustees to order at 6:30 pm located at the Holly Township Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442.

PLEDGE OF ALLEGIANCE
ROLL CALL

Members Present:

George Kullis, Karin Winchester, Jennifer Ryan, Derek Burton, Ryan Matson, Michael McCanney and Richard Kinnamon

Members Absent: None. Others Present: None.

AGENDA APPROVAL

- **Motion by Clerk Winchester to approve the agenda. Supported by Trustee Burton. A voice vote was taken. All present voted yes. The motion carried 7/0.**

CONSENT AGENDA:

1. Approval of Regular Meeting Minutes – March 18, 2026.
2. Approval of Special Meeting Minutes – April 1, 2026.
3. Approval of Financial Statement – March 2026.
4. Approval of Bills for Payment – April 2026.
5. Receipt of Routine Reports:
 - A. N.O.C.F.A. Meeting Minutes – No March Meeting.
 - B. Planning Commission Minutes – March 11, 2026.
 - C. Building Permits – March 2026.
 - D. Treasurer's Annual and Quarterly Report – March 31, 2026.
6. Communications:
 - A. Holly Area Youth Assistance 2025 Report.

- **Motion by Trustee Kinnamon to approve the Consent Agenda. Supported by Clerk Winchester. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

PUBLIC HEARING: None.

PRESENTATIONS: None.

REPORTS:

TRUSTEES

- Trustee Kinnamon reported that the Holly Area Chamber of Commerce held a well-attended business expo on Saturday — the first such event since the 1980s — featuring 21 businesses and organizations, food vendors, and activities for children. He also noted that the Ortonville division would be hosting an economic forecast breakfast the following morning at the

Brandon Township Library, featuring a presentation by University of Michigan-Flint economics professor Christopher Douglas. Trustee Kinnamon noted that the professor had recently revised all of his slides to account for changing economic conditions, including fluctuating gas prices and ongoing global conflicts.

- Trustee McCanney had no report but noting that the commission has been developing strong cohesion as a team, which he found encouraging given the volume of work. He also reminded residents that vintage baseball is returning to Holly, now in its fifth year, with the first game expected in June. He noted the program has grown to attract leagues from Pennsylvania and Ohio.
- Trustee Matson reported that he attended the previous evening's village board meeting, where a consultant presented progress on the village's proposed village-to-city conversion. Key figures cited in the presentation included a projected 43% increase in population through the annexation of approximately 2,600 township residents, and an 85% increase in taxable value which the consultant characterized as potentially the largest village-to-city conversion on record. Trustee

Matson expressed the hope that the board would reach a consensus to direct administrative staff to contact the township attorney regarding the preparation of a statement for residents within the proposed annexation boundary, so they are informed that the township is actively monitoring and responding to the village's plans.

- Clerk Winchester reported that the previously discussed Dixie Highway rezoning matter will not be returning to the township, as the property owner has elected to sell the parcel to a neighboring landowner.

TREASURER

- Treasurer Ryan commented on the village's annexation presentation, noting that in November she had conducted an extensive analysis of taxable values for parcels surrounding the village and found that even a broad annexation scenario would yield only approximately a 50% increase in taxable value, well short of the 85% figure cited by the village's consultant. She indicated uncertainty about what additional territory the village may be contemplating. Brief discussion followed among board members regarding the potential uncapping of the Headlee Amendment millage rate in the event of annexation.

SUPERVISOR

Supervisor Kullis offered several reports:

North Holly Road Flooding: Supervisor Kullis reported that the township experienced significant flooding on North Holly Road following approximately four and a half inches of rain in 24 hours. He explained that the flooding is caused by a failed underground farm drain that historically carried water to Schwartz Creek — the drain is crushed, deteriorated, and no longer operable. Because it runs through private property, the county will not intervene and the private landowner has declined to replace it. Supervisor Kullis outlined the one substantive remedy available: formally petitioning the Water Resources Commission to create a drain district. He

noted that such a process was investigated approximately six years ago and was estimated to cost around \$50,000 in engineering and study costs, and that the prior board was not inclined to pursue it given the infrequency of flooding events. He explained that the delayed response in pumping water from the road was due to the time required to obtain a permit from EGLE and assemble the necessary equipment, including silt fencing and filtration hoses. He further noted that the road remained closed even after visible water receded because the road bed had become fully saturated and the shoulders required stabilization by the Oakland County Road Commission. Supervisor Kullis offered to reach out to the Water Resources Commission and arrange a presentation to the board, and asked trustees whether they wished to pursue that option. Trustee Matson expressed support for receiving a presentation, noting the increasing frequency of severe weather events.

Quick Road Incident: Supervisor Kullis reported a road safety incident on Quick Road, where road improvement work was underway and during the work, a motorist drove around a road grader at speed, struck the road commission employee Gary with a vehicle mirror, and continued through. Kullis was parked behind the road commission truck. The State Police responded and determined partial fault on both sides because there were no safety lights on the stopped vehicles. Supervisor Kullis noted that as a result of this incident, he intends to outfit the township's new trubebecause of flashing lights and ensure proper safety equipment is in place for road-related work activities.

Township Property Tree Removal: Supervisor Kullis reported that two deteriorated trees near the front of the new township property were removed. One tree, despite being split to the ground and fully rotted through, had been held upright by a third tree that had fused to it. Additionally, a large Civil War-era tree in the adjacent cemetery measuring 57 to 60 inches across at the base was removed after a major limb fell and the remaining limbs were found to be positioned directly over headstones, with rot extending nearly to the base.

Village Social Media Incident: Supervisor Kullis addressed a recent Facebook post by a resident in which the village manager's claim was that the Township Supervisor had refused to provide tax information for a village budget workshop was shared publicly. Supervisor Kullis clarified that the claim was inaccurate, and that he had attended the village board meeting to address the matter directly on the record. He expressed a desire for improved communication between the two entities.

PUBLIC COMMENT

No Public Comment.

OLD BUSINESS: None.

NEW BUSINESS

1. 2026-2027 Holly Township Parks Proposed Budget.

Parks Manager Mary Blanchard presented the proposed fiscal year 2026-2027 budget on behalf of the Holly Township Parks and Recreation Commission. She was joined by Commissioners Cindy Earl, James Wright, and Commission Chairperson Jane Bias DiSessa.

The proposed budget for fiscal year 2026-2027 totals \$258,900, representing a 5.29% increase over the prior year's adopted budget of \$245,900, driven primarily by a 6.25% increase in property tax revenues. She outlined key budget allocations that include:

- \$30,000 for road improvements at Sorensen Park
- \$25,000 for park repairs, including a new roof for the Nature Center, repainting of the Sorensen Park pavilion, and new grills at the beach
- \$10,000 for a new lawnmower for the township beach
- \$33,000 in additional salary funding to establish two new part-time positions — a Digital Communications Coordinator and a Building Maintenance/Beach Staff person — to offset the loss of three positions previously funded through the Michigan Works program

Trustee Matson asked whether the Digital Communications Coordinator position would assist with streaming and posting notices for park meetings. Manager Blanchard confirmed that the role would support website development and digital communications and noted that a vendor for website services had already been selected at the commission's most recent meeting.

Treasurer Ryan requested that future budget submissions include prior-year actuals to allow for trend analysis.

Clerk Winchester identified that the required Truth in Budgeting public notice had not been published in a newspaper as required by law, noting that Parks posting at three physical locations does not satisfy the publication requirement. It was determined that the township's own budget hearing in May could incorporate the park budget, and that both budgets would be formally adopted in June.

Supervisor Kullis raised a concern regarding line item 805, Legal Fees, noting that \$7,000 had been budgeted the prior year with no expenditure recorded, despite the commission continuing to execute contracts without legal review. He noted that the current year's budget included only \$3,000 for legal fees and expressed concern that funds budgeted for legal review were consistently going unused, leaving the commission exposed in the event of a legal dispute.

The Board Took No Action.

2. Mental Health Month – Proposed Resolution 2026-07.

- **Motion by Trustee Kinnamon to approve Mental Health Month – Proposed Resolution 2026-07. Supported by Trustee Burton. A roll call vote was taken. All present voted yes. The motion carried 7/0.**

3. Budget Workshop.

Supervisor Kullis introduced the township's proposed budget overview. Treasurer Ryan highlighting areas of the budget and noted transfers of fund balance and allocations for the new township hall.

Trustee Matson observed that most budget figures appear consistent with prior-year projections and noted the value of the Treasurer's trend analysis. He renewed a request, previously raised during the NOCFA budget review, for the development of a long-term capital improvement plan for fire services. Supervisor Kullis acknowledged the concern and confirmed that the NOCFA

Board and Chief are actively working on a capital improvement plan, with progress currently slowed due to union contract negotiations.

PUBLIC COMMENT:

John Lauve 200 N. Saginaw, Holly, MI 48442.

Mary Blanchard 3444 Old Creek, Holly, MI 48442 addressed the Board.

Randy Finkbeiner, NOCFA addressed the Board.

ADJOURNMENT – Supervisor Kullis adjourned the meeting at 7:45 pm.

Karin Winchester, Clerk

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget		YTD Balance 04/30/2026		Activity For 04/30/2026		Balance Normal	Available 04/30/2026 (Abnormal)	% Bdg't Used
		Normal	(Abnormal)	Normal	(Abnormal)	Increase	(Decrease)			
Fund: 101 GENERAL FUND										
Account Category: Revenues										
Department: 000 GENERAL										
101-000-402-000	CURRENT TAX COLLECTION	487,065.00		460,210.68		0.00			26,854.32	94.49
101-000-434-000	MOBILE HOME FEES	1,800.00		0.00		0.00			1,800.00	0.00
101-000-445-000	PENALTIES & INTEREST	1,883.00		1,882.82		0.00			0.18	99.99
101-000-447-000	ADMINISTRATIVE FEE	166,290.00		166,289.16		0.00			0.84	100.00
101-000-448-000	SCHOOL COLLECTION	64,082.00		63,536.10		0.00			545.90	99.15
101-000-477-000	FRANCHISES FEES	58,000.00		27,089.27		47.30			30,910.73	46.71
101-000-522-000	COMMUNITY DEVELOPMENT - CDBG	6,650.00		0.00		0.00			6,650.00	0.00
101-000-528-000	FEDERAL GRANT - ARPA	103,987.00		90,502.50		0.00			13,484.50	87.03
101-000-551-000	STATE GRANT - EGLE COMMUNITY ENERGY	100,000.00		0.00		0.00			100,000.00	0.00
101-000-573-000	LOCAL COMMUNITY STABILIZATION	2,300.00		2,086.78		0.00			213.22	90.73
101-000-574-000	STATE SHARED REVENUES	668,100.00		435,208.00		97,974.00			232,892.00	65.14
101-000-628-000	ZONING FEES	750.00		750.00		0.00			0.00	100.00
101-000-629-000	MINING FEES	6,685.00		6,684.90		0.00			0.10	100.00
101-000-630-000	PLANNING FEES	9,750.00		10,111.00		1,589.00			(361.00)	103.70
101-000-631-000	COPIES & PRINTED MATERIALS	300.00		259.00		0.00			41.00	86.33
101-000-665-000	INTEREST	25,000.00		31,618.42		3,791.88			(6,618.42)	126.47
101-000-670-000	BUILDING DEPT COST REIMBURSEMENT	65,766.00		54,805.00		5,480.50			10,961.00	83.33
101-000-671-000	BUILDING DEPARTMENT LEASE	18,000.00		15,000.00		1,500.00			3,000.00	83.33
101-000-678-000	MISCELLANEOUS	500.00		1,218.00		593.00			(718.00)	243.60
101-000-679-000	COMMISSIONS	3,850.00		72.00		0.00			3,778.00	1.87
101-000-693-000	SALE OF ASSETS	400,000.00		0.00		0.00			400,000.00	0.00
101-000-696-000	PROCEEDS FROM SALE OF BONDS	3,042,437.00		0.00		0.00			3,042,437.00	0.00
101-000-699-390	TRANSFER FROM FUND BALANCE	219,920.00		0.00		0.00			219,920.00	0.00
Total Dept 000 - GENERAL		5,453,115.00		1,367,323.63		110,975.68			4,085,791.37	25.07
Revenues		5,453,115.00		1,367,323.63		110,975.68			4,085,791.37	25.07
Account Category: Expenditures										
Department: 101 TOWNSHIP TRUSTEES										
101-101-702-000	SALARIES	13,400.00		8,820.00		0.00			4,580.00	65.82
101-101-715-000	SOCIAL SECURITY	1,025.00		674.73		0.00			350.27	65.83
101-101-830-000	DUES, SUBS & TUITION	1,000.00		0.00		0.00			1,000.00	0.00
101-101-860-000	MILEAGE REIMBURSEMENT	500.00		0.00		0.00			500.00	0.00
Total Dept 101 - TOWNSHIP TRUSTEES		15,925.00		9,494.73		0.00			6,430.27	59.62
Department: 171 SUPERVISOR										
101-171-702-000	SALARIES	82,033.00		68,360.80		6,836.08			13,672.20	83.33
101-171-713-000	HEALTH OPT OUT PAYMENT	4,800.00		4,000.00		400.00			800.00	83.33
101-171-715-000	SOCIAL SECURITY	6,645.00		5,535.60		553.56			1,109.40	83.30
101-171-830-000	DUES, SUBS & TUITION	1,500.00		902.00		0.00			598.00	60.13
101-171-860-000	MILEAGE REIMBURSEMENT	1,000.00		70.00		0.00			930.00	7.00
101-171-861-000	LODGING & EXPENSES	1,000.00		858.72		0.00			141.28	85.87
Total Dept 171 - SUPERVISOR		96,978.00		79,727.12		7,789.64			17,250.88	82.21
Department: 172 SUPERVISOR ADMINISTRATOR I										
101-172-702-000	SALARIES	10,137.84		10,137.84		0.00			0.00	100.00
101-172-715-000	SOCIAL SECURITY	775.55		775.55		0.00			0.00	100.00
Total Dept 172 - SUPERVISOR ADMINISTRATOR I		10,913.39		10,913.39		0.00			0.00	100.00
Department: 215 CLERK										
101-215-702-000	SALARIES	82,033.00		68,360.80		6,836.08			13,672.20	83.33

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 (Normal/Abnormal)	Increase (Decrease)	Activity For 04/30/2026	Balance 04/30/2026 (Normal/Abnormal)	Avail Table	% Bgdt Used
Fund: 101 GENERAL FUND								
Account Category: Expenditures								
Department: 215 CLERK								
101-215-715-000	SOCIAL SECURITY	6,276.00	5,229.60	522.96		1,046.40		83.33
101-215-830-000	DUES, SUBS & TUITION	1,500.00	876.75	0.00	0.00	623.25		58.45
101-215-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	0.00	1,000.00		0.00
101-215-861-000	LODGING & EXPENSES	1,000.00	(6.75)	0.00	0.00	1,006.75		(0.68)
Total Dept 215 - CLERK		91,809.00	74,460.40	7,359.04		17,348.60		81.10
Department: 216 CLERK ADMINISTRATION								
101-216-702-000	SALARIES	60,827.00	50,689.20	5,068.92		10,137.80		83.33
101-216-703-000	DEPUTY SALARY	1,200.00	1,000.00	100.00		200.00		83.33
101-216-715-000	SOCIAL SECURITY	4,746.00	3,954.22	395.42		791.78		83.32
101-216-830-000	DUES, SUBS & TUITION	1,500.00	200.00	0.00		1,300.00		13.33
101-216-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00		1,000.00		0.00
101-216-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00		1,000.00		0.00
Total Dept 216 - CLERK ADMINISTRATION		70,273.00	55,843.42	5,564.34		14,429.58		79.47
Department: 247 BOARD OF REVIEW								
101-247-702-000	SALARIES	1,500.00	830.40	0.00		669.60		55.36
101-247-715-000	SOCIAL SECURITY	115.00	63.53	0.00		51.47		55.24
101-247-830-000	DUES, SUBS & TUITION	500.00	0.00	0.00		500.00		0.00
101-247-860-000	MILEAGE REIMBURSEMENT	300.00	0.00	0.00		300.00		0.00
Total Dept 247 - BOARD OF REVIEW		2,415.00	893.93	0.00		1,521.07		37.02
Department: 253 TREASURER								
101-253-702-000	SALARIES	82,033.00	68,360.80	6,836.08		13,672.20		83.33
101-253-715-000	SOCIAL SECURITY	6,276.00	5,229.60	522.96		1,046.40		83.33
101-253-830-000	DUES, SUBS & TUITION	1,500.00	306.00	0.00		1,194.00		20.40
101-253-860-000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00		1,000.00		0.00
101-253-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00		1,000.00		0.00
Total Dept 253 - TREASURER		91,809.00	73,896.40	7,359.04		17,912.60		80.49
Department: 255 TREASURER ADMINISTRATION								
101-255-702-000	SALARIES	54,546.00	45,455.00	4,545.50		9,091.00		83.33
101-255-703-000	DEPUTY SALARY	1,200.00	1,000.00	100.00		200.00		83.33
101-255-715-000	SOCIAL SECURITY	4,264.00	3,553.80	355.38		710.20		83.34
101-255-830-000	DUES, SUBS & TUITION	1,500.00	1,304.00	0.00		196.00		86.93
101-255-860-000	MILEAGE REIMBURSEMENT	1,000.00	532.00	0.00		468.00		53.20
101-255-861-000	LODGING & EXPENSES	1,000.00	0.00	0.00		1,000.00		0.00
Total Dept 255 - TREASURER ADMINISTRATION		63,510.00	51,844.80	5,000.88		11,665.20		81.63
Department: 257 ASSESSING								
101-257-802-000	CONTRACTED SERVICES	127,537.00	66,990.00	0.00		60,547.00		52.53
Total Dept 257 - ASSESSING		127,537.00	66,990.00	0.00		60,547.00		52.53
Department: 261 CODE ENFORCEMENT								
101-261-802-000	CONTRACTED SERVICES	40,000.00	16,452.45	0.00		23,547.55		41.13
Total Dept 261 - CODE ENFORCEMENT		40,000.00	16,452.45	0.00		23,547.55		41.13
Department: 262 ELECTIONS								
101-262-708-000	ELECTION SALARIES	35,000.00	(353.00)	0.00		35,353.00		(1.01)
101-262-740-000	OPERATING EXPENSES	20,000.00	3,438.48	938.48		16,561.52		17.19
Total Dept 262 - ELECTIONS		55,000.00	3,085.48	938.48		51,914.52		5.61

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget		YTD Balance 04/30/2026		Activity For 04/30/2026 Increase (Decrease)	Balance 04/30/2026		% Bdg't Used	
		Normal	(Abnormal)	Normal	(Abnormal)		Normal	(Abnormal)		
Fund: 101 GENERAL FUND										
Account Category: Expenditures										
Department: 265 TOWNSHIP PROPERTIES										
101-265-850-000	TELEPHONE	6,500.00		5,780.91		635.38	719.09	88.94		
101-265-920-000	UTILITIES	10,800.00		11,343.59		1,993.53	(543.59)	105.03		
101-265-930-000	MAINTENANCE & REPAIRS	50,000.00		27,223.27		2,084.36	22,776.73	54.45		
	Total Dept 265 - TOWNSHIP PROPERTIES	67,300.00		44,347.77		4,713.27	22,952.23	65.90		
Department: 267 ARPA OPERATING EXPENSES										
101-267-740-000	ARPA OPERATING EXPENSES	103,987.00		90,502.50		0.00	13,484.50	87.03		
	Total Dept 267 - ARPA OPERATING EXPENSES	103,987.00		90,502.50		0.00	13,484.50	87.03		
Department: 268 STATE GRANT - EGLLE COMMUNITY ENERGY										
101-268-740-000	OPERATING EXPENSES	100,000.00		62,596.00		62,596.00	37,404.00	62.60		
	Total Dept 268 - STATE GRANT - EGLLE COMMUNITY ENERGY	100,000.00		62,596.00		62,596.00	37,404.00	62.60		
Department: 272 GENERAL SERVICES										
101-272-710-000	PENSION	43,485.00		32,003.10		3,098.93	11,481.90	73.60		
101-272-720-000	HEALTH/LIFE INSURANCE	95,366.00		51,610.62		5,220.86	43,755.38	54.12		
101-272-740-000	OPERATING EXPENSES	35,000.00		25,500.08		607.91	9,499.92	72.86		
101-272-801-000	ACCOUNTANT/AUDITOR	19,500.00		19,000.00		0.00	500.00	97.44		
101-272-802-000	CONTRACTED SERVICES	2,500.01		755.00		120.00	1,745.01	30.20		
101-272-804-000	ATTORNEY	62,691.60		40,816.30		3,369.00	21,875.30	65.11		
101-272-816-000	COMPUTER MAINTENANCE	112,145.00		64,129.53		(11,315.12)	48,015.47	57.18		
101-272-820-000	ORDINANCE CODIFICATION	7,000.00		1,632.75		385.88	5,367.25	23.33		
101-272-830-000	DUES, SUBS & TUITION	8,000.00		7,737.54		0.00	262.46	96.72		
101-272-900-000	LEGAL NOTICES	3,500.00		2,944.00		370.50	556.00	84.11		
101-272-955-000	MISCELLANEOUS	500.00		0.00		0.00	500.00	0.00		
101-272-956-000	INSURANCE	14,500.00		14,420.00		280.00	80.00	99.45		
101-272-991-000	DEBT SERVICE - TOWNSHIP HALL	200,840.00		0.00		0.00	200,840.00	0.00		
101-272-995-401	TO CAPITAL PROJECT FUND	3,583,697.00		0.00		0.00	3,583,697.00	0.00		
	Total Dept 272 - GENERAL SERVICES	4,188,724.61		260,548.92		2,137.96	3,928,175.69	6.22		
Department: 441 PUBLIC WORKS										
101-441-821-000	CEMETERY	10,000.00		5,450.00		0.00	4,550.00	54.50		
101-441-822-000	CLEANUP DAYS	10,000.00		4,043.25		0.00	5,956.75	40.43		
101-441-825-000	ROAD GRAVEL	25,000.00		12,718.77		0.00	12,281.23	50.88		
101-441-826-000	ROAD MAINT. -CHLORIDE	86,800.00		52,077.60		0.00	34,722.40	60.00		
101-441-990-000	N. HOLLY RD. PROJECT	37,500.00		37,500.00		0.00	0.00	100.00		
	Total Dept 441 - PUBLIC WORKS	169,300.00		111,789.62		0.00	57,510.38	66.03		
Department: 660 COMMUNITY SERVICES										
101-660-844-000	YOUTH ASSISTANCE	3,500.00		3,500.00		0.00	0.00	100.00		
	Total Dept 660 - COMMUNITY SERVICES	3,500.00		3,500.00		0.00	0.00	100.00		
Department: 701 PLANNING										
101-701-702-000	SALARIES	9,035.00		5,085.00		0.00	3,950.00	56.28		
101-701-715-000	SOCIAL SECURITY	692.00		389.02		0.00	302.98	56.22		
101-701-802-000	CONTRACTED SERVICES	2,000.00		135.00		30.00	1,865.00	6.75		
101-701-811-000	PLANNER SERVICES	54,000.00		25,787.50		0.00	28,212.50	47.75		
101-701-812-000	ENGINEER SERVICES	12,000.00		10,946.67		0.00	1,053.33	91.22		
101-701-830-000	DUES, SUBS & TUITION	1,000.00		452.13		0.00	547.87	45.21		
101-701-860-000	MILEAGE REIMBURSEMENT	500.00		0.00		0.00	500.00	0.00		

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 (Abnormal)	Increase (Decrease)	Activity For 04/30/2026 (Decrease)	Available Balance 04/30/2026 (Abnormal)	% Bgdt Used
Fund: 101 GENERAL FUND							
Account Category: Expenditures							
Department: 701 PLANNING							
Total Dept 701 - PLANNING							
		79,227.00	42,795.32		30.00	36,431.68	54.02
Department: 702 ZONING ADMINISTRATION							
Total Dept 702 - ZONING ADMINISTRATION							
101-702-702-000	SALARIES	8,000.00	6,666.70		666.67	1,333.30	83.33
101-702-715-000	SOCIAL SECURITY	612.00	510.00		51.00	102.00	83.33
101-702-802-000	CONTRACTED SERVICES	56,000.00	26,782.50		0.00	29,217.50	47.83
101-702-830-000	DUES, SUBS & TUITION	500.00	0.00		0.00	500.00	0.00
101-702-860-000	MILEAGE REIMBURSEMENT	500.00	0.00		0.00	500.00	0.00
101-702-861-000	LODGING & EXPENSES	800.00	0.00		0.00	800.00	0.00
Total Dept 702 - ZONING ADMINISTRATION							
		66,412.00	33,959.20		717.67	32,452.80	51.13
Department: 703 COMMUNITY DEVELOPMENT							
Total Dept 703 - COMMUNITY DEVELOPMENT - CDBG							
101-703-956-000	COMMUNITY DEVELOPMENT - CDBG	6,650.00	0.00		0.00	6,650.00	0.00
Total Dept 703 - COMMUNITY DEVELOPMENT							
		6,650.00	0.00		0.00	6,650.00	0.00
Department: 704 ZONING BOARD OF APPEALS							
Total Dept 704 - ZONING BOARD OF APPEALS							
101-704-702-000	SALARIES	505.00	0.00		0.00	505.00	0.00
101-704-715-000	SOCIAL SECURITY	40.00	0.00		0.00	40.00	0.00
101-704-802-000	CONTRACTED SERVICES	300.00	0.00		0.00	300.00	0.00
101-704-830-000	DUES, SUBS & TUITION	500.00	322.87		0.00	177.13	64.57
101-704-860-000	MILEAGE REIMBURSEMENT	500.00	0.00		0.00	500.00	0.00
Total Dept 704 - ZONING BOARD OF APPEALS							
		1,845.00	322.87		0.00	1,522.13	17.50
Expenditures							
Fund 101 - GENERAL FUND:							
TOTAL REVENUES							
		5,453,115.00	1,367,323.63		110,975.68	4,085,791.37	25.07
TOTAL EXPENDITURES							
		5,453,115.00	1,093,964.32		104,206.32	4,359,150.68	20.06
NET OF REVENUES & EXPENDITURES:							
		0.00	273,359.31		6,769.36	(273,359.31)	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26	YTD Balance		Activity For	Balance	Available	% Bdg
		Amended Budget	Normal	04/30/2026 (Abnormal)				
Fund: 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT								
Account Category: Revenues								
Department: 000 GENERAL								
206-000-451-000	SPECIAL ASSESSMENT COLLECTION	1,239,746.00	1,186,526.38		0.00		53,219.62	95.71
206-000-665-000	INTEREST	100.00	607.54		9.39		(507.54)	607.54
	Total Dept 000 - GENERAL	1,239,846.00	1,187,133.92		9.39		52,712.08	95.75
	Revenues	1,239,846.00	1,187,133.92		9.39		52,712.08	95.75
Account Category: Expenditures								
Department: 338 FIRE AND EMERGENCY								
206-338-740-000	OPERATING EXPENSES	1,100.00	880.32		94.15		219.68	80.03
206-338-802-000	CONTRACTED SERVICES - NOCFA	1,213,168.50	1,213,168.50		0.00		0.00	100.00
206-338-995-390	TRANSFER TO FUND BALANCE	25,577.50	0.00		0.00		25,577.50	0.00
	Total Dept 338 - FIRE AND EMERGENCY	1,239,846.00	1,214,048.82		94.15		25,797.18	97.92
	Expenditures	1,239,846.00	1,214,048.82		94.15		25,797.18	97.92
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:								
	TOTAL REVENUES	1,239,846.00	1,187,133.92		9.39		52,712.08	95.75
	TOTAL EXPENDITURES	1,239,846.00	1,214,048.82		94.15		25,797.18	97.92
	NET OF REVENUES & EXPENDITURES:	0.00	(26,914.90)		(84.76)		26,914.90	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 (Abnormal)	Increase (Decrease)	Activity For 04/30/2026 (Decrease)	Balance 04/30/2026 Normal (Abnormal)	% Bgdt Used
Fund: 213 PEG FUNDS							
Account Category: Revenues							
Department: 000 GENERAL							
213-000-478-000	PEG FUNDS	6,400.00	2,756.29		18.95	3,643.71	43.07
213-000-665-000	INTEREST	6,000.00	3,446.79		309.40	2,553.21	57.45
213-000-699-390	TRANSFER FROM FUND BALANCE	103,713.94	0.00		0.00	103,713.94	0.00
	Total Dept 000 - GENERAL	116,113.94	6,203.08		328.35	109,910.86	5.34
	Revenues	116,113.94	6,203.08		328.35	109,910.86	5.34
Account Category: Expenditures							
Department: 213 PEG							
213-213-740-000 OPERATING EXPENSES							
	Total Dept 213 - PEG	116,113.94	1,415.69		0.00	114,698.25	1.22
	Expenditures	116,113.94	1,415.69		0.00	114,698.25	1.22
Fund 213 - PEG FUNDS:							
	TOTAL REVENUES	116,113.94	6,203.08		328.35	109,910.86	5.34
	TOTAL EXPENDITURES	116,113.94	1,415.69		0.00	114,698.25	1.22
	NET OF REVENUES & EXPENDITURES:	0.00	4,787.39		328.35	(4,787.39)	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget		YTD Balance 04/30/2026		Activity For 04/30/2026 Increase (Decrease)	Balance Normal	Available 04/30/2026 (Abnormal)	% Bdgt Used
		Normal	(Abnormal)	Normal	(Abnormal)				
Fund: 214 METRO ACT FUNDS									
Account Category: Revenues									
Department: 000 GENERAL									
214-000-572-000	METRO ACT PAYMENTS	8,000.00	0.00	0.00	0.00	0.00		8,000.00	0.00
214-000-665-000	INTEREST	4,400.00	3,743.79	3,743.79	349.78	349.78		656.21	85.09
214-000-699-390	TRANSFER FROM FUND BALANCE	109,631.00	0.00	0.00	0.00	0.00		109,631.00	0.00
	Total Dept 000 - GENERAL	122,031.00	3,743.79	3,743.79	349.78	349.78		118,287.21	3.07
Revenues									
		122,031.00	3,743.79	3,743.79	349.78	349.78		118,287.21	3.07
Account Category: Expenditures									
Department: 214 METRO ACT									
214-214-740-000	OPERATING EXPENSES	122,031.00	0.00	0.00	0.00	0.00		122,031.00	0.00
	Total Dept 214 - METRO ACT	122,031.00	0.00	0.00	0.00	0.00		122,031.00	0.00
Expenditures									
		122,031.00	0.00	0.00	0.00	0.00		122,031.00	0.00
Fund 214 - METRO ACT FUNDS:									
	TOTAL REVENUES	122,031.00	3,743.79	3,743.79	349.78	349.78		118,287.21	3.07
	TOTAL EXPENDITURES	122,031.00	0.00	0.00	0.00	0.00		122,031.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	3,743.79	3,743.79	349.78	349.78		(3,743.79)	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 (Abnormal)	Normal	Increase (Decrease)	Activity For 04/30/2026 (Decrease)	Availble Balance 04/30/2026 Normal (Abnormal)	% Bdg Used
Fund: 249 BUILDING								
Account Category: Revenues								
Department: 000 GENERAL								
249-000-476-000	LICENSES & PERMITS	128,100.00	129,760.94		15,716.23	(1,660.94)	101.30	
249-000-665-000	INTEREST	2,549.00	2,495.26		93.78	53.74	97.89	
249-000-699-390	TRANSFER FROM FUND BALANCE	61,617.00	0.00		0.00	61,617.00	0.00	
	Total Dept 000 - GENERAL	192,266.00	132,256.20		15,810.01	60,009.80	68.79	
	Revenues	192,266.00	132,256.20		15,810.01	60,009.80	68.79	
Account Category: Expenditures								
Department: 371 BUILDING INSPECTION								
249-371-740-000	OPERATING EXPENSES	30,000.00	30,059.85		13,242.80	(59.85)	100.20	
249-371-805-000	BUILDING INSPECTOR	36,000.00	35,942.52		4,816.13	57.48	99.84	
249-371-806-000	ELECTRICAL INSPECTOR	20,000.00	22,121.40		8,105.40	(2,121.40)	110.61	
249-371-807-000	MECHANICAL INSPECTOR	13,000.00	11,381.40		1,899.00	1,618.60	87.55	
249-371-808-000	PLUMBING INSPECTOR	9,000.00	7,619.40		1,731.00	1,380.60	84.66	
249-371-830-000	DUES, SUBS & TUITION	500.00	0.00		0.00	500.00	0.00	
249-371-941-000	LEASE PAYMENT	18,000.00	15,000.00		1,500.00	3,000.00	83.33	
249-371-942-000	LABOR DUE TO GENERAL FUND	65,766.00	54,805.00		5,480.50	10,961.00	83.33	
	Total Dept 371 - BUILDING INSPECTION	192,266.00	176,929.57		36,774.83	15,336.43	92.02	
	Expenditures	192,266.00	176,929.57		36,774.83	15,336.43	92.02	
	Fund 249 - BUILDING:							
	TOTAL REVENUES	192,266.00	132,256.20		15,810.01	60,009.80	68.79	
	TOTAL EXPENDITURES	192,266.00	176,929.57		36,774.83	15,336.43	92.02	
	NET OF REVENUES & EXPENDITURES:	0.00	(44,673.37)		(20,964.82)	44,673.37		

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26		YTD Balance		Activity For	Balance	% Bdg't
		Amended Budget	Normal	04/30/2026 (Abnormal)	04/30/2026 (Abnormal)			
Fund: 401 CAPITAL IMPROVEMENT FUND								
Account Category: Revenues								
Department: 000 GENERAL								
401-000-665-000	INTEREST	0.00		41,953.04		3,925.86	(41,953.04)	100.00
401-000-699-000	TRANSFERS FROM OTHER FUNDS	3,752,003.00		0.00		0.00	3,752,003.00	0.00
401-000-699-390	TRANSFER FROM FUND BALANCE	1,247,997.00		0.00		0.00	1,247,997.00	0.00
	Total Dept 000 - GENERAL	5,000,000.00		41,953.04		3,925.86	4,958,046.96	0.84
	Revenues	5,000,000.00		41,953.04		3,925.86	4,958,046.96	0.84
Account Category: Expenditures								
Department: 901 CAPITAL IMPROVEMENT								
401-901-973-000	TOWNSHIP HALL SERVICES & EXPENSES	5,000,000.00		19,747.34		0.00	4,980,252.66	0.39
	Total Dept 901 - CAPITAL IMPROVEMENT	5,000,000.00		19,747.34		0.00	4,980,252.66	0.39
	Expenditures	5,000,000.00		19,747.34		0.00	4,980,252.66	0.39
Fund 401 - CAPITAL IMPROVEMENT FUND:								
	TOTAL REVENUES	5,000,000.00		41,953.04		3,925.86	4,958,046.96	0.84
	TOTAL EXPENDITURES	5,000,000.00		19,747.34		0.00	4,980,252.66	0.39
	NET OF REVENUES & EXPENDITURES:	0.00		22,205.70		3,925.86	(22,205.70)	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 (Abnormal)	Activity For 04/30/2026 (Decrease)	Available 04/30/2026 (Abnormal)	% Bgdt Used
Fund: 403 CAPITAL GRANT FUND						
Account Category: Revenues						
Department: 000 GENERAL						
403-000-665-000	INTEREST	0.00	5,725.88	441.09	(5,725.88)	100.00
403-000-674-000	CHARLES MOTT GRANT FUNDS	15,133.32	15,133.32	0.00	0.00	100.00
403-000-679-000	COMMUNITY FOUNDATION	21,020.94	21,020.94	0.00	0.00	100.00
403-000-699-390	TRANSFER FROM FUND BALANCE	212,480.35	0.00	0.00	212,480.35	0.00
Total Dept 000 - GENERAL		248,634.61	41,880.14	441.09	206,754.47	16.84
Revenues						
		248,634.61	41,880.14	441.09	206,754.47	16.84
Account Category: Expenditures						
Department: 903 CAPITAL OUTLAY						
403-903-976-000	CAPITAL OUTLAY - CHARLES MOTT GRANT	15,133.32	740.01	0.00	14,393.31	4.89
403-903-977-000	CAPITAL OUTLAY - GLEN MEADE TRUST GR	212,480.35	77,787.08	1,089.70	134,693.27	36.61
403-903-978-000	CAPITAL OUTLAY - COMMUNITY FOUNDATIO	21,020.94	14,264.00	0.00	6,756.94	67.86
Total Dept 903 - CAPITAL OUTLAY		248,634.61	92,791.09	1,089.70	155,843.52	37.32
Expenditures						
		248,634.61	92,791.09	1,089.70	155,843.52	37.32
Fund 403 - CAPITAL GRANT FUND:						
TOTAL REVENUES		248,634.61	41,880.14	441.09	206,754.47	16.84
TOTAL EXPENDITURES		248,634.61	92,791.09	1,089.70	155,843.52	37.32
NET OF REVENUES & EXPENDITURES:		0.00	(50,910.95)	(648.61)	50,910.95	

REVENUE AND EXPENDITURE REPORT FOR HOLLY TOWNSHIP

Balance As of 04/30/2026

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026 Normal (Abnormal)	Increase (Decrease)	Activity For 04/30/2026	Balance Normal (Abnormal)	Avai lable 04/30/2026 (Abnormal)	% Bdgt Used
Fund: 404 ROAD IMPROVEMENTS								
Account Category: Revenues								
Department: 000 GENERAL								
404-000-665-000	INTEREST	0.00	5,718.11		527.85	(5,718.11)		100.00
404-000-699-390	TRANSFER FROM FUND BALANCE	168,306.00	0.00		0.00	168,306.00		0.00
	Total Dept 000 - GENERAL	168,306.00	5,718.11		527.85	162,587.89		3.40
Revenues								
		168,306.00	5,718.11		527.85	162,587.89		3.40
Account Category: Expenditures								
Department: 404 ROAD IMPROVEMENT FUND								
404-404-995-401	TRANSER TO CAPITAL PROJECT FUND	168,306.00	0.00		0.00	168,306.00		0.00
	Total Dept 404 - ROAD IMPROVEMENT FUND	168,306.00	0.00		0.00	168,306.00		0.00
Expenditures								
		168,306.00	0.00		0.00	168,306.00		0.00
Fund 404 - ROAD IMPROVEMENTS:								
TOTAL REVENUES								
		168,306.00	5,718.11		527.85	162,587.89		3.40
TOTAL EXPENDITURES								
		168,306.00	0.00		0.00	168,306.00		0.00
NET OF REVENUES & EXPENDITURES:								
		0.00	5,718.11		527.85	(5,718.11)		
Report Totals:								
TOTAL REVENUES - ALL FUNDS								
		12,540,312.55	2,786,211.91		132,368.01	9,754,100.64		22.22
TOTAL EXPENDITURES - ALL FUNDS								
		12,540,312.55	2,598,896.83		142,165.00	9,941,415.72		20.72
NET OF REVENUES & EXPENDITURES:								
		0.00	187,315.08		(9,796.99)	(187,315.08)		

INVOICE DISTRIBUTION REPORT FOR HOLLY TOWNSHIP

POST DATES 04/16/2026 - 05/20/2026
 POSTED AND UNPOSTED OPEN AND PAID
 BANK ACCOUNTS: SAD, GEN

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 253 TREASURER							
101-253-830-000	TREASURER- OCTA SUMMER EVENT	OAKLAND COUNTY TREASURER JUNE 2026		OCTA EVENT	253 TREASURER	35.00	None
				Total Department		35.00	
Department: 255 TREASURER ADMINISTRATION							
101-255-830-000	DEP TREASURER- OCTA SUMMER EVENT	OAKLAND COUNTY TREASURER JUNE 2026		OCTA EVENT		35.00	None
101-255-861-000	DEPUTY-WMTA BASIC INSTITUTE LODGI ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026	ELAN FINANCIAL SERVICES				551.25	None
				Total Department		586.25	
Department: 257 ASSESSING							
101-257-802-000	ASSESSING SERVICES- APRIL 2026	ASSESSMENT ADMINISTRATION	04-01-26 TO 05-31- APRIL & MAY 2026			9,570.00	None
101-257-802-000	ASSESSING SERVICES-MAY 2026	ASSESSMENT ADMINISTRATION	04-01-26 TO 05-31- APRIL & MAY 2026			9,570.00	None
				Total Department		19,140.00	
Department: 261 CODE ENFORCEMENT							
101-261-802-000	CODE ENFORCEMENT SERVICES	MCKENNA ASSOCIATES	MARCH 2026	21458-BLDG-8		1,969.88	None
				Total Department		1,969.88	
Department: 262 ELECTIONS							
101-262-740-000	AV BALLOT OUTER ENVELOPES	PRINTING SYSTEMS, INC.	APRIL 2026	241007		764.38	None
101-262-740-000	AV BALLOT RETURN ENVELOPES	PRINTING SYSTEMS, INC.	APRIL 2026	241008		704.71	None
101-262-740-000	DUAL AV APPLICATION POSTCARDS	PRINTING SYSTEMS, INC.	APRIL 2026	241009		330.79	None
101-262-740-000	ELECTION SECRECY ENVELOPES	PRINTING SYSTEMS, INC.	APRIL 2026	241273		88.73	None
				Total Department		1,888.61	
Department: 265 TOWNSHIP PROPERTIES							
101-265-850-000	TELEPHONE	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				411.61	None
101-265-850-000	TELEPHONE	INTERMEDIA CLOUD COMMUN APRIL 2026		2605068444		223.81	None
101-265-920-000	4092 GRANGE HALL RD	CONSUMERS ENERGY	03-16-26 TO 04-16- 05-04-26			496.53	None
101-265-920-000	13409 N. HOLLY RD	CONSUMERS ENERGY	03-20-26 TO 04-21- 05-04-26			11.64	None
101-265-920-000	102 CIVIC DR	CONSUMERS ENERGY	03-20-26 TO 04-21- 05-04-26			550.28	None
101-265-920-000	13465 N. HOLLY RD	CONSUMERS ENERGY	03-20-26 TO 04-21- 05-04-26			9.50	None
101-265-930-000	RUGS	CINTAS CORPORATION #354	04-28-2026	4267401003		297.18	None
101-265-930-000	APRIL LAWN MAINTENANCE- FARMSTEAD NJW	APRIL 2026		96		650.00	None
				Total Department		2,650.55	
Department: 267 ARPA OPERATING EXPENSES							
101-267-740-000	OLHSA SENIOR CHORE GRANT MOWING	YN ENTERPRISES LLC	APRIL 2026	398	05/07/2026	7,992.00	39660
				Total Department		7,992.00	
Department: 272 GENERAL SERVICES							
101-272-740-000	POSTAGE FOR POSTAGE MACHINE	PITNEY BOWES BANK INC	POSTAGE	05-03-26		507.00	None
101-272-740-000	QUARTERLY POSTAGE MACHINE RENTAL	PITNEY BOWES GLOBAL FIN	02-28-26 TO 05-27- 3322392379			66.45	None
101-272-740-000	OFFICE SUPPLIES	STAPLES BUSINESS CREDIT APRIL 2026		6061846190		452.23	None
101-272-740-000	OFFICE SUPPLIES	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				12.32	None
101-272-740-000	OFFICE SUPPLIES	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				24.48	None
101-272-740-000	OPERATING EXPENSES	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				24.98	None
101-272-740-000	PRIORITY MAILING	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				12.12	None
101-272-740-000	OPERATING EXPENSES	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				16.65	None
101-272-740-000	WINCHESTER NOTARY STAMP	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				38.46	None
101-272-740-000	GASOLINE	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				110.06	None
101-272-740-000	COPIER LEASE & ADDITIONAL IMAGES	ELAN FINANCIAL SERVICES CC CHARGES/PAYMENT MAY 2026				791.74	None
101-272-740-000	AP LASER CHECKS-GENERAL FUND	RICOH USA, INC	04-05-26 TO 05-04 109967985			155.57	None
		PRINTING SYSTEMS, INC.	APRIL 2026	241017			

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Fund: 101 GENERAL FUND							
Department: 272 GENERAL SERVICES							
101-272-740-000	WATER FOR H2O COOLER	ABSORPURE WATER COMPANY	MAY 2026	85090515		32.92	None
101-272-740-000	WATER COOLER RENT	ABSORPURE WATER COMPANY	MAY 2026	31920254		14.00	None
101-272-816-000	WEBSITE SOFTWARE- ANNUAL FEE	ELAN FINANCIAL SERVICES	CC CHARGES/PAYMENT MAY 2026			2,151.00	None
101-272-816-000	MAY ADOBE WRITER	ELAN FINANCIAL SERVICES	CC CHARGES/PAYMENT MAY 2026			21.19	None
101-272-816-000	2ND QTR-IT SERVICE CONTRACT	VC3, INC	04-01-26 TO 06-30- VC3-246380			2,875.50	None
101-272-816-000	LABOR FOR PC MONITORS INSTALLIATI	VC3, INC	MARCH 2026	VC3-243867		436.00	None
101-272-830-000	2026 COALITION DUES	SHAWASSEE RIVER WATER	2026 DUES	APRIL 2026		100.00	None
101-272-900-000	SYNOPSIS & ANNUAL SPRING CLEANUP	VTEW NEWSPAPER GROUP	APRIL 2026	400665		390.00	None
Total Department 272 GENERAL SERVICES						8,232.67	

Department: 441 PUBLIC WORKS							
101-441-821-000	APRIL 2026 CEMETERY LAWN MAINTENA	ALL IN ONE LAWN CARE SE	APRIL 2026	90551		249.90	None
Total Department 441 PUBLIC WORKS						249.90	

Department: 701 PLANNING							
101-701-811-000	TOWNSHIP ZONING ORDINANCE UPDATE	MCKENNA ASSOCIATES	MARCH 2026	24-081-11		1,500.00	None
101-701-811-000	PLANNER SERVICES	MCKENNA ASSOCIATES	MARCH 2026	21458-122		690.00	None
Total Department 701 PLANNING						2,190.00	

Department: 702 ZONING ADMINISTRATION							
101-702-802-000	ZONING SERVICES	MCKENNA ASSOCIATES	MARCH 2026	21458-122		4,480.00	None
Total Department 702 ZONING ADMINISTRATION						4,480.00	

Fund: 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT							
Department: 338 FIRE AND EMERGENCY							
206-338-740-000	03-23-26 TO 04-22-26	CONSUMERS ENERGY	03-23-26 TO 04-22-05-04-26			32.79	None
206-338-740-000	13323 FISH LAKE RD-WELL HYDRANT	CONSUMERS ENERGY	03-23-26 TO 04-22-05-04-26			29.50	None
206-338-740-000	4485 NELSON SCOTT-WELL HYDRANT	CONSUMERS ENERGY	03-20-26 TO 04-21-05-04-26			38.66	None
Total Department 338 FIRE AND EMERGENCY						100.95	

Fund: 249 BUILDING							
Department: 371 BUILDING INSPECTION							
249-371-740-000	OPERATING EXPENSES	STACY AYERS	BUILDIG DEPT FILE APR-26		04/16/2026	378.00	39649
249-371-740-000	OPERATING EXPENSES	STACY AYERS	BUILDING DEPT FILE APR-26		04/23/2026	396.00	39650
249-371-740-000	OPERATING EXPENSES	STACY AYERS	BUILDING DEPARTMENT APR-26		04/30/2026	405.00	39656
249-371-740-000	OFFICE SUPPLIES	STAPLES BUSINESS CREDIT	APRIL 2026	6061846190		223.48	None
249-371-740-000	OPERATING EXPENSES	STACY AYERS	BUILDING FILE MAIN MAY-26		05/07/2026	225.00	39657
249-371-740-000	OPERATING EXPENSES	STACY AYERS	BUILDING DEPARTMENT MAY-26		05/07/2026	180.00	39661
249-371-740-000	ANNUAL GOVERNMENT CODE MEMBERSHIP	INTERNATIONAL CODE COUN	06/23/26-06/23/27	015.00042766		170.00	None
249-371-805-000	BUILDING INSPECTOR	INSPECTION SERVICES BY	04/01/26 - 04/15/2 APR-26		04/30/2026	4,156.31	39654
249-371-806-000	BUILDING INSPECTOR	INSPECTION SERVICES BY	4/16/26 - 4/30/2 APR-26		05/07/2026	1,966.22	39658
249-371-806-000	ELECTRICAL INSPECTOR	MIKE KYLE	04/01/26 - 4/15/26 APR-26		04/30/2026	166.80	39655
249-371-806-000	ELECTRICAL INSPECTOR	MIKE KYLE	04/16/26 - 04/30 APR-26		05/07/2026	448.20	39659
249-371-807-000	ELECTRICAL INSPECTOR	INSPECTION SERVICES BY	04/01/26 - 04/15/2 APR-26		04/30/2026	782.40	39654
249-371-807-000	MECHANICAL INSPECTOR	INSPECTION SERVICES BY	4/16/26 - 4/30/2 APR-26		05/07/2026	877.20	39658
249-371-808-000	MECHANICAL INSPECTOR	INSPECTION SERVICES BY	04/01/26 - 04/15/2 APR-26		04/30/2026	597.00	39654
249-371-808-000	PLUMBING INSPECTOR	INSPECTION SERVICES BY	4/16/26 - 4/30/2 APR-26		05/07/2026	567.60	39658
Total Fund 206 FIRE AND EMERGENCY SPECIAL ASSESSMENT						100.95	

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Fund: 249 BUILDING
 Department: 371 BUILDING INSPECTION

Total Department 371 BUILDING INSPECTION						11,539.21	
Total Fund 249 BUILDING						<u>11,539.21</u>	

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101			GENERAL FUND			49,414.86	
206			FIRE AND EMERGENCY SPECIAL ASSESSMEN			100.95	
249			BUILDING			11,539.21	
Total For All Funds:						61,055.02	

--- TOTALS BY FUND ---

**NORTH OAKLAND COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS MEETING
TUESDAY APRIL 28, 2026
MINUTES**

CALL TO ORDER: Chair Kullis called the meeting to order at 6:34 pm.

ROLL CALL

PRESENT: Kullis, Miller, Johnson
ABSENT: Stilwell, Winchester

Motion by Chair Kullis to excuse Stilwell and Winchester. Supported by Johnson. A voice vote was taken. All present voted yes. The motion was carried 3/0.

AGENDA APPROVAL

Motion by Johnson to approve the agenda. Supported by Miller. A voice vote was taken. All present voted yes. The motion was carried 3/0.

CONSENT AGENDA

1. Approval of Special Meeting Minutes – February 11, 2026
2. Approval of Special Meeting Minutes – February 18, 2026
3. Approval of Regular Meeting Minutes – February 24, 2026
4. Approval of Regular Meeting Minutes – March 24, 2026
5. Financial Reports: General Fund Revenue & Expense – February 2026
6. Balance Sheet – February 2026
7. Balance Sheet – March 2026
8. Bills for Payment: February 24, 2026
9. Bills for Payment: March 31, 2026
10. Payroll Cost: February 24, 2026
11. Payroll Cost: March 24, 2026
12. Communications: None

Motion by Johnson to approve the Consent Agenda. Supported by Miller. A roll call vote was taken. Miller -yes; Johnson -yes; Kullis - yes. Absent/Excused – Stilwell, Miller. The motion was carried 3/0.

PUBLIC COMMENT

No comments received.

PRESENTATIONS – Chief Weil

Chief Weil stated that draft policies were created following an internal investigation. They were developed with department leadership and HR consultant (Ecto HR). The draft policies include:

- Duty to Report
- Employee Complaint Process Overview

- Employee Harassment, Discrimination, and Workplace Misconduct

The drafts are significant changes to the current policies. He asked the board to review the drafts and provide comments at a future meeting. He proposed that no action be taken tonight.

UNFINISHED BUSINESS

1. Ambulance Financing

Proposal from Michigan United Credit Union – 4.75% with two payments per year for three years.

Motion by Johnson to approve the financing through Michigan United Credit Union at 4.75% for a term of three years. Supported by Miller. A roll call vote was taken. Johnson – yes; Miller – yes; Kullis – yes. Absent/Excused – Stilwell, Miller. The motion was carried 3.0.

NEW BUSINESS - None

REPORTS – Including Monthly Incident Data for: February and March 2026

Chief's Report

- Feb runs = 85; avg. response time = 7.39 mins; runs split evenly between Holly and Rose Townships; 7 out-of-district runs; runs on I-75 = 15
- March runs = 131; avg. response time = 8.24 mins; slightly more runs in Holly Township than Rose Township; out-of-district runs = 17; runs on I-75 = 1
- Ambulance Update - Production expected to begin July; completion around September
- Equipment – the boxes on the 1999 F350 and the 2015 F350 are badly rusted and need to be replaced. We will have the boxes removed and have flatbeds installed
- Hiring - 5 applications received; 3 candidates meet minimum qualifications; currently doing background checks, physical ability, health checks, etc.
- Promotion exams - moving forward with standardized testing process which is being done by an outside service for objectivity
- First Quarter Finances –
 - Grants - No updates from FEMA
 - Deputy Chief Smith stated that they are exploring other grants and funding
- Response Highlights – because of flooding, there were multiple water rescues due to motorists ignoring road closures and blockades
- Run Volume and Projections – currently at 444 calls; mutual aid for February was 4.5% with 4 big calls (compared to 20 last February) and March mutual aid was 11 calls (compared to 20 last year)
- Uncovered shifts – February was 3.72% and March was 1.43% (this does not mean no one was covering)
- Flower sale at Rose Hill is on May 9 – good PR and opportunity to interact with residents on a non-crisis basis
- Deputy Chief Smith reported the following:
 - Performance of wells provided by the Townships – 500 gal/minutes; they are taking the place of older-style water resources
 - Expressed appreciation for Townships for providing these resources

Firefighters Association – no report

Holly Township – Supervisor Kullis

- Attended MTA conference
- Responded to a flooding incident on Quick Road
- Clean-up day is May 16

Rose Township – Clerk Miller

- Clean-up day is May 2 from 8-4
- The Township received a grant from Consumers Power Foundation - \$105k over 6-year period for invasive species abatement at Rose Ponds and Dearborn Park

Citizen at Large – no report

PUBLIC COMMENT

Summary –

- Flower Day at Rose Hill started a long time ago and provides good interaction with residents who enjoy the trucks. It's good preparation for crisis intervention
- Concern expressed regarding improved agenda availability and timeline
- Acknowledgment for road commission efforts during flooding
- Expression of condolences for board member shared

ADJOURNMENT – Chair Kullis adjourned the meeting at 7:41 pm

Respectfully submitted by: Diane Hill, Recording Secretary

Holly Township
Planning Commission – Regular Meeting
Minutes of April 8, 2026

CALL TO ORDER: Commissioner Mitchell called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. located at the Holly Township Offices (Upstairs), 102 Civic Drive, Holly, Michigan 48442

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Glen Mitchell, Michael McCanney, Ben Armstead, Ray Kerton, Chuck Stoner, Derek Sommer and Leslie Jorgensen.

Members Absent: None.

Others Present: Alexis Farrell Rodriguez, Planner and Clerk Winchester.

The audience included Jake Van Boxel, a principal planner with McKenna, who introduced himself as someone who will be helping Alexis with site plan reviews and planning to allow her to focus on the zoning ordinance update. Jake has about a dozen years of experience and previously served as city manager, village manager, and planning director for multiple communities across Michigan.

AGENDA APPROVAL

- **Motion by Commissioner Kerton to approve the April 8, 2026 agenda. Supported by Commissioner Sommer. A voice vote was taken. All present voted yes. The motion carried 7/0.**

PUBLIC COMMENT – For Items on the Agenda Only: None.

PUBLIC HEARINGS: None.

APPROVAL OF MINUTES – March 11, 2026.

The March 11, 2026 seemed to be intermixed with February 11, 2026 minutes. Clerk Winchester will revise for approval next month.

The Commission took no action.

COMMUNICATIONS: None.

OLD BUSINESS:

1. Holly Township Zoning Ordinance Diagnostics for Review and Discussion.

Alexis presented an update on the zoning ordinance rewrite, explaining that the anticipated adoption date remains November 2026. She noted that bringing Jake Van Bockel on board would help free up her schedule to focus on the ordinance update, as the township has become increasingly busy with casework.

The ordinance update focuses on several key areas: modernization of outdated provisions, filling procedural gaps, adding reasonable waiver and concession options (particularly for parking requirements), and aligning the ordinance with the master plan. Alexis emphasized that the current ordinance lacks flexibility for planning commissioners to provide reasonable waivers when circumstances warrant them.

The rural town center concept, which has been in the master plan since 2016 and was reaffirmed in the 2024 update, generated extensive discussion. Commissioner Stoner expressed concerns about the practical implementation of sidewalk requirements, particularly the 8-foot width specification. He noted that requiring such wide sidewalks creates significant financial burdens for businesses, citing examples where properties would need to install sidewalks that connect to nothing due to neighboring state land and utility substations.

Commissioner Mitchell suggested focusing on specific areas like Grange Hall Road and Fish Lake Road where continuous pathways could be established, rather than piecemeal installations. He emphasized the need for grant funding and coordinated township-level planning to make pathway networks viable.

The commission discussed the pathway master plan map, which shows proposed connections throughout the township. Alexis explained that the ordinance currently requires pathway installation or payment in lieu when certain triggers occur, such as major site plan amendments. This payment-in-lieu system allows the township to collect funds for future pathway construction in areas where immediate installation doesn't make sense.

Commissioner Sommer raised concerns about the decades-long timeline for pathway development and questioned whether requiring immediate payments for infrastructure that may never materialize is fair to property owners. The commission expressed interest in exploring more incremental approaches that could be adjusted as development patterns become clearer.

Commissioner Armstead emphasized the importance of clarity in ordinance language, noting that current regulations are often difficult for average property owners to understand, leading to confusion and unexpected requirements during the approval process. He stressed the need for regulations that welcome businesses while still achieving the township's planning goals. Alexis confirmed that the updated ordinance will use "lean zoning" principles to eliminate confusing language and make requirements clearer for both applicants and planning commissioners. She plans to bring a draft ordinance to the commission hopefully next month.

2. Proposed Planning Commission By-Laws Amendment.

The Commission took No Action.

NEW BUSINESS:

1. Application from Michael Issac 329 Beaver Run, Holly, MI 48442 for Preliminary Site Condominium Approval for Meadowview Estates, Parcel ID# 01-22-476-007.

Alexis presented the preliminary site plan for a 6-unit site condominium on approximately 15 acres. The property had previously received conditional rezoning approval that limited development to 6 units and required a conservation easement along the frontage. The development will utilize well and septic systems, with units arranged to preserve mature trees along Fagan Road.

The site plan review revealed several technical issues that need resolution before final approval. The Oakland County Road Commission recommended relocating the driveway for unit 6 to move it further from the Grange Hall Road intersection for safety reasons. The conservation easement, while offered by the applicant, has not yet been formally recorded and needs to be properly documented.

Commissioner Sommer questioned the property boundary configuration between units 4 and 5, which takes an unusual turn to accommodate the existing silos and provide adequate driveway access. The commission confirmed this design serves practical purposes and makes sense given the site constraints.

Commissioner McCanney noted an error on the site plan cover sheet that references the Clinton River instead of the Shiawassee River, and questioned flood plain notations that appeared to be copied from another project. These will need correction in the final submittal.

Extensive discussion occurred regarding tree preservation and landscaping requirements. The township has tree preservation standards that may require a detailed tree survey if significant trees are to be removed. The commission noted that much of the site contains lower-quality vegetation that property owners would likely want to clear anyway. The conservation easement will help preserve the most significant trees along the road frontage.

The pathway requirement generated significant debate. Under current regulations, the development would need to either install pathways or make a payment in lieu. Several commissioners questioned the wisdom of requiring pathway payments for infrastructure that may never connect to anything, given the rural location and lack of nearby development. Ben Armstead expressed particular concern about collecting money from developers for sidewalks that may never be built or used, calling it unfair to property owners.

The commission discussed the policy implications of the pathway requirements, with some members suggesting that master plan amendments might be needed to create more realistic and

incremental pathway development strategies. Commissioner Sommer noted that requiring large payments for infrastructure spanning decades of potential development seems problematic. Commissioner Stoner pointed out that requiring 8-foot pathways to nowhere, particularly in areas where connections are unlikely for many years, creates unrealistic financial burdens. The commission expressed interest in exploring more flexible approaches that focus on areas where pathway connections are more immediately viable.

Despite concerns about pathway policy, the commission found the overall site plan well-designed and appropriate for the location.

- **Motion by Commissioner McCanney, seconded by Commissioner Sommer to grant preliminary approval of the site condominium encompassing 6 residential units on parcel ID 01-22-476-007, per the conditional rezoning agreement dated September 10, 2025, contingent on the following conditions being addressed before final approval: 1) notation of all trees to be retained and determination of compliance with landscaping requirements and whether replacement is required; 2) identification of the 3.04 acre conservation easement area on unit 1 per the agreement with no clearing of existing vegetation except for appropriate access; 3) proposed driveways must be acceptable to Oakland County Road Commission and minimize disturbance to the conservation easement; 4) existing silos and barn foundation must be mitigated appropriately per the township engineer and building official; and 5) safety path requirements must be met. . A voice vote was taken. All present voted yes. The motion carried 7/0.**

REPORTS: None.

PUBLIC COMMENT: None.

ADJOURNMENT

- **Motion by Commissioner Sommer to adjourn the meeting. Supported by Commissioner Armstead. A voice vote was taken. All present voted yes. The motion carried 7/0.**

ADJOURNMENT – Commissioner Mitchell adjourned the meeting at 8:06 pm.

Karin S. Winchester, Clerk

Permit Fees

Permit Number	Type	Issued	Finalized	Applicant	Address	Fee Amount	Balance Due
PPB26045	Building	04/29/202		BAKER, DAN	3415 BELFORD RD	\$562.40	\$0.00
PPB26035	Building	04/09/202		ARMSTEAD, BENJAMIN J	4411 BELFORD RD	\$404.00	\$0.00
PPB26033	Building	04/14/202		SCOTT MARTINEAU	12500 DIXIE HWY	\$170.00	\$0.00
PPB26034	Building	04/14/202		SCOTT MARTINEAU	12500 DIXIE HWY	\$161.60	\$0.00
PMC26037	Mechanical	04/13/202		J A CARNEY PLUMBING	368 EDGE BROOK DR	\$107.00	\$0.00
PPL26020	Plumbing	04/13/202		JA CARNEY PLUMBING	368 EDGE BROOK DR	\$298.00	\$0.00
PMC26038	Mechanical	04/13/202		MULLIGAN HTG INC	368 EDGE BROOK DR	\$250.00	\$0.00
PMC26041	Mechanical	04/20/202		J A CARNEY PLUMBING	370 EDGE BROOK DR	\$107.00	\$0.00
PPL26023	Plumbing	04/20/202		JA CARNEY PLUMBING	370 EDGE BROOK DR	\$298.00	\$0.00
PMC26043	Mechanical	04/22/202		MULLIGAN HTG INC	370 EDGE BROOK DR	\$250.00	\$0.00
PPB26037	Building	04/14/202		C & L WARD BROS CO	378 EDGE BROOK DR	\$185.00	\$0.00
PPB26026	Building	04/01/202		MI HOMES OF MICHIGAN	381 EDGE BROOK DR	\$747.90	\$0.00
PPB26025	Building	04/01/202		MI HOMES OF MICHIGAN	383 EDGE BROOK DR	\$895.80	\$0.00
PEL26134	Electrical	04/23/202		BOSTON ELECTRIC CO	385 EDGE BROOK DR	\$325.00	\$0.00
PPL26019	Plumbing	04/13/202		ACL PLUMBING	14420 FAGAN RD	\$314.00	\$0.00
PMC26046	Mechanical	04/28/202		GOYETTE MECHANICAL CO	6139 GRANGE HALL	\$83.00	\$0.00
PPB26038	Building	04/16/202		C & G CEMENT CONTRACTOR	1160 GRANGE HALL RD	\$288.00	\$0.00
PPB26028	Building	04/01/202		MI HOMES OF MICHIGAN	364 HIDDEN RIVER WEST	\$939.50	\$0.00
PPB26029	Building	04/02/202		D & W WINDOWS & SUNROOM	352 HIDDEN E RIV	\$270.00	\$0.00
PPB26027	Building	04/01/202		MI HOMES OF MICHIGAN	406 HIDDEN W RIV	\$867.10	\$0.00
PPL26026	Plumbing	04/28/202	05/14/202	EARL J. WEIL & SON	420 HIDDEN W RIV	\$85.00	\$0.00
PEL26133	Electrical	04/22/202		BOSTON ELECTRIC CO	423 HIDDEN W RIV	\$325.00	\$0.00
PPL26021	Plumbing	04/15/202		JA CARNEY PLUMBING	425 HIDDEN W RIV	\$298.00	\$0.00
PMC26039	Mechanical	04/15/202		J A CARNEY PLUMBING	425 HIDDEN W RIV	\$107.00	\$0.00
PMC26040	Mechanical	04/15/202		WILLIAMS DISTRIBUTING	425 HIDDEN W RIV	\$165.00	\$0.00
PMC26042	Mechanical	04/20/202		MULLIGAN HTG INC	425 HIDDEN W RIV	\$250.00	\$0.00
PMC26044	Mechanical	04/27/202		J A CARNEY PLUMBING	429 HIDDEN W RIV	\$107.00	\$0.00
PPL26025	Plumbing	04/27/202		JA CARNEY PLUMBING	429 HIDDEN W RIV	\$298.00	\$0.00
PMC26045	Mechanical	04/27/202		MULLIGAN HTG INC	429 HIDDEN W RIV	\$250.00	\$0.00
PPB26024	Building	04/01/202		MI HOMES OF MICHIGAN	451 HIDDEN W RIV	\$826.10	\$0.00
PPB26032	Building	04/09/202		COMPLETE HOME AND BUILD	6379 HOLDRIDGE RD	\$387.00	\$0.00
PPB26040	Building	04/21/202		R K CONSTRUCTION	6190 E HOLLY RD	\$265.00	\$0.00
PPB26031	Building	04/07/202		SYSTEMS, AYERS BASEMENT	14319 N HOLLY RD	\$258.89	\$0.00
PPL26018	Plumbing	04/07/202		SYSTEMS, AYERS BASEMENT	14319 N HOLLY RD	\$85.00	\$0.00
PPB26030	Building	04/01/202		BCM HOME IMPROVEMENT	2411 HOUSER RD	\$465.00	\$0.00
PEL26129	Electrical	04/06/202		HENRY MORALES	1219 KURTZ RD	\$110.00	\$0.00
PPB26043	Building	04/27/202		1 800 HANSONS	6075 LAHRING RD	\$269.00	\$0.00
PEL26131	Electrical	04/15/202		MACDONALD, RANDALL	13181 MER NEL LN	\$138.00	\$0.00

Permit Fees

05/14/2026
2/3

Permit Number	Type	Issued	Finalled	Applicant	Address	Fee Amount	Balance Due
PPB26041	Building	04/22/202		RN CONSTRUCTION	4291 MOONLIGHT DR	\$185.00	\$0.00
PPB26048	Building	04/29/202		RENOVATIONS ROOFING & R	457 OTTER RUN	\$295.00	\$0.00
PPB26039	Building	04/16/202		HOME INSPECTION PLUS	14087 PLACID DR	\$255.74	\$0.00
PPL26022	Plumbing	04/16/202		MOORE & SONS PLUMBING	14087 PLACID DR	\$110.00	\$0.00
PEL26132	Electrical	04/16/202		SABLE ELECTRIC	14087 PLACID DR	\$97.00	\$0.00
PEL26130	Electrical	04/07/202		CURTIS, WILLIAM	3193 QUICK RD	\$140.00	\$0.00
PPB26036	Building	04/13/202		RENOVATIONS, AMERICAN N	996 RIVER ROCK DR	\$349.30	\$0.00
PMC26015	Mechanical	04/09/202		LANE GOULD	4580 ROOD RD	\$187.00	\$0.00
PMC26036	Mechanical	04/07/202		JOHNSON, MARK	5194 ROOD RD	\$388.00	\$0.00
PPB26046	Building	04/29/202		WOODLINE BUILDING CO	5194 ROOD RD	\$690.00	\$0.00
PMC26034	Mechanical	04/23/202		GUARDIAN AUTOMATIC FIRE	5130 ROSE HILL BLVD	\$415.00	\$0.00
PPB26047	Building	04/29/202		DEAN DANFORTH	5126 SHIELDS RD	\$236.00	\$0.00
PMC26035	Mechanical	04/02/202		ADKISSON & SONS HTG & C	2125 STONE HENGE CT	\$100.00	\$0.00
PPL26024	Plumbing	04/22/202		CICOTTE, BRIAN T.	14430 VANESSA DR	\$155.00	\$0.00
PPB26042	Building	04/27/202		PARAMOUNT BUILDING INC	6372 WEATHERFORD CT	\$230.90	\$0.00

Total Permits: 53
Total Fee Amount: 16046.23
Total Balance Due Amount: 0



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

May 2026

**Public Safety Revenue Sharing – Cities, Villages and Townships
Fiscal Year 2026
Program Information**

Overview

For fiscal year (FY) 2026, the legislature authorized the distribution of \$42,562,500 (\$35,062,500 ongoing funding + \$7,500,000 one-time funding) in Public Safety Revenue Sharing payments to cities, villages and townships (2025 Public Act 22, Section 959(1)(b) and Section 992(2)). Payments are based on each local unit's share of violent crime counts as certified by the Michigan Department of State Police (MDSP) for calendar years 2022, 2023, and 2024.

Distribution Timing

Payments are expected to be distributed in May 2026.

Distribution Calculation

Distributions are calculated by determining the Average Violent Crime Count for each local unit by computing the average of a local unit's two highest violent crime counts from the three most recent Annual Crime Reports as certified by the MDSP. The averages are then summed for all local units to determine the Statewide Total Violent Crime Count. Next, a Proportional Factor is computed for each local unit by dividing its Average Violent Crime Count by the Statewide Total Violent Crime Count. Then the Distribution Amount is determined for each local unit by multiplying the local unit's Proportional Factor by the total funds available for distribution.

The maximum payment any local unit may receive is 25% of the total amount available for distribution.

Calculation Formulas:

Average Violent Crime Count (for a Local Unit) =

Sum (local unit's 2 highest violent crime counts for the three most recent MDSP Annual Crime Reports) / 2

Statewide Total Violent Crime Counts =

Sum (Average Violent Crime Counts for each Local Unit)

Proportional Factor (for a Local Unit) =

Average Violent Crime Count (for a Local Unit) / *Statewide Total Violent Crime Count*

Distribution Amount (for a Local Unit) =

Proportional Factor (for a Local Unit) X *Total Amount Available for Distribution*

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships

Fiscal Year 2026 – Program Information

Page 2

Crime Data

Violent Crime Counts are based on the 3 most recent annual crime reports published by the MDSP as of October 1, 2025. The violent crime counts are based on the finalized crime data (for counts of murder, rape, robbery, and aggravated assault) that the MDSP received for each local unit for the most recent three calendar years.

The Annual Crime Reports, as certified by MDSP, include only crimes reported by local law enforcement agencies and county sheriff departments. As a result, crimes reported by state, tribal, and railroad law enforcement agencies were excluded, as were those reported by college and university police, airport police, and metropark police. In some local units, the Michigan State Police was the only reporting agency, and those crimes are not included in this report. Cities, villages and townships that did not submit crime data are shown as zero.

Use of Funds – Requirements/Restrictions

Local units must use these funds only for operational or capital expenses that serve the purposes of public safety. At least 75% of the distribution must be used to fund a law enforcement agency or law enforcement officers. Up to 25% of the distribution must be used to fund other non-law-enforcement related public safety purposes, such as:

- Public safety initiatives to improve recruitment or retention efforts
- Training programs
- Equipment purchases
- Programs designed to reduce identified risks to public safety
- Crime diversion programs
- Operational emergency medical or firefighter services
- Capital improvements to public safety buildings/structures

All local public safety initiative expenses must be related to public safety and designed to reduce identified risks to public safety and cannot include unproven intervention solutions to community violence. In addition, these funds cannot be used for any of the following:

- Pension or other post-employee benefit (OPEB) payments
- Lawsuits or claims payments
- Debt service payments
- Acquisition or use of a vehicle weighing more than 15,000 pounds that is designed or used for a tactical police purpose
- Acquisition or use of facial recognition technology
- Acquisition or use of a chemical weapon

Local units may subgrant all or part of their distribution to another local unit as long as the funds are used for public safety purposes and are in compliance with the Use of Funds – Requirements/Restrictions.

Definitions

- “Chemical weapon” means a munition or device that is specifically designed to cause death or other harm through a toxic chemical that would be released as a result of the employment of the munition or device.
- “Facial recognition technology” means an automated or a semiautomated technological process that assists in identifying or verifying an individual based on the individual’s face.
- “Violent crime” means that term as defined by the director of the MDSP in accordance with the department’s incident crime reporting program and the corresponding annual crime reports.
- “Violent crime count” means the number of violent crimes based on victim counts, as certified by the director of the MDSP. When a victim is connected to multiple offenses, the victim is counted under the highest-ranked offense, as defined by the director of the MDSP.
- “Violent crime rate” means the number of crimes per 100,000 people, determined by dividing a particular city, village, or township violent crime count by the population, then multiplying by 100,000 and rounding to the nearest whole number.

Questions?

Additional information can be found on [Public Safety Revenue Sharing Webpage](#).

Please direct all questions to the Revenue Sharing and Grants Division by phone at 517-335-7484 or email at TreasRevenueSharing@michigan.gov.

Public Safety Revenue Sharing Cities, Villages, and Townships FY 2026

¹ Violent Crime Counts are from the annual crime reports certified by the Michigan Department of State Police

Local Unit Code	Local Unit Name	Local Unit Type	County	2022 Violent Crime Count ¹	2023 Violent Crime Count ¹	2024 Violent Crime Count ¹	Payment Amount
63-1010	Addison	Township	Oakland	3	6	0	\$4,257
63-1030	Bloomfield	Township	Oakland	22	18	16	\$18,919
63-1040	Brandon	Township	Oakland	24	9	10	\$16,081
63-1050	Commerce	Township	Oakland	24	28	24	\$24,594
63-1070	Groveland	Township	Oakland	0	0	2	\$946
63-1080	Highland	Township	Oakland	18	13	26	\$20,811
63-1090	Holly	Township	Oakland	0	0	0	\$0
63-1100	Independence	Township	Oakland	37	34	38	\$35,473
63-1110	Lyon	Township	Oakland	14	12	7	\$12,297
63-1120	Milford	Township	Oakland	0	4	4	\$3,784
63-1130	Novi	Township	Oakland	0	0	0	\$0
63-1140	Oakland	Township	Oakland	8	15	6	\$10,878
63-1150	Orion	Township	Oakland	19	16	13	\$16,554
63-1160	Oxford	Township	Oakland	9	11	22	\$15,608
63-1180	Rose	Township	Oakland	0	0	0	\$0
63-1190	Royal Oak	Township	Oakland	0	0	0	\$0
63-1200	Southfield	Township	Oakland	0	0	0	\$0
63-1210	Springfield	Township	Oakland	8	14	4	\$10,405
63-1220	Waterford	Township	Oakland	164	198	193	\$184,931
63-1230	West Bloomfield	Township	Oakland	67	63	53	\$61,486
63-1240	White Lake	Township	Oakland	23	23	13	\$21,757
63-2005	Auburn Hills	City	Oakland	95	69	99	\$91,756
63-2010	Berkley	City	Oakland	4	0	5	\$4,257
63-2020	Birmingham	City	Oakland	7	8	11	\$8,986
63-2030	Bloomfield Hills	City	Oakland	4	7	5	\$5,676
63-2035	Clarkston	City	Oakland	0	1	2	\$1,419
63-2040	Clawson	City	Oakland	23	8	22	\$21,284
63-2050	Farmington	City	Oakland	5	8	10	\$8,513
63-2055	Farmington Hills	City	Oakland	127	130	164	\$139,053
63-2060	Ferndale	City	Oakland	51	54	39	\$49,662
63-2070	Hazel Park	City	Oakland	42	65	30	\$50,608
63-2080	Huntington Woods	City	Oakland	1	2	2	\$1,892
63-2090	Keego Harbor	City	Oakland	4	2	3	\$3,311
63-2095	Lake Angelus	City	Oakland	0	0	0	\$0
63-2100	Lathrup Village	City	Oakland	3	5	9	\$6,622
63-2110	Madison Heights	City	Oakland	69	84	77	\$76,148
63-2120	Northville	City	Oakland	5	3	1	\$3,784
63-2130	Novi	City	Oakland	52	66	67	\$62,905
63-2140	Oak Park	City	Oakland	108	97	115	\$105,472
63-2150	Orchard Lake	City	Oakland	1	4	4	\$3,784
63-2160	Pleasant Ridge	City	Oakland	1	7	2	\$4,257
63-2170	Pontiac	City	Oakland	643	702	636	\$636,144
63-2180	Rochester	City	Oakland	5	3	4	\$4,257
63-2185	Rochester Hills	City	Oakland	56	58	71	\$61,013
63-2190	Royal Oak	City	Oakland	78	89	73	\$78,986
63-2200	Southfield	City	Oakland	387	409	377	\$376,483
63-2210	South Lyon	City	Oakland	9	13	7	\$10,405
63-2220	Sylvan Lake	City	Oakland	4	0	1	\$2,365
63-2230	Troy	City	Oakland	102	80	103	\$96,959
63-2240	Walled Lake	City	Oakland	10	11	10	\$9,932
63-2250	Wixom	City	Oakland	20	33	31	\$30,270
63-3010	Beverly Hills	Village	Oakland	10	10	5	\$9,459

Public Safety Revenue Sharing Cities, Villages, and Townships FY 2026

¹ Violent Crime Counts are from the annual crime reports certified by the Michigan Department of State Police

Local Unit Code	Local Unit Name	Local Unit Type	County	2022 Violent Crime Count ¹	2023 Violent Crime Count ¹	2024 Violent Crime Count ¹	Payment Amount
63-3020	Bingham Farms	Village	Oakland	2	6	1	\$3,784
63-3040	Franklin	Village	Oakland	1	0	0	\$473
63-3050	Holly	Village	Oakland	6	10	5	\$7,568
63-3070	Lake Orion	Village	Oakland	2	5	8	\$6,149
63-3080	Leonard	Village	Oakland	0	1	0	\$473
63-3090	Milford	Village	Oakland	7	3	4	\$5,203
63-3100	Ortonville	Village	Oakland	0	0	0	\$0
63-3110	Oxford	Village	Oakland	5	2	2	\$3,311
63-3130	Wolverine Lake	Village	Oakland	2	0	3	\$2,365
64-1010	Benona	Township	Oceana	0	2	1	\$1,419
64-1020	Claybanks	Township	Oceana	2	0	0	\$946
64-1030	Cotfax	Township	Oceana	1	0	2	\$1,419
64-1040	Crystal	Township	Oceana	0	2	2	\$1,892
64-1050	Elbridge	Township	Oceana	1	0	1	\$946
64-1060	Ferry	Township	Oceana	1	1	4	\$2,365
64-1070	Golden	Township	Oceana	6	3	6	\$5,676
64-1080	Grant	Township	Oceana	6	6	7	\$6,149
64-1090	Greenwood	Township	Oceana	3	5	2	\$3,784
64-1100	Hart	Township	Oceana	7	1	8	\$7,095
64-1110	Leavitt	Township	Oceana	1	2	6	\$3,784
64-1120	Newfield	Township	Oceana	3	9	3	\$5,676
64-1130	Otto	Township	Oceana	1	2	7	\$4,257
64-1140	Pentwater	Township	Oceana	1	0	1	\$946
64-1150	Shelby	Township	Oceana	8	3	0	\$5,203
64-1160	Weare	Township	Oceana	3	3	1	\$2,838
64-2010	Hart	City	Oceana	10	18	9	\$13,243
64-3010	Hesperia	Village	Oceana	0	3	1	\$1,892
64-3020	New Era	Village	Oceana	0	0	0	\$0
64-3030	Pentwater	Village	Oceana	3	2	0	\$2,365
64-3040	Rothbury	Village	Oceana	2	1	1	\$1,419
64-3050	Shelby	Village	Oceana	6	10	5	\$7,568
64-3060	Walkerville	Village	Oceana	1	0	0	\$473
65-1010	Churchill	Township	Ogemaw	2	0	0	\$946
65-1020	Cumming	Township	Ogemaw	0	0	1	\$473
65-1030	Edwards	Township	Ogemaw	0	0	0	\$0
65-1040	Foster	Township	Ogemaw	1	0	0	\$473
65-1050	Goodar	Township	Ogemaw	0	0	0	\$0
65-1060	Hill	Township	Ogemaw	1	1	0	\$946
65-1070	Horton	Township	Ogemaw	1	1	0	\$946
65-1080	Klacking	Township	Ogemaw	0	0	0	\$0
65-1090	Logan	Township	Ogemaw	2	0	0	\$946
65-1100	Mills	Township	Ogemaw	18	16	10	\$16,081
65-1110	Ogemaw	Township	Ogemaw	0	0	0	\$0
65-1120	Richland	Township	Ogemaw	0	0	2	\$946
65-1130	Rose	Township	Ogemaw	1	1	2	\$1,419
65-1140	West Branch	Township	Ogemaw	5	1	2	\$3,311
65-2010	Rose City	City	Ogemaw	0	0	0	\$0
65-2020	West Branch	City	Ogemaw	4	2	0	\$2,838
65-3010	Prescott	Village	Ogemaw	0	0	0	\$0
66-1010	Bergland	Township	Ontonagon	0	0	0	\$0
66-1020	Bohemia	Township	Ontonagon	0	0	0	\$0
66-1030	Carp Lake	Township	Ontonagon	0	0	1	\$473



Memorandum

TO: Planning Commission
Holly Township
102 Civic Drive
Holly Michigan 48442

FROM: Jacob VanBoxel, MSA, Principal Planner
Alexis Farrell-Rodriguez, AICP, NCI, Senior Planner

SUBJECT: **Planner's Reports Relating to Apex Management Correspondence**

DATE: May 12, 2026

In the packet for the Planning Commission meeting this week was correspondence addressing several applications which were submitted for 3045 Grange Hall Road by property owner Apex Management. This memo is intended as a follow up with specific detail to illustrate the sequence of events related to the applications.

While the concerns expressed by the applicant are acknowledged, it is important to note that municipal review processes, including site plan and special land use reviews, they are required to ensure compliance with Township ordinances, public safety standards, and long-term planning objectives. These procedures apply consistently to all applicants and often involve multiple stages of review, coordination between departments, and legally required public hearing requirements. Additionally, several of the costs and losses referenced may be attributable to broader business, market, construction, or tenant-related factors that fall outside the Township's direct control.

Staff recognizes the importance of maintaining efficient, transparent, and predictable review procedures and will continue evaluating opportunities to improve communication and administrative processes where appropriate. The Township remains committed to balancing economic development objectives with its responsibility to administer ordinances fairly and consistently for all applicants.

The following is a timeline of submissions and responses for three applications received for the property:

1. **Received June 5, 2025 - Administrative Site Plan Review:** to amend site plan on file to construct accessory structure (storage building / pole barn) and install new landscaping.
2. **Received September 4, 2025 - Site Plan Review and Special Land Use Permit Application:** for a tenant to occupy a suite and the newly constructed storage structure to operate an outdoor equipment rental company.

For reference, completeness reviews are prepared when applications have significant information missing. The list of required information on a site plan is listed as written in Section 32-234 and any missing items from the list are highlighted.

Jake will be in attendance at the meeting. Please do not hesitate to reach out with questions.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM



TIMELINE OF EVENTS RELATING TO APEX MANAGEMENT SP/SLU APPLICATIONS

Administrative Review

June 5, 2025 - Administrative site plan amendment application submitted to construct a pole barn for cold storage in rear of site, not tied to a specific tenant but applied for as the site owner / manager. Application was incomplete.

July 2025 – Additional information submitted throughout the month. Landscape plan amendments added to application request following premature removal of existing landscaping.

August 2025 – Administrative site plan amendment approved.

Site Plan and Special Land Use

September 4, 2025 – Site plan and Special Land Use application submitted to occupy recently approved pole barn and tenant suite for an outdoor equipment rental company. Application was incomplete.

September 10, 2025 – Completeness review, noting missing information required per zoning ordinance transmitted to applicant.

November 6, 2025 – Revised site plan submitted.

November 11, 2025 – Completeness review on revised site plan transmitted.

January 16, 2026 – Revised site plan submitted. Details missing regarding frontage pathway.

January 16 through January 30, 2026 – Correspondence between applicant and Township engineer to clarify pathway requirements and design details needed on site plan.

February 12, 2026 – Revised site plan submitted with all necessary information. Plans distributed to all reviewing bodies to initiate formal plan reviews (Planner, Engineer, Fire).

February 18, 2026 – Public hearing notice for special land use scheduled for March Planning Commission meeting, notice transmitted to newspaper.

March 5, 2026 – Site Plan and Special Land Use Review #1 transmitted to Planning Commission and applicant. Various use-related questions arose through compliance reviews related to the special use request. Recommendation to table the decision in order to allow for conditions and questions to be resolved.

March 11, 2026 – Meeting held with applicant and Township Zoning Administrator, Planner, and Building Official to discuss operational questions and concerns regarding the special use request. Additional information from the proposed tenant / operator was discussed, and the review process explained as to why Planner recommended to table the decision until additional information was provided and noted on the site plan.

March 11, 2026 – Public hearing held at Planning Commission meeting. Discussion on the requested resulted in a motion to table.

March 13, 2026 – Summarized list of additional information requested and outstanding site plan conditions transmitted to applicant.

March 31, 2026 – Additional documentation from applicant received. No revised site plans submitted.

April 28, 2026 – Applicant withdrew application.



Outlook

Correspondence for the Planning Commission

From Apex management <support@apexpropertymgmt.com>

Date Fri 05/01/26 3:10 PM

To Supervisor <supervisor@hollytownship.org>

Cc Karin Winchester <clerk@hollytownship.org>

May 1, 2026

Holly Township Planning Commission
Holly Township Board of Trustees
102 Civic Drive
Holly, MI 48442

Dear Members of the Planning Commission and Township Board,

Investment & Loss Summary – Special Use Permit/Dirt Works Equipment Rental

This summary outlines the financial investment and losses incurred as a direct result of delays, extended timelines, and procedural constraints associated with the Township approval process beginning September 2025. Despite significant efforts and financial commitment to bring a new business (Dirt Works Equipment Rental) into the community, prolonged delays ultimately resulted in the loss of a qualified tenant who has since decided, as of this week, to secure a location in Fenton. This not only represents a substantial financial loss to the property, but also the loss of a promising business opportunity for the Township.

- Fenton Land Surveying: \$5,500.00
- Holly Township Escrow / Special Use Permit/Amendment: \$8,635.71
- Business License Application: \$250.00
- Barn Permit: \$500.00
- Barn Construction \$80,000
- Electrical Permit: \$214.00
- Site Plan for Barn: \$500.00
- Barn Insurance: \$600.00
- Suite #6 Loss of Rent (Delay due to application restrictions): \$4,750.00
- Loss of Rent – Barn Tenant (6 months): \$16,200.00

Total Investment and Loss: \$117,149.71

We are submitting this summary to clearly demonstrate the significant financial and operational hardship this process has caused. This situation could have been handled in a more efficient and timely manner. Instead, the extended delays have had a direct and substantial impact on our business, ultimately resulting in the loss of a qualified tenant and a valuable business opportunity for the Township.

It is extremely concerning that the level of difficulty and obstacles encountered throughout this process have not been fully visible to the Township Board. The lack of clarity, delays, and challenges in working

through the approval process have created unnecessary burdens not only for us, but also for other business owners attempting to invest in the community.

We remain committed to improving and investing in the property; however, we strongly urge the Township to take a closer look at how these processes are being handled moving forward. A more efficient, transparent, and collaborative approach is critical to supporting business growth and preventing further loss of opportunities within the Township.

*Sincerely,
Pamelia M. Jobes
President*

APEXMANAGEMENT

Phone: (248) 605-0277 / Fax: (248) 268-0184
3043 Grange Hall Ste 10
Holly, MI 48442

**NOTICE
HOLLY TOWNSHIP RESIDENTS
BUDGET PUBLIC HEARING (TRUTH IN BUDGETING)**

NOTICE IS HEREBY GIVEN, that the Holly Township Board will hold a public hearing on the proposed township budgets for fiscal year July 1, 2026 – June 30, 2027 at the Holly Township Hall (Upstairs) 102 Civic Dr., Holly, Michigan 48442 on **May 20, 2026 at 6:30 P.M.** or as soon as possible thereafter. **The property tax millage rate proposed to be levied to support the proposed budget will be the subject of this hearing.** A copy of the budget and the proposed millage rates are available for public inspection at Holly the Township Clerk's Office 102 Civic Drive, Holly, MI 48442 by contacting the Clerk at 248-634-9331 ext. 301.

The Holly Township Board will provide necessary reasonable auxiliary aid and services to Individuals with disabilities upon seven (7) day notice to the Clerk's Office prior to the hearing by writing, calling 248-634-9331 Ext. 301 or emailing the Clerk at clerk@hollytownship.org.

Karin S. Winchester, MMC
Holly Township Clerk

NOTICE OF PUBLIC HEARING
Annual Redetermination of Special Assessment Roll for
Special Assessment District for the Purpose
of Fire Protection Services and
Emergency Medical Response Services
TOWNSHIP OF HOLLY
Oakland County, Michigan

NOTICE IS HEREBY GIVEN, that the Township Board of the Township of Holly will conduct a public hearing at the Holly Township Hall (Upstairs) 102 Civic Drive, Holly, Michigan 48442 on May 20, 2026, at 6:30 p.m. or as soon as possible thereafter on the estimated costs and expenses, and the distribution of the levy for Fire Protection Services and Emergency Medical Response Services as redetermined pursuant to MCL 41.801(4).

PLEASE TAKE NOTICE that the Special Assessment District for the Purpose of Fire Protection Services and Emergency Medical Response Services within which the cost of fire protection services, including but not limited to construction of facilities, operational cost of fire protection, maintenance and improvement of equipment facilities, and the cost of ambulance services and related emergency medical response services within the Special Assessment District for the fiscal year 2026-2027 is approximately \$1,239,746.00. The amount of the special assessment is based upon the special benefit to real property from the nature and level of fire protection services and emergency medical response services to be provided to the Township by the North Oakland County Fire Authority.

PLEASE TAKE FURTHER NOTICE that the total amount proposed to be specially assessed in the Special Assessment District for the Purpose of Fire Protection Services and Emergency Medical Response Services and the millage rate proposed are:

TOTAL: \$1,326,050.00 MILLAGE RATE: 4.2000

PLEASE TAKE FURTHER NOTICE that copies of the proposed budget and of the proposed special assessment roll may be reviewed at the office of the Township Clerk at 102 Civic Drive, Holly, Michigan 48442.

PLEASE TAKE FURTHER NOTICE that at the public hearing, the Township Board will hear and or review said special assessment roll and any comments or objections thereto which might be made or filed with the Board at or prior to the time of said public hearing, and will consider any revisions, amendments, or changes to said proposed special assessment roll and the amount of special assessments to be levied against benefited property.

Appearance and protest at this public hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal. An owner or party in interest or his or her agent may appear in person at this hearing to protest the special assessment or shall be permitted to file his or her appearance or protest by letter received at or before the public hearing, and if such a letter is filed, then the personal appearance of the person protesting is not required.

The owner or any person having an interest in the real property who protests in person or in writing at this hearing as set forth above may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the confirmation of the special assessment roll.

PLEASE TAKE FURTHER NOTICE that if the proposed special assessment roll is confirmed, or is modified and confirmed, the special assessment will be collected in the same manner as property taxes as provided for by law.

All interested persons are invited to be present at the aforesaid time and place to submit comments concerning any of the foregoing, or to protest the proposed special assessment roll and/or special assessment.

Holly Township will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed material being considered at the hearing, to individuals with disabilities at the hearing upon seven (7) day notice to the Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Township Clerk at 248-634-9331 ext. 301.

Karin S. Winchester, MMC
Holly Township Clerk

Holly Township Parks and Recreation
Budget 2026-2027

Account #	Description	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Budget
208-000-410	Tax	192,502.68	209,885.62	223,517.27	240,000.00	255,000.00
566	Grants	-	-	-	-	-
567	Yoga/Classes	-	4,127.50	978.50	50.00	500.00
608	Leagues and Tournament	-	-	-	-	-
643	Concessions Beach	355.62	227.93	-	470.83	-
645	Disc Golf	1,970.00	785.75	1,280.00	500.00	500.00
651	Beach Tags	610.00	-	-	-	-
653	Special Events	2,486.54	-	-	-	-
664	Interest & Dividends	1,353.06	1,183.37	1,632.29	2,000.00	2,000.00
669	Rent/Lease Park 2	-	-	-	-	200.00
670	Rent/Lease Beach	-	-	-	200.00	200.00
675	Contributions	933.00	2,157.52	1,229.40	336.12	500.00
685	Miscellaneous	690.00	-	-	-	-
686	Misc. Park II	-	-	-	-	-
	Total Revenue	200,900.90	218,367.69	228,637.46	243,556.95	258,900.00
<hr/>						
Expenditures						
208-208-702	Park Salaries	34,658.03	22,889.20	39,308.75	45,000.00	73,000.00
703	Director/Manager Salary	17,918.76	30,375.00	-	30,000.00	30,000.00
704	Program Coordinator	-	8,786.70	14,363.00	-	-
715	Social Security	3,985.73	4,746.97	4,105.89	5,800.00	7,650.00
	Health Insurance	1,116.38	-	-	-	-
	Pension	1,449.99	-	-	-	-
725	Accounting Fees	-	4,740.00	5,359.42	6,800.00	7,500.00
726	Beach Operating Supplies	643.28	109.98	-	-	1,500.00
727	Operating Supplies	3,086.93	2,590.56	3,826.17	6,000.00	5,000.00
729	Office Expense	-	-	6,585.65	4,500.00	4,000.00
728	Softball Expenses	80.00	76.75	-	-	-
730	Classes/Special Events	990.00	3,383.82	1,573.29	4,000.00	2,000.00

731	Disc Golf		920.82	-	-	1,000.00	-
801	Auditing Fees	2,800.00	5,500.00	16,200.00	9,856.95	10,000.00	-
805	Legal	819.00	-	-	-	3,000.00	-
806	Beach Disposal	2,574.99	967.72	-	-	-	-
807	Park Disposal	1,125.60	1,093.51	1,670.77	3,000.00	2,500.00	-
809	Sanitary Disposal	830.43	3,440.00	3,710.00	3,600.00	3,600.00	-
850	Beach Telephone	-	-	-	-	-	-
851	Park Telephone	3,279.30	2,858.48	2,098.17	1,500.00	600.00	-
852	Mobile Phone	918.84	491.18	-	2,400.00	1,650.00	-
860	Mileage & Gas	197.04	474.74	553.65	1,200.00	1,000.00	-
861	Education	500.00	-	-	3,000.00	3,000.00	-
880	Community Promotion Beach	-	-	-	1,000.00	500.00	-
881	Community Promotion (Website)	150.00	365.00	165.00	6,000.00	7,000.00	-
910	Insurance	9,242.00	20,131.00	11,209.00	13,000.00	13,000.00	-
920	Beach Utilities	1,237.11	1,085.94	-	-	-	-
921	Park Utilities	5,634.33	3,768.93	5,930.81	6,200.00	6,200.00	-
930	Beach Repairs	-	1,009.95	-	-	-	-
931	Park Repairs	15,871.57	18,376.85	12,602.37	33,500.00	34,000.00	-
956	Park Miscellaneous	283.51	203.49	(25.00)	-	-	-
66000	Payroll Processing	1,762.07	2,331.25	1,499.32	2,200.00	2,200.00	-
971	Park II Equip/Capital	3,228.00	15,320.89	-	24,000.00	10,000.00	-
984	Improvements Park II	-	-	43,866.33	30,000.00	30,000.00	-
	Total expenditures	114,382.89	156,038.73	174,602.59	243,556.95	258,900.00	

Office of the Clerk
 248-634-9331 ext. 301
 Fax: 248-634-5482



George A. Kullis, Supervisor
 Karin S. Winchester, Clerk
 Jennifer Ryan, Treasurer
 Derek Burton, Trustee
 Ryan Matson, Trustee
 Michael McCanney
 Richard Kinnamon

**RESOLUTION 2026-08
 HOLLY TOWNSHIP
 2026 – 2027 BOARDS AND COMMISSIONS MEETING DATES**

According to the Open Meetings Act enacted by the State of Michigan:

The **Holly Township Board of Trustees** will hold its regular meetings at **Holly Township Hall 102 Civic Drive, Holly, Michigan** at **6:30 PM** on the following dates:

July 15, 2026	November 18, 2026	March 17, 2027
August 19, 2026	December 16, 2026	April 21, 2027
September 16, 2026	January 20, 2027	May 19, 2027
October 21, 2026	February 17, 2027	June 16, 2027

The **Holly Township Planning Commission** will hold its regular meetings at **Holly Township Hall 102 Civic Drive, Holly**, at **6:30 PM** on the following dates:

July 8, 2026	November 11, 2026	March 10, 2027
August 12, 2026	December 9, 2026	April 14, 2027
September 9, 2026	January 13, 2027	May 12, 2027
October 14, 2026	February 10, 2027	June 9, 2027

The **Holly Township Zoning Board of Appeals** will hold its regular meetings on scheduled Planning Commission dates when there is business. The meetings will be held at **Holly Township Hall 102 Civic Drive, Holly, Michigan** at **5:00 PM**, unless otherwise posted.

ADOPTED by the Holly Township Board of Trustees this 20th day of May 2026.

Motion by:
 Supported by:
 Ayes:
 Nays:
 Absent:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
 COUNTY OF OAKLAND)

Office of the Clerk
248-634-9331 ext. 301
Fax: 248-634-5482



George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Jennifer Ryan, Treasurer
Derek Burton, Trustee
Ryan Matson, Trustee
Michael McCanney
Richard Kinnamon

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of the Township of Holly, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 20th day of May, 2026, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Karin S. Winchester, MMC
Holly Township Clerk
Oakland County, Michigan

Office of the Clerk
248-634-9331 ext. 301
Fax: 248-634-5482



George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Jennifer Ryan, Treasurer
Derek Burton, Trustee
Ryan Matson, Trustee
Michael McCanney
Richard Kinnamon

**RESOLUTION 2026-09:
WEST NILE VIRUS FUND REIMBURSEMENT REQUEST**

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County’s West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larviciding or focused adult mosquito insecticide spraying in designated community green areas; and

WHEREAS, the Township of Holly, Oakland County, Michigan has incurred expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County’s West Nile Virus Fund Program.

NOW THEREFORE BE IT RESOLVED that this Board of Trustees authorizes and directs its Supervisor, as agent for the Township of Holly, in the manner and to the extent provided under Oakland County Board of Commissioners Miscellaneous Resolution, to request reimbursement of eligible mosquito control activity under Oakland County’s West Nile Virus Fund Program.

ADOPTED by the Holly Township Board of Trustees this 20th day of May, 2026.

Motion by:
Supported by:
Ayes:
Nays:
Absent:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

Office of the Clerk
248-634-9331 ext. 301
Fax: 248-634-5482



George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Jennifer Ryan, Treasurer
Derek Burton, Trustee
Ryan Matson, Trustee
Michael McCanney
Richard Kinnamon

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of the Township of Holly, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 16th day of April, 2025, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Karin S. Winchester, MMC
Holly Township Clerk
Oakland County, Michigan

**AGREEMENT FOR I.T. SERVICES BETWEEN
OAKLAND COUNTY AND
HOLLY TOWNSHIP**

This Agreement (the "Agreement") is made between Oakland County, a Municipal and Constitutional Corporation, 1200 North Telegraph Road, Pontiac, Michigan 48341 ("County"), and Holly Township ("Public Body"), 102 Civic Drive, Holly, MI 48442. County and Public Body may also be referred to jointly as "Parties".

PURPOSE OF AGREEMENT. County and Public Body enter into this Agreement for the purpose of providing Information Technology Services ("I.T. Services") for Public Body pursuant to Michigan law.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows.
 - 1.1. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, Exhibit and attachment.
 - 1.2. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against County or Public Body, or for which County or Public Body may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
 - 1.3. **Confidential Information** means all information and data that the County is required or permitted by law to keep confidential including records of County's security measures, including security plans, security codes and combinations, passwords, keys, and security procedures, to the extent that the records relate to ongoing security of the County as well as records or information to protect the security or safety of persons or property, whether public or private, including, but not limited to, building, public works, and public water supply designs relating to ongoing security measures, capabilities and plans for responding to a violation of the Michigan anti-terrorism act, emergency response plans, risk planning documents, threat assessments and domestic preparedness strategies.
 - 1.4. **County** means Oakland County, a Municipal and Constitutional Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.

- 1.5. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- 1.6. **Public Body** means Holly Township which is an entity created by state or local authority or which is primarily funded by or through state or local authority, including, but not limited to, its council, its Board, its departments, its divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors. For purposes of this Agreement, Public Body includes any Michigan court, when acting in concert with its funding unit, to obtain I.T. Services.
- 1.7. **Public Body Employee** means any employees, officers, directors, members, managers, trustees, volunteers, attorneys, and representatives of Public Body, licensees, concessionaires, contractors, subcontractors, independent contractors, agents, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative or official capacities), and/or any persons acting by, through, under, or in concert with any of the above who have access to the I.T. Services provided under this Agreement. "Public Body Employee" shall also include any person who was a Public Body Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.
- 1.8. **Points of Contact** mean the individuals designated by Public Body and identified to County to act as primary and secondary contacts for communication and other purposes as described herein.
- 1.9. **I.T. Services** means the following individual I.T. Services provided by County's Department of Information Technology, if applicable:
 - 1.9.1. **Online Payments** mean the ability to accept payment of monies owed to Public Body initiated via a website maintained by County using a credit card, a debit card that functions as a credit card, or electronic debit of a checking account.
 - 1.9.2. **Over The Counter Payments** means the ability to accept payment of monies owed to Public Body initiated via a credit card reader attached to an on-premise computer with access to a website maintained by County using a credit card or a debit card that functions as a credit card.
 - 1.9.3. **Pay Local Taxes** means the ability to accept payment of local property taxes owed to Public Body initiated via a website maintained by County using a credit card, a debit card that functions as a credit card, or an electronic debit of a checking account. (Does not apply to Public Bodies outside of Oakland County).
 - 1.9.4. **Jury Management System** means a subscription-based software that facilitates the selection and communication with potential and selected individuals who may serve as jurors.
 - 1.9.5. **Collaborative Asset Management System ("CAMS")** means providing for the collaborative use of information related to public assets, such as water, sanitary sewer, and/or storm sewer infrastructure, that is managed by various governmental entities participating in the CAMS within the County of Oakland in order to promote the effective maintenance and care of these assets.

- 1.9.6. **Data Center Use & Services** means providing space for Public Body's equipment in County's Data Center and access to electrical power and backup power.
- 1.9.7. **Oaknet Connectivity** means use of communication lines and network equipment maintained by County for the transmission of digital information whether leased or owned by County.
- 1.9.8. **Internet Service** means access to the Internet from Public Body's work stations. Access from the Internet to Public Body's applications, whether at County or at Public Body (hosting), is not included.
- 1.9.9. **ArcGIS Online** means the ability to access a web based, collaborative Geographic Information System (GIS) that allows users having an ArcGIS Online (AGO) Named User account to create and share maps, applications (apps), layers, analytics, and data in Environmental Systems Research Institute, Inc.'s ("ESRI") secure cloud.
- 1.9.10. **Data Sharing** means the ability for the Public Body to utilize Access Oakland Products and data owned and maintained by the County on or in relation to its Geographic Information System (GIS).
- 1.10. **Service Center** means the location of technical support and information provided by County's Department of Information Technology.
- 1.11. **Exhibits** mean the following descriptions of I.T. Services which are governed by this Agreement only if they are attached to this Agreement and selected below or added at a later date by a formal amendment to this Agreement:
 - Exhibit I: Online Payments
 - Exhibit II: Over The Counter Payments
 - Exhibit III: Pay Local Taxes
 - Exhibit IV: Jury Management System
 - Exhibit V: Collaborative Asset Management System (CAMS)
 - Exhibit VI: Data Center Use and Services
 - Exhibit VII: Oaknet Connectivity
 - Exhibit VIII: Internet Service
 - Exhibit IX: ArcGIS Online
 - Exhibit X: Data Sharing

2. COUNTY RESPONSIBILITIES.

- 2.1. County, through its Department of Information Technology, shall provide the I.T. Services selected above which are attached and incorporated into this Agreement.
- 2.2. County shall support the I.T. Services as follows:
 - 2.2.1. **Access.** County will provide secure access to I.T. Services for use on hardware provided by Public Body as part of its own computer system or as otherwise provided in an Exhibit to this Agreement.

- 2.2.2. **Maintenance and Availability.** County will provide maintenance to its computer system to ensure that the I.T. Services are functional, operational, and work for intended purposes. Such maintenance to County's system will include "bug" fixes, patches, and upgrades, such as software, hardware, database and network upgrades. The impact of patches and/or upgrades to the applications will be thoroughly evaluated by County and communicated to Public Body through their Points of Contact prior to implementation in Public Body's production environment. County will reserve scheduled maintenance windows to perform these work activities. These maintenance windows will be outlined specifically for each application in the attached Exhibits.
- 2.2.2.1. If changes to scheduled maintenance windows or if additional maintenance times are required, County will give as much lead time as possible.
- 2.2.2.2. During maintenance windows, access to the application may be restricted by County without specific prior notification.
- 2.3. County may deny access to I.T. Services so that critical unscheduled maintenance (i.e. break-fixes) may be performed. County will make prompt and reasonable efforts to minimize unscheduled application downtime. County will notify the Points of Contact about such interruptions with as much lead time as possible.
- 2.4. **Backup and Disaster Recovery.**
- 2.4.1. County will perform periodic backups of I.T. Services hosted on County's computer system. Copies of scheduled backups will be placed offsite for disaster recovery purposes.
- 2.4.2. County will maintain a disaster recovery process that will be used to recover applications during a disaster or failure of County's computer system.
- 2.5. **Auditing.** County may conduct scheduled and unscheduled audits or scans to ensure the integrity of County's data and County's compliance with Federal, State and local laws and industry standards, including, but not limited to, the Health Insurance Portability and Accountability Act (HIPAA) and Payment Card Industry Data Security Standard (PCI DSS.)
- 2.5.1. In order to limit possibility of data theft and scope of audit requirements, County will not store credit card account numbers. County is only responsible for credit card data during the time of transmission to payment processor.
- 2.6. **Training and Information Resources.** County may provide training on use of the I.T. Services on an as-needed basis or as set forth in an Exhibit to this Agreement.
- 2.7. **Service Center.** I.T. Service incidents requiring assistance must be reported to the Service Center, by the Points of Contact, to the phone number, e-mail or website provided below. The Points of Contact and information in the table below can be modified unilaterally by the County without executing an amendment to this Agreement in accordance with Section 4. In such cases, the County must provide written notice to the Public Body of any modifications. The Service Center is staffed to provide support during County's normal business hours of 8:30 a.m. to 5:00 p.m., EST, Monday through Friday, excluding holidays. The Service Center can receive calls to report I.T. Service outages 24 hours a day, 7 days a week.

Outages are defined as unexpected service downtime or error messages. Depending on severity, outage reports received outside of County's normal business hours may not be responded to until the resumption of County's normal business hours.

Service Center Phone Number	248-858-8812
Service Center Email Address	servicecenter@oakgov.com
Service Center Website	https://sc.oakgov.com

- 2.8. County may access, use and disclose transaction information and any content to comply with the law such as a subpoena, Court Order or Freedom of Information Act request. County shall first refer all such requests for information to Public Body's Points of Contact for their response within the required time frame. County shall provide assistance for the response if requested by the Public Body's Points of Contact, and if able to access the requested information. County shall not distribute Public Body's data to other entities for reasons other than in response to legal process.
- 2.9. I.T. service providers require County to pass through to Public Body certain terms and conditions contained in license agreements, service agreements, acceptable use policies and similar terms of service, in order to provide I. T. Services to Public Body. The County will provide Public Body with access to these terms and conditions. County will provide notice when it becomes aware of changes to the terms and conditions of these agreements that are applicable to Public Body.

3. PUBLIC BODY RESPONSIBILITIES.

- 3.1. Public Body shall immediately notify County of any unauthorized use of the I.T. Services and any breach of security of the I.T. Services. Public Body shall cooperate with County in all investigations involving the potential misuse of County's computer system or data.
- 3.2. Public Body is the owner of all data provided by Public Body and is responsible for providing all initial data identified in the attached Exhibits in a format acceptable to County. Public Body is responsible for ensuring the accuracy and currency of data contained within its applications.
- 3.3. Public Body shall follow County's I.T. Services requirements as described on County's website. Public Body shall comply with County's minimum standards for each Internet browser used by Public Body to access I.T. Services as set forth in an Exhibit(s) to this Agreement. Public Body shall meet any changes to these minimum standards that County may reasonably update from time to time.
- 3.4. Public Body shall not interfere with or disrupt the I.T. Services provided herein or networks connected with the I.T. Services.
- 3.5. Public Body requires that each Public Body Employee with access to I.T. Services shall:
 - 3.5.1. Utilize an antivirus software package/system on their equipment and keep same updated in a reasonable manner.
 - 3.5.2. Have a unique User ID and password that will be removed upon termination of Public Body Employee's employment or association with Public Body.
 - 3.5.3. Maintain the most reasonably current operating system patches on all equipment accessing the I.T. Services.

- 3.6. If authorized by County, Public Body may extend I.T. Services to other entities which are created by or primarily funded by state or local authority. If County authorizes Public Body to provide access to any I.T. Services to other entities, Public Body shall require those entities to agree to utilize an antivirus software package/system on computers accessing the I.T. Services and to assign users of the I.T. Services a unique User ID and password that will be terminated when a user is no longer associated with the entity. Public Body must require an entity receiving I.T. Services under this Section, to agree in writing to comply with the terms and conditions of this Agreement and to provide County with a copy of this writing.
- 3.7. For each I.T. Service covered by an Exhibit to this Agreement, Public Body shall designate two representatives to act as a primary and secondary Points of Contact with County. The Points of Contact responsibilities shall include:
 - 3.7.1. Direct coordination and interaction with County staff.
 - 3.7.2. Communication with general public supported by Public Body.
 - 3.7.3. Following County's procedures to report an application incident.
 - 3.7.4. If required by County, attend training classes provided by County either online or at County's Information Technology Building in Waterford, Michigan or other suitable location determined by County.
 - 3.7.5. Providing initial support services to Public Body users prior to logging a Service Center incident with County.
 - 3.7.6. Requesting security changes and technical support from the Service Center.
 - 3.7.7. Testing Applications in conjunction with County, at the times and locations mutually agreed upon by County and Public Body.
 - 3.7.8. To report a service incident to the Service Center, one of Public Body's Points of Contact shall provide the following information:
 - 3.7.8.1. Contact Name
 - 3.7.8.2. Telephone Number
 - 3.7.8.3. Email Address
 - 3.7.8.4. Public Body Name
 - 3.7.8.5. Application and, if possible, the specific module with which the incident is associated.
 - 3.7.8.6. Exact nature of the problem or function including any error message that appeared on the computer screen.
 - 3.7.8.7. Any action the Points of Contact or user has taken to resolve the matter.
- 3.8. Public Body may track the status of the incident by calling the Service Center and providing the Incident Number.
- 3.9. Public Body shall respond to Freedom of Information Act Requests relating to Public Body's data.
- 3.10. I.T. service providers require County to pass through to Public Body certain terms and conditions contained in license agreements, service agreements, acceptable use policies and

similar terms of service, in order to provide I. T. Services to Public Body. Public Body agrees to comply with these terms and conditions. Public Body may follow the termination provisions of this Agreement if it determines that it cannot comply with any of the terms and conditions.

4. **DURATION OF INTERLOCAL AGREEMENT.**

- 4.1. This Agreement and any amendments shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party except as otherwise specified below. The approval and terms of this Agreement and any amendments, except as specified below, shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State. If Public Body is a Court, a signature from the Chief Judge of the Court shall evidence approval by the Public Body, providing a resolution and minutes does not apply. If the Public Body is the State of Michigan, approval and signature shall be as provided by law.
- 4.2. Notwithstanding Section 4.1, the Chairperson of the Oakland County Board of Commissioners is authorized to sign amendments to the Agreements to add Exhibits that were previously approved by the Board of Commissioners but are requested by Public Body after the execution of the Agreement. An amendment signed by the Board Chairperson under this Section must be sent to the Election Division in the County Clerk's Office to be filed with the Agreement once it is signed by both Parties.
- 4.3. Unless extended by an Amendment, this Agreement shall remain in effect for five (5) years from the date the Agreement is completely executed by all Parties or until cancelled or terminated by any of the Parties pursuant to the terms of the Agreement.

5. **PAYMENTS.**

- 5.1. I.T. Services shall be provided to Public Body at the rates specified in the Exhibits, if applicable.
- 5.2. **Possible Additional Services and Costs.** If County is legally obligated for any reason, e.g. subpoena, Court Order, or Freedom of Information Request, to search for, identify, produce or testify regarding Public Body's data or information that is electronically stored by County relating to I.T. Services the Public Body receives under this Agreement, then Public Body shall reimburse County for all reasonable costs the County incurs in searching for, identifying, producing or testifying regarding such data or information. County may waive this requirement in its sole discretion.
- 5.3. County shall provide Public Body with a detailed invoice/explanation of County's costs for I.T. Services provided herein and/or a statement describing any amounts owed to County. Public Body shall pay the full amount shown on any such invoice within sixty (60) calendar days after the date shown on any such invoice. Payment shall be sent along with a copy of the invoice to: Oakland County Treasurer – Cash Acctg, Bldg 12 E, 1200 N. Telegraph Road, Pontiac, MI 48341.
- 5.4. If Public Body, for any reason, fails to pay County any monies when and as due under this Agreement, Public Body agrees that unless expressly prohibited by law, County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any other Public Body funds that are in County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any

setoff or retention of funds by County shall be deemed a voluntary assignment of the amount by Public Body to County. Public Body waives any Claims against County or its Officials for any acts related specifically to County's offsetting or retaining of such amounts. This paragraph shall not limit Public Body's legal right to dispute whether the underlying amount retained by County was actually due and owing under this Agreement.

- 5.5. If County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay County any amounts due and owing County under this Agreement, County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 5.6. Nothing in this Section shall operate to limit County's right to pursue or exercise any other legal rights or remedies under this Agreement or at law against Public Body to secure payment of amounts due to County under this Agreement. The remedies in this Section shall be available to County on an ongoing and successive basis if Public Body at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if County pursues any legal action in any court to secure its payment under this Agreement, Public Body agrees to pay all costs and expenses, including attorney fees and court costs, incurred by County in the collection of any amount owed by Public Body.

6. ASSURANCES.

- 6.1. Each Party shall be responsible for any Claims made against that Party by a third party, and for the acts of its employees arising under or related to this Agreement.
- 6.2. Except as provided for in Section 5.6, in any Claim that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
- 6.3. Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
- 6.4. Public Body shall be solely responsible for all costs, fines and fees associated with any misuse by its Public Body Employees of the I.T. Services provided herein.
- 6.5. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
- 6.6. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 6.7. Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.

7. USE OF CONFIDENTIAL INFORMATION

- 7.1. The Parties shall not reproduce, provide, disclose, or give access to Confidential Information to the County or to a Public Body Employee not having a legitimate need to know the Confidential Information, or to any third-party. County and Public Body Employees shall only use the Confidential Information for performance of this Agreement. Notwithstanding the foregoing, the Parties may disclose the Confidential Information if required by law, statute, or other legal process provided that the Party required to disclose the information: (i) provides prompt written notice of the impending disclosure to the other Party, (ii) provides reasonable assistance in opposing or limiting the disclosure, and (iii) makes only such disclosure as is compelled or required. This Agreement imposes no obligation upon the Parties with respect to any Confidential Information which can establish by legally sufficient evidence: (i) was in possession of or was known by prior to its receipt from the other Party, without any obligation to maintain its confidentiality; or (ii) was obtained from a third party having the right to disclose it, without an obligation to keep such information confidential.
- 7.2. Within five (5) business days' receipt of a written request from the other Party, or upon termination of this Agreement, the receiving Party shall return or destroy all of the disclosing Party's Confidential Information.

8. DISCLAIMER OR WARRANTIES.

- 8.1. The I.T. Services are provided on an "as is" and "as available" basis. County expressly disclaims all warranties of any kind, whether express or implied, including, but not limited to, the implied warranties of merchantability, fitness for a particular purpose and non-infringement.
- 8.2. County makes no warranty that (i) the I.T. Services will meet Public Body's requirements; (ii) the I.T. Services will be uninterrupted, timely, secure or error-free; nor (iii) the results that may be obtained by the I.T. Services will be accurate or reliable.
- 8.3. Any material or data downloaded or otherwise obtained through the use of the I.T. Services is accessed at Public Body's discretion and risk. Public Body will be solely responsible for any damage to its computer system or loss of data that results from downloading any material.

9. **LIMITATION OF LIABILITY.** In no event shall either Party be liable to the other Party or any other person, for any consequential, incidental, direct, indirect, special, and punitive or other damages arising out of this Agreement.

10. **DISPUTE RESOLUTION.** All disputes relating to the execution, interpretation, performance, or nonperformance of this Agreement involving or affecting the Parties may first be submitted to County's Chief Information Officer and Public Body's Agreement Administrator for possible resolution. County's Chief Information Officer and Public Body's Agreement Administrator may promptly meet and confer in an effort to resolve such dispute. If they cannot resolve the dispute in five (5) business days, the dispute may be submitted to the signatories of this Agreement or their successors in office. The signatories of this Agreement may meet promptly and confer in an effort to resolve such dispute.

11. **TERMINATION OR CANCELLATION OF AGREEMENT.**
 - 11.1. Either Party may terminate or cancel this entire Agreement or any one of the I.T. Services described in the attached Exhibits, upon one hundred twenty (120) days written notice, if either Party decided, in its sole discretion, to terminate this Agreement or one of the Exhibits, for any reason including convenience.
 - 11.2. Early termination fees may apply to Public Body if provided for in the Exhibits.
 - 11.3. The effective date of termination and/or cancellation shall be clearly stated in the written notice. Either the County Executive or the Board of Commissioners is authorized to terminate this Agreement for County under this provision. A termination of one or more of the Exhibits which does not constitute a termination of the entire Agreement may be accepted on behalf of County by its Chief Information Officer.
12. **SUSPENSION OF SERVICES.** County, through its Chief Information Officer, may immediately suspend I.T. Services for any of the following reasons: (i) requests by law enforcement or other governmental agencies; (ii) engagement by Public Body in fraudulent or illegal activities relating to the I.T. Services provided herein; (iii) breach of the terms and conditions of this Agreement; or (iv) unexpected technical or security issues. The right to suspend I.T. Services is in addition to the right to terminate or cancel this Agreement according to the provisions in Section 11. County shall not incur any penalty, expense or liability if I.T. Services are suspended under this Section.
13. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
14. **NO EMPLOYEE-EMPLOYER RELATIONSHIP.** Nothing in this Agreement shall be construed as creating an employee-employer relationship between County and Public Body.
15. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
16. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
17. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
18. **PRECEDENCE OF DOCUMENTS.** In the event of a conflict between the terms of and conditions of any of the documents that comprise this Agreement, the terms in the Agreement shall prevail and take precedence over any allegedly conflicting terms in the Exhibits or other documents that comprise this Agreement.
19. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not

intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

20. **FORCE MAJEURE**. Notwithstanding any other term or provision of this Agreement, neither Party shall be liable to the other for any failure of performance hereunder if such failure is due to any cause beyond the reasonable control of that Party and that Party cannot reasonably accommodate or mitigate the effects of any such cause. Such cause shall include, without limitation, acts of God, fire, explosion, vandalism, national emergencies, insurrections, riots, wars, strikes, lockouts, work stoppages, other labor difficulties, or any law, order, regulation, direction, action, or request of the United States government or of any other government. Reasonable notice shall be given to the affected Party of any such event.
21. **NOTICES**. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.
- 21.1. If Notice is sent to County, it shall be addressed and sent to: Chief Information Officer, Oakland County Department of Information Technology, 1200 North Telegraph Road, Pontiac, Michigan, 48341, and the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, Michigan 48341.
- 21.2. If Notice is sent to Public Body, it shall be addressed to: Jenn Ryan, treasurer@hollytownship.org and Karin Winchester, clerk@hollytownship.org, 102 Civic Drive, Holly, MI 48442.
- 21.3. Either Party may change the individual to whom Notice is sent and/or the mailing address by notifying the other Party in writing of the change.
22. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE**. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
23. **ENTIRE AGREEMENT**.
- 23.1. This Agreement represents the entire agreement and understanding between the Parties regarding the specific Services described in the attached Exhibits. With regard to those Services, this Agreement supersedes all other oral or written agreements between the Parties.
- 23.2. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, George Kullis hereby acknowledges that he/she has been authorized by a resolution of Holly Township, a certified copy of which is attached, or by approval of the Chief Judge if the Public Body is a Court, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

EXECUTED: _____
George Kullis, Township Supervisor

DATE: _____

WITNESSED: _____

DATE: _____

AGREEMENT

ADMINISTRATOR: _____
(IF APPLICABLE)

DATE: _____

IN WITNESS WHEREOF, David T. Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____
David T. Woodward, Chairperson
Oakland County Board of Commissioners

DATE: _____

WITNESSED: _____
Oakland County Board of Commissioners
County of Oakland

DATE: _____

EXHIBIT II
I.T. SERVICES AGREEMENT
OVER THE COUNTER PAYMENTS
IN COUNTY

INTRODUCTION

The I.T. Service described in this Exhibit (Over the Counter Payments) will provide government agencies with the ability to take card (credit and debit) payments and certain digital wallets (eWallets), collectively referred to as the “payment methods”, at the counter and over the phone.

1.0 COUNTY RESPONSIBILITIES

- 1.1 County will provide an I.T. Service where the general public can make Over the Counter Payments for any type of fees or costs; i.e. pay property taxes, licenses, permits or traffic tickets by means of the payment methods. County may use vendor(s) to perform the services that County will provide to Public Body.
- 1.2 County will provide Public Body with access to a password protected website where Public Body can issue credits and view daily, weekly, and monthly transaction activity of payments processed through this I.T. Service.
- 1.3 The Payment Processing Service Fee (the “Fee”) charged to the general public shall be an amount established by the County Board of Commissioners.

2.0 PUBLIC BODY RESPONSIBILITIES

Public Body shall respond to all questions from the general public regarding payments.

3.0 SUPPORT

The I.T. Service will be supported by County’s Information Technology (I.T.) Department and/or County’s vendor(s) as described in the Agreement.

4.0 SERVICE ACCESS AND REQUIREMENTS

- 4.1 Service Access
 - 4.1.1 Access to the I.T. Service is via a card and eWallet reader provided by County attached to a computer with a connection to an Internet website run by County.
 - 4.1.2 The URL for Public Body to view activity reports and to perform all administrative functions will be provided by County.
 - 4.1.3 Public Body will provide access to this I.T. Service for the general public via computer owned by Public Body and on the premise of the Public Body. This computer may be operated by Public Body staff or made available directly to the general public.
- 4.2 Service Requirements
 - 4.2.1 The general public shall be required to pay County the Fee to use this I.T. Service. County will use the Fee(s) to recover costs associated with this I.T. Service.

EXHIBIT II
I.T. SERVICES AGREEMENT
OVER THE COUNTER PAYMENTS
IN COUNTY

4.2.2 The person making the payment will authorize one transaction. The funds received for the payment of monies owed to Public Body will be deposited into an account owned by the Public Body. The funds received from the Fee will be deposited into an account owned by County.

5.0 SERVICE AND EQUIPMENT COSTS

- 5.1 Public Body does not have to pay the County for payment processing, customer support, or electronic payment methods (software, application, portal, etc.) for this I.T. Service.
- 5.2 County will acquire the hardware for non-electronic payment methods and provide the hardware to Public Body at no cost to Public Body.

6.0 PROVISION AND MAINTENANCE OF DATA

- 6.1 Public Body must use the same payment method processing entities used by County. The names and contact information for these entities shall be provided by County. County shall notify Public Body in advance of any changes to the third-party entities.
- 6.2 Public Body shall provide County with all necessary bank account and routing numbers to give effect to this Agreement.

7.0 LICENSE USE AND ACCESS

County grants to Public Body a nonexclusive license to use County developed applications needed to receive this I.T. Service. This license cannot be provided to any other party without County's consent in writing.

EXHIBIT III
I.T. SERVICES AGREEMENT
PAY CURRENT TAXES

INTRODUCTION

The I.T. Service described in this Exhibit (Pay Current Taxes) will provide government agencies with the ability to accept card (credit and debit) payments, certain digital wallets (eWallets) selected by County, electronic check payments online and via telephone, and payment at certain private retailers selected by County, collectively referred to as the “payment methods”.

1.0 COUNTY RESPONSIBILITIES

- 1.1 County and/or County’s vendors will provide an I.T. service where the general public can pay government taxes by credit card or electronic check via the Internet.
- 1.2 County will provide a telephone number where the general public can pay for government taxes by means of a credit card or electronic check.
- 1.3 When tax payments are made to Public Body through this I.T. Service, County will post the payment without Public Body entering the data separately.
- 1.4 County shall provide a telephone number for the general public to call with questions regarding the payment procedure. County shall refer all questions regarding the amount of payment due to Public Body.
- 1.5 County will provide Public Body with access to a password protected website where Public Body can issue credits as required and can view daily, weekly, and monthly transaction activity of payments.
- 1.6 The Payment Processing Service Fee (the “Fee”) charged to the general public shall be an amount established by County Board of Commissioners.

2.0 PUBLIC BODY RESPONSIBILITIES

- 2.1 Public Body will be responsible for placing the URL provided by County onto their website for this service.
- 2.2 Public Body shall respond to all questions from the general public regarding payments.

3.0 SUPPORT

The I.T. Service will be supported by County’s Information Technology (I.T.) Department and/or County’s vendor(s) as described in the Agreement.

4.0 SUPPORT SERVICES AND REQUIREMENTS

- 4.1 Service Access
 - 4.1.1 Access to the I.T. Service will be via an internet browser. The URL to initiate the I.T. Service is: <https://www.PayLocalTaxes.com>
 - 4.1.2 The URL for Public Body to view activity reports and to perform all administrative functions will be provided by County.
- 4.2 Service Requirements

EXHIBIT III
I.T. SERVICES AGREEMENT
PAY CURRENT TAXES

- 4.2.1 The general public shall be required to pay County the Fee to use this I.T. Service. County will use the Fee(s) to recover costs associated with this I.T. Service.
- 4.2.2 The person making the payment will authorize one transaction. The funds received for the payment of monies owed to Public Body will be deposited into an account owned by the Public Body. The funds received from the Fee will be deposited into an account owned by County.

5.0 SERVICE COSTS

Public Body does not have to pay the County for this I.T. Service.

6.0 PROVISION AND MAINTENANCE OF DATA

- 6.1 Public Body must use the same payment method processing entities used by County. The names and contact information for these entities shall be provided by County. County shall notify Public Body in advance of any changes to the third-party entities.
- 6.2 Public Body shall provide County with all necessary bank account and routing numbers to give effect to this Agreement

7.0 LICENSE USE AND ACCESS

County grants to Public Body a nonexclusive license to use County developed applications needed to receive this I.T. Service. This license cannot be provided to any other party without County's consent in writing.

EXHIBIT VII
I.T. SERVICES AGREEMENT
OAKNET CONNECTIVITY

INTRODUCTION

The I.T. Service described in this Exhibit (OakNet Connectivity) will provide network transport services to government agencies for the purpose of accessing applications and ISP services provided by Oakland County.

1.0 COUNTY RESPONSIBILITIES

- 1.1 County shall provide, install, and maintain the network equipment and cable necessary to deliver the I.T. Service of OakNet Connectivity, which will allow Public Body to connect to the County's network (OakNet) at Public Body's facilities and workstations. OakNet Connectivity permits Public Body to access I.T. Services that County has made available to Public Body.
- 1.2 County shall provide Public Body with a private IP address range, subnet mask, and gateway address for use by Public Body in configuring its internal network and to enable use of this I.T. Service.
- 1.3 County shall provide a single port by which Public Body may connect its internal network to OakNet
- 1.4 County shall use reasonable means to provide the I.T. Service for the transmission of information 24 hours a day, 7 days a week.
- 1.5 County and authorized Vendors shall present identification to Public Body for physical access to the OakNet Connectivity equipment for emergency service and scheduled maintenance.
- 1.6 To the extent practicable, County shall notify Public Body sixty (60) days in advance of pending changes in its contract with its third party connection provider(s). If the County's connection provider(s) is increasing costs, County shall provide Public Body with sufficient information to determine if it wishes to continue receiving this I.T. Service.

2.0 PUBLIC BODY RESPONSIBILITIES

- 2.1 Public Body shall provide adequate space and electrical power for the County to place equipment, an equipment cabinet, and cable.
- 2.2 Public Body shall promptly provide County staff and authorized third party with physical access to County equipment for emergency service and scheduled maintenance.
- 2.3 Public Body shall not mount any equipment in the County's equipment cabinet.
- 2.4 Public Body shall be responsible for configuring and maintaining Public Body's internal network equipment and cabling. Internal network equipment shall include cables connecting Public Body and County equipment.
- 2.5 Public Body shall configure Public Body workstations and other equipment to operate properly on the internal network, including assignment/configuration of the

**EXHIBIT VII
I.T. SERVICES AGREEMENT
OAKNET CONNECTIVITY**

local IP addresses, Network Address Translation (NAT), or Domain Name Services (DNS) and as required to access this I.T. Service.

- 2.6 If Public Body terminates this I.T. Service, Public Body shall pay any charges related to early termination of third party communication services provided by County on behalf of Public Body.
- 2.7 Public Body shall be responsible for all costs associated with the relocation, reconfiguration or removal of County equipment and cable, when any of these changes are initiated by or at the request of Public Body, for any reason, including but not limited to relocation of municipal offices, construction, renovation, and discontinuance of services.
- 2.8 Public Body shall not attempt to access, configure, power cycle or connect to any County equipment unless specifically directed to do so by authorized County Department of Information Technology personnel or third party authorized by County.

3.0 SUPPORT

The I.T. Service will be supported by County's Information Technology (I.T.) Department as described in the Agreement.

4.0 SERVICE AND SUPPORT COSTS

County will invoice Public Body monthly for the cost of the communication lines. These charges will be based upon the rates set by the County's connection provider. County may choose to waive any fees for qualified law enforcement departments and for Public Bodies located within Oakland County.

5.0 LICENSE USE AND ACCESS

- 5.1 County grants to Public Body a nonexclusive license to use the County developed software applications, if any, needed to receive this I.T. Service. This license cannot be provided to any other party without County's consent in writing.

**EXHIBIT VIII
I.T. SERVICES AGREEMENT
INTERNET SERVICE**

INTRODUCTION

The I.T. Service described in this Exhibit (Internet Services) will provide Internet Service connectivity to government agencies for the purpose of accessing Websites and E-Mail services.

1.0 COUNTY RESPONSIBILITIES

- 1.1 County shall provide an I.T. Service enabling Public Body to access Internet service from its facilities and workstations via County's Internet Service Provider (ISP). County has sole control over the selection and retention of the ISP.
- 1.2 County may, in its sole discretion, block any device or network traffic from or to Public Body that has the potential to interfere with the County's ability to provide access to internet service, any other I.T. Services or County services of any type. County will advise Public Body Points of Contact of changes to ISPs, decisions to block any device or network traffic or other changes that could impact Public Body's daily operations.
- 1.3 County shall only provide outbound access to the Internet, and shall not be obligated to provide any access for Internet devices to Public Body devices or services directly. County shall not provide an Internet routable address to the Public Body for incoming Internet traffic.

2.0 PUBLIC BODY RESPONSIBILITIES

- 2.1 Public Body shall abide by the Acceptable Use Policy (AUP) of the County's Internet Service Provider (ISP) or ISP's and all changes made to the AUP(s) by the ISP(s) used during the term of the Agreement. County will provide the URL to the applicable AUP. Public Body, through its points of contact will review the AUP and oversee compliance with the policy among Public Body employees and agents.

3.0 SUPPORT

The I.T. Service will be supported by County's Information Technology (I.T.) Department as described in the Agreement.

4.0 SERVICE AND SUPPORT COSTS

County will provide access to Internet Service via its Internet Service provider without fee or cost. If County determines that, in order to maintain access to Internet Service for Public Body, it must charge a fee, County will promptly notify Public Body.

5.0 LICENSE USE AND ACCESS

- 5.1 County grants to Public Body a nonexclusive license to use the County developed software applications, if any, needed to receive this I.T. Service. This license cannot be provided to any other party without County's consent in writing.

EXHIBIT IX
I.T. SERVICES AGREEMENT
ArcGIS ONLINE

INTRODUCTION

ArcGIS Online (“AGO”) is a web based, collaborative Geographic Information System (GIS) that allows users having an AGO Named User account to create and share maps, applications (apps), layers, analytics, and data in Environmental Systems Research Institute, Inc.’s (“ESRI”) secure cloud.

County entered into an agreement with ESRI that permits County to deploy AGO to Public Body (County Contract No. 005562, Enterprise Agreement No. 00270489.0, and herein referred to as the “Enterprise Agreement,” to which the County will provide Public Body with access. The Parties desire for Public Body to be authorized to access and use AGO as specified in the Enterprise Agreement.

County will provide Public Body with AGO Named User accounts that will allow Public Body to access the County’s AGO portal without having to purchase, manage or maintain its own AGO Named User accounts.

The Enterprise Agreement includes a License Agreement (herein referred to as the “License Agreement”) and a CVT Acknowledgment Statement, which is attached and incorporated as Addendum A, that Public Body must comply with in order to access and use AGO.

1.0 DEFINITIONS

- 1.1 "Deploy," "Deployment," or "Deployed" means County assigning, managing, and maintaining AGO Named User accounts for access to and use of County’s AGO portal by Public Body.
- 1.2 "Tier 1 Support" means the Technical Support provided via the Oakland County Service Center to Public Body to resolve reported incidents involving Public Body’s access to or use of County’s AGO portal.

2.0 COUNTY RESPONSIBILITIES

- 2.1 County will deploy AGO Named User accounts to Public Body through County’s Service Center as specified in the Enterprise and License Agreements without fee or cost to Public Body. The deployment of AGO Named User accounts by County to Public Body will terminate as specified in the Enterprise or License Agreements, the Agreement, or this Exhibit.

3.0 PUBLIC BODY RESPONSIBILITIES

- 3.1 Public Body Compliance. Public Body and its employees and contractors shall comply with the terms and conditions in this Exhibit, the CVT Acknowledgement Statement, the License Agreement, any amendments or new agreements mentioned in this Exhibit, and any applicable laws, rules, and regulations when accessing or

EXHIBIT IX
I.T. SERVICES AGREEMENT
ArcGIS ONLINE

using AGO. Public Body's access and use of AGO may be suspended or terminated if County is in breach of the Enterprise Agreement or if Public Body is in breach of this Exhibit, the CVT Acknowledgement Statement, the License Agreement, any amendment or new agreements mentioned in this Exhibit, or any applicable laws, rules, and regulations when accessing or using AGO. Public Body acknowledges and agrees that it has reviewed the License Agreement.

- 3.2 Amendments to Enterprise or License Agreements. In order to access and use AGO, Public Body shall agree to and comply with any and all amendments to the Enterprise or License Agreements relating to the access or use of AGO. County will provide Public Body with access to amendments to the Enterprise or License Agreements that are applicable to Public Body's access to or use of AGO. County will use reasonable efforts to provide notice to Public Body when County becomes aware of applicable amendments to the terms and conditions of the Enterprise or License Agreements.
- 3.3 New Agreements. County may enter into new agreements in the future with ESRI involving AGO. New agreements between County and ESRI may require Public Body to agree to and sign (if necessary) new CVT Acknowledgment Statements, License Agreements, or other equivalent or similar agreements. In order to access and use AGO, Public Body shall agree to and comply with new CVT Acknowledgment Statements, License Agreements, or other equivalent or similar agreements. County will provide Public Body with access to the new agreements that Public Body is required to comply with. County will use reasonable efforts to provide notice to Public Body when it becomes aware that Public Body must comply with any new agreements.
- 3.4 Future Standards and Guidelines. County may, and reserves the right to, implement future standards and guidelines as needed for use of AGO, including but not limited to, restricting Public Body's AGO credit consumption or designating Public Body's employees and contractors that may report AGO incidents to the Service Center. In order to access and use AGO, Public Body shall agree to and comply with new or different standards or guidelines that are provided to Public Body.
- 3.5 Identity & Access Management ("IAM") Self Service Registration. All employees and contractors of Public Body must create an IAM account through Service Center's self- registration to access or use AGO.
- 3.6 Account Notification Requirements. Public Body shall immediately inform County via the Service Center if any employee or contractor of Public Body is no longer employed by the Public Body, no longer requires access to the AGO portal, or breaches this Exhibit, the CVT Acknowledgement Statement, the Enterprise or License Agreements, any applicable amendments to those agreements, or any new agreement mentioned in this Exhibit. County may require Public Body to verify its inventory of active Public Body AGO Named User accounts periodically.

EXHIBIT IX
I.T. SERVICES AGREEMENT
ArcGIS ONLINE

3.7 Prohibition on Storing Certain Data in AGO. Public Body shall not upload to, process, use, or store in AGO any of the following: Personal information (PI) or Personal identifying information (PII) as those terms are defined in MCL 445.63, Protected Health Information (PHI) as defined in 45 CFR 160.103, or Criminal Justice Information (CJI) which is defined as data or information governed by the CJIS Security Policy (currently found at: <https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>).

4.0 SUPPORT

The I.T. Service will be supported by County's Information Technology (I.T.) Department as described in the Agreement. County's Information Technology (I.T.) Department will pass through updates and provide Tier 1 Support to Public Body for applicable AGO use.

5.0 SERVICE AND SUPPORT COSTS

There is no cost to Public Body for this service.

6.0 EXECUTION OF CVT ACKNOWLEDGEMENT STATEMENT

Public Body shall sign and provide the County with the signed original CVT Acknowledgement Statement (Addendum A), prior to County deploying AGO Named User accounts to Public Body. The CVT Acknowledgement Statement must be signed by an authorized representative of Public Body. After Public Body signs and provides the County with the signed original CVT Acknowledgement Statement (Addendum A), County will provide the CVT Acknowledgement Statement signed by Public Body to ESRI.

7.0 LICENSE USE AND ACCESS

County grants to Public Body a nonexclusive license to use County developed applications needed to receive this I.T. Service. This license cannot be provided to any other party without County's consent in writing.

ADDENDUM A
CVT ACKNOWLEDGMENT STATEMENT
(ArcGIS Online)

Environmental Systems Research Institute, Inc. ("Esri"), having an address at 380 New York Street, Redlands, CA 92373 and **County of Oakland, MI ("County")**, have entered into an Enterprise Agreement (EA) identified as Enterprise Agreement No. 330721. Esri has authorized County to Deploy ArcGIS Online to specific CVTs during the term of the EA. Deployment by County of ArcGIS Online to each CVT and CVTs use of ArcGIS Online is subject to the terms of License Agreement contained in the EA and the additional requirements below.

The CVT, identified below as a Licensee, represents that it has received and read the License Agreement and understands and agrees to be bound by the terms of the License Agreement and the below additional requirements for use of ArcGIS Online Deployed by County to it. CVT agrees that Esri may pursue remedies against CVT for material breach of the License Agreement or the below additional requirements. All Deployments made by County to CVT will be made through County's centralized point of contact and will cease upon expiration or termination of County EA. County shall pass through updates and provide Tier 1 Support to CVT during the term of the EA for applicable ArcGIS Online use.

The following additional conditions apply:

- (1) Beta licenses are not available during the term of the EA. Therefore, Section 1.4 Trial, Evaluation, and Beta Licenses, in the License Agreement does not apply to CVT.
- (2) Section 1.2. Consultant or Contractor Access in the License Agreement, is modified to add the following restriction: Access to and use of any ArcGIS Online is restricted to use by consultants and contractors who are under contract with CVT, for the sole benefit of CVT while (i) working on-site at CVT's facilities; (ii) remotely accessing or using ArcGIS Online from CVT's on-site computers or machines; or (iii) remotely accessing or using EA Products from a third party's computers or machines. CVT shall require consultant or contractor to discontinue access to and use of EA Products upon completion of work for CVT.
- (3) CVT remains subject to Export Compliance requirements as outlined in the License Agreement.
- (4) Transfer, redistribution, or assignment of ArcGIS Online and any EA Product to any third party without Esri's written permission is prohibited.
- (5) During the term of the EA, licenses Deployed by County to CVT may be terminated if County or CVT is in material breach.
- (6) Any and all Amendments to License Agreement relating to the use of ArcGIS Online signed by the County and Esri shall be binding on the CVT.
- (7) CVT, including its consultants, contractors, agents, and volunteers, shall not upload to, process, or store in ArcGIS Online any Personal identifying information (PII) as defined in MCL 445.63, Protected Health Information (PHI) as defined in 45 CFR 160.103, or Criminal Justice Information (CJI) defined as data or information governed by the CJIS Security Policy (which is currently found at: <https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>).

**ADDENDUM A
CVT ACKNOWLEDGMENT STATEMENT
(ArcGIS Online)**

In the event of a conflict in the terms and conditions of this acknowledgment and the License Agreement, the terms and conditions of this document shall have precedence over those contained in the License Agreement. No other rights are granted to CVT under this acknowledgment.

ACCEPTED AND AGREED:

(CVT)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT X
I.T. SERVICES AGREEMENT
DATA SHARING

INTRODUCTION

The Enhanced Access to Public Records Act, 1996 PA 462, MCL 15.44f1 *et seq.*, and the Urban Cooperation Act of 1967, 1967 PA 7, MCL 124.501 *et seq.*, allow the County to make Access Oakland Products and data owned and maintained by the County on or in relation to its Geographic Information System (GIS) available to Public Body without fee or cost for the purposes and uses described in this Exhibit.

1.0 DEFINITIONS

- 1.1 "Geographic Information System Data" or "GIS Data" means any output from the County's computerized database, developed pursuant to MCL 15.441 *et seq.*, for the purpose of making public records immediately available for public inspection or their purchase or copying by digital means.
- 1.2 "Access Oakland Product" means any specially packaged public record, information or product, developed pursuant to MCL 15.441 *et seq.*, for the purpose of making public records immediately available for public inspection or their purchase or copying by digital means, and available via the County's website.
- 1.3 "Consultants, Contractors or Subcontractors" mean entities under contract to Public Body who use Access Oakland Products and/or GIS Data in or for performance of services pursuant to their contract with Public Body.
- 1.4 "Third Party" means a person who requests Access Oakland Products and/or GIS Data from Public Body and is not a Public Body entity or a Consultant, Contractor or Subcontractor performing services for Public Body.

2.0 COUNTY RESPONSIBILITIES

- 2.1 The County may provide Public Body, without fee or cost, with data available as GIS Data and/or Access Oakland Products in retrievable form for public purposes permitted by law, including but not limited to assessing, planning, zoning, property inspection, economic or community development, public safety, public works, parks and recreation, and engineering.

3.0 PUBLIC BODY RESPONSIBILITIES

- 3.1 All of the Access Oakland Products and GIS Data, including but not limited to text, data, photographs, maps, images, graphics, audio and video clips, trademarks, logos and service marks (collectively the "Content") are owned by the County or licensed to the County by parties who own the Content. The Content is protected by copyright, trademark, and other intellectual property law. Public Body will cooperate promptly with any reasonable request by the County in any investigation of possible infringement of any applicable copyright or other proprietary right related to Public Body's use of Access Oakland Products and/or GIS Data.

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DATA SHARING

- 3.2 All requests for GIS data and/or Access Oakland Products for the uses specified in Paragraph 2.1 shall be made on behalf of Public Body by a designee of Public Body.
- 3.3 Requests for GIS Data will be submitted to the One Stop Shop, Oakland County, Michigan and requests for Access Oakland Products will be submitted to Access Oakland's Account Services website. Either Party to this agreement may designate another individual to make or receive such requests by providing prior written notice.
- 3.4 Public Body will only use GIS Data and/or Access Oakland Products provided by the County under this Agreement in the performance of Public Body's authorized and permitted duties.
- 3.5 Public Body may provide its Consultants, Contractors, or Subcontractors with access to the GIS Data and/or Access Oakland Products in accordance with all the following conditions:
 - 3.5.1 Public Body shall have its Consultants, Contractors, or Subcontractors sign the Contractor Data Sharing Services Agreement, which is attached and incorporated into this Exhibit as Attachment A, and forward it to the County along with Contractor's required insurance documentation. The County will provide the fully executed Contractor Data Sharing Services Agreement to Public Body. Public Body shall forward the fully executed Contractor Data Sharing Services Agreement to the Consultant, Contractor, or Subcontractor. The Contractor Data Sharing Services Agreement must be signed by County and Contractor, prior to the Public Body's Consultants, Contractors, or Subcontractors accessing or using the GIS Data and/or Access Oakland Products;
 - 3.5.2 Public Body's Consultants, Contractors, or Subcontractors shall refrain from using the GIS Data and/or Access Oakland Products for any purpose except what is authorized by Public Body in relation to the performance of Public Body's official duties; and,
 - 3.5.3 Public Body's Consultants, Contractors, or Subcontractors shall delete, remove, and shall cease using all copies of GIS Data and/or Access Oakland Products, regardless of their form or method of storage, upon the completion or termination of its consulting, contracting or subcontracting relationship with Public Body and/or the completion of its assigned tasks or duties and/or termination of this Exhibit.
- 3.6 County may, and reserves the right to, implement future standards and guidelines as needed for use of the GIS Data and/or Access Oakland Products, including but not limited to, limiting the number of Public Body's or its Consultants, Contractors, or Subcontractors user accounts. In order to access and use the GIS Data and/or Access Oakland Products, Public Body and its Consultants, Contractors, or Subcontractors shall agree to and comply with new or different standards or

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guidelines that are provided to Public Body. Public Body shall provide any new or different standards or guidelines to its Consultants, Contractors, or Subcontractors.

- 3.7 Public Body shall immediately inform County via the Service Center if any of its employees, Consultants, Contractors, or Subcontractors are no longer employed by the Public Body, no longer require access to the GIS Data and/or Access Oakland Products, or use the GIS Data and/or Access Oakland Products for any purpose except what is authorized by Public Body in relation to the performance of Public Body's official duties.
- 3.8 Public Body shall comply with all of the provisions in MCL 15.443(1)(d). Except as provided in section 3.5 above, Public Body agrees that it shall refrain from providing GIS Data and/or Access Oakland Products to Third Parties, as that term is defined in MCL 15.442(i). Public Body shall refer all requests by Third Parties to purchase or otherwise acquire GIS Data and/or Access Oakland Products to Oakland County.

4.0 SUPPORT

The I.T. Service will be supported by County's Information Technology (I.T.) Department as described in the Agreement.

5.0 SERVICE AND SUPPORT COSTS

There is no cost to Public Body for this service.

6.0 LICENSE USE AND ACCESS

County grants to Public Body a nonexclusive license to use County developed applications needed to receive this I.T. Service. This license shall not be provided to any other party without County's written consent.

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CONTRACTOR DATA SHARING SERVICES AGREEMENT

This Contractor Data Sharing Services Agreement (herein referred to as the “Contractor Agreement”) is made between Oakland County, a Constitutional and Municipal Corporation, 1200 North Telegraph, Pontiac, Michigan 48341 (the “County”) and

_____ (the “Contractor”).
(Contractor Name and Address)

RECITALS

- A. WHEREAS, _____ (“Public Body”), utilizes Oakland County, Michigan (“County”) owned GIS Data and/or Access Oakland Products (referred to individually or collectively as “Data Sharing Services”) pursuant to an agreement with the County; and
- B. WHEREAS, Public Body has requested and authorized County to provide Data Sharing Services to Contractor, in order for Contractor to fulfill its contractual obligations to Public Body.
- C. WHEREAS, County is willing to provide Data Sharing Services to Contractor, subject to the following terms and conditions.

NOW, THEREFORE, the Contractor and County, collectively referred to as the “Parties,” agree to the following:

AGREEMENT

- 1. **Definitions:** In addition to the terms and expressions defined elsewhere in this Contractor Agreement, the following words and expressions are defined and interpreted throughout this Contractor Agreement as:
 - 1.1 **Access Oakland Product** means any specially packaged public record, information or product, developed pursuant to MCL 15.441 *et seq.*, for the purpose of making public records immediately available for public inspection or their purchase or copying by digital means, and available via the County's website.
 - 1.2 **Contractor Employee** means any employee; officer; director; member; manager; trustee; volunteer; attorney; licensee; contractor; subcontractor; independent contractor; subsidiary; joint venture; partner or agent of Contractor; and any persons acting by, through, under, or in concert with any of the above, whether acting in their personal, representative, or official capacities. Contractor Employee shall also include any person who was a Contractor Employee at any time during the term of this Contractor Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.

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- 1.3 **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are imposed on, incurred by, or asserted against the County, or for which the County may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
- 1.4 **County** Oakland County, a Municipal Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.
- 1.5 **Data Sharing Services** means GIS Data and/or Access Oakland Products.
- 1.6 **Geographic Information System Data or GIS Data** means any output from the County's computerized database, developed pursuant to MCL 15.441 *et seq.*, for the purpose of making public records immediately available for public inspection or their purchase or copying by digital means.
2. **Service Provided by County:** County may provide Data Sharing Services to Contractor without cost to Contractor during the duration of this Contractor Agreement, subject to any other terms or conditions in this Contractor Agreement.
3. **Contractor's Obligations:** Contractor agrees that, when accessing or using Data Sharing Services, Contractor shall:
- 3.1 Use the Data Sharing Services solely to fulfill its contractual obligations to the Public Body. Contractor shall refrain from using the Data Sharing Services for any purpose except those authorized by Public Body in relation to the performance of its official duties;
- 3.2 Not copy, reuse, republish or otherwise distribute the Data Sharing Services or any modified or altered versions of it, whether over the Internet or otherwise, and whether or not for payment, without the express written permission of County;
- 3.3 Be bound by and comply with all future standards and guidelines implemented by County regarding the use of Data Sharing Services;
- 3.4 Immediately notify the Public Body if Contractor Employees are no longer employed by the Contractor, if Contractor no longer requires access to the Data Sharing Services, if there is unauthorized disclosure or use of the Data Sharing Services, or if any Contractor Employees violate the terms of this Contractor Agreement or amendments thereto;

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- 3.5 Comply with any terms contained in any license agreements, service agreements, acceptable use policies, and similar terms of service that County must “pass through” to Contractor in order to provide Contractor with the Data Sharing Services. County will provide Contractor with a copy of any license agreements, service agreements, acceptable use policies, and similar terms of service that County must “pass through” to Contractor, if requested by Contractor;
- 3.6 Cease using, delete, and remove any and all Data Sharing Services or copies thereof, regardless of their form or method of storage, upon the earliest of any one of the following events:
- 3.6.1 Completion or termination of Contractor’s consulting, contracting or subcontracting relationship with Public Body;
 - 3.6.2 The completion of Contractor’s assigned tasks or duties for Public Body that involved the Data Sharing Services;
 - 3.6.3 Public Body notifying Contractor that Public Body no longer has an agreement with the County to use or have access to Data Sharing Services; or
 - 3.6.4 Upon termination of this Contractor Agreement for any reason.
4. **Ownership of Data Sharing Services:** The Data Sharing Services, including but not limited to text, data, photographs, maps, images, graphics, audio and video clips, trademarks, logos and service marks (collectively the “Content”) are owned by the County or licensed to the County by parties who own the Content. The Content is protected by copyright, trademark, and other intellectual property law. Contractor will cooperate promptly with any reasonable request by the County in any investigation of possible infringement of any applicable copyright or other proprietary right related to Contractor’s use of Data Sharing Services.
5. **Disclaimer of Warranty and Liability:**
- 5.1 COUNTY PROVIDES THE DATA SHARING SERVICES ON AN “AS IS” AND “AS AVAILABLE” BASIS. COUNTY EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF ACCURACY, RELIABILITY, NON-INFRINGEMENT, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR ANY OTHER WARRANTY, CONDITION, GUARANTEE OR REPRESENTATION, WHETHER ORAL, IN WRITING, OR IN ELECTRONIC FORM, INCLUDING BUT NOT LIMITED TO THE ACCURACY OR COMPLETENESS OF ANY INFORMATION CONTAINED THEREIN OR PROVIDED BY THE SERVICE. COUNTY DOES NOT REPRESENT THAT ACCESS TO THE DATA SHARING SERVICES WILL BE UNINTERRUPTED OR THAT THERE WILL BE NO FAILURES, ERRORS OR OMISSIONS, OR LOSS OF TRANSMITTED INFORMATION.

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5.2 USE OF THE DATA SHARING SERVICES IS AT CONTRACTOR'S OWN RISK. COUNTY WILL NOT BE HELD LIABLE FOR ANY ERRORS OR OMISSIONS CONTAINED IN THE SERVICE.

5.3 IN NO EVENT WILL THE COUNTY BE LIABLE FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL DAMAGES, OR ANY DAMAGES WHATSOEVER RESULTING FROM LOSS OF USE, DATA, OR PROFITS, WHETHER IN AN ACTION IN CONTRACT, NEGLIGENCE OR OTHER TORTIOUS ACTION, ARISING OUT OF OR IN CONNECTION WITH THE USE OR PERFORMANCE OF THE DATA SHARING SERVICES.

6. **Maintenance or Modification:** County may, without notice, perform maintenance on, or modify the Data Sharing Services at any time. County may, without notice, restrict or deny Contractor's access to the Data Sharing Services during any maintenance or modification.
7. **Compliance with Laws:** Contractor shall comply with all federal, state, and local statutes, ordinances, regulations, and administrative rules and requirements applicable to its activities performed under this Contractor Agreement.
8. **Auditing:** County may conduct scheduled and unscheduled audits or scans to ensure the integrity of the Data Sharing Services and County's compliance with Federal, State and local laws and industry standards.
9. **Delegation or Assignment:** Contractor shall not delegate or assign any obligation or right under this Contractor Agreement.
10. **Indemnification:** Contractor shall indemnify, defend, and hold the County harmless from all Claims, incurred by or asserted against the County by any person or entity, which are alleged to have been caused directly or indirectly from the acts or omissions of Contractor or Contractor's Employees. The County's right to indemnification is in excess and above any insurance rights/policies required by this Contractor Agreement.
11. **Contractor Provided Insurance:** At all times during this Contractor Agreement, Contractor shall obtain and maintain insurance according to the requirements listed in Appendix A.
12. **Term:** This Contractor Agreement shall be effective when executed by all Parties, and shall remain in effect until the earliest of any one of the following events:
 - 12.1 Contractor completes or terminates its consulting, contracting or subcontracting relationship with Public Body;
 - 12.2 Public Body notifying Contractor that Public Body no longer has an agreement with the County to use or have access to Data Sharing Services;

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12.3 Five (5) years after the effective date of this Contractor Agreement; or

12.4 Otherwise terminated as set forth in this Contractor Agreement.

13. Termination:

13.1 **By County:** County may terminate this Contractor Agreement immediately and without advance notice for any reason, including convenience. Notice to Contractor terminating this Contractor Agreement by County shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail, postage prepaid, and addressed to the person and address listed below for Contractor. Contractor may change the person and/or address that notice shall be given to by providing the name of the new person and/or address to the County in writing.

13.2 **By Contractor:** Contractor may terminate this Contractor Agreement at any time and for any reason, including convenience, upon sending written notice to County. The effective date of termination shall be seven business days after sending the notice, or a later date if clearly stated in the written notice.

14. Notices: Notices given under this Contractor Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.

14.1 If Notice is sent to County, it shall be addressed and sent to: Director, Oakland County Department of Information Technology, 1200 North Telegraph Road, Pontiac, Michigan, 48341, and the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, Michigan 48341.

14.2 If Notice is sent to Contractor, it shall be addressed to the person and address listed below for Contractor.

14.3 Either Party may change the individual to whom Notice is sent and/or the mailing address by notifying the other Party in writing of the change.

15. Cumulative Remedies: A Party's exercise of any remedy shall not preclude the exercise of any other remedies, all of which shall be cumulative. A Party shall have the right, in its sole discretion, to determine which remedies are to be exercised and in which order.

16. Governing Law/ Consent to Jurisdiction and Venue: This Contractor Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Any action brought to enforce, interpret, or decide any claim arising under or related to this Contractor Agreement shall be brought in the Sixth Judicial Circuit Court of the State of Michigan, the 50th District

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Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.

17. **Modifications or Amendments:** Any modifications, amendments, rescissions, waivers, or releases to this Contractor Agreement must be in writing and agreed to by all Parties.
18. **Interpretation of Agreement:** The language of this Contractor Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party.
19. **Waiver:** Waiver of any term or condition under this Contract must be in writing and notice given pursuant to this Contract. No written waiver, in one or more instances, shall be deemed or construed as a continuing waiver of any term or condition of this Contract. No waiver by either Party shall subsequently affect its right to require strict performance of this Contract.
20. **Severability:** If a court of competent jurisdiction finds a term or condition of this Contract to be illegal or invalid, then the term or condition shall be deemed severed from this Contract. All other terms or conditions shall remain in full force and effect. Notwithstanding the above, if Contractor's promise to indemnify or hold the County harmless is found illegal or invalid, Contractor shall contribute the maximum it is permitted to pay by law toward the payment and satisfaction of any Claims against the County.
21. **Entire Agreement:** This Contractor Agreement represents the entire agreement between the Parties and supersedes any and all other communications, prior, contemporaneous or subsequent.

The Parties have taken all actions and secured all approvals necessary to authorize and complete this Contractor Agreement. The persons signing this Contractor Agreement on behalf of each Party have legal authority to sign this Contractor Agreement and bind the Parties to the terms and conditions contained herein.

FOR COUNTY:

Executed by: _____

Date: _____

Title: _____

FOR CONTRACTOR:

(Signature of Contractor's Authorized Representative)

(Printed name)

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(Title)

(Address)

(Address continued)

Date: _____

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APPENDIX A

CONTRACTOR INSURANCE REQUIREMENTS

During this Contractor Agreement, the Contractor shall provide and maintain, at their own expense, all insurance as set forth and marked below, protecting the County against any Claims. The insurance shall be written for not less than any minimum coverage herein specified.

Primary Coverages

Commercial General Liability Occurrence Form including: (a) Premises and Operations; (b) Products and Completed Operations (including On and Off Premises Coverage); (c) Personal and Advertising Injury; (d) Broad Form Property Damage; (e) Independent Contractors; (f) Broad Form Contractual including coverage for obligations assumed in this Contractor Agreement;

\$1,000,000 – Each Occurrence Limit

\$1,000,000 – Personal & Advertising Injury

\$2,000,000 – Products & Completed Operations Aggregate Limit

\$2,000,000 – General Aggregate Limit

\$ 100,000 – Damage to Premises Rented to You (formally known as Fire Legal Liability)

Workers' Compensation Insurance with limits statutorily required by any applicable Federal or State Law and Employers Liability insurance with limits of no less than \$500,000 each accident, \$500,000 disease each employee, and \$500,000 disease policy limit. Contractor must also satisfy one of the following:

1. Fully Insured or State approved self-insurer; or
2. Sole Proprietors must submit a signed Sole Proprietor form; or
3. Exempt entities, Partnerships, LLC, etc., must submit a State of Michigan form WC-337 Certificate of Exemption.

Commercial Automobile Liability Insurance covering bodily injury or property damage arising out of the use of any owned, hired, or non-owned automobile with a combined single limit of \$1,000,000 each accident. This requirement is waived if there are no company owned, hired or non-owned automobiles utilized in the performance of this Contractor Agreement.

Commercial Umbrella/Excess Liability Insurance with minimum limits of \$2,000,000 each occurrence. Umbrella or Excess Liability coverage shall be no less than following form of primary coverages or broader. This Umbrella/Excess requirement may be met by increasing the primary Commercial General Liability limits to meet the combined limit requirement.

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Supplemental Coverages Required:

1. **Professional Liability/Errors & Omissions Insurance** (Consultants, Technology Vendors, Architects, Engineers, Real Estate Agents, Insurance Agents, Attorneys, etc.) with minimum limits of \$1,000,000 per claim and \$1,000,000 aggregate; and
2. **Cyber Liability Insurance** with minimum limits of \$1,000,000 per claim and \$1,000,000 aggregate.

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General Insurance Conditions

The aforementioned insurance shall be endorsed, as applicable, and shall contain the following terms, conditions, and/or endorsements. All certificates of insurance shall provide evidence of compliance with all required terms, conditions and/or endorsements.

1. All policies of insurance shall be on a primary, non-contributory basis with any other insurance or self-insurance carried by the County;
2. The insurance company(s) issuing the policy(s) shall have no recourse against the County for subrogation (policy endorsed written waiver), premiums, deductibles, or assessments under any form. All policies shall be endorsed to provide a written waiver of subrogation in favor of the County;
3. Any and all deductibles or self-insured retentions shall be assumed by and be at the sole risk of the Contractor;
4. Contractors shall be responsible for their own property insurance for all equipment and personal property used and/or stored on County property;
5. The Commercial General Liability and Commercial Automobile Liability policies along with any required supplemental coverages shall be endorsed to name the County of Oakland and its officers, directors, employees, appointees and commissioners as additional insured where permitted by law and policy form;
6. The Contractor shall require its contractors or sub-contractors, not protected under the Contractor's insurance policies, to procure and maintain insurance with coverages, limits, provisions, and/or clauses equal to those required in this Contract;
7. Certificates of insurance must be provided no less than ten (10) Business Days prior to the County's execution of the Contractor Agreement and must bear evidence of all required terms, conditions and endorsements; and
8. All insurance carriers must be licensed and approved to do business in the State of Michigan and shall have and maintain a minimum A.M. Best's rating of A- unless otherwise approved by the County Risk Management Department.

SOFTWARE AS A SERVICE ADDENDUM

This Software as a Service ("SaaS") Addendum including attached Exhibits ("Addendum"), including the attached Exhibits entered into by and between BS&A Software LLC ("BSA") a Delaware corporation and the **Holly Township, Oakland County MI** ("Customer") effective the date of the signature of the last Party to sign the Addendum ("Effective Date"). Each party to the Addendum is referred to as a "Party" and the parties, collectively, are referred to as "Parties".

This Addendum modifies the previous SaaS Agreement ("Agreement") between the Parties to include the subscription to additional BSA Software Products, as shown in Exhibit 1 to this Addendum.

1. Scope of Use.

Subject to the terms and conditions of the Agreement, as modified by this Addendum, and during the subscription term for the additional modules shown in Exhibit 1 to this Addendum, Customer may use the included BSA Software Products solely for Customer's internal business purposes.

2. SaaS Fees.

Customer agrees to pay BSA, and BSA agrees to accept from Customer as payment in full for the rights granted herein, the fees set forth in Schedule A to Exhibit 1 in addition to the fees previously stated in the Agreement. SaaS fees stated in Schedule A to Exhibit 1 shall be prorated for the initial year to align with the scheduled billing for existing modules. The exact prorated amount will be known and determined at the time that the Subscription Start Date for the modules from this Addendum is determined.

3. Differences from SaaS Agreement.

- 3.1. The Limited Professional Services Warranty shall apply separately to the Professional Services rendered under the Agreement and those rendered under this Addendum.
- 3.2. The Maintenance and Support for BSA Software Products subscribed to under this Addendum shall be modified to state that the initial subscription fee for the BSA Software Products, as shown in Exhibit 1 shall be prorated from the prices stated in Exhibit 1 based upon the number of months from the Subscription Start Date until the next renewal period in order to align the billing schedule of the BSA Software Products subscribed to under this Addendum with those subscribed to under the Agreement.
- 3.3. The Maintenance and Support for BSA Software Products subscribed to under this Addendum shall additionally be modified to state that the SaaS fees will for the BSA Software Products, as shown in Schedule 2 will be payable with the next scheduled renewal of existing BSA Software Products.
- 3.4. The Maintenance and Support for BSA Software Products subscribed to under this Addendum, shall additionally be modified to state that the SaaS fees for modules purchased under this Addendum will not change until the next renewal period after the Subscription Start Date for the BSA Software Products purchased under this Addendum. After that date, BSA reserves the right each year to increase the fee over the previous year by no more than the greater of (i) five percent (5%) or (ii) the annual increase in the relevant Consumer Price Index for all Urban Consumers published by the Bureau of Labor Statistics for the then current Term.
- 3.5. The Limitation on Liability and Damages shall apply separately to the BSA Software Products subscribed to in the Agreement and those subscribed to in this Addendum.
- 3.6. The Contract Term for this Addendum shall extend from the Activation Date of the modules subscribed to under this Addendum, until the renewal period for the BSA Software Products previously subscribed to under the Agreement and prior Addendums.

4. **Addendum Documents and Order of Precedence.** The text of the Agreement, as modified by this Addendum, shall control over any inconsistent text in any of the Exhibits or Schedules. The Addendum includes the following Exhibits and Schedules.

Exhibit 1 – Payment Terms Generally

Schedule A to Exhibit 1 – SaaS/Interface/Customization Fees

Schedule B to Exhibit 2 – Professional Service Fees

CUSTOMER ACKNOWLEDGES THAT THEY HAVE READ THIS ADDENDUM, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS, AND THAT THE PERSON SIGNING THIS ADDENDUM HAS BEEN AUTHORIZED TO DO SO.

BS&A SOFTWARE LLC

By: _____

Name: _____

Title: _____

Date: _____

HOLLY TOWNSHIP, OAKLAND COUNTY MI

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT 1

Payment Terms

1. Customer shall pay BSA within thirty (30) days of invoice. Payments not received within fifteen (15) days of the due date shall be subject to a one and one-half percent (1.5%) per month interest charge (or, if lower, the highest amount chargeable at law) assessed against the unpaid balance from the date due until the date payment is received
2. Any amount not subject to good faith dispute and not paid within fifteen (15) days of the due date of each invoice shall, without prejudice to other rights and remedies, be subject to an interest charge equal to the lesser of 1.5% monthly or the maximum interest charge permissible under applicable law, payable on demand. Any charges not disputed by Customer in good faith will be deemed approved and accepted by Customer. For purposes of this Agreement, a good faith dispute regarding amounts owed exists only if Customer provides in writing at least ten (10) days prior to due date of payment on the invoice, notification of such dispute, the specific portion of the invoice in dispute, and the specific grounds of the dispute (which must be asserted in good faith), and Customer pays in timely fashion such portions that are not subject to such dispute.
3. BSA shall invoice Customer \$6,370 upon Effective Date for BSA's Project Management/Implementation Planning Fees and Data Conversion fees as set forth in Schedule B.
4. BSA shall invoice Customer \$3,175 upon activation of Customer's site for use of the BSA Software Product(s). Such amount equals BSA's SaaS Fees as set forth in Schedule A.
5. BSA shall invoice Customer \$4,275 at completion of On-Site Implementation and Training. Such amount equals On-Site Implementation and Training costs, Customization and Interface costs, and travel expenses, as set forth in Schedule B.

Schedule A to Exhibit 1

SaaS Fees

(Based on Quote 3579, dated 4/23/2026)

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Cloud Modules - Annual Fee

Community Development

BL-Business License \$3,175.00

Subtotal **\$3,175.00**

Schedule B to Exhibit 1

Professional Services Fees

Data Conversions/Database Setup

BL-Manual-Database Setup	\$2,450.00
Setup of License Types, Fee Schedules	
Total	\$2,450.00

Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total **\$3,920.00**

Remote Implementation and Training

- \$1,425/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Verification of converted data for balancing and auditing purposes
- Remote Training and Go-Live

Setup Days

ITS Setup - CD	Setup Days: 1	\$1,425.00
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Total Setup Days: 1 Subtotal: \$1,425.00

Implementation and Training Days

ITS Training - CD	Training Days: 2	\$2,850.00
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Total Training Days: 2 Subtotal: \$2,850.00

Total Days: 3 **Total: \$4,275.00**

Cost Totals

Cloud New Purchase – <i>Annual Fee</i>	Subtotal	\$3,175.00
Data Conversion/Database Setup	Subtotal	\$2,450.00
Project Management and Implementation Planning	Subtotal	\$3,920.00
Remote Implementation and Training	Subtotal	\$4,275.00
Total Proposed		\$13,820.00

Payment Schedule

- 1st Payment: **\$6,370** to be invoiced upon execution of this agreement.
2nd Payment: **\$3,175** to be invoiced upon the subscription start date.
3rd Payment: **\$4,275** to be invoiced upon completion of training.