# 12/10/2019 Township Board meeting packet

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# 12/10/2019 Township Board meeting packet

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# NORTHFIELD TOWNSHIP BOARD AGENDA
## December 10, 2019 – 7:00 PM
## 8350 Main Street, 2nd Floor

- CALL TO ORDER
- INVOCATION / PLEDGE
- ROLL CALL
- CALL TO THE PUBLIC - Any member of the public may address the Board at this time; however, this is not an opportunity for dialogue, or questions and answers. Please keep comments to 3 minutes or less.
- BOARD MEMBER RESPONSE TO CALL TO THE PUBLIC
- CONSENT AGENDA

1. Receive the Township Manager Report
2. Approve the November 26, 2019 Board of Trustees Regular Meeting Minutes
3. Receive the Fire Department Report
4. Receive the Police Department Report
5. Receive the Wastewater Treatment Report
6. Receive the Community Center Report
7. Receive the Code Enforcement Report
8. Receive the Financial and Fund Balance Reports
9. Accept Check Disbursement Report for Paid Bills (check date from 11/8/19-12/5/19) for a total of $485,468.15 from all funds in the Municipal Investment Fund (MIF) account
10. Receive Correspondence

- AGENDA ITEMS

1. Approve Payment of Open Bills (expected check run date 12/11/19) for a total of $55,571.42 from all funds in the Municipal Investment Fund (MIF) account
2. Hiring of Paid On-call Firefighter Trainee - James Pierce
3. Receive Update on Sewer Back-Up Claim +
4. Receive Status Report on Evaluation of Development Offers for the North Village
5. Discuss Offers for Purchase of 75 Barker
6. Approve Resolution 19-618: 2020 Board of Trustees Meeting Schedule
7. Approve 2020 Township Holiday Schedule
8. Approve Conditional Use Permit for National Fiber Construction Company, 6785 Whitmore Lake Road, as recommended by the Planning Commission with the conditions as enumerated by the Commission
9. Approve Lease Renewal on Copiers
10. Resolution 19-617: To Establish the Horseshoe Lake Wetland Preserve
11. Ordinance 19-72: To Amend Chapter 23 Marihuana Facilities Section 23-6 Application Requirements for and Issuance of Township Permit
12. Review Revised Procedures and Permit Application for Marihuana Business Permits
13. Approve Policy and Guidelines for 2020 Property Tax Poverty Reductions

* Denotes previous backup; + denotes no backup in packet

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act) MCLA 41.72A (2) (3) and the Americans with Disabilities Act. (ADA) individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734-449-2880) seven days in advance.

- TRUSTEE/LIAISON REPORTS
    1. Receive the Supervisor's Report
    2. Receive the Treasurer's Report
    3. Receive the Clerk's Report +
    4. Receive the Planning Commission Report
    5. Receive the ZBA Report
    6. Receive the Parks and Recreation Board Report +
    7. Receive the Land Preservation Committee Report

- ANNOUNCEMENTS
- 2nd CALL TO THE PUBLIC - Any member of the public may address the Board at this time; however, this is not an opportunity for dialogue, or questions and answers. Please keep comments to 3 minutes or less.
- BOARD MEMBER COMMENTS
- ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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Township Manager's Report prepared by Steve Aynes for the December 10, 2019 Board Meeting

The Board Packet has been prepared during the limited time available since the November 26 Board Meeting followed by the two day holiday. This left very limited time for the preparation of the Board packet. I am thankful for the dedicated Township employees who have assisted me on this preparation and distribution of the Board packet.

**Marijuana Related Business Contacts**

I have personally been contacted by several potential businesses interested in most aspects of the legalized Marijuana businesses including retail and grower opportunities. I have spent significant amounts of time with calls, e-mails, and office visits concerning this. These contacts continue to increase and are consuming increasing amounts of my work time.

I met with the Board selected committee composed of the following Board Members:

Janet Chick, Jacki Otto, and Lenore Zelenock.

Paul Lippens, the Township Planner from Mckenna, and I served as support staff. The result is the revised proposed administrative documents regarding the Marijuana operations included on the agenda. I believe the meeting has resulted in an impproved administrative procedure.

**Code Enforcement and Citizen Complaint Issues**

Please see the Code Enforcement Officer's report as enclosed in the reports on the agenda. There continue to be many complaints. The Staff and I spend a great deal effort in trying to resolve any problems to the extent the Township can.

**Closing Sale of Township Property**

The Board authorized and directed me to sign the closing documents regarding two lots on Grove St. The closing took place yesterday (12/4/19). I was asked to report back to the Board when this sale was complete.

**Michigan Township Association, Manger Meeting on 12/6/19**

The MTA sponsors a 2 hour meeting for Township Managers at the MTA office in Lansing. I plan to attend this and will report to the Board on the results.

# NORTHFIELD TOWNSHIP
# Township Board
# Minutes
# November 26, 2019

## CALL TO ORDER

The meeting was called to order at 7:05 P.M. by Supervisor Chockley at 8350 Main Street.

## PLEDGE/INVOCATION

Beliger provided a brief invocation and led those present in the Pledge of Allegiance.

## ROLL CALL

| | |
|---|---|
| Marlene Chockley, Supervisor | Present |
| Kathleen Manley, Clerk | Present |
| Lenore Zelenock, Treasurer | Present |
| Tawn Beliger, Trustee | Present |
| Janet Chick, Trustee | Present |
| Wayne Dockett, Trustee | Present (arrived at 7:12 P.M., left at 9:05 P.M.) |
| Jacki Otto, Trustee | Present (arrived at 7:14 P.M.) |

Also present:
Wastewater Treatment Plant Superintendent Dan Willis
Township Manager Steven Aynes
Township Attorney Paul Burns
Township Controller Yvette Patrick
Planning Consultant Paul Lippens, McKenna Associates
Members of the community

## PRESENTATION AND RECEIPT OF 2019-20 AUDIT

John Pfeffer of Pfeffer, Hanniford and Palka, introduced Kristen Pfeffer of the company. He thanked Controller Yvette Patrick, Treasurer Zelenock, and all of the staff who helped with the audit.

He made brief comments about the audit, including:

- His firm has issued an unmodified opinion, the highest the auditor can issue, which tells the State of Michigan that the Township's finances are in good condition, which is important for State shared revenues and for bonding.
- The Township's fund balance—at 90% of the projected expenditures—exceeded the Board's 85% goal.
- Each fund should be able to stand on its own with revenue from millages without needing contributions from the general fund

[Dockett arrived].

In response to a comment from Zelenock, Pfeffer said the sewer fund is an "enterprise fund," which operates like a business, although not to make a profit; it generates fees to cover expenses, but also to save for future expenses. Dockett said the Township is not saving for capital sewer improvements, though, and that is a problem.

▶ **Motion:** Beliger moved, Chick seconded, to accept the audit report as presented.
**Motion carried 6—0 on a roll call vote.**

[Otto arrived].

## FIRST CALL TO THE PUBLIC

Sam Iaqunito, 9876 Main, and Adam Olney, Whitmore Lake, commented on the marijuana ordnances. Kim Thompson, 9307 Lakewood, Kat Walsh, 9242 Lakewood, and Adam Olney commented on the sewer backup agenda item. Craig Warburton, 450 W. Joy, asked the Board to authorize release of materials for a Freedom of Information Act (FOIA) request he made.

## BOARD MEMBER RESPONSE

Board members responded to comments from the public regarding FOIA requests, the sewer backup issue on the agenda, and legal services to the Township. Zelenock announced that winter tax payments will be accepted starting December 2nd and thanked Burns, who has submitted his resignation, for his years of service to the Township.

## CONSENT AGENDA:

- **Audit Report**
- **Township Manager Report**
- **November 12, 2019, Board Minutes**
- **Inclusion of Additional Planning Commissioner on the North Village Subcommittee**
- **Correspondence**

▶ **Motion:** Chockley moved, Manley seconded, that the consent agenda be adopted with removal of *Inclusion of Additional Planning Commissioner on the North Village Subcommittee.*

Multiple minor and substantive corrections were made to the minutes of November 12, 2019.

Dr. Griffith's correspondence was pulled to be discussed during Item 5, *75 Barker Road.*

The Board referenced correspondence from David Gordon and agreed to discuss options for getting input from and having open dialogue with interested members of the public on a regular basis near the top of the December 10th Board meeting agenda. Chockley said she will also be available December 3rd to meet with any interested members of the public.

▶ **Amended motion:** Chockley moved, Manley seconded, that the consent agenda be adopted with *Inclusion of Additional Planning Commissioner on the North Village Subcommittee* removed, changes to the November 12th minutes as noted, and Dr. Griffith's correspondence pulled for later discussion.
**Amended motion carried 7—0 on a voice vote.**

## ADOPT BALANCE OF AGENDA

▶ **Motion:** Chockley moved, Manley seconded, that the balance of the agenda be adopted as presented. **Motion carried 7—0 on a voice vote.**

## AGENDA ITEMS

### 1.
### Update on Sewer Backups

Referencing the request from the Spinas, homeowners who experienced multiple sewer backups recently, Township Manager Aynes explained that the Township's insurance carrier will not cover damage to residents' homes because State law protects government units from liability for unforeseen events. Wastewater Treatment Plant (WWTP) Superintendent Willis said the backups may be due to a manhole block (from a sidewalk project two years ago), material pushed down the line from the school, or a combination of both.

The Board discussed whether the Township should pay for any of the damages, whether the sidewalk contractor could be held liable, and whether the Spinas had filed a claim with their homeowner's insurance carrier. Ms. Spina said damages have exceeded their $10,000 policy cap, and if they file a claim and their insurance company pays it their premiums will increase $513/year for the next five years.

▶ **Motion:** Otto moved, Beliger seconded, that an agreement be drafted between the Township and the Whitmore Lake Schools that when maintenance with the sewer line is either ordered or performed that the Township Wastewater Treatment Plant is notified prior to such work order, and that the Township inspect the work to be done prior to the work being started. **Motion carried 7—0 on a roll call vote.**

▶ **Motion:** Zelenock moved, Otto seconded, that the Township attorney provide the Board with a legal opinion as to whether the Township will be liable for all sewer backup claims submitted by homeowners if this claim is paid regardless of whether the Township is liable or not according to the Michigan Complied Laws and the Public Act.
**Motion carried 7—0 on a roll call vote.**

At Zelenock's suggestion, Aynes said he will ask the auditor what the contingent liability would be and whether it would impact bonding.

### 2.
### Ordinance 19-71: Amendment to Prohibition of Marijuana Establishments Ordinance to Extend Sunset Clause until December 21, 2019 to coincide with Marihuana Zoning Ordinance and Marihuana Permitting Ordinance effective dates

▶ **Motion:** Chockley moved, Beliger seconded, to extend the sunset clause of Ordinance 18-62, the Prohibition of Marijuana Establishments Ordinance, to December 21, 2019.

Chockley explained that this is being proposed due to a delay in publishing the legal notice.

**Motion carried 5—2 on a roll call vote, Otto and Dockett opposed.**

There was a brief discussion about the need to have the application procedure in place starting the first business day—December 26th—following the December 21st effective date of the ordinance.

### 3.
### Draft Marihuana Business Permit Application and Procedures for Marihuana Business Permits

Township planner Lippens explained that at this point a process for the initial set of applications is being set, and the procedures may be changed in the future. He reviewed the various documents and examples, including scoring criteria for ranking applications. He said the biggest issues to discuss are whether applications should be accepted in order of receipt or by lottery, how to staff receipt of the initial applications, and whether to set a moratorium on acceptance of applications.

Lippens said the Board should also authorize the administrative process and designate who is in charge of the process. Township attorney Burns recommended that an administrative ordinance outlining the procedures and criteria be approved at the December 10th Board meeting so they are in place by the effective date of the ordinance.

Board discussion included a proposal to hire additional staff to handle initial applications, the pros and cons of using a lottery vs accepting applications in order of submittal, how to be fair in awarding permits, and whether to delay acceptance of applications. Board members suggested using a checklist for application completeness to streamline the acceptance process and notifying applicants regarding the completeness of their application within 30 days of receipt.

[Dockett left the meeting].

It was agreed to begin accepting applications on December 26th with the assistance of additional McKenna staff. It was also agreed that a committee of Chick, Otto, and Zelenock would meet with Lippens to prepare the proposal for the Board to consider on December 10th.

### 4.
### Offers for Development of North Village

Lippens referred to his memo of November 19th and the second purchase offer from A.R. Brouwer. He added that Livonia Builders told him verbally that they are still interested and would like feedback from the Board about their offer.

Lippens recalled the Board asked for a template to use to standardize the language of purchase offers and noted that Burns had provided that. He also said the Township engineer recommends that the surveyor used previously by the Township be used to prepare a legal description of the property the Township wishes to retain for a park. Chockley reported that the Township Assessor feels an appraiser should be hired to produce a revised appraisal.

Lippens also said the North Village committee decided that they would score the proposals after they receive the financial offers that have been provided to the Board.

- **Motion #1:** Beliger moved, Chick seconded, to attach to the template provided by Mr. Burns a legal description of the property the Township wishes to sell, and to give it to Livonia Builders and A.R. Brouwer to prepare their best offers.

Zelenock suggested that the Parks and Recreation Committee approach Washtenaw County Parks to see if they are interested in purchasing all or part of the property. Lippens said he can work on that. She also recalled that the Board passed a motion requiring any proposal regarding North Village to be scored in order for the Board to consider it.

Lippens noted the Township will have to pay for the preparation of the legal description first. There was discussion about having the developers provide the legal description. Burns said those descriptions would have to reviewed by the Township engineer. It was agreed to have the Township's surveyor prepare the legal description.

- **Motion #2:** Beliger moved, Otto seconded, to have a legal description prepared of the area of the North Village property to be retained as park, to be at least five acres, at a cost not to exceed $2,000.
  **Motion carried 6—0 on a voice vote.**

**Motion #1 carried 6—0 on a voice vote.**

- **Motion #3:** Otto moved, Chick seconded, to hire John Widmer to appraise the North Village property both "as is" and for the highest and best use.
  **Motion carried 6—0 on a voice vote.**

### 5.
### Offers for Purchase of 75 Barker

- **Motion #1:** Beliger moved, Chockley seconded, to table consideration of the offers to purchase 75 Barker Road until the first meeting in January.

There was discussion about whether the parcel can be split to allow the parking area to be retained by the Township. Lippens said he would have to review minimum lot size for the district, but said an easement for the parking could be retained. Aynes said at least one of the potential purchasers said they would be willing to consider such an easement without reducing the price of their offer.

- **Motion #2:** Chick moved, Otto seconded, to direct Lippens to do a lot split study regarding 75 Barker Road for consideration by the Board at their December 10, 2019, meeting.

There was discussion about using proceeds of the sale to fund parking in another location, what the terms of an easement could be, what the effect could be on applications for marijuana businesses that would be proposing use of this site, and whether the site should be sold.

**Motion #1 carried 6—0 on a voice vote.**

**Motion #2 carried 5—1 on a roll call vote, Zelenock opposed.**

Chick noted that Planning Commission Chair Roman had sent correspondence to the Board asking for the issue of sale of the property to be sent to the Planning Commission for consideration. Zelenock asked that the issue be placed on the next agenda for a vote of the Board with Roman's memo being included in the packet.

### 6.
### Renewal of Contract with *Assessment Administration Services*

- **Motion:** Chockley moved, Chick seconded, to approve the contract with Assessment Administration Services LLC from December 15, 2019, to December 15, 2022, with the first year's cost being $98,460 and with a 2% increase per year thereafter. Paul Burns has reviewed and approved the language.
  **Motion carried 6—0 on a voice vote.**

### 7.
### Contract with Point & Pay for Credit Card Processing Services

- **Motion:** Beliger moved, Zelenock seconded, to approve the contract with Point & Pay for Credit Card Processing Services.
  **Motion carried 6—0 on a voice vote.**

### 8.
### Waive Zoning Compliance Application fee for Kiwanis Christmas Tree Sales

- **Motion:** Beliger moved, Chick seconded, to waive the zoning compliance application fee for Kiwanis Christmas tree sales.

The Board the zoning ordinance requirement for the permit the desire to be fair with all non-profits. Otto noted the proceeds of the sales goes to the Fourth of July Parade fund. It was noted the Township supports the Parade in the form of police services.

Both Otto and Zelenock recused themselves from voting due to being Kiwanis members.

**Motion failed 1—3—2 on a roll call vote, Manley, Chick, Chockley opposed, Otto and Zelenock abstaining.**

### 9.
### Creation and Distribution of an RFQ by the Township Manager for Legal Services

▶ **Motion:** Chockley moved, Beliger seconded, to authorize the Township Manager and Township attorney to create and distribute an RFQ for municipal legal counsel immediately, have the attorney review it, and have a recommendation from a committee consisting of Otto, Chockley, Beliger, and Aynes available for the January 10, 2020 Board meeting.
**Motion carried 6—0 on a voice vote.**

▶ **Motion:** Chockley moved to accept Mr. Burns letter of resignation with appreciation and regret.
**Motion carried 6—0 on a voice vote.**

Otto requested that Burns provide a summary of outstanding issues and cases for the December 10, 2019, agenda. Board members expressed their great appreciation for Burns' service over many years.

### 10.
### Conditional Use for Whitmore Lake Climate Storage, LLC

▶ **Motion:** Chockley moved, Beliger seconded, to approve JPC190007, Whitmore Lake Climate Storage, LLC, for a Conditional Use Permit to allow mini-warehousing storage facilities under Article XXIII.
**Motion carried 6—0 on a voice vote.**

## ANNOUNCEMENTS

- Parks and Recreation will be making a recommendation to the Board for a new member.
- The Land Preservation Committee has received three applications for three vacancies and welcomes additional applications.
- The DDA needs business owner members.
- A Board of Review Alternate position is open.
- The Planning Commission may have two open positions.
- Kiwanis Christmas tree sales start this Saturday, with only 50 Frazier firs available at $45 each.

## SECOND CALL TO THE PUBLIC

Adam Olney, Whitmore Lake, commented on the sewer backup issue, the sale of 75 Barker Road, the North Village purchase offers, and unsightly boat storage along Main Street. Marissa Prizgint, 32 Schrum, commented on the discussion about opportunities for community input and the Township response to a FOIA request, and she thanked Paul Burns for his service to the Township. Omar Fakhouri, 2642 Creek Bend, Troy, said he is a cannabis licensing consultant and applicant, and he commented on the application process for marijuana facilities.

Aynes explained legal requirements and practical considerations regarding fulfilling FOIA requests, and noted that offers for the purchase of 75 Barker Road have expiration dates.

## BOARD MEMBER COMMENTS

- There was discussion about the need to have applications for marijuana facilities available before the date applications will be accepted.
- Burns explained that communications between the Board and staff and the Township attorney are considered privileged and exempt from FOIA request responses, although that can be appealed to the Board in writing as stated on the request form.
- The popular response regarding the sewer backup would have been for the Township to pay the claim, but the Board needs more information to fulfill its fiduciary responsibilities.
- Board members thanked the public for their participation and attendance, welcomed their input at public forums to be held, and wished everyone a Happy Thanksgiving.

## ADJOURNMENT

▶ **Motion:** Chockley moved, Beliger seconded, that the meeting be adjourned.
**Motion carried 6—0 on a voice vote.**

The meeting adjourned at 10:46 P.M.

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Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~;
Wording added is <u>underlined.</u>

Approved by the Township Board on _____, 2019.

_____
Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at
http://www.twp-northfield.org/government/township_board_of_trustees/

# Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
wagnerw@northfieldmi.gov


# November 2019
# Northfield Township Fire Department
# Statistical Report

| | |
|---|---|
| Responses October 2019: | 57 |
| Responses October 2018: | 42 |

| | | |
|---|---|---|
| Fire Calls: | 4 | |
| | Structure Fires | 0 |
| | Vehicle Fire | 2 |
| | Fire Alarms | 0 |
| | Outside fire | 1 |
| | Smoke investigation | 1 |
| Emergency Medical Calls: 33 | | |
| | Chest Pain | 2 |
| | Difficulty Breathing | 6 |
| | Unconscious/Cardiac Arrest | 5 |
| | Diabetic/ Seizure | 3 |
| | Trauma | 4 |
| | Overdose | 2 |
| | Stroke | 3 |
| | Other | 8 |
| Motor Vehicle Accidents 18 | | |
| | Injury Crashes | 5 |
| | Unknown | 13 |
| | Fatal | 1 |

Public Service calls: 3

| | |
|---|---|
| Electrical wire down | 2 |
| Gasoline Spill | 0 |
| Carbon Monoxide Alarm | 0 |
| Trees down | 0 |
| Citizen assist | 1 |
| Water Rescue | 0 |
| Other | 0 |

Mutual Aid Given 9

| | |
|---|---|
| Ann Arbor Township crashes on highway | 9 |

Mutual Aid Received: 4

| | | |
|---|---|---|
| Ann Arbor Township | crashes | 4 |

| | |
|---|---|
| Responses in hamlet area: | 23 |
| Responses in rural area: | 18 |
| Responses on Highway | 16 |
| Responses outside the township: | 9 |

Average response time for the month: 5:31

William Wagner

# Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
wagnerw@northfieldmi.gov

## December 2019
## Director of Public Safety
## Board Communication

1. **Fire department activity for November 2019:** November was a quiet month for fire responses. We did however pickup significantly with Motor vehicle crashes with the snowstorm early in the month. We did have a significant fatal crash at Seven Mile and Rushton. We also has a suspected heroin overdose in Northfield estates.

2. **Fire Department training for November:** Training for the month consisted on CPR and AED refresher training.

3. **Mass notification system:** Washtenaw County is now looking in to a mass notification system for the County. This is similar to the NIXLE system we currently and is the parent company of NIXLE. We will still have access to the NIXLE we use only we will have many more options to notify the community. The Project Oversight Committee, which is the committee that controls the County radio millage money will cover the costs of this new tool.

4. **Car Seat checks:** The Northfield Township Police and Fire Departments will be hosting several car seat check events in the fire bays. The checks are December 19, February 20th and April 16th. The checks are by appointment only.

5. **Pond Hockey:** We met with Sam IaQuinto in October to go over Pond Hockey requirements for 2020. I communicated to him the same requirements as last year. The event will be February 7, 8 &9th 2020. We are yet to receive the Civic Event Permit for the event in the Township office.

# NORTHFIELD TOWNSHIP POLICE DEPARTMENT

## MONTHLY OPERATIONS REPORT

# NOVEMBER 2019

# NOVEMBER 2019 MONTHLY REPORT

| | |
|---|---|
| Calls for Service | 539 |
| Arrests | 14 |
| Mutual Aid Assistance to Other Departments Inside the Township | 4 |
| Mutual Aid Assistance to Other Departments Outside the Township | 4 |
| Average Response Time | 4.61 |

## NOTES & FACTS FROM THE DEPARTMENT

**DATA:** 55 % of total complaints answered were in the hamlet area and 45 % were handled throughout the rest of the township.

**TRAINING**

FORMAL – Sgt. J. Roberts – Critical Incident Force
All Uniformed Officers - Community Mental Health Training
Clerk S. Clark - CLEMIS Records and Reports

IN-SERVICE – 18 Wheels and Busted
Active Shooter Training
Driving Speed and Crashes
Fentanyl, Opioids, and Naloxone (Narcan) Use

**MENTAL HEALTH INCIDENTS**

In the month of November the Officers from the Northfield Township Police Department were dispatched to 13 Mental Health calls including welfare checks and drug overdoses. Below you will find an account of a few.

- On November 1, 2019 officers responded to a fatal car crash. A witness stated that he observed the vehicle traveling at a high rate of speed veer off the roadway and strike a tree. The witness stated he saw nothing in the roadway to cause this sudden veering of the vehicle. The 20 year old driver died in the wreckage. The family confirmed the driver had mental health issues and believed the crash could have been a suicide.
- On November 11, 2019 a subject arrived at the station to report concerns about being poisoned. During the encounter with the complainant, she became visibly upset and fearful of bombs in her vehicle, the patrol vehicle and in her hair. Further, Officers observed her closing her ears with her hands and appearing to be talking/answering to no one. The subject removed her coat and appeared to be fearful of everything, officers convinced her to enter HVA ambulance, where she tried to leave believing her hair, shoes and the ambulance was going to explode. HVA sedated and transported to U of M. Cocaine and hydrocodone pills were discovered in her property. Community Mental Health was notified.
- On November 22, 2019 officers responded to a runaway report of a 16 year old female suffering from depression. Officers were able to locate the subject outside of Northfield Twp., had the local police agency secure her and then a NTPD officer picked her up to be reunited with her father. Two additional runaway reports for this same 16 year old were taken as of the 29th of November.
- On November 26, 2019-A death investigation of a 52 year old male, revealed several empty syringes and an empty bottle of Oxycodone. The subject did not get up in the morning, causing his elderly mother to find him on the floor of his room. An overdose is suspected, but NTPD is awaiting the Medical Examiner's report.

## SIGNIFICANT EVENTS

### ARRESTS

- On November 26, 2019-Garnet Circle – An investigation led officers to believe a wanted suspect was at residence on Garnet Circle. Upon consensual entry the suspect was taken into custody, while two others were taken into custody for outstanding warrants. The resident owner of the home was taken into custody for harboring a felony fugitive. The two suspects arrested for the outstanding warrants were turned over to the jurisdictions holding the warrants. The B& E suspect was transported to the Washtenaw County jail and an arrest warrant was submitted to the prosecutors for the subject harboring the fugitive.
- On November 28, 2019-9000 Block of Posey- Officers responded to a suspicious person situation in the area where three suspects had fled after a police chase and only 2 were apprehended. A K-9 was requested and after receiving additional information from a resident reviewing her ring doorbell – a secondary location was checked with the K-9 discovering a subject hiding on an upper deck. After additional investigation, the subject was arrested and turned over to Livingston County Sheriffs' as the 3rd suspect is believed to be involved in a robbery and police chase.
- On November 29, 2019-9400 Block of Summerland Dr. – Officers responded to two people arguing. It was determined that no physical contact had occurred, but through the investigation it was determined that one of the subjects had an outstanding warrant. The subject was arrested and turned over to the jurisdiction holding the warrant.
- On November 21, 2019 Jade Lane – Officers responded to a complaint of disorderly persons preparing to fight. During the investigation it was determined that 3 people involved had outstanding warrants for their arrest. Officers took two subjects into custody, but advised and released the 3rd subject as requested by the warrant holding agency. No further action was requested by the complainant regarding threats made during the initial altercation.
- On November 1, 2019 Emerald Circle – An officer located a suspect wanted on an outstanding misdemeanor warrant. The officer turned over the suspect to the jurisdiction holding the warrant.

### ASSAULT & BATTERY/DOMESTIC ASSAULT

- On November 21, 2019 Whitmore Lake High School – Officers responded to an Assault & Battery report from the school. The investigation revealed that two male students, age 17 & 18 became upset with each other over a girlfriend. During lunch one student approached the other and punched him in the face. The school took action, suspending the aggressor. The case is pending the prosecutor's review.
- On November 21, 2019 an officer was dispatched to take a report of an assault that occurred on a juvenile while walking home from the bus stop. The juvenile was assaulted by 3 other male juveniles. Although the juvenile was hurt, his father decided not to prosecute. Bullying is a real problem and the public should remind their children to be kind and treat others the way they want to be treated.
- On November 21, 2019 officers responded to a brother/sister physical altercation. Upon completion of the investigation, the case was forwarded to the prosecutor's office where charges were denied.

## CLEAR-1018 Verified Offense By Date
## Agency: NR
## 11/1/2019 12:00:00 AM - 12/1/2019 12:00:00 AM

| Offense Code | Description | Incident Count |
|---|---|---|
| 1173 | CSC Ist Degree -Penetration Oral/Anal | 1 |
| 1305 | Agg/Fel Assault - Non-Family - Other Weapon | 2 |
| 1313 | Assault/ Battery/Simple (Incl Domestic and Police Officer | 4 |
| 2310 | Larceny - From Mails | 1 |
| 2399 | Larceny (Other) | 1 |
| 2602 | Fraud - Swindle | 1 |
| 2605 | Fraud - Illegal Use of Credit Card | 2 |
| 2674 | Fraud (Larceny) by Conversion | 2 |
| 2693 | Uttering and Publishing Check | 1 |
| 2699 | Fraud (Other) | 1 |
| 2902 | Damage to Property - Private Property - MDOP | 2 |
| 3532 | Cocaine -Possess | 1 |
| 4103 | Liquor - Transport (Open Container, etc) | 1 |
| 7070 | Runaway | 3 |
| 8027 | Operating W/Blood Alcohol Content of .17% or more | 1 |
| 8041 | Operating Under the Influence of Alcohol / Liquor OWI | 1 |
| C2825 | Juvenile - Incorrigibility | 1 |
| C2931 | DWLS OPS License Suspended / Revoked | 5 |
| C2934 | Vehicle Insurance - None / Expired | 2 |
| C2935 | DWLS 2nd OPS License Suspended / Revoked | 1 |
| C3020 | Misdemeanor Arrest Warrant (Originating Agency) | 2 |
| C3040 | Felony Arrest Warrant - Other Jurisdiction | 1 |
| C3050 | Misdemeanor Arrest Warrant - Other Jurisdiction | 4 |
| C3101 | Crash, Single Motor Vehicle | 1 |
| C3145 | Property Damage Traffic Crash PDA | 14 |
| C3148 | Motor Vehicle - Animal Traffic Crash | 2 |
| C3165 | Fatal Traffic Crash | 1 |
| C3170 | Private Property Traffic Crash | 1 |
| C3199 | All Other Traffic Crashes | 2 |
| C3205 | Sudden Death - Natural | 1 |
| C3208 | Death Investigation - Cause Unknown | 1 |
| C3250 | Mental Health Call | 1 |
| C3299 | Welfare Check | 11 |
| C3310 | Family Trouble | 3 |
| C3312 | Neighborhood Trouble | 1 |
| C3318 | Found Property | 1 |
| C3324 | Suspicious Circumstances | 24 |
| C3326 | Suspicious Vehicles | 6 |
| C3328 | Suspicious Persons | 2 |
| C3329 | Intelligence Information | 2 |
| C3330 | Assist Other Law Enforcement Agency | 3 |
| C3331 | Assist Medical | 34 |
| C3332 | Assist Fire Department | 2 |
| C3333 | Assist Motorist | 7 |
| C3334 | Assist Other Govt Agency | 1 |

## CLEAR-1018 Verified Offense By Date
## Agency: NR
## 11/1/2019 12:00:00 AM - 12/1/2019 12:00:00 AM

| Offense Code | Description | Incident Count |
|---|---|---|
| C3336 | Assist Citizen | 12 |
| C3337 | Assist Citizen - Vehicle Lockout | 3 |
| C3355 | Civil Matter - Other | 8 |
| C3702 | Traffic Complaint / Road Hazard | 11 |
| C3704 | Traffic Complaint / Abandoned Auto | 2 |
| C3706 | Traffic Complaint / Vehicle Impound | 1 |
| C3707 | Vehicle Release | 1 |
| C3710 | Traffic Complaint / Vehicle off roadway - CID | 2 |
| C3799 | Miscellaneous Traffic Complaint | 1 |
| C3804 | Animal Complaint | 6 |
| C3999 | Alarms All Other | 2 |
| C4041 | Speeding Citation | 15 |
| C4045 | Failure to Yield Citation | 1 |
| C4046 | Disobey Stop Sign Citation | 1 |
| C4049 | Improper Lane Usage Citation | 1 |
| C4105 | Equipment Citation | 1 |
| C4199 | Other Non-Hazardous Citation | 1 |
| C4313 | Veh Reg Impr/Expired Citation | 1 |
| L3501 | 911 Hang Up - NR | 1 |
| L3503 | Opened in Error - NR | 4 |
| L3504 | PBT Station - NR | 3 |
| L3507 | Fingerprints - NR | 2 |
| L3508 | Ticket Sign Off - NR | 1 |
| L3509 | Loud Party - NR | 1 |
| L3515 | Special Detail - NR | 1 |
| L3518 | Vehicle Repossession - NR | 1 |
| L3521 | Open Door / Window - NR | 1 |
| L3526 | False Alarm - NR | 10 |
| L3529 | Duplicate Report of Run - NR | 2 |
| L3531 | Traffic control - NR | 2 |
| L3535 | GUN Permit, Applications, CCW Permits - NR | 12 |
| L3541 | Salvage Vehicle Inspection - NR | 2 |
| L3542 | BOL - NR | 14 |
| L3546 | Trespass Notice Served - NR | 1 |
| L3551 | Sex Offender Registration/Verification - NR | 1 |
| L3552 | Traffic Stop - NR | 214 |
| L3557 | Check Person - NR | 2 |
| L3568 | Local Records Check - NR | 7 |
| L3569 | Assist Other Police Agency - Inside Northfield - NR | 4 |
| L3570 | Assist Other Police Agency - Outside Northfield - NR | 4 |
| L3597 | Non Terminal - NR | 7 |
| L4520 | Recovered Missing Person - NR | 1 |
| L4525 | Recovered UDAA - NR | 1 |
| L4598 | Information - NR | 4 |
| L6012 | Traffic Direction / Control / Problem - NR | 1 |

## CLEAR-1018 Verified Offense By Date
## Agency: NR
## 11/1/2019 12:00:00 AM - 12/1/2019 12:00:00 AM

| Offense Code | Description | Incident Count |
|---|---|---|
| L6501 | Property Check/Directed Patrol/Vac Watch - NR | 3 |
| | Sum: | 539 |

# Report CLEAR-008 Summary of Offenses
## All Offenses that were Attempted or Completed
## For the Month of November



| | Classification | Nov/2019 | Nov/2018 | % Change |
|---|---|---|---|---|
| 09001 | MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY) | 0 | 0 | - |
| 09002 | NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY) | 0 | 0 | - |
| 09004 | JUSTIFIABLE HOMICIDE | 0 | 0 | - |
| 09005 | DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT | 0 | 0 | - |
| 09006 | IN-CUSTODY DEATH | 0 | 0 | - |
| 10001 | KIDNAPPING/ABDUCTION | 0 | 0 | - |
| 10002 | PARENTAL KIDNAPPING | 0 | 0 | - |
| 11001 | SEXUAL PENETRATION PENIS/VAGINA -CSC IST DEGREE | 0 | 0 | - |
| 11002 | SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE | 0 | 0 | - |
| 11003 | SEXUAL PENETRATION ORAL/ANAL -CSC IST DEGREE | 1 | 0 | 100.0% |
| 11004 | SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE | 0 | 0 | - |
| 11005 | SEXUAL PENETRATION OBJECT -CSC IST DEGREE | 0 | 0 | - |
| 11006 | SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE | 0 | 0 | - |
| 11007 | SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE | 0 | 0 | - |
| 11008 | SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE | 0 | 0 | - |
| 12000 | ROBBERY | 0 | 0 | - |
| 12001 | ROBBERY | 0 | 0 | - |
| 13001 | NONAGGRAVATED ASSAULT | 4 | 5 | -20.0% |
| 13002 | AGGRAVATED/FELONIOUS ASSAULT | 2 | 0 | 100.0% |
| 13003 | INTIMIDATION/STALKING | 0 | 0 | - |
| 20000 | ARSON | 0 | 0 | - |
| 21000 | EXTORTION | 0 | 0 | - |
| 22001 | BURGLARY -FORCED ENTRY | 0 | 2 | -100.0% |
| 22002 | BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit) | 0 | 0 | - |
| 23001 | LARCENY -POCKETPICKING | 0 | 0 | - |
| 23002 | LARCENY -PURSESNATCHING | 0 | 0 | - |
| 23003 | LARCENY -THEFT FROM BUILDING | 0 | 2 | -100.0% |
| 23004 | LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE | 0 | 0 | - |
| 23005 | LARCENY -THEFT FROM MOTOR VEHICLE | 0 | 1 | -100.0% |
| 23006 | LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES | 0 | 0 | - |
| 23007 | LARCENY -OTHER | 1 | 0 | 100.0% |
| 24001 | MOTOR VEHICLE THEFT | 0 | 1 | -100.0% |
| 24002 | MOTOR VEHICLE, AS STOLEN PROPERTY | 0 | 0 | - |
| 24003 | MOTOR VEHICLE FRAUD | 0 | 0 | - |
| 25000 | FORGERY/COUNTERFEITING | 1 | 0 | 100.0% |
| 26001 | FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME | 5 | 2 | 150.0% |
| 26002 | FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE | 2 | 1 | 100.0% |
| 26003 | FRAUD -IMPERSONATION | 0 | 0 | - |
| 26004 | FRAUD -WELFARE FRAUD | 0 | 0 | - |
| 26005 | FRAUD -WIRE FRAUD | 0 | 0 | - |
| 26007 | FRAUD - IDENTITY THEFT | 0 | 0 | - |
| 26008 | FRAUD - HACKING/COMPUTER INVASION | 0 | 0 | - |

# Report CLEAR-008 Summary of Offenses
## All Offenses that were Attempted or Completed
## For the Month of November



| Classification | | Nov/2019 | Nov/2018 | % Change |
|---|---|---|---|---|
| 27000 | EMBEZZLEMENT | 0 | 1 | -100.0% |
| 28000 | STOLEN PROPERTY | 0 | 0 | - |
| 29000 | DAMAGE TO PROPERTY | 2 | 0 | 100.0% |
| 30001 | RETAIL FRAUD -MISREPRESENTATION | 0 | 0 | - |
| 30002 | RETAIL FRAUD -THEFT | 0 | 0 | - |
| 30003 | RETAIL FRAUD -REFUND/EXCHANGE | 0 | 0 | - |
| 30004 | ORGANIZED RETAIL FRAUD | 0 | 0 | - |
| 35001 | VIOLATION OF CONTROLLED SUBSTANCE ACT | 1 | 0 | 100.0% |
| 35002 | NARCOTIC EQUIPMENT VIOLATIONS | 0 | 0 | - |
| 36001 | SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY | 0 | 0 | - |
| 36002 | SEXUAL PENETRATION NONFORCIBLE -OTHER | 0 | 0 | - |
| 37000 | OBSCENITY | 0 | 0 | - |
| 39001 | GAMBLING- BETTING/WAGERING | 0 | 0 | - |
| 39002 | GAMBLING- OPERATING/PROMOTING/ASSISTING | 0 | 0 | - |
| 39003 | GAMBLING -EQUIPMENT VIOLATIONS | 0 | 0 | - |
| 39004 | GAMBLING -SPORTS TAMPERING | 0 | 0 | - |
| 40001 | COMMERCIALIZED SEX -PROSTITUTION | 0 | 0 | - |
| 40002 | COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION | 0 | 0 | - |
| 40003 | HUMAN TRAFFICKING - PURCHASING PROSTITUTION | 0 | 0 | - |
| 51000 | BRIBERY | 0 | 0 | - |
| 52001 | WEAPONS OFFENSE- CONCEALED | 0 | 0 | - |
| 52002 | WEAPONS OFFENSE -EXPLOSIVES | 0 | 0 | - |
| 52003 | WEAPONS OFFENSE -OTHER | 0 | 0 | - |
| 64001 | HUMAN TRAFFICKING - COMMERCIAL SEX ACTS | 0 | 0 | - |
| 64002 | HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE | 0 | 0 | - |
| 72000 | ANIMAL CRUELTY | 0 | 0 | - |
| **Total for Group A** | | **19** | **15** | **26.7%** |
| 01000 | SOVEREIGNTY | 0 | 0 | - |
| 02000 | MILITARY | 0 | 0 | - |
| 03000 | IMMIGRATION | 0 | 0 | - |
| 09003 | NEGLIGENT HOMICIDE -VEHICLE/BOAT | 0 | 0 | - |
| 14000 | ABORTION | 0 | 0 | - |
| 22003 | BURGLARY - UNLAWFUL ENTRY (NO INTENT) | 0 | 0 | - |
| 22004 | POSSESSION OF BURGLARY TOOLS | 0 | 0 | - |
| 26006 | FRAUD -BAD CHECKS | 0 | 0 | - |
| 36003 | PEEPING TOM | 0 | 0 | - |
| 36004 | SEX OFFENSE -OTHER | 0 | 0 | - |
| 38001 | FAMILY -ABUSE/NEGLECT NONVIOLENT | 0 | 0 | - |
| 38002 | FAMILY -NONSUPPORT | 0 | 0 | - |
| 38003 | FAMILY -OTHER | 0 | 0 | - |
| 41001 | LIQUOR LICENSE -ESTABLISHMENT | 0 | 0 | - |
| 41002 | LIQUOR VIOLATIONS -OTHER | 1 | 0 | 100.0% |

# Report CLEAR-008 Summary of Offenses
## All Offenses that were Attempted or Completed
## For the Month of November

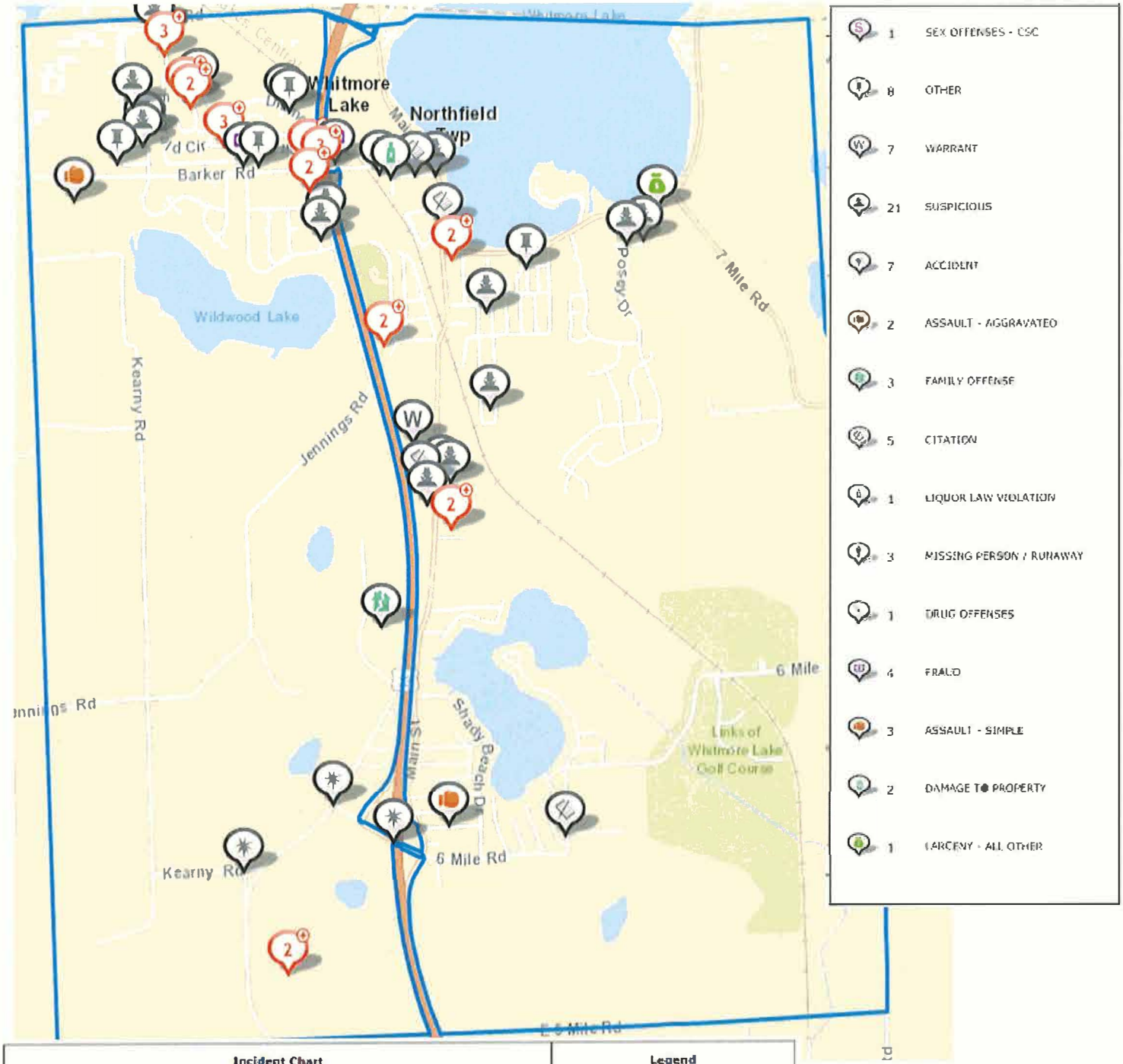


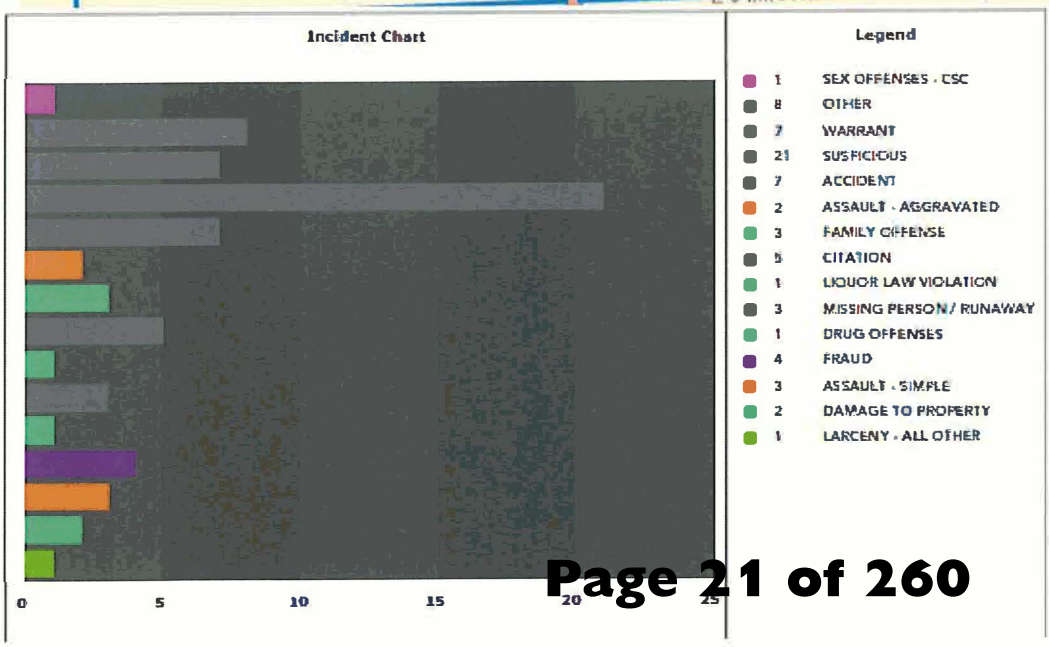
| | Classification | Nov/2019 | Nov/2018 | % Change |
|---|---|---|---|---|
| 42000 | DRUNKENNESS | 0 | 0 | - |
| 48000 | OBSTRUCTING POLICE | 0 | 1 | -100.0% |
| 49000 | ESCAPE/FLIGHT | 0 | 0 | - |
| 50000 | OBSTRUCTING JUSTICE | 0 | 0 | - |
| 53001 | DISORDERLY CONDUCT | 0 | 0 | - |
| 53002 | PUBLIC PEACE -OTHER | 0 | 0 | - |
| 54001 | HIT and RUN MOTOR VEHICLE ACCIDENT | 0 | 0 | - |
| 54002 | OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS | 2 | 2 | 0% |
| 55000 | HEALTH AND SAFETY | 0 | 0 | - |
| 56000 | CIVIL RIGHTS | 0 | 0 | - |
| 57001 | TRESPASS | 0 | 1 | -100.0% |
| 57002 | INVASION OF PRIVACY -OTHER | 0 | 0 | - |
| 58000 | SMUGGLING | 0 | 0 | - |
| 59000 | ELECTION LAWS | 0 | 0 | - |
| 60000 | ANTITRUST | 0 | 0 | - |
| 61000 | TAX/REVENUE | 0 | 0 | - |
| 62000 | CONSERVATION | 0 | 0 | - |
| 63000 | VAGRANCY | 0 | 0 | - |
| 70000 | JUVENILE RUNAWAY | 3 | 0 | 100.0% |
| 73000 | MISCELLANEOUS CRIMINAL OFFENSE | 0 | 0 | - |
| 75000 | SOLICITATION | 0 | 0 | - |
| 77000 | CONSPIRACY (ALL CRIMES) | 0 | 0 | - |
| **Total for Group B** | | **6** | **4** | **50.0%** |
| 2800 | JUVENILE OFFENSES AND COMPLAINTS | 1 | 3 | -66.7% |
| 2900 | TRAFFIC OFFENSES | 8 | 5 | 60.0% |
| 3000 | WARRANTS | 8 | 3 | 166.7% |
| 3100 | TRAFFIC CRASHES | 21 | 18 | 16.7% |
| 3200 | SICK / INJURY COMPLAINT | 15 | 9 | 66.7% |
| 3300 | MISCELLANEOUS COMPLAINTS | 109 | 66 | 65.2% |
| 3400 | WATERCRAFT COMPLAINTS / ACCIDENTS | 0 | 1 | -100.0% |
| 3500 | NON - CRIMINAL COMPLAINTS | 0 | 0 | - |
| 3500 | NON-CRIMINAL COMPLAINTS | 297 | 195 | 52.3% |
| 3600 | SNOWMOBILE COMPLAINTS / ACCIDENTS | 0 | 0 | - |
| 3700 | MISCELLANEOUS TRAFFIC COMPLAINTS | 18 | 10 | 80.0% |
| 3800 | ANIMAL COMPLAINTS | 6 | 3 | 100.0% |
| 3900 | ALARMS | 2 | 0 | 100.0% |
| **Total for Group C** | | **485** | **313** | **55.0%** |
| 2700 | LOCAL ORDINANCES - GENERIC | 0 | 0 | - |
| 4000 | HAZARDOUS TRAFFIC CITATIONS / WARNINGS | 18 | 19 | -5.3% |
| 4100 | NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS | 2 | 1 | 100.0% |
| 4200 | PARKING CITATIONS | 0 | 0 | - |
| 4300 | LICENSE / TITLE / REGISTRATION CITATIONS | 1 | 2 | -50.0% |

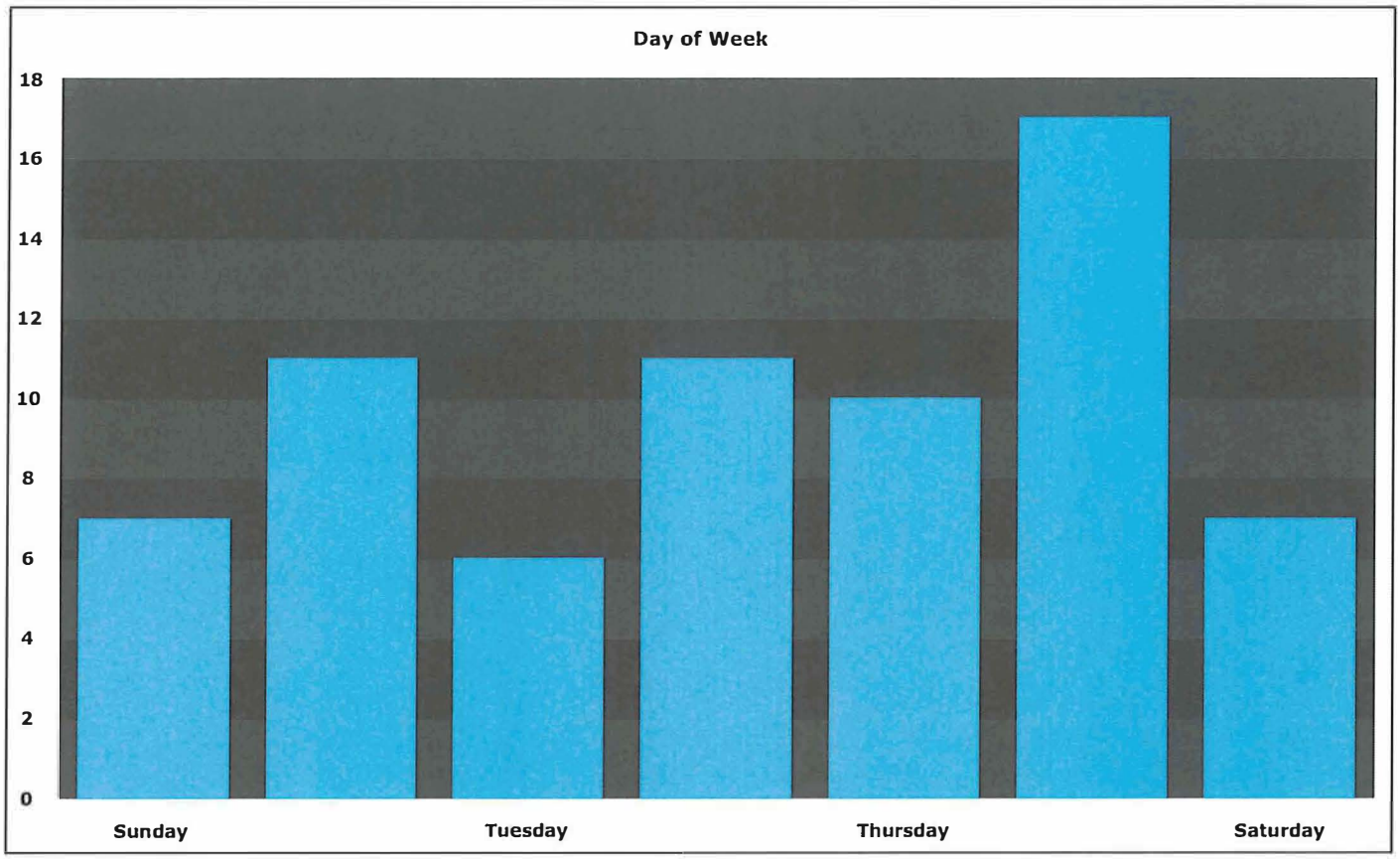
# Report CLEAR-008 Summary of Offenses
## All Offenses that were Attempted or Completed
## For the Month of November

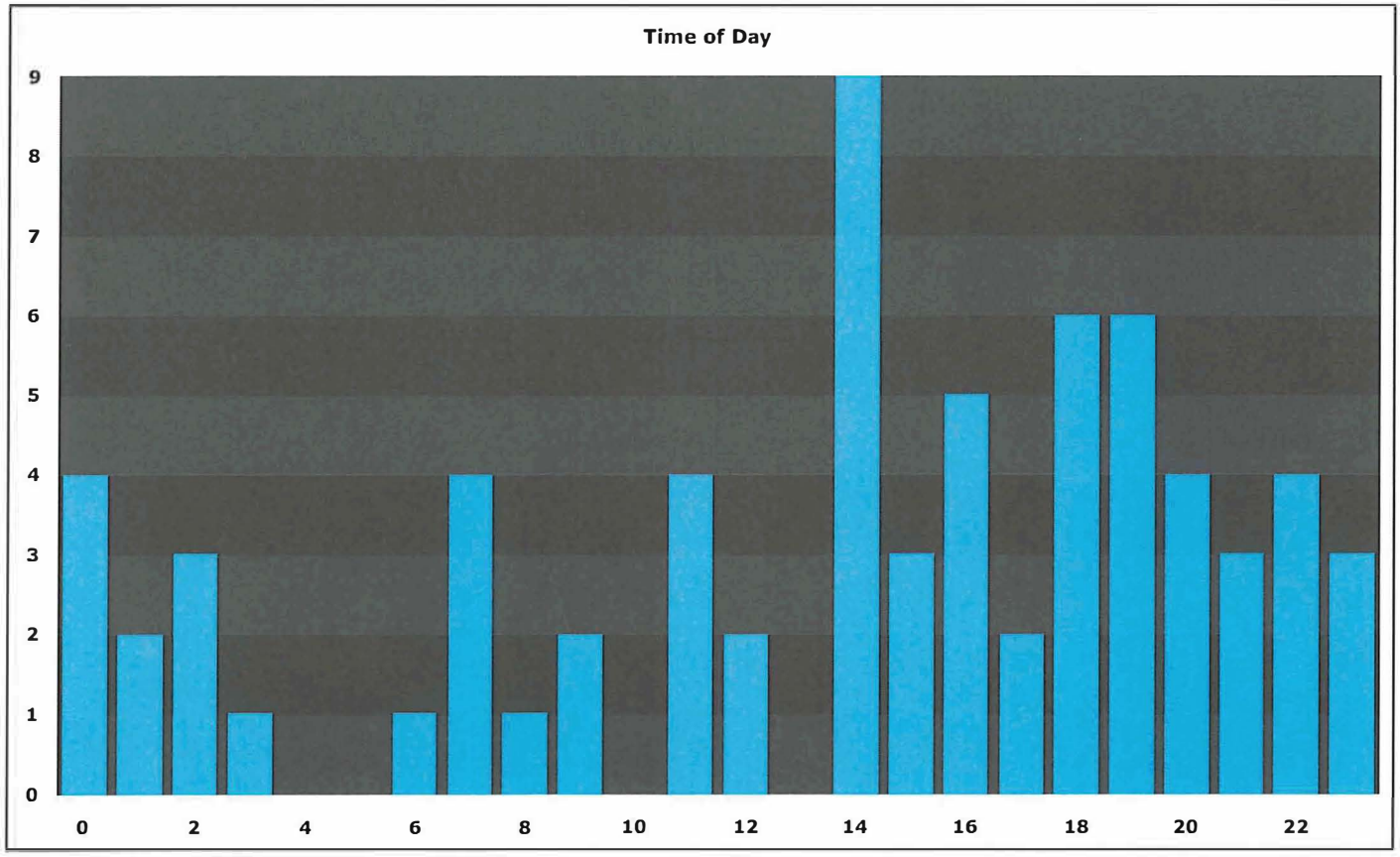


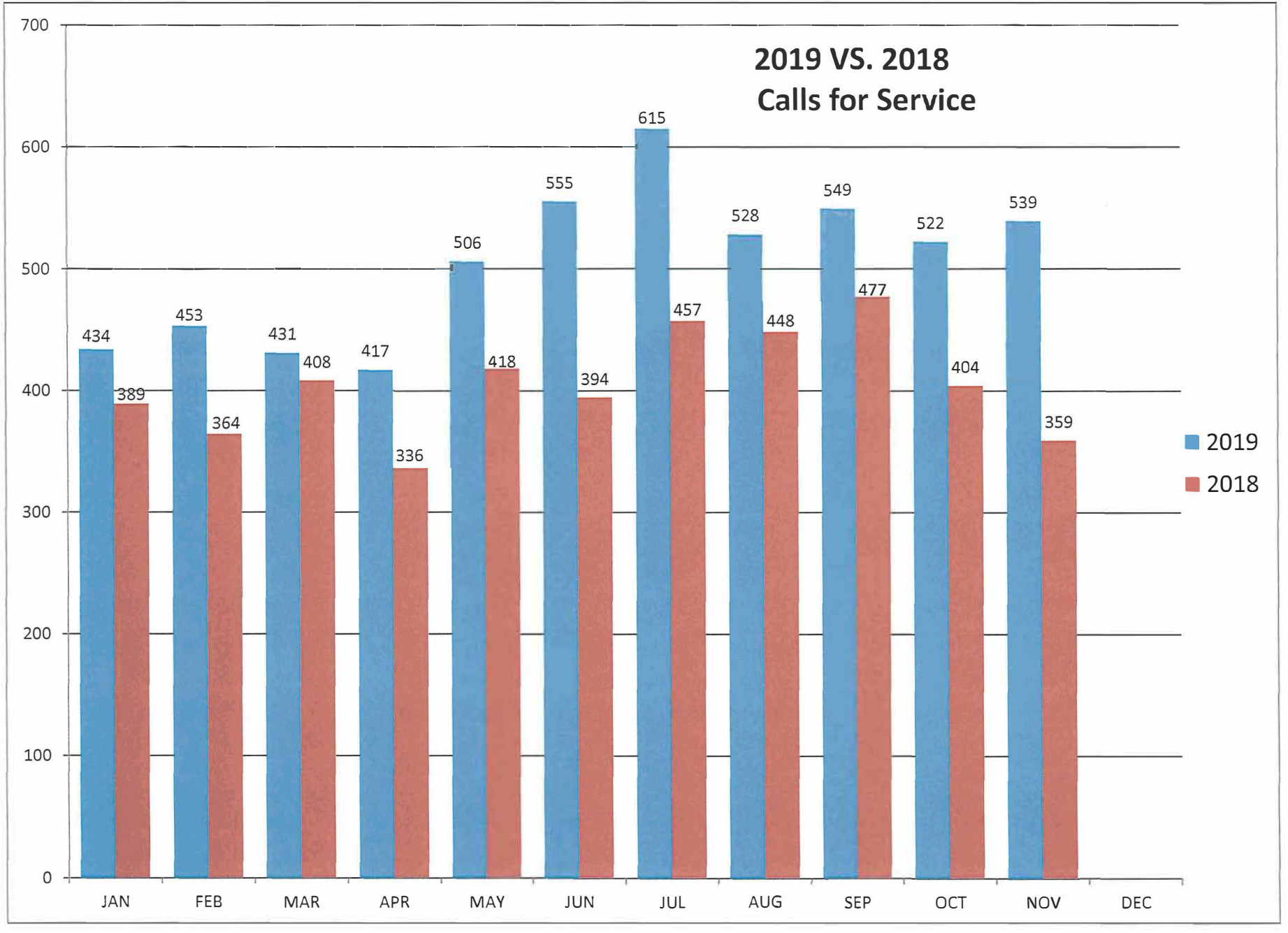
| | Classification | Nov/2019 | Nov/2018 | % Change |
|---|---|---|---|---|
| 4400 | WATERCRAFT CITATIONS | 0 | 0 | - |
| 4500 | MISCELLANEOUS A THROUGH UUUU | 6 | 1 | 500.0% |
| 4600 | LIQUOR CITATIONS / SUMMONS | 0 | 0 | - |
| 4700 | COMMERCIAL VEHICLE CITATIONS | 0 | 0 | - |
| 4800 | LOCAL ORDINANCE WARNINGS | 0 | 0 | - |
| 4900 | TRAFFIC WARNINGS | 0 | 1 | -100.0% |
| **Total for Group D** | | **27** | **24** | **12.5%** |
| 5000 | FIRE CLASSIFICATIONS | 0 | 0 | - |
| 5100 | 18A STATE CODE FIRE CLASSIFICATIONS | 0 | 0 | - |
| **Total for Group E** | | | | **-** |
| 6000 | MISCELLANEOUS ACTIVITIES (6000) | 1 | 3 | -66.7% |
| 6100 | MISCELLANEOUS ACTIVITIES (6100) | 0 | 0 | - |
| 6200 | ARREST ASSIST | 0 | 0 | - |
| 6300 | CANINE ACTIVITIES | 0 | 0 | - |
| 6500 | CRIME PREVENTION ACTIVITIES | 3 | 1 | 200.0% |
| 6600 | COURT / WARRANT ACTIVITIES | 0 | 0 | - |
| 6700 | INVESTIGATIVE ACTIVITIES | 0 | 1 | -100.0% |
| **Total for Group F** | | **4** | **5** | **-20.0%** |
| **Total for All Groups** | | **541** | **361** | **49.9%** |

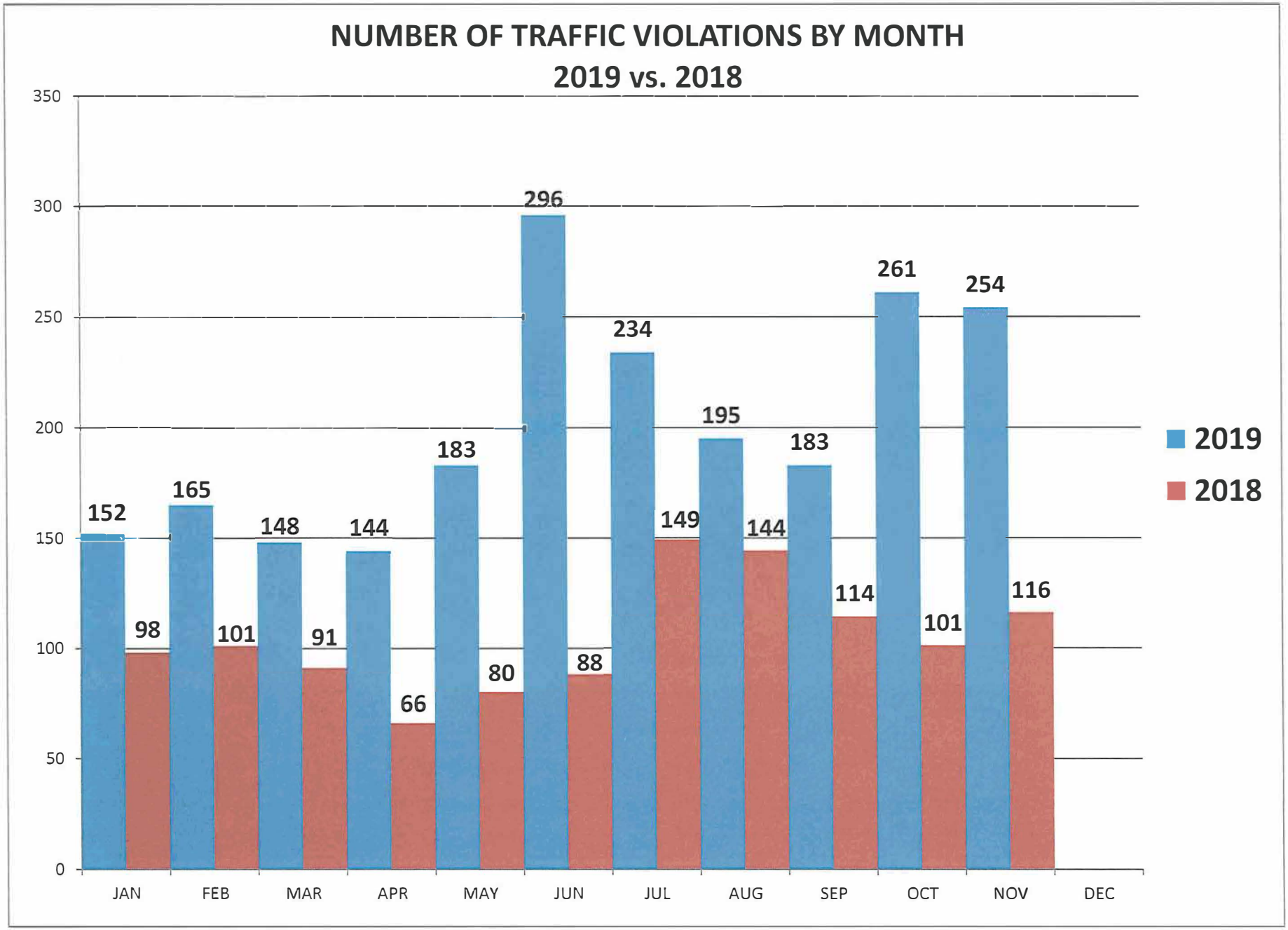

Whitmore Lake
Northfield Twp
Barker Rd
Wildwood Lake
Kearny Rd
Jennings Rd
Main St
Shady Beach Dr
6 Mile Rd
7 Mile Rd
Posey Dr
Links of Whitmore Lake Golf Course
1 SEX OFFENSES - CSC
8 OTHER
7 WARRANT
21 SUSPICIOUS
7 ACCIDENT
2 ASSAULT - AGGRAVATED
3 FAMILY OFFENSE
5 CITATION
1 LIQUOR LAW VIOLATION
3 MISSING PERSON / RUNAWAY
1 DRUG OFFENSES
4 FRAUD
3 ASSAULT - SIMPLE
2 DAMAGE TO PROPERTY
1 LARCENY - ALL OTHER


Incident Chart
0
5
10
15
20
25
Legend
1 SEX OFFENSES - CSC
8 OTHER
7 WARRANT
21 SUSPICIOUS
7 ACCIDENT
2 ASSAULT - AGGRAVATED
3 FAMILY OFFENSE
5 CITATION
1 LIQUOR LAW VIOLATION
3 MISSING PERSON / RUNAWAY
1 DRUG OFFENSES
4 FRAUD
3 ASSAULT - SIMPLE
2 DAMAGE TO PROPERTY
1 LARCENY - ALL OTHER


Day of Week
18
16
14
12
10
8
6
4
2
0
Sunday
Tuesday
Thursday
Saturday


Time of Day
9
8
7
6
5
4
3
2
1
0
0
2
4
6
8
10
12
14
16
18
20
22


2019 VS. 2018
Calls for Service
700
600
500
400
300
200
100
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
434
389
453
364
431
408
417
336
506
418
555
394
615
457
528
448
549
477
522
404
539
359
2019
2018


NUMBER OF TRAFFIC VIOLATIONS BY MONTH
2019 vs. 2018
350
300
250
200
150
100
50
0
152
98
165
101
148
91
144
66
183
80
296
88
234
149
195
144
183
114
261
101
254
116
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2019
2018

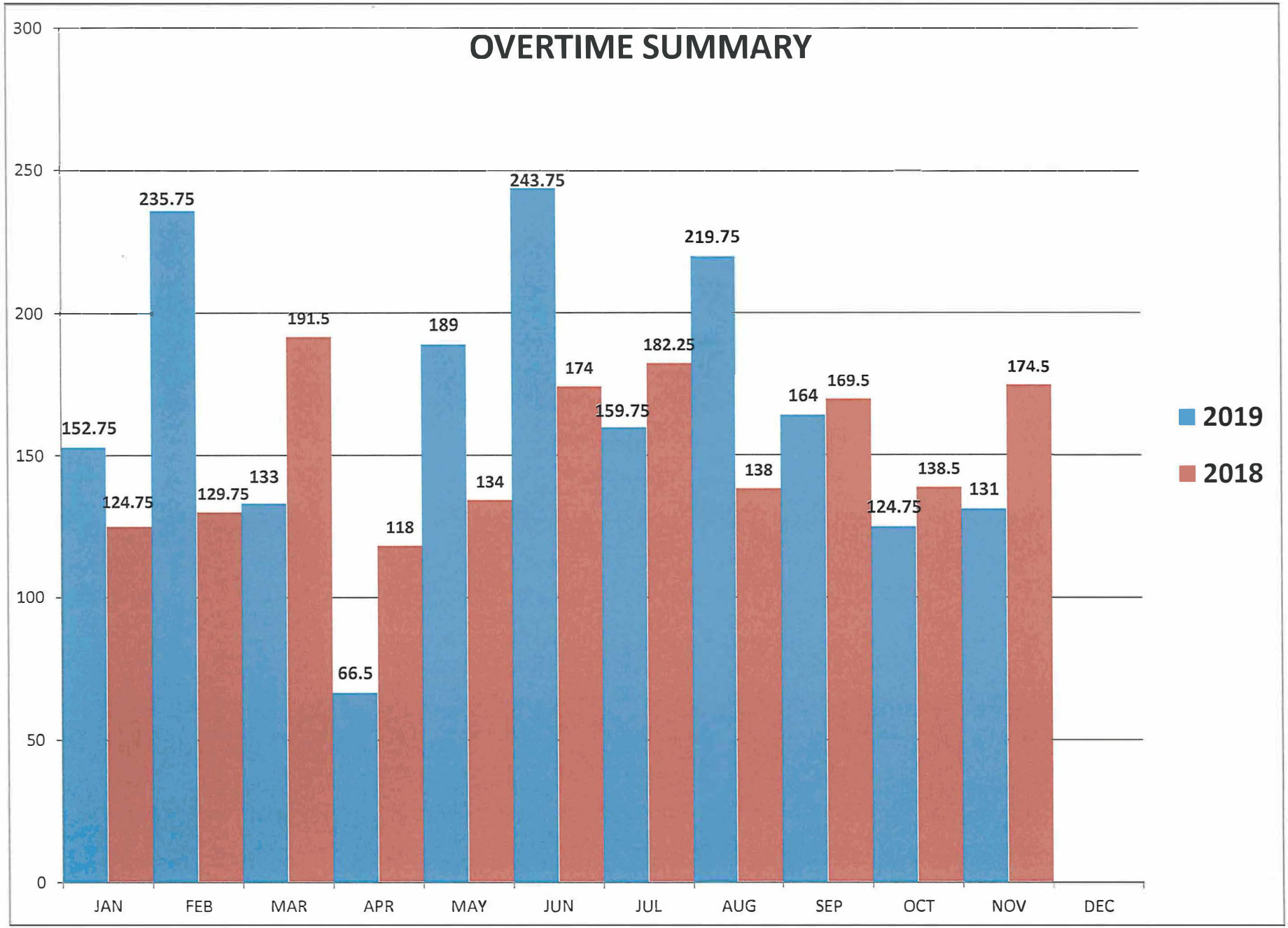
# TRAFFIC VIOLATIONS SUMMARY

| JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
| Speed | 6 | 12 | 15 | 19 | 14 | 35 | 35 | 16 | 15 | 21 | 16 | | 204 |
| Hazardous | 2 | 1 | 6 | 1 | 0 | 7 | 3 | 1 | 6 | 5 | 3 | | 35 |
| Non-Hazardous | 4 | 6 | 12 | 3 | 8 | 39 | 15 | 11 | 2 | 19 | 20 | | 139 |
| Parking | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | 1 |
| Warning | 140 | 144 | 112 | 117 | 159 | 215 | 166 | 160 | 140 | 205 | 214 | | 1772 |
| Waiveable Viol. Issued | 0 | 2 | 3 | 4 | 2 | 0 | 15 | 7 | 20 | 10 | 1 | | 64 |
| TOTAL | 152 | 165 | 148 | 144 | 183 | 296 | 234 | 195 | 183 | 261 | 254 | | 2215 |

| | | | JANUARY 1, 2018 THROUGH DECEMBER 31, 2018 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2018 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
| Speed | 16 | 24 | 31 | 12 | 15 | 14 | 34 | 26 | 17 | 13 | 18 | | 220 |
| Hazardous | 1 | 2 | 0 | 0 | 1 | 2 | 7 | 4 | 1 | 1 | 1 | | 20 |
| Non-Hazardous | 12 | 2 | 13 | 11 | 2 | 16 | 15 | 12 | 7 | 5 | 13 | | 108 |
| Parking | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | | 2 |
| Warning | 65 | 66 | 46 | 43 | 60 | 54 | 88 | 101 | 87 | 80 | 82 | | 772 |
| Waiveable | 4 | 7 | 1 | 0 | 1 | 2 | 4 | 1 | 2 | 2 | 2 | | 26 |
| TOTAL | 98 | 101 | 91 | 66 | 80 | 88 | 149 | 144 | 114 | 101 | 116 | | 1148 |

Note: Waiveable citations are: Defective Equipment and No Operator's License on Person

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 | 152 | 165 | 148 | 144 | 183 | 296 | 234 | 195 | 183 | 261 | 254 | | 2215 |
| 2018 | 98 | 101 | 91 | 66 | 80 | 88 | 149 | 144 | 114 | 101 | 116 | | 1148 |


OVERTIME SUMMARY
300
250
200
150
100
50
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
152.75
124.75
235.75
129.75
133
191.5
66.5
118
189
134
243.75
174
159.75
182.25
219.75
138
164
169.5
124.75
138.5
131
174.5
2019
2018

## OVERTIME SUMMARY

| *OVERTIME BY TYPE* | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
| Court | 6 | 18 | 10 | 9 | 8.75 | 9 | 6 | 15 | 17 | 15 | 18 | | 131.75 |
| Complaint Investigation | 15.5 | 25.25 | 12.5 | 2.5 | 6 | 49.25 | 23.25 | 58.5 | 2.25 | 20.75 | 9 | | 224.75 |
| Training | 8.25 | 32 | 1 | 37.5 | 9 | 14 | 8 | 13 | 106 | 27.75 | 44 | | 300.5 |
| Short Shift | 99 | 130.5 | 100.5 | 4.5 | 145.25 | 142 | 53 | 113.25 | 38.75 | 56 | 60 | | 942.75 |
| Administrative | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Special Detail | 0 | 0 | 9 | 13 | 20 | 29.5 | 69.5 | 20 | 0 | 6 | 0 | | 167 |
| Holiday | 24 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 48.0 |
| TOTAL | 152.75 | 235.75 | 133 | 66.5 | 189 | 243.75 | 159.75 | 219.75 | 164 | 124.75 | 131 | | 1820.0 |

| | | | | | 2019 VS. 2018 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
| 2019 - TOTAL | 152.75 | 235.75 | 133 | 66.5 | 189 | 243.75 | 159.75 | 219.75 | 164 | 124.75 | 131 | | 1820.0 |
| 2018 - TOTAL | 124.75 | 129.75 | 191.5 | 118 | 134 | 174 | 182.25 | 138 | 169.5 | 138.5 | 174.5 | | 1674.75 |

## EMPLOYEE TIME OFF

| 2019 | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sick | 72 | 20 | 0 | 10.5 | 0 | 14 | 0 | 32 | 48 | 20 | 14 | | 230.5 |
| Comp | 52 | 38 | 82.5 | 59.5 | 102 | 12 | 17 | 89.5 | 98 | 11 | 62 | | 623.5 |
| Vacation | 0 | 0 | 0 | 0 | 0 | 0 | 124 | 100 | 0 | 57 | 0 | | 281.0 |
| Holiday | 20 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 38.0 |
| PTO | 131 | 66 | 198 | 47 | 190 | 194 | 20 | 239.5 | 83 | 27.5 | 89 | | 1285.0 |
| Other/Bereavement | 0 | 0 | 0 | 32 | 0 | 0 | 0 | 0 | 0 | 36 | 0 | | 68.0 |
| TOTAL | 275 | 142 | 280.5 | 149 | 292 | 220 | 161 | 461 | 229 | 151.5 | 165 | 0 | 2526 |

**JAMES E. COX**
**NORTHFIELD TOWNSHIP**
**WATER POLLUTION CONTROL FACILITY**
**11500 LEMEN ROAD WHITMORE LAKE MICHIGAN**
**PHONE 734-449-4159 FAX 734-449-4302**

**To:** Northfield Township Board of Trustees

**From:** Dan Willis -Wastewater Treatment Plant Superintendent

**Date:** December 3, 2019

**Subject:** November 2019 Report

**11/7** The generator at the East Shore #2 was attacked by a mouse and will need some electrical repairs. This is an ongoing problem with mice, we keep mouse poison in every one but still run into this.

**11/13** Received a phone call from Ryan Spina on Lakewood that water was on his neighbor's basement floor. We found the same manholes backed up again. Mike Spirl had inspected the manhole the day before and had found no problems. We had to go down to the first entrance of the sub to find a manhole that was dry. We found the pipe had rags in the opening and we had to use a hook on a pole to break it free.

**11/14** Met with tetra tech to look over the preliminary Capital Improvement Plan.

**11/14** The software for our asset management was installed.

**11/19** Ran the camera up the sewer from the intersection at Lakewood all the way to the school on Barker. The pipe was clean with no defects.

**11/21** Pulled rags out of a pump at the Elmcrest pump srtation.

**11/23** The Greenoak fire dept. conducted confined space training in our filter building.

**11/25** The sludge haul company MAS moved in and started on our sludge haul.

**11/27** One of the aeration blowers caused a ground fault electrical short. An electrician from UIS found a wire shorted out.

November, 2019

| | |
|---|---|
| **2018 Daily Average Flow** | **.692 MGD** |
| **2019 Daily Average Flow** | **.803 MGD** |
| **Maximum Daily Flow 2018** | **.809 MGD** |
| **Maximum Daily Flow 2019** | **1.028 MGD** |
| **Minimum Daily Flow 2018** | **.627 MGD** |
| **Minimum Daily Flow 2019** | **.677 MGD** |
| **6 – Month Average Flow** | **.769 MGD** |
| **12 – Month Average Flow** | **.785 MGD** |
| **Total Gallons Treated 2018** | **20.756 MG** |
| **Total Gallons Treated 2019** | **24.094 MG** |
| **Rainfall (inches) 2018** | **2.84 in.** |
| **Rainfall (inches) 2019** | **2.26 in.** |
| **Connections / Tap-ins' to system** | **0** |
| **Miss Dig Staking's** | **3** |
| **Overtime hours for the month** | **39.0 hrs** |

# Northfield Township Community & Senior Center

## Monthly Report

## November 2019

## Tami Averill, Director

### I. November Overview

The Senior Nutrition program continues to run smoothly. We had 15 to 26 seniors attending lunches daily in November. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m. We continue to add a few new seniors to the program each month.

THANK YOU to Laura Atwell and our Senior Lunch Volunteers – Brad Atwell, Ann Brindle, Ernestine Hogston, Betty Jones, Kristina Kelley, Debbie Liebert, Donn Sleek, Chuck Steuer, Ann Thompson and Dennis Woodworth. They do such a wonderful job!

A great big THANK YOU to our Community/Senior Center volunteers –Brad Atwell, Dolly Boggs, Angela Brown, Denise Creque, Mary Devlin, Peggy Friscia, Marilyn Gibbs, Romona Goodrich, Ruth Hague, Russ Hall, Linda Hartley, Karen Herr, Ashley Herr, , Ernestine Hogston, Betty Jones, Marge Kack, Kristina Kelley, Dan Krebs, Margaret Riddell, Donn Sleek, Ann Thompson and Ethel Wager - for the work they contributed in November. They are a very dedicated group of volunteers and I appreciate all that they do!

It is with deep sadness that we said good-bye to one of our longstanding volunteers and good friend, Cindy Hogston. She passed away on November 13, after a lengthy illness. She began helping here at the Center a few months after I started here, and has been a dedicated volunteer ever since, helping with the Senior Gala, other special events, programs and projects. She will be dearly missed.

I am working with the Retired Senior Volunteer Program to get more volunteer help.

Program planning is ongoing. winter and spring programs and events are all shaping up.

I continue to attend and keep minutes for the Parks & Recreation Board meetings.

I continue to serve on Whitmore Lake Health Equity Team. Meetings take place at the Community Center. This group works on addressing health and wellness concerns and suggestions for the community. We held a second Community Conversation meeting on November 14 with residents who have not obtained health care due to a variety of obstacles. It was another lively and informative session. Information from both meetings is being compiled and will be shared with WLHET.

I continue to serve on the Circles Program Task Force to explore how we can make this program happen in our community. The program focuses on empowering low-income individuals to develop the skills and make positive changes in their lives to get themselves out of poverty.

Kiwanis continues to hold their regular monthly meetings and Board meetings at the Community Center.

The Village of Eagle Gardens Condo Association Board of Directors continues to meet here every other month.

3 Girls Scout Troops – Daisies, Brownies and Juniors - meet at the Center, filling our Monday evening schedule. We see about 10 girls and parents two Mondays each month and 18 girls and parents on the other two Mondays. The noise and energy levels are high!

Assisting patrons with a variety of issues, questions and concerns is a big part of the job and continually keeps me busy.

## II. Program Evaluation

### a. On-Going Services

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. He returns In December.

Twenty-five items were borrowed from the Medical Loan Closet in November. We received donations of a commode, a raised toilet seat, a shower bench, a 4-wheel walker, a regular walker, and several miscellaneous items and first aid supplies.

We continue to have a need for donations of shower benches, shower seats, transfer benches, knee scooters, bariatric equipment and 4-wheeled walkers with seats.

Acupuncturist, Ron Hough, saw 18 people for his two November sessions.

40+ people visited each Wednesday/Thursday in November to pick up bread, produce and other donated food items that we have available. Thank you to several area residents who continue to contribute items.

Our first Thursday of the month "Mending for Seniors" program is taking off. We have four dedicated and talented seamstresses – Laura Atwell, Susan Blaszack, Kristina Kelley and Bonita Hardesty – that spend their time doing simple sewing repairs for our seniors. The seniors are responding with enthusiasm and beginning to keep them very busy.

### b. On-Going Classes

Chair Yoga had 3 to 8 people each Tuesday in November.

Gentle Yoga on Wednesday evenings had 2 to 4 people each session in November.

Exercise with Becky had 6 to 8 participants each session.

Tai Chi currently has 5 participants.

MAH Fitness finished the fall session with 6 people participating. Mark Harris will return in January for the next 10-week session.

Cardio Drumming is taking a break until January.

Flexagility is on a break until January.

Line Dancing class had 7 to 10 participants at each of the classes in November. Stop in and see what they are doing! They have a lot of fun!

c. **On-Going Activities**

Pinochle continues every Tuesday and Thursday afternoon. Attendance is consistent at 6 to 12 players per day each week in November.

Mah Jongg Mondays continued with 4 to 5 people participating each week. Four to five people continue playing on Wednesdays.

The Knit, Crochet, Craft group had 2 participants November.

The Whitmore Lake Portrait Group is in every Monday afternoon. Eight to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests.

"Painting with Jan Rad" was held on November 22. She had 2 students participate.

The Crochet Mats group had 2 to 3 participants each week in November. They have completed nine new mats, so far.

The Radio-Controlled Sailboat Club held a business meeting in November. They will be meeting on a monthly basis through the winter and begin their sailing schedule when the weather breaks in the spring.

The Diabetes Prevention Program has 17 people participating. This year-long program helps to facilitate lifestyle changes for weight loss and activity level increases for participants, to lower glucose levels and prevent the onset of diabetes. The class will begin meeting monthly in December.

d. **Special Events**

I continue to work with John Piette, PhD, Professor of Health Behavior and Health Education, and Research Scientist at U of M, on a project called SPEAK!

The monthly Peyton's Heart Project work bee was cancelled for November. We have currently sent 1,000 hearts to the Peyton Heart Project and are in the process of tagging another 1000+ to send. They distribute them to schools and organizations that are running anti-bullying and suicide prevention campaigns.

The Community & Senior Center continued to serve as a collection site for the donations for the residents who lost their homes in the trailer park fire. Thank you to everyone who has contributed to helping these folks. The Veteran and his daughter have moved into their trailer and are doing well. The other family that was affected is in the process of purchasing a new trailer and will soon be looking for furnishings and appliances.

Family Bingo was held on November 9 and featured Fall & Thanksgiving Bingo. Seven people attended and we had lots of fun!

Our annual Harvest Potluck Dinner was held on November 19. Forty-seven people attended and feasted on turkey and all the trimmings. Local singer and musician, Sue Aeschliman, provided the evening's entertainment. A wonderful time was had by all!

Fifteen people attended Pizza & a Movie Night on November 22. In keeping with the season, we enjoyed "Free Birds," where two courageous turkeys travel back in time to make sure turkey stays off the Thanksgiving menu.

NORTHFIELD TOWNSHIP
MICHIGAN

To: Board of Trustees
From: Jim Turner
Date: 12/03/2019
Re: Code Enforcement Activity

Since January 01, 2019 I have logged 221 complaints.

The following complaints are still open:

Blight- 4
Fence without zoning compliance -2
Noise-2
Property maintenance- 2
Soil Fill- 1
Work without permit -4
Zoning- 12

Some of the complaints I have been working on are as follows:

I received a complaint of an abandoned boat in Whitmore Lake. I contacted the DNR who was going to contact the registered owner of the boat. The boat has since been removed from the lake.

I received a complaint of outdoor boat storage in a vacant lot north of Barker Road and west of Main Street. I sent a notice of violation to the property owner.

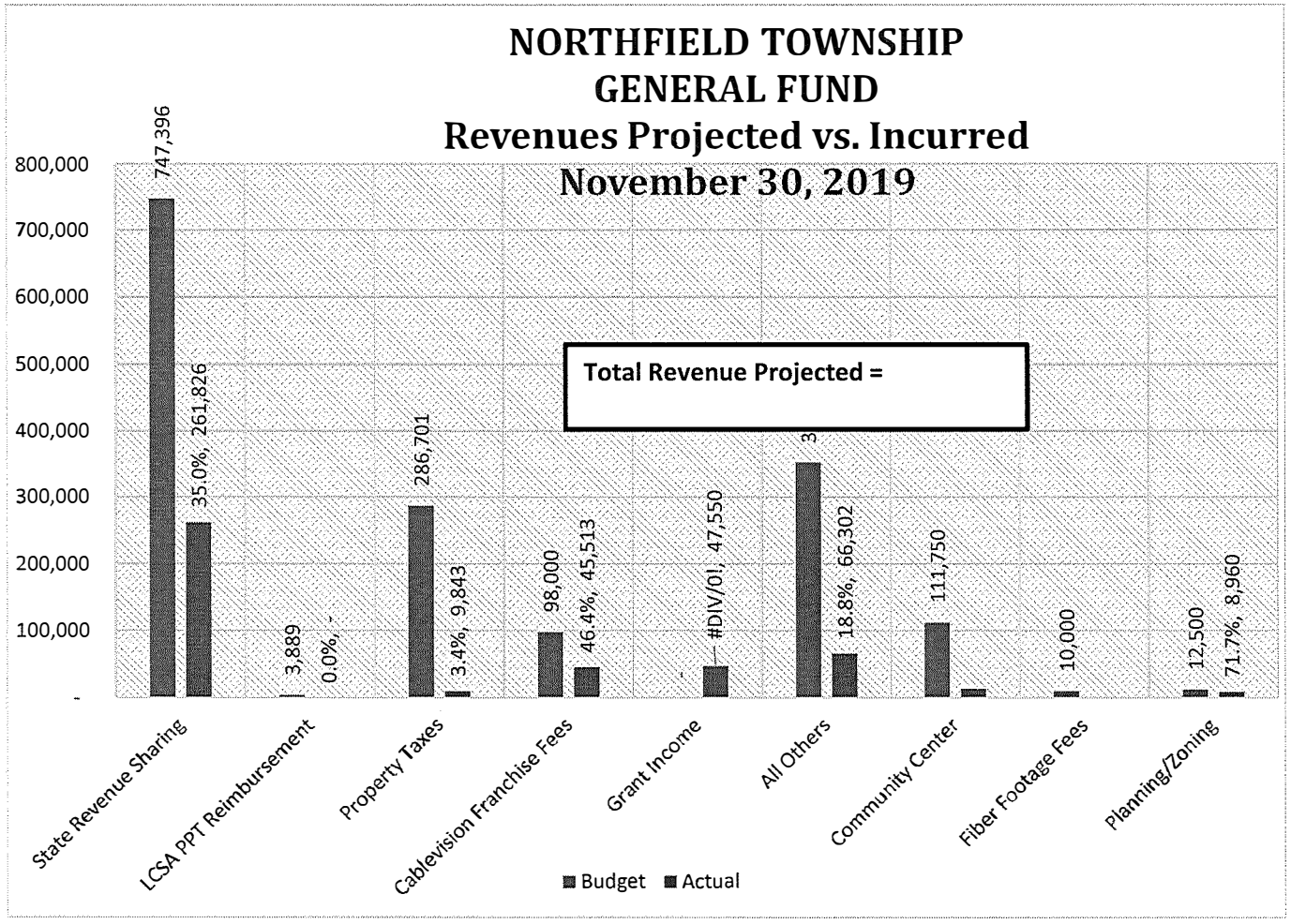
The property owner property at 9594 Main St. has applied for a demolition permit and the building department is waiting for further information to issue the permit. A large piece of excavation equipment is parked on the property and a silt fence has been installed, in preparation for the demolition.

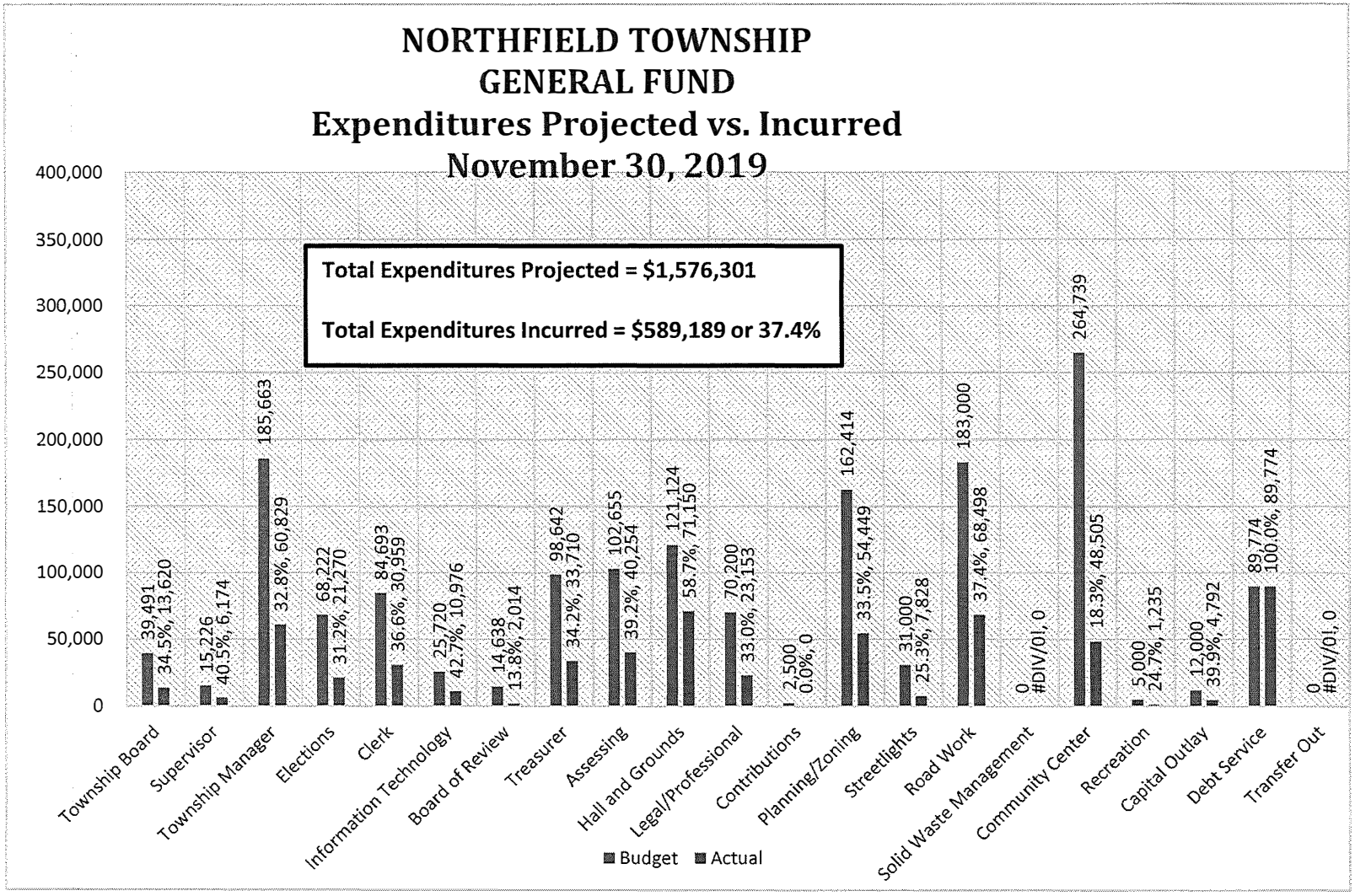
The property owner at 424 East Shore is continuing to work on the house and garage.

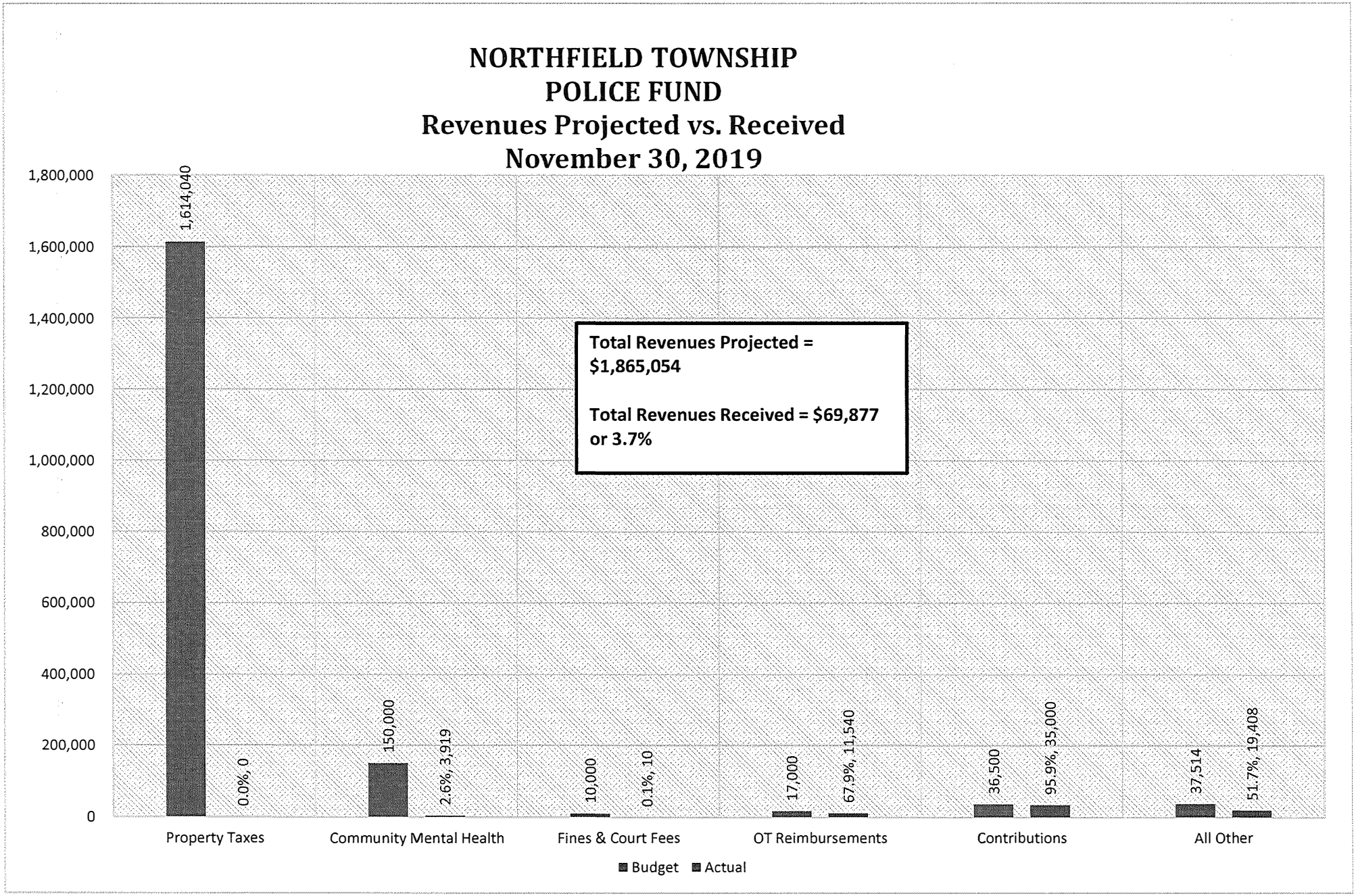
FUND BALANCE REPORT
Fund 101: GENERAL FUND
2019-2020 FISCAL YEAR
AS OF 11/30/19

| DESCRIPTION | 2015-16 ACTUAL | 2016-17 ACTUAL | 2017-18 ACTUAL | 2018-19 ACTUAL | 2019-20 AMENDED BUDGET |
|---|---|---|---|---|---|
| TOTAL REVENUES | 1,298,501 | 1,387,068 | 1,603,114 | 1,443,816 | 1,622,068 |
| TOTAL APPROPRIATIONS | 1,245,166 | 2,201,219 | 1,246,574 | 1,360,345 | 1,576,701 |
| NET OF REVENUES/APPROPRIATIONS - FUND 101 | 53,335 | (814,151) | 356,541 | 83,470 | 45,367 |
| BEGINNING FUND BALANCE | 1,550,163 | 1,603,499 | 789,348 | 1,145,888 | 1,229,359 |
| ENDING FUND BALANCE | 1,603,498 | 789,348 | 1,145,889 | 1,229,359 | 1,274,726 |
| | Fund Bal % 129% | Fund Bal % 36% | Fund Bal % 92% | Fund Bal % 90% | Fund Bal % 81% |

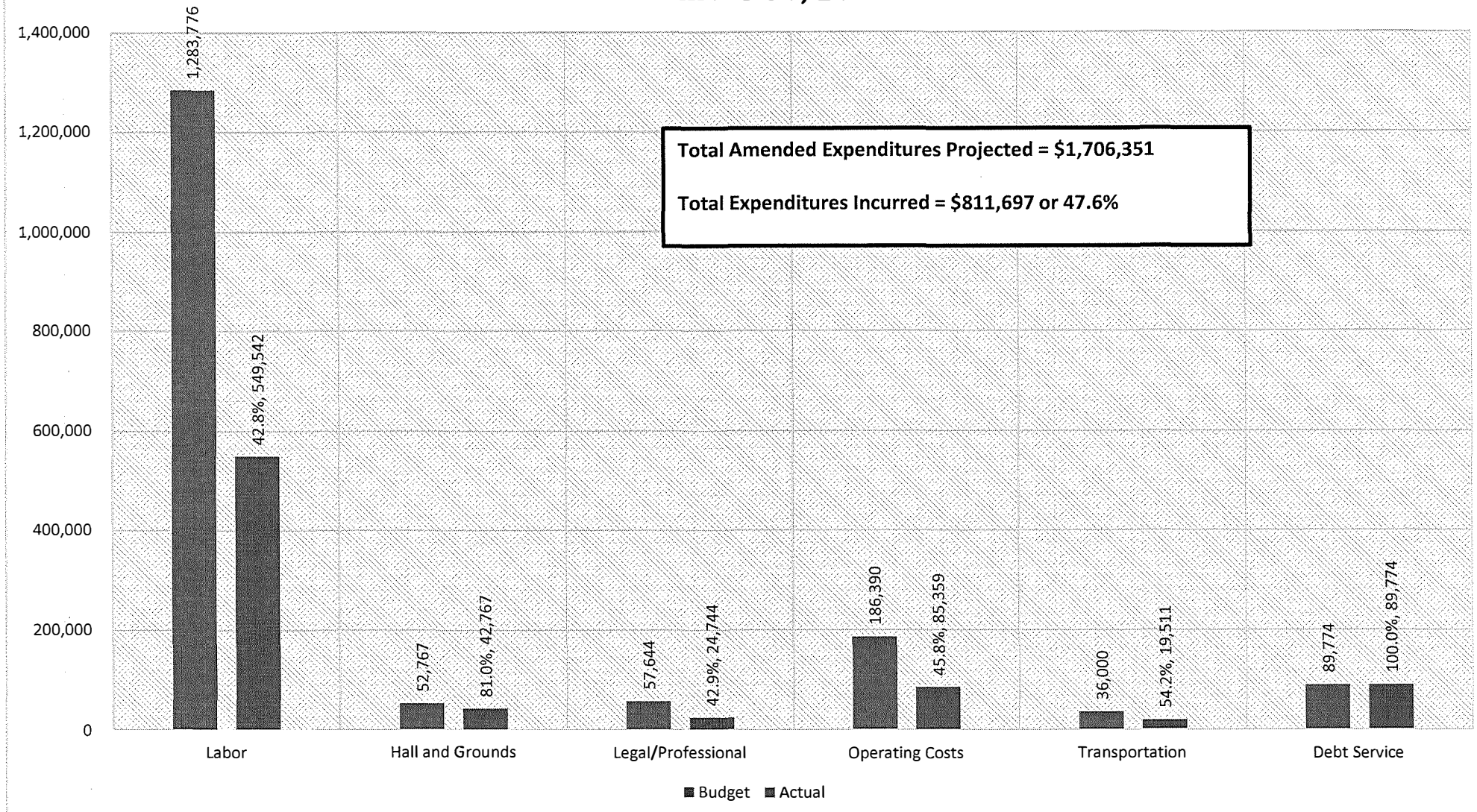
*Fund Balance % = Ending Fund Balance as a Percentage of Total Appropriations


NORTHFIELD TOWNSHIP
GENERAL FUND
Revenues Projected vs. Incurred
November 30, 2019
Total Revenue Projected =
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
-
747,396
261,826
35.0%,
3,889
0.0%, -
286,701
9,843
3.4%,
98,000
45,513
46.4%,
-
47,550
#DIV/0!,
3
66,302
18.8%,
111,750
10,000
12,500
8,960
71.7%,
State Revenue Sharing
LCSA PPT Reimbursement
Property Taxes
Cablevision Franchise Fees
Grant Income
All Others
Community Center
Fiber Footage Fees
Planning/Zoning
Budget
Actual

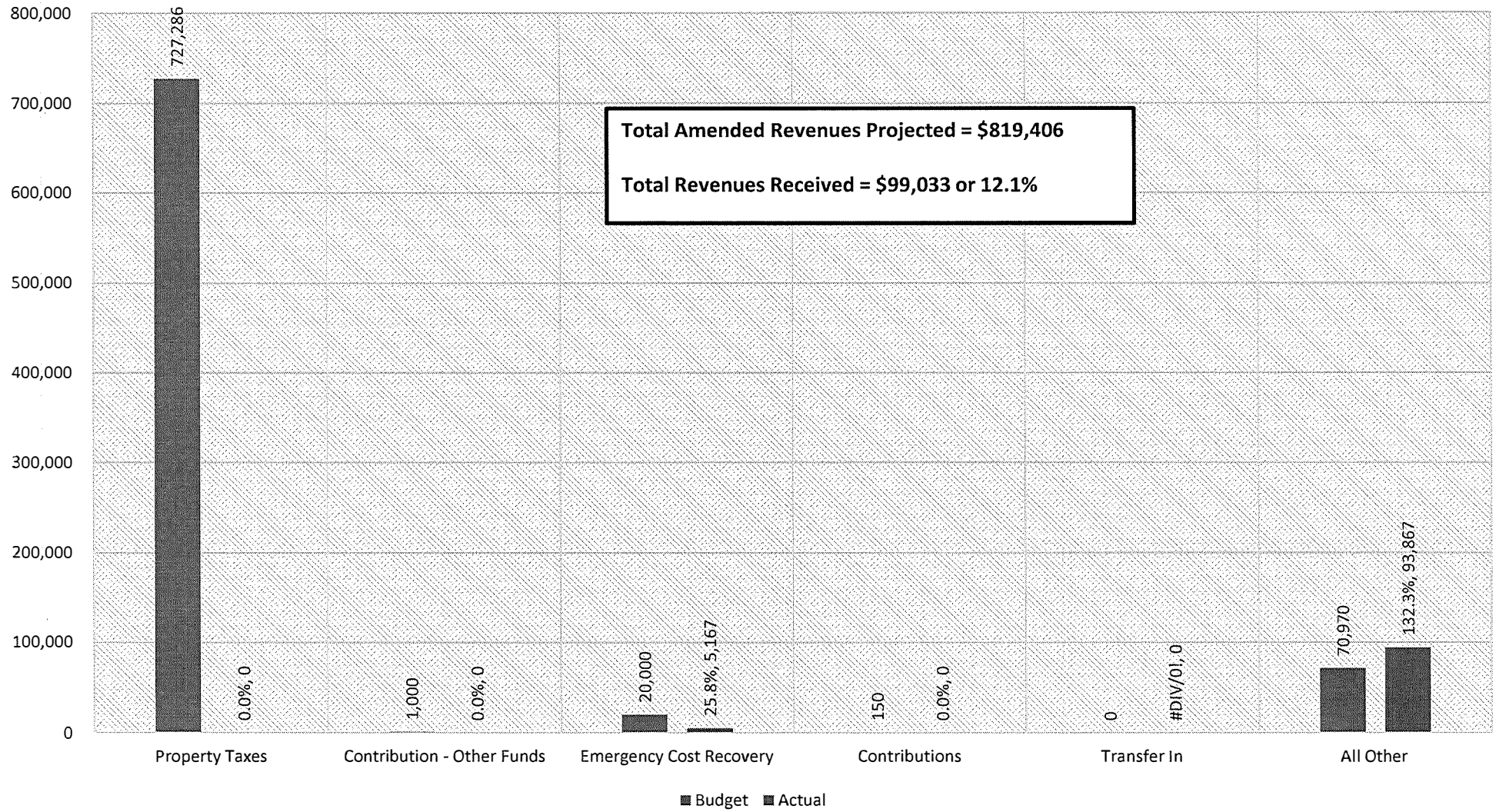

NORTHFIELD TOWNSHIP
GENERAL FUND
Expenditures Projected vs. Incurred
November 30, 2019
Total Expenditures Projected = $1,576,301
Total Expenditures Incurred = $589,189 or 37.4%
400,000
350,000
300,000
250,000
200,000
150,000
100,000
50,000
0
39,491, 34.5%, 13,620
15,226, 40.5%, 6,174
185,663, 32.8%, 60,829
68,222, 31.2%, 21,270
84,693, 36.6%, 30,959
25,720, 42.7%, 10,976
14,638, 13.8%, 2,014
98,642, 34.2%, 33,710
102,655, 39.2%, 40,254
121,124, 58.7%, 71,150
70,200, 33.0%, 23,153
2,500, 0.0%, 0
162,414, 33.5%, 54,449
31,000, 25.3%, 7,828
183,000, 37.4%, 68,498
0, #DIV/0!, 0
264,739, 18.3%, 48,505
5,000, 24.7%, 1,235
12,000, 39.9%, 4,792
89,774, 100.0%, 89,774
0, #DIV/0!, 0
Township Board
Supervisor
Township Manager
Elections
Clerk
Information Technology
Board of Review
Treasurer
Assessing
Hall and Grounds
Legal/Professional
Contributions
Planning/Zoning
Streetlights
Road Work
Solid Waste Management
Community Center
Recreation
Capital Outlay
Debt Service
Transfer Out
Budget
Actual


NORTHFIELD TOWNSHIP
POLICE FUND
Revenues Projected vs. Received
November 30, 2019
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
1,614,040
0.0%, 0
150,000
2.6%, 3,919
10,000
0.1%, 10
17,000
67.9%, 11,540
36,500
95.9%, 35,000
37,514
51.7%, 19,408
Total Revenues Projected = $1,865,054
Total Revenues Received = $69,877 or 3.7%
Property Taxes
Community Mental Health
Fines & Court Fees
OT Reimbursements
Contributions
All Other
Budget
Actual

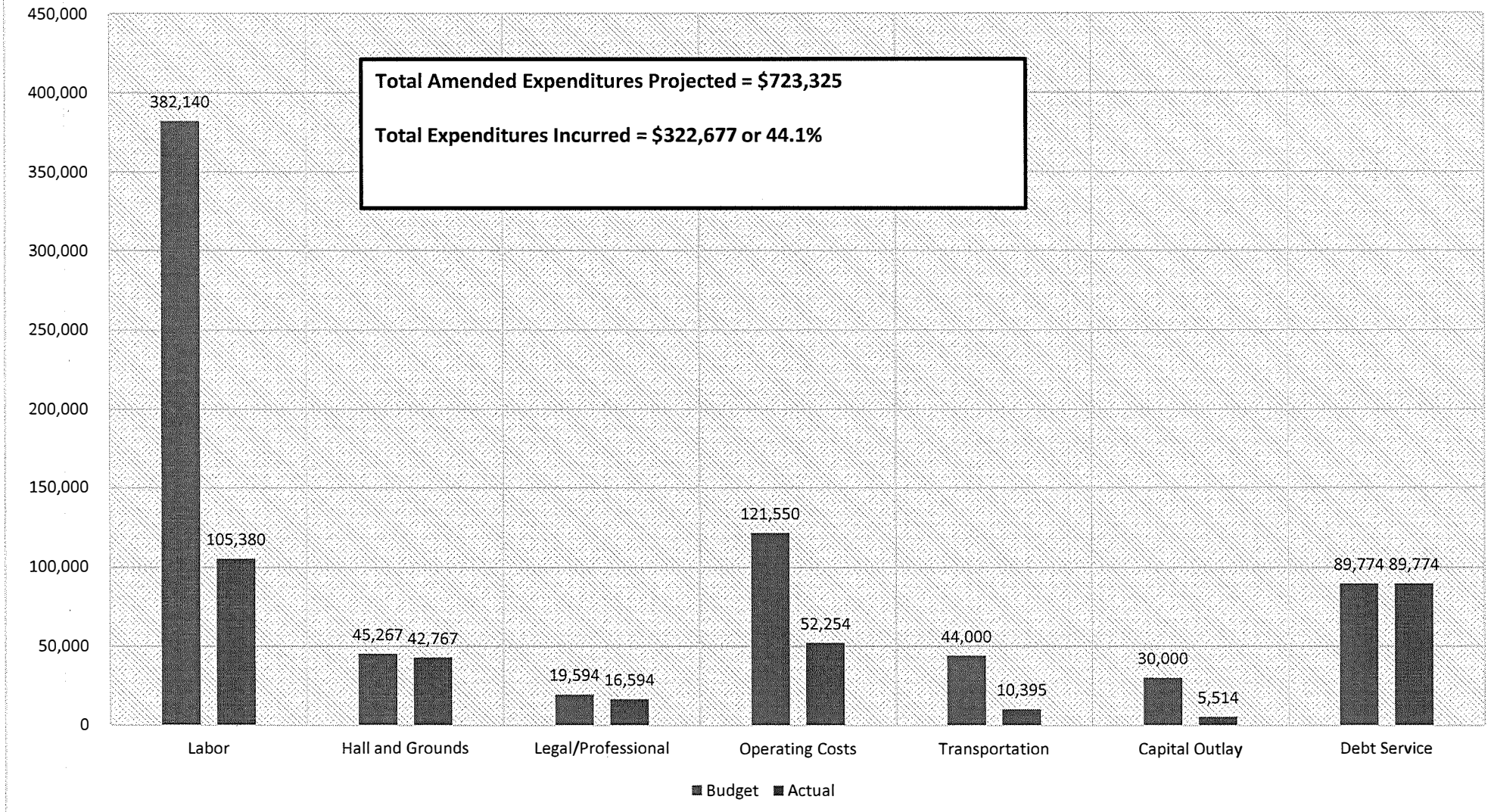
# NORTHFIELD TOWNSHIP
# POLICE FUND
# Expenditures Projected vs. Incurred
# November 30, 2019



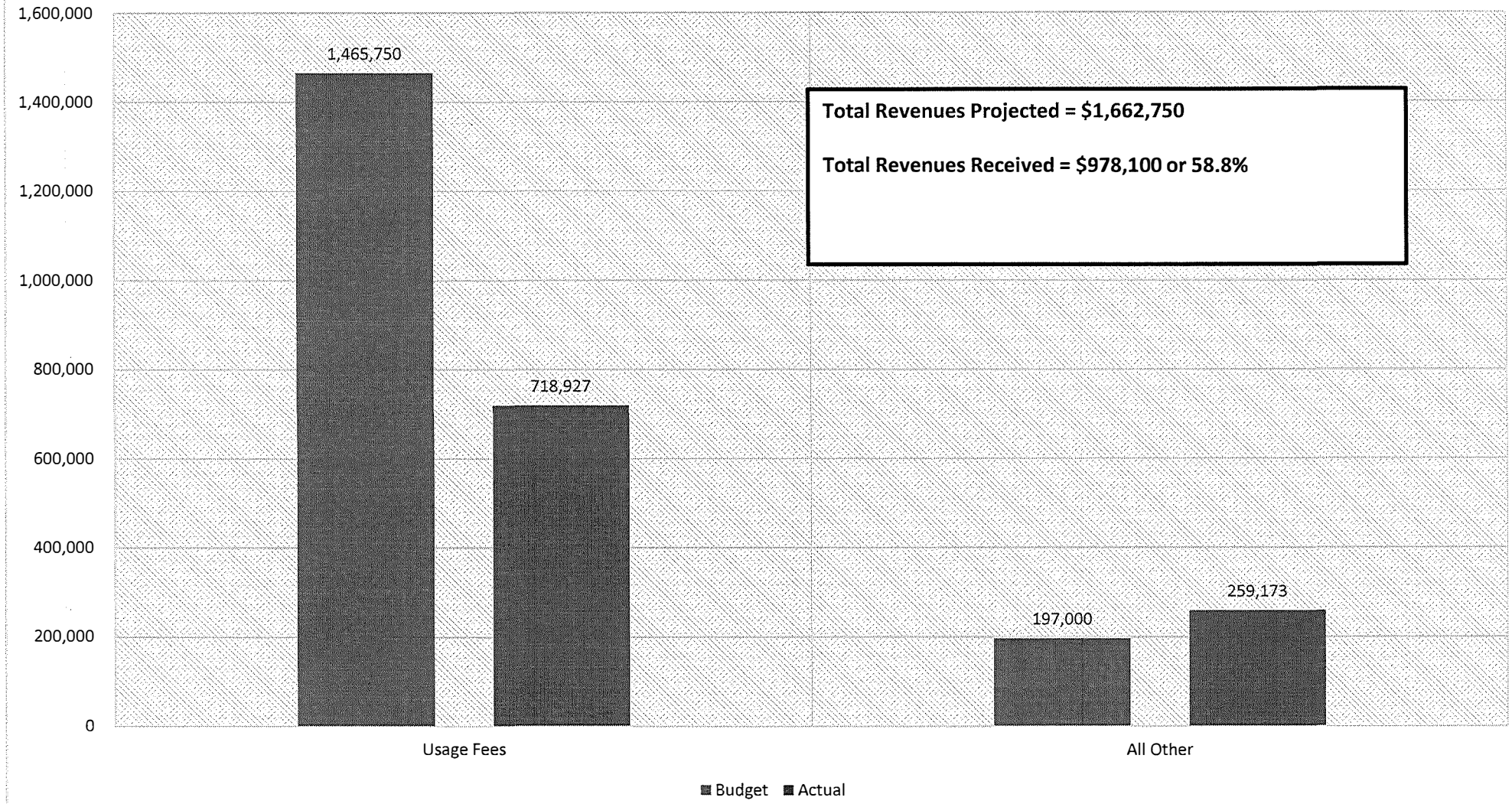
# NORTHFIELD TOWNSHIP
# FIRE/MEDICAL RESCUE FUND
# Revenues Projected vs. Received
# November 30, 2019



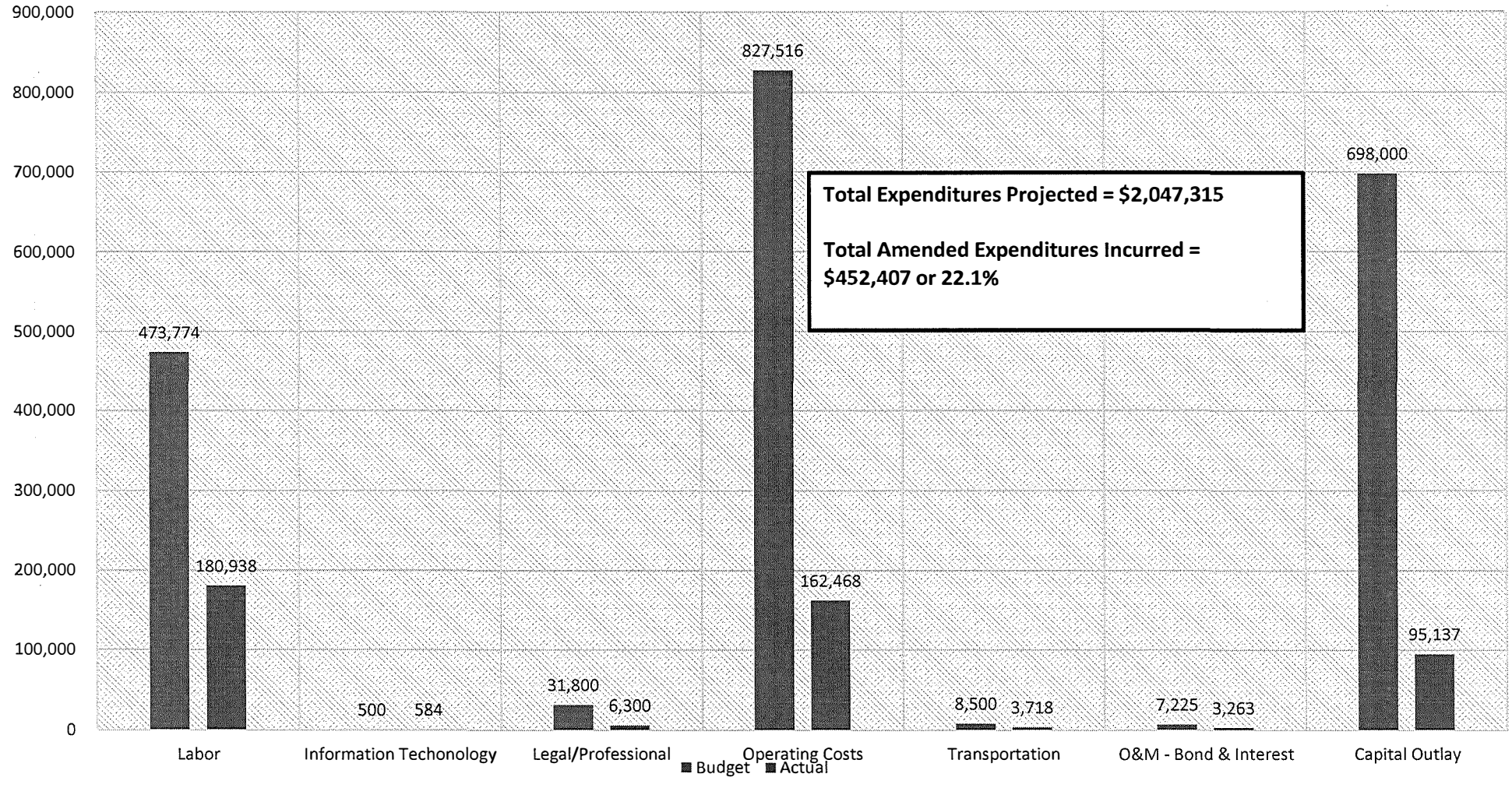
# NORTHFIELD TOWNSHIP
# FIRE/MEDICAL RESCUE FUND
# Expenditures Projected vs. Incurred
# November 30, 2019

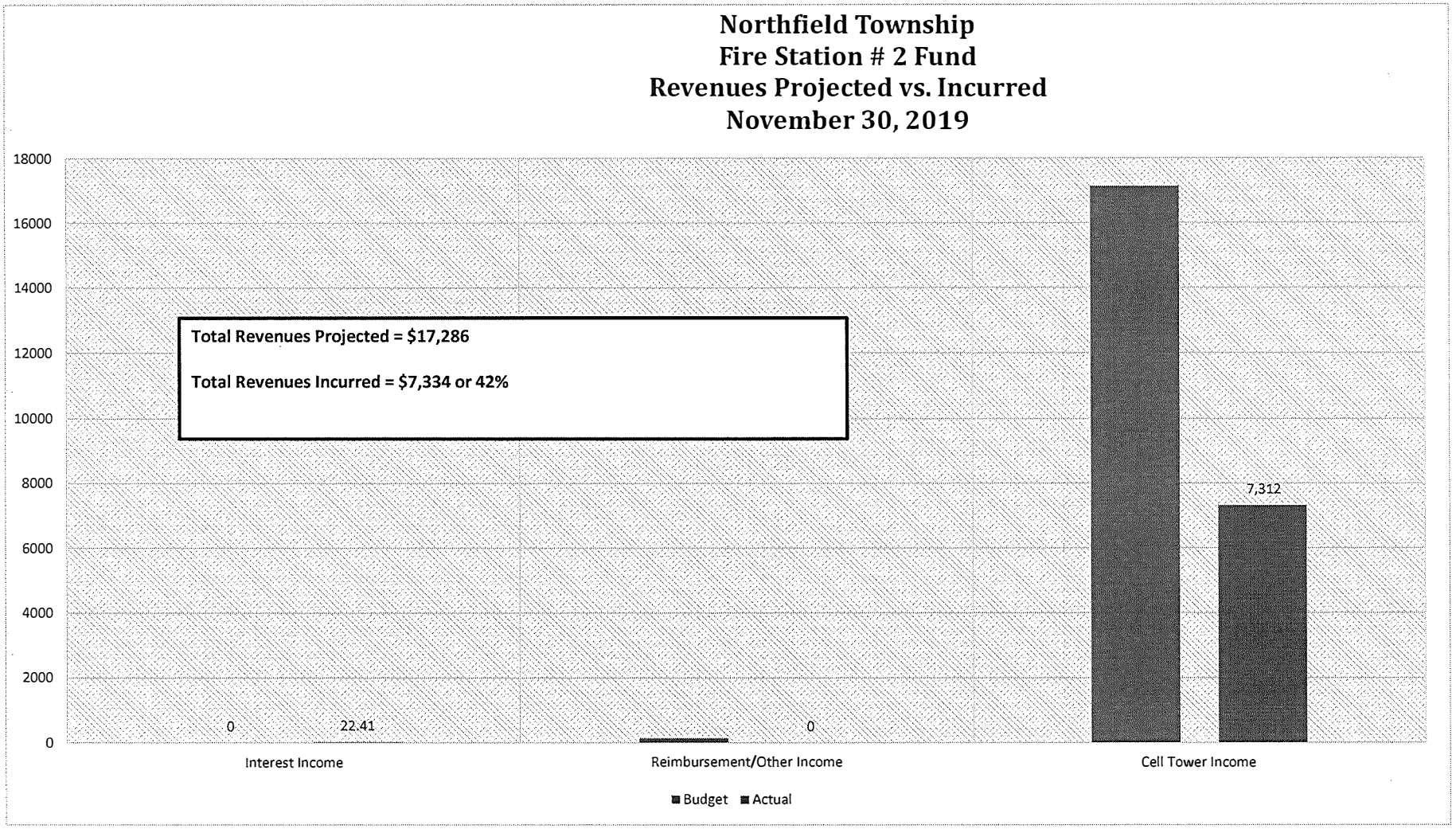


# NORTHFIELD TOWNSHIP
# WWTP FUND
# Revenues Projected vs. Incurred
# November 30, 2019

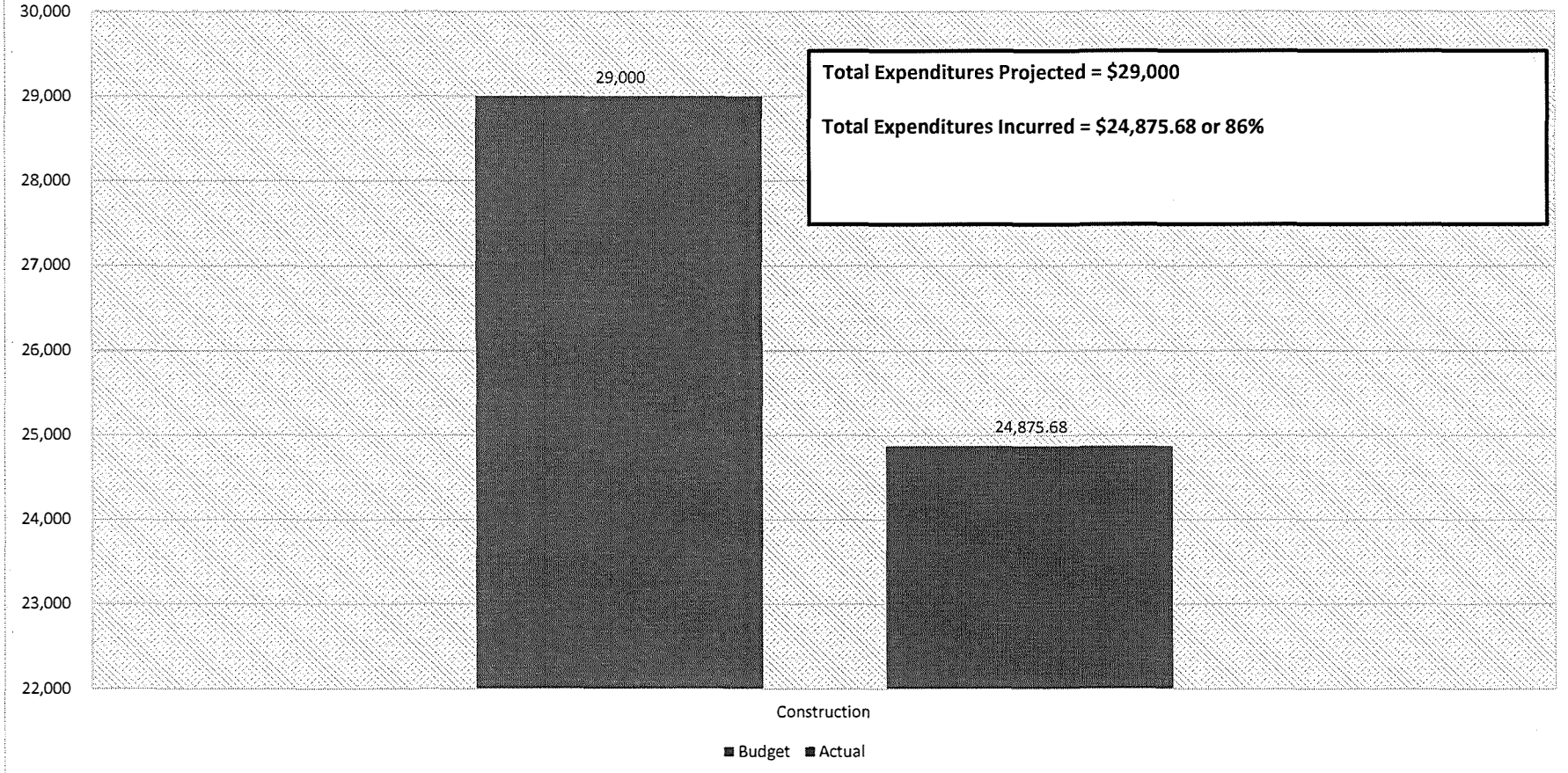


# NORTHFIELD TOWNSHIP
# WWTP FUND
# Expenditures Projected vs. Incurred
# November 30, 2019

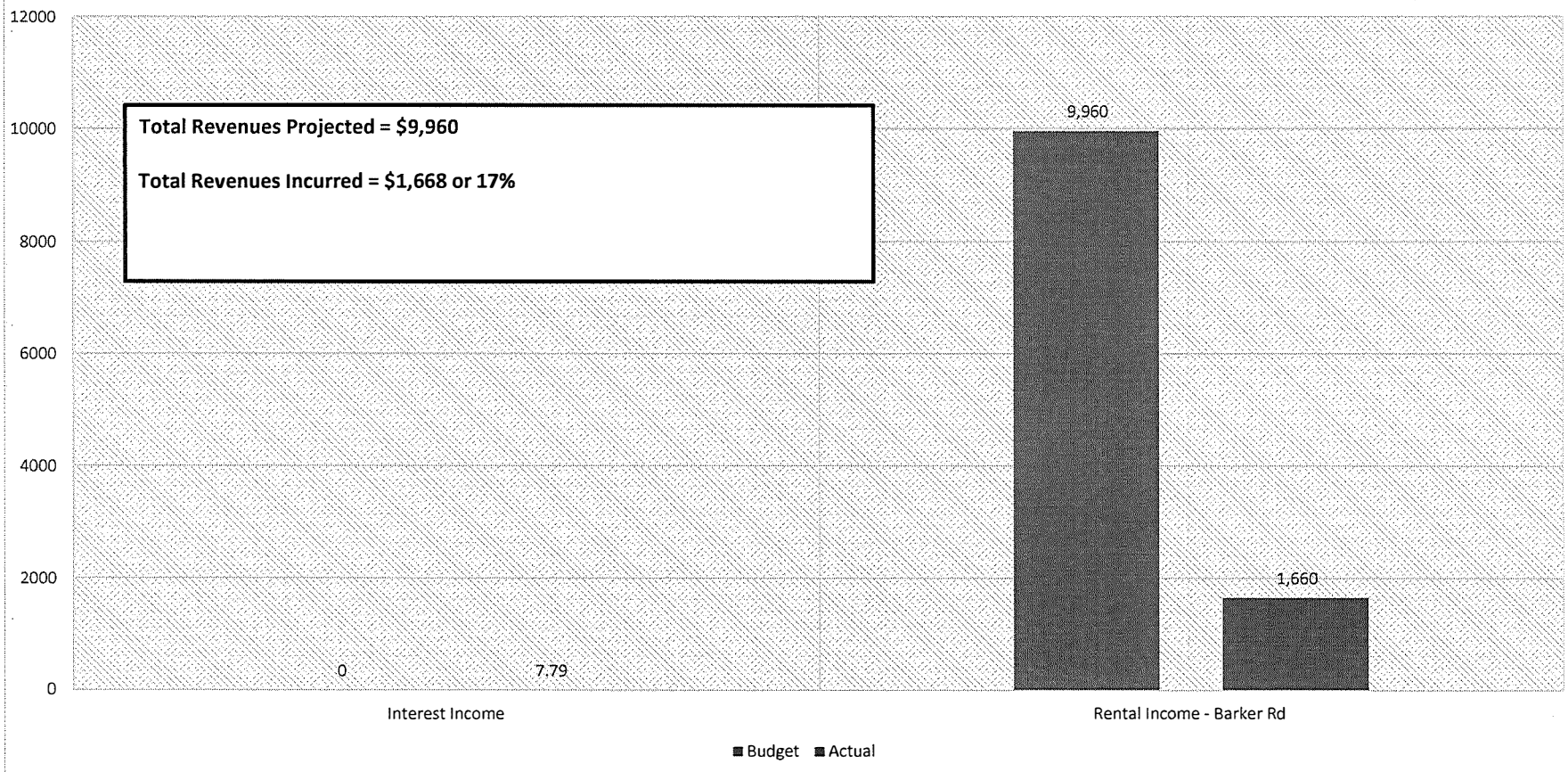


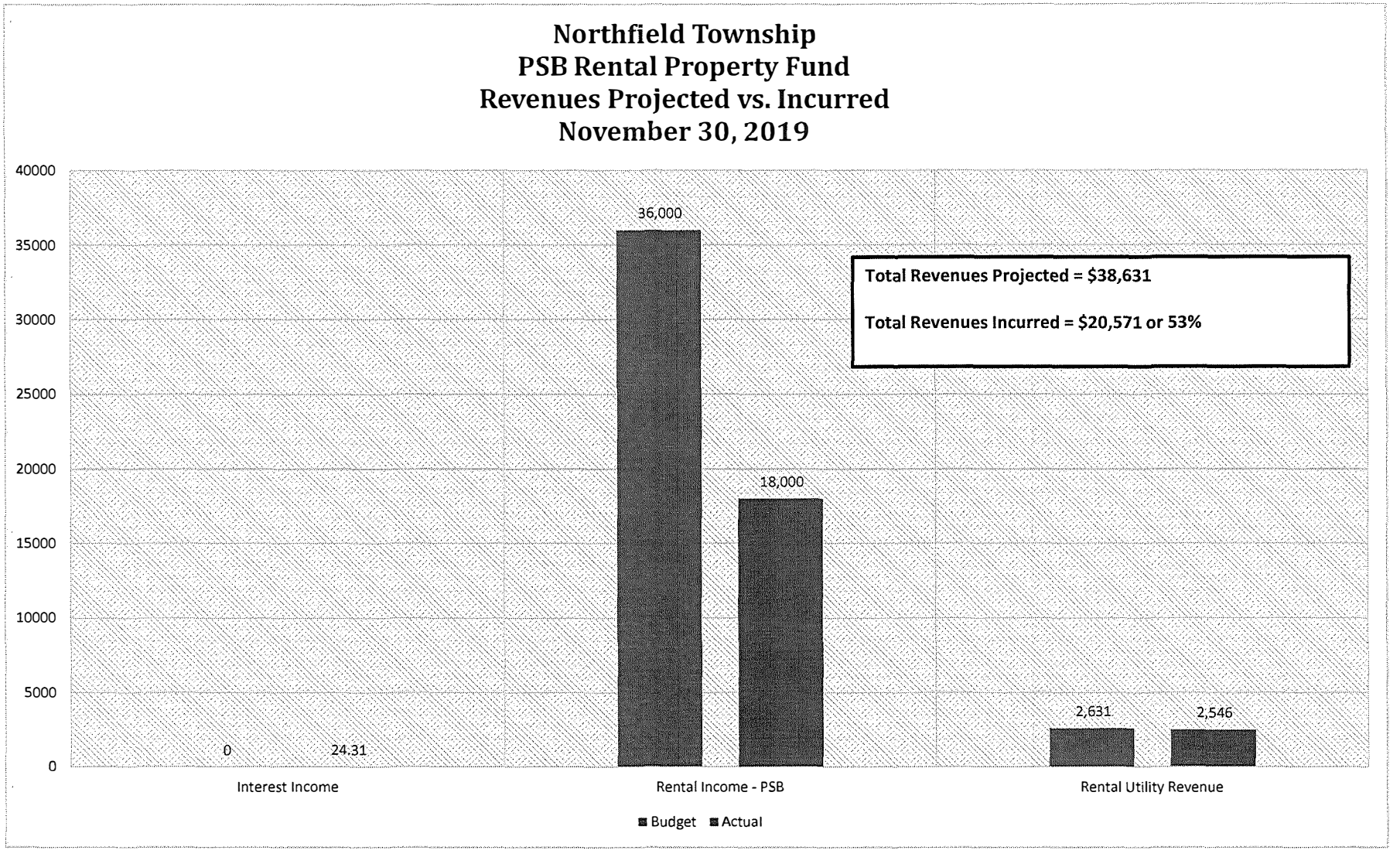

Northfield Township
Fire Station # 2 Fund
Revenues Projected vs. Incurred
November 30, 2019
Total Revenues Projected = $17,286
Total Revenues Incurred = $7,334 or 42%
18000
16000
14000
12000
10000
8000
6000
4000
2000
0
0
22.41
0
7,312
Interest Income
Reimbursement/Other Income
Cell Tower Income
Budget
Actual

# Northfield Township
# Fire Station #2 Fund
# Expenditures Projected vs. Incurred
# November 30, 2019

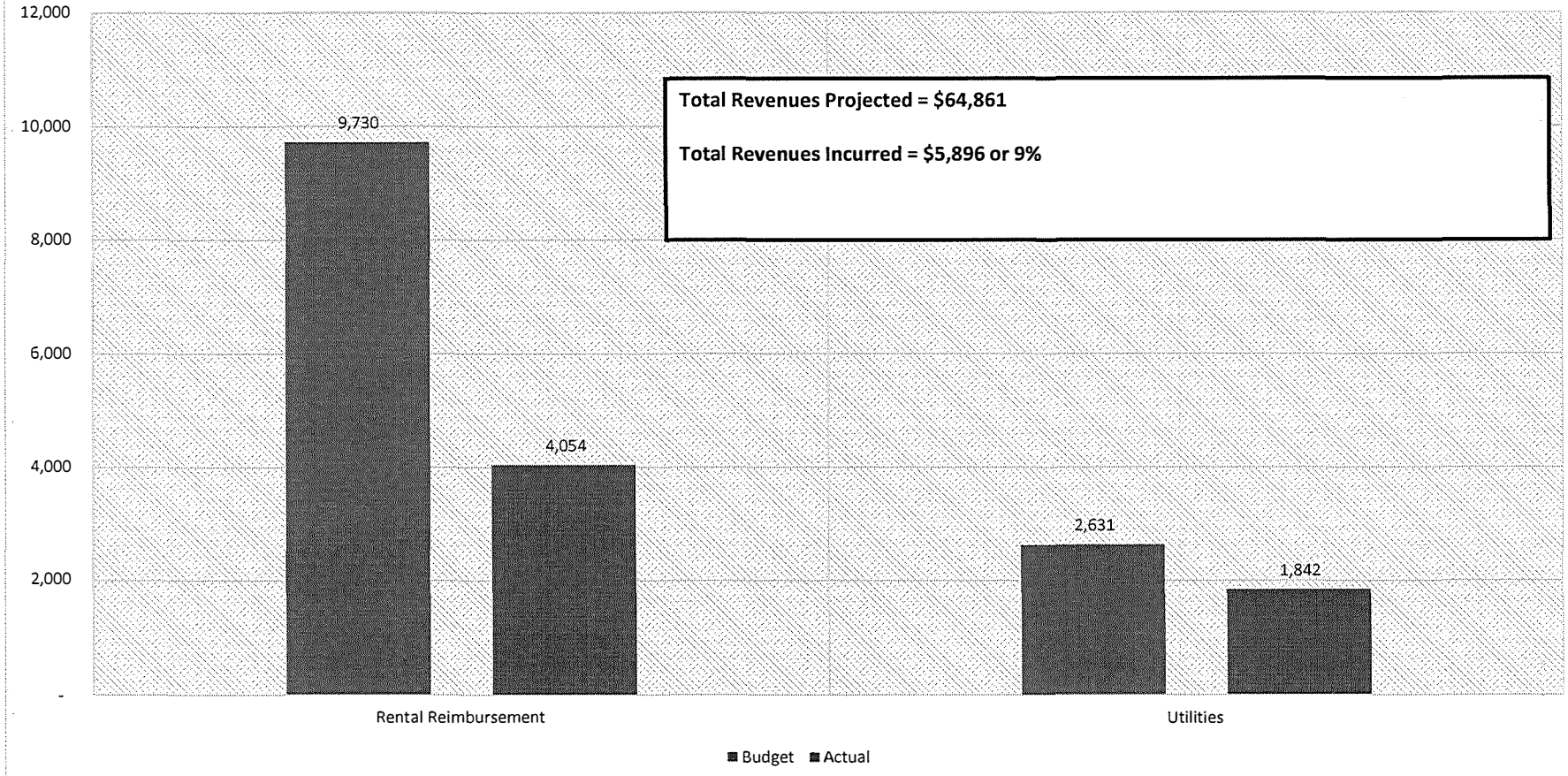


# Northfield Township
# Barker Rd Rental Property Fund
# Revenues Projected vs. Incurred
# November 30, 2019




Northfield Township
PSB Rental Property Fund
Revenues Projected vs. Incurred
November 30, 2019
40000
35000
30000
25000
20000
15000
10000
5000
0
36,000
18,000
2,631
2,546
0
24.31
Total Revenues Projected = $38,631
Total Revenues Incurred = $20,571 or 53%
Interest Income
Rental Income - PSB
Rental Utility Revenue
Budget
Actual

# Northfield Township
# PSB Rental Property Fund
# Expenditures Projected vs. Incurred
# November 30, 2019



**GENERAL FUND**
November, 2019

**Revenues**

| | Budget | Actual | % of Budget Used |
|---|---|---|---|
| State Revenue Sharing | 747,396 | 261,826 | 35.0% |
| LCSA PPT Reimbursement | 3,889 | - | 0.0% |
| Property Taxes | 286,701 | 9,843 | 3.4% |
| Cablevision Franchise Fees | 98,000 | 45,513 | 46.4% |
| Grant Income | - | 47,550 | #DIV/0! |
| All Others | 351,832 | 66,302 | 18.8% |
| Community Center | 111,750 | 13,372 | 12.0% |
| Fiber Footage Fees | 10,000 | - | 0.0% |
| Planning/Zoning | 12,500 | 8,960 | 71.7% |
| | 1,622,068 | 453,366 | 27.9% |

**Expenditures**

| | Budget | Actual | |
|---|---|---|---|
| Township Board | 39,491 | 13,620 | 34.5% |
| Supervisor | 15,226 | 6,174 | 40.5% |
| Township Manager | 185,663 | 60,829 | 32.8% |
| Elections | 68,222 | 21,270 | 31.2% |
| Clerk | 84,693 | 30,959 | 36.6% |
| Information Technology | 25,720 | 10,976 | 42.7% |
| Board of Review | 14,638 | 2,014 | 13.8% |
| Treasurer | 98,642 | 33,710 | 34.2% |
| Assessing | 102,655 | 40,254 | 39.2% |
| Hall and Grounds | 121,124 | 71,150 | 58.7% |
| Legal/Professional | 70,200 | 23,153 | 33.0% |
| Contributions | 2,500 | 0 | 0.0% |
| Planning/Zoning | 162,414 | 54,449 | 33.5% |
| Streetlights | 31,000 | 7,828 | 25.3% |
| Road Work | 183,000 | 68,498 | 37.4% |
| Solid Waste Management | 0 | 0 | #DIV/0! |
| Community Center | 264,739 | 48,505 | 18.3% |
| Recreation | 5,000 | 1,235 | 24.7% |
| Capital Outlay | 12,000 | 4,792 | 39.9% |
| Debt Service | 89,774 | 89,774 | 100.0% |
| Transfer Out | 0 | 0 | #DIV/0! |
| | 1,576,701 | 589,189 | 37.4% |

**LAW FUND**

**Revenues**

| | Budget | Actual | % of Budget Used |
|---|---|---|---|
| Property Taxes | 1,614,040 | 0 | 0.0% |
| Community Mental Health | 150,000 | 3,919 | 2.6% |
| Fines & Court Fees | 10,000 | 10 | 0.1% |
| OT Reimbursements | 17,000 | 11,540 | 67.9% |
| Contributions | 36,500 | 35,000 | 95.9% |
| All Other | 37,514 | 19,408 | 51.7% |
| | 1,865,054 | 69,877 | 3.7% |

**Expenditures**

| | Budget | Actual | |
|---|---|---|---|
| Labor | 1,283,776 | 549,542 | 42.8% |
| Hall and Grounds | 52,767 | 42,767 | 81.0% |
| Legal/Professional | 57,644 | 24,744 | 42.9% |
| Operating Costs | 186,390 | 85,359 | 45.8% |
| Transportation | 36,000 | 19,511 | 54.2% |
| Debt Service | 89,774 | 89,774 | 100.0% |
| | 1,706,351 | 811,697 | 47.6% |

**FIRE FUND**

**Revenues**

| | Budget | Actual | % of Budget Used |
|---|---|---|---|
| Property Taxes | 727,286 | 0 | 0.0% |
| Contribution - Other Funds | 1,000 | 0 | 0.0% |
| Emergency Cost Recovery | 20,000 | 5,167 | 25.8% |
| Contributions | 150 | 0 | 0.0% |
| Transfer In | 0 | 0 | #DIV/0! |
| All Other | 70,970 | 93,867 | 132.3% |
| | 819,406 | 99,033 | 12.1% |

**Expenditures**

| | Budget | Actual | |
|---|---|---|---|
| Labor | 382,140 | 105,380 | 27.6% |
| Hall and Grounds | 45,267 | 42,767 | 94.5% |
| Legal/Professional | 19,594 | 16,594 | 84.7% |
| Operating Costs | 121,550 | 52,254 | 43.0% |
| Transportation | 44,000 | 10,395 | 23.6% |
| Capital Outlay | 30,000 | 5,514 | 18.4% |
| Debt Service | 89,774 | 89,774 | 100.0% |
| | 732,325 | 322,677 | 44.1% |

**WWTP FUND**

**Revenues**

| | Budget | Actual | % of Budget Used |
|---|---|---|---|
| Usage Fees | 1,465,750 | 718,927 | 49.0% |
| All Other | 197,000 | 259,173 | 131.6% |
| | 1,662,750 | 978,100 | 58.8% |

**Expenditures**

| | Budget | Actual | |
|---|---|---|---|
| Labor | 473,774 | 180,938 | 38.2% |

| | | | |
|---|---|---|---|
| Information Techonology | 500 | 584 | 116.8% |
| Legal/Professional | 31,800 | 6,300 | 19.8% |
| Operating Costs | 827,516 | 162,468 | 19.6% |
| Transportation | 8,500 | 3,718 | 43.7% |
| O&M - Bond & Interest | 7,225 | 3,263 | 45.2% |
| Capital Outlay | 698,000 | 95,137 | 13.6% |
| | 2,047,315 | 452,407 | 22.1% |

## Fire Station # 2 Fund

| **Revenues** | Budget | Actual | |
|---|---|---|---|
| Interest Income | 0 | 22.41 | #DIV/0! |
| Reimbursement/Other Income | 150 | 0 | 0% |
| Cell Tower Income | 17,136 | 7,312 | 43% |
| | 17,286 | 7,334 | 42% |

| **Expenditures** | Budget | Actual | |
|---|---|---|---|
| Grounds/Cleaning/Jan Srvc | - | - | #DIV/0! |
| Utilities | - | - | #DIV/0! |
| Repairs & Maintenance | - | - | #DIV/0! |
| Construction | 29,000 | 24,875.68 | 86% |
| | 29,000 | 24,875.68 | 1 |

## Barker Rd Rental Property Fund

| **Revenues** | Budget | Actual | |
|---|---|---|---|
| Interest Income | 0 | 7.79 | #DIV/0! |
| Rental Income - Barker Rd | 9,960 | 1,660 | 17% |
| | 9,960 | 1,668 | 17% |

| **Expenditures** | Budget | Actual | |
|---|---|---|---|
| Repairs & Maintenance | - | - | #DIV/0! |
| Other Professional Fees | - | - | #DIV/0! |
| | - | - | #DIV/0! |

## PSB Rental Property Fund

| **Revenues** | Budget | Actual | |
|---|---|---|---|
| Interest Income | 0 | 24.31 | #DIV/0! |
| Rental Income - PSB | 36,000 | 18,000 | 50% |
| Rental Utility Revenue | 2,631 | 2,546 | 97% |
| | 38,631 | 20,571 | 53% |

| **Expenditures** | Budget | Actual | |
|---|---|---|---|
| Rental Reimbursement | 9,730 | 4,054 | 42% |
| Utilities | 2,631 | 1,842 | 70% |
| Other Professional Fees | 20,000 | - | 0% |
| Renovations | 32,500 | - | 0% |
| | 64,861 | 5,896 | 9% |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 101-000-426.000 | PRIOR YEAR TAX INTEREST | 500.00 | 1,631.11 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-000-452.000 | PEDDLER'S LICENSES | 150.00 | 125.00 | 150.00 | 0.00 | 60.00 | 90.00 | 40.00 |
| 101-000-453.000 | CABLEVISION FRANCHISE FEES | 98,000.00 | 96,556.11 | 98,000.00 | 22,528.56 | 45,512.93 | 52,487.07 | 46.44 |
| 101-000-455.000 | FIBER FOOTAGE FEES | 10,000.00 | 10,606.51 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 101-000-573.000 | LCSA PPT REIMBURSEMENT | 2,000.00 | 8,810.67 | 3,889.00 | 0.00 | 0.00 | 3,889.00 | 0.00 |
| 101-000-574.000 | STATE SHARED REVENUE | 702,352.00 | 740,307.00 | 747,396.00 | 0.00 | 261,826.00 | 485,570.00 | 35.03 |
| 101-000-590.000 | GRANT INCOME | 0.00 | 0.00 | 95,100.00 | 0.00 | 47,550.00 | 47,550.00 | 50.00 |
| 101-000-626.000 | COPY & FOIA INCOME | 100.00 | 191.20 | 100.00 | 0.00 | 18.75 | 81.25 | 18.75 |
| 101-000-655.000 | ORDINANCE FINES | 100.00 | 12,426.37 | 100.00 | 1,718.65 | 7,523.70 | (7,423.70) | 7,523.70 |
| 101-000-665.000 | INTEREST INCOME | 4,800.00 | 5,132.19 | 4,800.00 | 0.00 | 677.53 | 4,122.47 | 14.12 |
| 101-000-671.000 | REIMBURSEMENT/OTHER INCOME | 0.00 | 3,971.93 | 0.00 | 0.00 | 1,053.61 | (1,053.61) | 100.00 |
| 101-000-673.000 | SALE OF FIXED ASSET | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-675.000 | CONTRIBUTION-PRIVATE SOURCES | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| Total Dept 000 | | 818,202.00 | 879,758.09 | 960,235.00 | 24,247.21 | 364,222.52 | 596,012.48 | 37.93 |
| Dept 191 - ELECTIONS | | | | | | | | |
| 101-191-671.000 | REIMBURSEMENT/OTHER INCOME | 0.00 | 0.00 | 0.00 | 0.00 | 5,645.35 | (5,645.35) | 100.00 |
| Total Dept 191 - ELECTIONS | | 0.00 | 0.00 | 0.00 | 0.00 | 5,645.35 | (5,645.35) | 100.00 |
| Dept 253 - TREASURER | | | | | | | | |
| 101-253-402.000 | CURRENT PROPERTY TAX | 276,984.00 | 276,752.48 | 286,701.00 | 0.00 | 9,842.50 | 276,858.50 | 3.43 |
| 101-253-404.000 | MOBILE HOME LICENSE FEES | 2,850.00 | 2,819.00 | 2,850.00 | 0.00 | 1,165.00 | 1,685.00 | 40.88 |
| 101-253-445.000 | PENALTY & INTEREST ON TAXES | 3,500.00 | 8,848.06 | 3,500.00 | 0.00 | 69.29 | 3,430.71 | 1.98 |
| 101-253-627.000 | SUMMER TAX PREPARATION | 14,000.00 | 13,770.00 | 14,000.00 | 0.00 | 0.00 | 14,000.00 | 0.00 |
| 101-253-680.000 | TAX ADMINISTRATION FEES | 145,000.00 | 156,427.71 | 163,000.00 | 397.74 | 50,088.90 | 112,911.10 | 30.73 |
| Total Dept 253 - TREASURER | | 442,334.00 | 458,617.25 | 470,051.00 | 397.74 | 61,165.69 | 408,885.31 | 13.01 |
| Dept 336 - CONTRIBUTIONS | | | | | | | | |
| 101-336-625.000 | SEWER ADMINISTRATION | 46,157.00 | 54,756.00 | 67,432.00 | 0.00 | 0.00 | 67,432.00 | 0.00 |
| Total Dept 336 - CONTRIBUTIONS | | 46,157.00 | 54,756.00 | 67,432.00 | 0.00 | 0.00 | 67,432.00 | 0.00 |
| Dept 412 - PLANNING/ZONING DEPT | | | | | | | | |
| 101-412-477.000 | ZONING COMPLIANCE PERMITS | 9,500.00 | 10,700.00 | 9,500.00 | 400.00 | 3,900.00 | 5,600.00 | 41.05 |
| 101-412-608.000 | VARIANCES/APPEALS | 2,000.00 | 7,040.00 | 2,000.00 | 0.00 | 2,580.00 | (580.00) | 129.00 |
| 101-412-609.000 | REZONING/CONDITIONAL USE PMTS | 0.00 | (325.00) | 0.00 | 0.00 | 750.00 | (750.00) | 100.00 |
| 101-412-614.000 | PLANNING FEES | 0.00 | 8,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-412-629.000 | ZONING COPIES | 0.00 | 83.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-412-637.000 | SPLIT APPLICATIONS | 1,000.00 | 50.00 | 1,000.00 | 0.00 | 1,700.00 | (700.00) | 170.00 |
| 101-412-671.000 | REIMBURSEMENT/OTHER INCOME | 1,500.00 | 300.00 | 0.00 | 0.00 | 30.00 | (30.00) | 100.00 |
| Total Dept 412 - PLANNING/ZONING DEPT | | 14,000.00 | 26,348.00 | 12,500.00 | 400.00 | 8,960.00 | 3,540.00 | 71.68 |
| Dept 666 - COMMUNITY CENTER | | | | | | | | |
| 101-666-409.000 | SENIOR NUTRITION REVENUE | 0.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 101-666-590.000 | GRANT INCOME | 100.00 | 8,000.00 | 91,000.00 | 0.00 | 10,500.00 | 80,500.00 | 11.54 |
| 101-666-643.000 | CC TRIPS | 4,000.00 | 4,446.00 | 5,000.00 | 0.00 | 350.00 | 4,650.00 | 7.00 |
| 101-666-644.000 | CC PROGRAMS | 6,500.00 | 8,834.54 | 9,000.00 | 0.00 | 1,507.28 | 7,492.72 | 16.75 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Revenues | | | | | | | | |
| 101-666-671.000 | REIMBURSEMENT/OTHER INCOME | 4,985.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-666-676.000 | CONTRIBUTIONS - SCC | 1,750.00 | 2,726.00 | 1,750.00 | 0.00 | 1,015.00 | 735.00 | 58.00 |
| Total Dept 666 - COMMUNITY CENTER | | 17,335.50 | 24,006.54 | 111,750.00 | 0.00 | 13,372.28 | 98,377.72 | 11.97 |
| Dept 753 - RECREATION BOARD | | | | | | | | |
| 101-753-677.000 | CONTRIBUTION - PARKS AND RECRE | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-753-752.000 | PARK FINES AND FEES | 0.00 | 330.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 753 - RECREATION BOARD | | 100.00 | 330.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| TOTAL REVENUES | | 1,338,128.50 | 1,443,815.88 | 1,622,068.00 | 25,044.95 | 453,365.84 | 1,168,702.16 | 27.95 |
| Expenditures | | | | | | | | |
| Dept 101 - TOWNSHIP BOARD | | | | | | | | |
| 101-101-701.000 | SALARIES | 10,000.00 | 9,999.94 | 10,000.00 | 0.00 | 2,500.00 | 7,500.00 | 25.00 |
| 101-101-715.000 | SOCIAL SECURITY | 765.00 | 772.68 | 765.00 | 7.65 | 214.19 | 550.81 | 28.00 |
| 101-101-807.000 | MEMBERSHIP DUES | 10,200.00 | 8,601.57 | 9,376.00 | 0.00 | 8,107.43 | 1,268.57 | 86.47 |
| 101-101-836.000 | WELFARE COSTS | 10,000.00 | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 101-101-860.000 | FUEL & MILEAGE | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-101-900.000 | PRINTING & PUBLICATIONS | 7,500.00 | 6,903.25 | 7,500.00 | 676.67 | 2,798.48 | 4,701.52 | 37.31 |
| 101-101-956.000 | MISCELLANEOUS | 800.00 | 10.00 | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 101-101-957.000 | TRAINING & DEVELOPMENT | 550.00 | 0.00 | 550.00 | 0.00 | 0.00 | 550.00 | 0.00 |
| Total Dept 101 - TOWNSHIP BOARD | | 40,315.00 | 36,287.44 | 39,491.00 | 684.32 | 13,620.10 | 25,870.90 | 34.49 |
| Dept 171 - SUPERVISOR | | | | | | | | |
| 101-171-701.000 | SALARIES | 12,500.00 | 12,500.02 | 12,500.00 | 1,923.10 | 5,769.26 | 6,730.74 | 46.15 |
| 101-171-715.000 | SOCIAL SECURITY | 956.25 | 956.25 | 956.00 | 110.35 | 404.57 | 551.43 | 42.32 |
| 101-171-807.000 | MEMBERSHIP DUES | 120.00 | 0.00 | 120.00 | 0.00 | 0.00 | 120.00 | 0.00 |
| 101-171-860.000 | FUEL & MILEAGE | 400.00 | 509.38 | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 101-171-956.000 | MISCELLANEOUS | 500.00 | 688.67 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-171-957.000 | TRAINING & DEVELOPMENT | 750.00 | 359.65 | 750.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| Total Dept 171 - SUPERVISOR | | 15,226.25 | 15,013.97 | 15,226.00 | 2,033.45 | 6,173.83 | 9,052.17 | 40.55 |
| Dept 172 - TOWNSHIP MANAGER | | | | | | | | |
| 101-172-701.000 | SALARIES | 75,000.00 | 77,740.68 | 75,000.00 | 8,653.86 | 31,730.82 | 43,269.18 | 42.31 |
| 101-172-704.000 | CLERICAL/DEP /SUPER/ELECTION | 29,532.60 | 29,772.53 | 30,712.00 | 3,608.20 | 13,536.90 | 17,175.10 | 44.08 |
| 101-172-715.000 | SOCIAL SECURITY | 11,648.65 | 11,686.12 | 11,885.00 | 1,350.55 | 4,981.38 | 6,903.62 | 41.91 |
| 101-172-716.000 | HOSPITALIZATION | 26,268.73 | 22,779.41 | 28,108.00 | 1,898.14 | 9,065.56 | 19,042.44 | 32.25 |
| 101-172-717.000 | LIFE/DISB. INSURANCE | 838.50 | 864.00 | 901.00 | 81.92 | 567.93 | 333.07 | 63.03 |
| 101-172-718.000 | PENSION | 7,500.00 | 7,499.96 | 7,500.00 | 865.38 | 3,173.06 | 4,326.94 | 42.31 |
| 101-172-722.000 | CONTROLLER | 54,936.00 | 49,582.81 | 49,645.00 | 5,645.26 | 20,814.65 | 28,830.35 | 41.93 |
| 101-172-807.000 | MEMBERSHIP DUES | 300.00 | 255.00 | 305.00 | 0.00 | 0.00 | 305.00 | 0.00 |
| 101-172-818.000 | CONTRACTUAL SERVICES | 4,050.00 | 4,707.74 | 4,000.00 | 0.00 | 1,095.00 | 2,905.00 | 27.38 |
| 101-172-850.000 | COMMUNICATION | 612.00 | 608.38 | 350.00 | 51.31 | 205.03 | 144.97 | 58.58 |
| 101-172-860.000 | FUEL & MILEAGE | 500.00 | 314.94 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-172-927.000 | ALLOCATE TO DEPARTMENTS | (32,748.00) | (41,831.00) | (24,493.00) | (24,492.00) | (24,492.00) | (1.00) | 100.00 |
| 101-172-956.000 | MISCELLANEOUS | 500.00 | 36.00 | 500.00 | 0.00 | 14.80 | 485.20 | 2.96 |
| 101-172-957.000 | TRAINING & DEVELOPMENT | 750.00 | 313.00 | 750.00 | 136.00 | 136.00 | 614.00 | 18.13 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Total Dept 172 - TOWNSHIP MANAGER | | 179,688.48 | 164,329.57 | 185,663.00 | (2,201.38) | 60,829.13 | 124,833.87 | 32.76 |
| Dept 191 - ELECTIONS | | | | | | | | |
| 101-191-702.000 | SALARIES | 12,000.00 | 11,951.00 | 48,000.00 | 3,397.50 | 15,229.15 | 32,770.85 | 31.73 |
| 101-191-715.000 | SOCIAL SECURITY | 0.00 | 140.99 | 3,672.00 | 259.91 | 904.09 | 2,767.91 | 24.62 |
| 101-191-727.000 | SUPPLIES | 5,000.00 | 1,641.55 | 5,500.00 | 33.00 | 1,709.09 | 3,790.91 | 31.07 |
| 101-191-818.000 | CONTRACTUAL SERVICES | 1,000.00 | 1,025.00 | 3,700.00 | 282.74 | 1,332.00 | 2,368.00 | 36.00 |
| 101-191-851.000 | POSTAGE | 1,200.00 | 2,330.58 | 3,850.00 | 129.44 | 1,287.94 | 2,562.06 | 33.45 |
| 101-191-900.000 | PRINTING & PUBLICATIONS | 2,000.00 | 3,313.08 | 2,500.00 | 744.48 | 808.11 | 1,691.89 | 32.32 |
| 101-191-930.000 | REPAIRS & MAINTENANCE | 900.00 | 0.00 | 900.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| 101-191-956.000 | MISCELLANEOUS | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| Total Dept 191 - ELECTIONS | | 22,200.00 | 20,402.20 | 68,222.00 | 4,847.07 | 21,270.38 | 46,951.62 | 31.18 |
| Dept 215 - CLERK | | | | | | | | |
| 101-215-701.000 | SALARIES | 12,500.00 | 12,500.02 | 12,500.00 | 1,923.10 | 5,769.26 | 6,730.74 | 46.15 |
| 101-215-703.000 | DEPUTY SALARIES | 42,730.00 | 42,867.58 | 44,439.00 | 5,127.48 | 18,800.76 | 25,638.24 | 42.31 |
| 101-215-715.000 | SOCIAL SECURITY | 4,224.99 | 4,222.54 | 4,356.00 | 502.60 | 1,842.83 | 2,513.17 | 42.31 |
| 101-215-716.000 | HOSPITALIZATION | 13,947.50 | 14,539.47 | 4,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 101-215-717.000 | LIFE/DISB. INSURANCE | 650.38 | 565.12 | 699.00 | 53.39 | 372.45 | 326.55 | 53.28 |
| 101-215-718.000 | PENSION | 4,273.20 | 4,269.62 | 4,444.00 | 512.76 | 1,880.12 | 2,563.88 | 42.31 |
| 101-215-723.000 | RECORD SEC | 12,855.00 | 9,615.00 | 12,855.00 | 0.00 | 2,210.00 | 10,645.00 | 17.19 |
| 101-215-807.000 | MEMBERSHIP DUES | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-215-860.000 | FUEL & MILEAGE | 300.00 | 291.61 | 300.00 | 0.00 | 83.76 | 216.24 | 27.92 |
| 101-215-956.000 | MISCELLANEOUS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-215-957.000 | TRAINING & DEVELOPMENT | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 215 - CLERK | | 92,581.07 | 88,870.96 | 84,693.00 | 8,119.33 | 30,959.18 | 53,733.82 | 36.55 |
| Dept 228 - INFORMATION TECHNOLOGY | | | | | | | | |
| 101-228-936.000 | SOFTWARE | 14,220.00 | 10,797.79 | 14,220.00 | 194.00 | 6,919.71 | 7,300.29 | 48.66 |
| 101-228-948.000 | COMPUTER SERVICES | 12,060.00 | 3,820.33 | 11,500.00 | 303.73 | 4,056.30 | 7,443.70 | 35.27 |
| Total Dept 228 - INFORMATION TECHNOLOGY | | 26,280.00 | 14,618.12 | 25,720.00 | 497.73 | 10,976.01 | 14,743.99 | 42.68 |
| Dept 247 - BOARD OF REVIEW | | | | | | | | |
| 101-247-706.000 | BOARD OF REVIEW FEE | 2,000.00 | 1,044.00 | 1,800.00 | 0.00 | 120.00 | 1,680.00 | 6.67 |
| 101-247-715.000 | SOCIAL SECURITY | 153.00 | 79.86 | 138.00 | 0.00 | 9.18 | 128.82 | 6.65 |
| 101-247-723.000 | RECORD SEC | 1,500.00 | 1,320.00 | 1,500.00 | 0.00 | 195.00 | 1,305.00 | 13.00 |
| 101-247-900.000 | PRINTING & PUBLICATIONS | 700.00 | 640.00 | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 101-247-956.000 | MISCELLANEOUS | 500.00 | 68.35 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-247-957.000 | TRAINING & DEVELOPMENT | 0.00 | 295.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-247-959.000 | TRIBUNALS AND DRAINS | 10,000.00 | 1,078.28 | 10,000.00 | 0.00 | 1,689.57 | 8,310.43 | 16.90 |
| Total Dept 247 - BOARD OF REVIEW | | 14,853.00 | 4,525.49 | 14,638.00 | 0.00 | 2,013.75 | 12,624.25 | 13.76 |
| Dept 253 - TREASURER | | | | | | | | |
| 101-253-701.000 | SALARIES | 12,500.00 | 12,500.02 | 12,500.00 | 1,923.10 | 5,769.26 | 6,730.74 | 46.15 |
| 101-253-703.000 | DEPUTY SALARIES | 40,480.00 | 36,930.70 | 41,101.00 | 4,742.40 | 17,408.56 | 23,692.44 | 42.36 |
| 101-253-704.000 | CLERICAL/DEP /SUPER/ELECTION | 23,400.00 | 11,871.75 | 24,336.00 | 2,788.50 | 10,159.50 | 14,176.50 | 41.75 |
| 101-253-715.000 | SOCIAL SECURITY | 5,843.33 | 5,300.42 | 5,962.00 | 686.47 | 2,513.52 | 3,448.48 | 42.16 |
| 101-253-716.000 | HOSPITALIZATION | 15,180.00 | 2,204.46 | 4,020.00 | 0.00 | (1,269.20) | 5,289.20 | (31.57) |
| 101-253-717.000 | LIFE/DISB. INSURANCE | 718.00 | 411.46 | 772.00 | 50.28 | 358.01 | 413.99 | 46.37 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| 101-253-718.000 | PENSION | 4,047.60 | 2,677.88 | 4,110.00 | 474.24 | 1,740.86 | 2,369.14 | 42.36 |
| 101-253-803.000 | LEGAL | 6,000.00 | 6,500.00 | 6,000.00 | 500.00 | 2,000.00 | 4,000.00 | 33.33 |
| 101-253-804.000 | TAX STATEMENT PREPARATION | 1,700.00 | 1,511.37 | 1,700.00 | 0.00 | 732.17 | 967.83 | 43.07 |
| 101-253-807.000 | MEMBERSHIP DUES | 100.00 | 50.00 | 100.00 | 75.00 | 85.00 | 15.00 | 85.00 |
| 101-253-818.000 | CONTRACTUAL SERVICES | 1,193.00 | 1,192.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-253-851.000 | POSTAGE | 3,800.00 | 3,771.19 | 3,800.00 | 0.00 | 1,669.77 | 2,130.23 | 43.94 |
| 101-253-860.000 | FUEL & MILEAGE | 600.00 | 803.90 | 600.00 | 35.73 | 256.55 | 343.45 | 42.76 |
| 101-253-927.000 | ALLOCATE TO DEPARTMENTS | (17,103.00) | 0.00 | (7,859.00) | (7,859.00) | (7,859.00) | 0.00 | 100.00 |
| 101-253-956.000 | MISCELLANEOUS | 500.00 | 514.25 | 1,000.00 | 0.00 | 114.50 | 885.50 | 11.45 |
| 101-253-957.000 | TRAINING & DEVELOPMENT | 250.00 | 380.50 | 500.00 | 0.00 | 30.00 | 470.00 | 6.00 |
| Total Dept 253 - TREASURER | | 99,209.03 | 86,720.40 | 98,642.00 | 3,416.72 | 33,709.50 | 64,932.50 | 34.17 |
| Dept 257 - ASSESSING | | | | | | | | |
| 101-257-727.000 | SUPPLIES | 1,575.00 | 1,573.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-807.000 | MEMBERSHIP DUES | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 101-257-818.000 | CONTRACTUAL SERVICES | 96,540.00 | 92,035.00 | 97,505.00 | 8,045.00 | 40,225.00 | 57,280.00 | 41.25 |
| 101-257-851.000 | POSTAGE | 2,500.00 | 2,096.68 | 2,500.00 | 0.00 | 29.15 | 2,470.85 | 1.17 |
| 101-257-860.000 | FUEL & MILEAGE | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-257-900.000 | PRINTING & PUBLICATIONS | 1,500.00 | 1,453.33 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-257-956.000 | MISCELLANEOUS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-257-957.000 | TRAINING & DEVELOPMENT | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| Total Dept 257 - ASSESSING | | 103,265.00 | 97,158.31 | 102,655.00 | 8,045.00 | 40,254.15 | 62,400.85 | 39.21 |
| Dept 265 - HALL AND GROUNDS | | | | | | | | |
| 101-265-710.000 | JANITORIAL SALARIES | 7,435.00 | 7,287.05 | 6,692.00 | 657.80 | 3,339.60 | 3,352.40 | 49.90 |
| 101-265-715.000 | SOCIAL SECURITY | 492.28 | 615.58 | 512.00 | 80.92 | 448.64 | 63.36 | 87.63 |
| 101-265-721.000 | UNEMPLOYMENT BENEFITS | 0.00 | 0.00 | 50.00 | 0.00 | 42.16 | 7.84 | 84.32 |
| 101-265-727.000 | SUPPLIES | 11,000.00 | 14,361.73 | 12,000.00 | 962.75 | 5,176.02 | 6,823.98 | 43.13 |
| 101-265-731.000 | WORKERS COMP INSURANCE | 3,178.00 | 4,862.59 | 3,178.00 | 2,590.99 | 2,590.99 | 587.01 | 81.53 |
| 101-265-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 17,600.00 | 23,250.00 | 17,600.00 | 0.00 | 3,505.00 | 14,095.00 | 19.91 |
| 101-265-821.000 | PSB MAINT & OPS ALLOCATION | 46,667.00 | 43,535.60 | 42,767.00 | 42,767.00 | 42,767.00 | 0.00 | 100.00 |
| 101-265-850.000 | COMMUNICATION | 2,580.00 | 2,374.93 | 2,580.00 | 215.47 | 1,032.35 | 1,547.65 | 40.01 |
| 101-265-851.000 | POSTAGE | 2,880.00 | 3,245.25 | 2,880.00 | 36.96 | 872.87 | 2,007.13 | 30.31 |
| 101-265-910.000 | INSURANCE & BONDS | 24,790.04 | 9,913.89 | 24,790.00 | 9,519.00 | 9,519.00 | 15,271.00 | 38.40 |
| 101-265-920.000 | UTILITIES | 205.00 | 191.11 | 205.00 | 0.00 | 33.65 | 171.35 | 16.41 |
| 101-265-927.000 | ALLOCATE TO DEPARTMENTS | (4,000.00) | (4,200.00) | (4,000.00) | (4,000.00) | (4,000.00) | 0.00 | 100.00 |
| 101-265-929.000 | GRANT EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 130.23 | (130.23) | 100.00 |
| 101-265-930.000 | REPAIRS & MAINTENANCE | 4,800.00 | 5,728.58 | 4,800.00 | 3,665.00 | 3,665.00 | 1,135.00 | 76.35 |
| 101-265-938.000 | CHARGEBACKS - PRIOR TAX YEARS | 1,250.00 | 377.43 | 1,250.00 | 0.00 | 145.99 | 1,104.01 | 11.68 |
| 101-265-940.000 | RENTAL EQUIPMENT | 5,500.00 | 5,556.02 | 5,320.00 | 270.25 | 1,849.07 | 3,470.93 | 34.76 |
| 101-265-956.000 | MISCELLANEOUS | 500.00 | 0.00 | 500.00 | 0.00 | 32.00 | 468.00 | 6.40 |
| Total Dept 265 - HALL AND GROUNDS | | 124,877.32 | 117,099.76 | 121,124.00 | 56,766.14 | 71,149.57 | 49,974.43 | 58.74 |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 101-270-800.000 | OTHER PROFESSIONAL FEES | 2,500.00 | 3,197.12 | 3,500.00 | 240.00 | 240.00 | 3,260.00 | 6.86 |
| 101-270-802.000 | AUDIT FEES | 6,300.00 | 6,300.00 | 6,300.00 | 0.00 | 6,300.00 | 0.00 | 100.00 |
| 101-270-803.000 | LEGAL | 96,000.00 | 87,920.20 | 96,000.00 | 7,988.42 | 35,613.42 | 60,386.58 | 37.10 |
| 101-270-806.000 | ENGINEER | 10,000.00 | 497.38 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 101-270-927.000 | ALLOCATE TO DEPARTMENTS | (45,600.00) | (45,600.00) | (45,600.00) | (3,800.00) | (19,000.00) | (26,600.00) | 41.67 |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 69,200.00 | 52,314.70 | 70,200.00 | 4,428.42 | 23,153.42 | 47,046.58 | 32.98 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Dept 336 - CONTRIBUTIONS | | | | | | | | |
| 101-336-933.000 | CONTRIBUTION - INDEPENDENCE DA | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| Total Dept 336 - CONTRIBUTIONS | | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| Dept 412 - PLANNING/ZONING DEPT | | | | | | | | |
| 101-412-701.000 | ZONING SALARIES | 17,601.00 | 15,700.45 | 18,301.00 | 2,112.00 | 7,744.00 | 10,557.00 | 42.31 |
| 101-412-707.000 | ZBA SALARIES | 6,000.00 | 4,644.14 | 6,000.00 | 400.00 | 900.00 | 5,100.00 | 15.00 |
| 101-412-715.000 | SOCIAL SECURITY | 3,396.28 | 4,003.03 | 4,445.00 | 388.70 | 1,365.52 | 3,079.48 | 30.72 |
| 101-412-716.000 | HOSPITALIZATION | 7,132.00 | 12,062.78 | 7,631.00 | 531.34 | 2,753.84 | 4,877.16 | 36.09 |
| 101-412-717.000 | LIFE/DISB. INSURANCE | 267.00 | 439.65 | 287.00 | 21.85 | 153.19 | 133.81 | 53.38 |
| 101-412-718.000 | ZONING PENSION | 1,759.60 | 1,758.37 | 1,830.00 | 211.20 | 774.40 | 1,055.60 | 42.32 |
| 101-412-723.000 | RECORD SEC | 9,620.00 | 7,915.00 | 7,020.00 | 0.00 | 1,485.00 | 5,535.00 | 21.15 |
| 101-412-726.000 | PLANN COMM | 16,800.00 | 13,100.00 | 16,800.00 | 1,700.00 | 4,900.00 | 11,900.00 | 29.17 |
| 101-412-741.000 | UNIFORMS/GEAR & ALLOWANCE | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-412-800.000 | OTHER PROFESSIONAL FEES | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-412-801.000 | PLANNER FEES | 89,750.00 | 86,116.75 | 47,250.00 | 290.00 | 12,057.00 | 35,193.00 | 25.52 |
| 101-412-809.000 | CODE ENFORCEMENT SALARIES | 20,800.00 | 20,787.50 | 33,800.00 | 3,081.00 | 12,350.00 | 21,450.00 | 36.54 |
| 101-412-823.000 | ZONING ADMINISTRATION | 27,500.00 | 30,145.00 | 12,000.00 | 0.00 | 6,272.50 | 5,727.50 | 52.27 |
| 101-412-851.000 | POSTAGE | 550.00 | 547.30 | 250.00 | 45.30 | 248.45 | 1.55 | 99.38 |
| 101-412-860.000 | FUEL & MILEAGE | 1,100.00 | 1,163.29 | 1,000.00 | 0.00 | 143.26 | 856.74 | 14.33 |
| 101-412-900.000 | PRINTING & PUBLICATIONS | 3,500.00 | 3,465.08 | 2,500.00 | 1,095.25 | 1,394.01 | 1,105.99 | 55.76 |
| 101-412-910.000 | INSURANCE & BONDS | 0.00 | 1,017.19 | 0.00 | 1,033.00 | 1,033.00 | (1,033.00) | 100.00 |
| 101-412-956.000 | MISCELLANEOUS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-412-957.000 | TRAINING & DEVELOPMENT | 1,800.00 | 1,590.00 | 1,800.00 | 0.00 | 875.00 | 925.00 | 48.61 |
| Total Dept 412 - PLANNING/ZONING DEPT | | 211,075.88 | 204,455.53 | 162,414.00 | 10,909.64 | 54,449.17 | 107,964.83 | 33.52 |
| Dept 448 - STREET LIGHTS | | | | | | | | |
| 101-448-920.000 | UTILITIES | 57,410.00 | 53,831.59 | 31,000.00 | 2,562.14 | 7,827.74 | 23,172.26 | 25.25 |
| Total Dept 448 - STREET LIGHTS | | 57,410.00 | 53,831.59 | 31,000.00 | 2,562.14 | 7,827.74 | 23,172.26 | 25.25 |
| Dept 449 - ROAD WORK | | | | | | | | |
| 101-449-805.000 | PATHWAYS AND SIDEWALKS | 7,670.00 | 6,670.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-449-813.000 | ROADWORK | 49,113.00 | 28,298.07 | 28,000.00 | 0.00 | 17,332.51 | 10,667.49 | 61.90 |
| 101-449-814.000 | ROAD IMPROVEMENTS | 136,000.00 | 137,687.84 | 153,000.00 | 0.00 | 51,165.29 | 101,834.71 | 33.44 |
| 101-449-929.000 | GRANT EXPENSE | 0.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| Total Dept 449 - ROAD WORK | | 192,783.00 | 172,655.91 | 183,000.00 | 0.00 | 68,497.80 | 114,502.20 | 37.43 |
| Dept 523 - SOLID WASTE MANAGEMENT | | | | | | | | |
| 101-523-880.000 | MAY/OCT CLEAN UP PROGRAM | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 523 - SOLID WASTE MANAGEMENT | | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 666 - COMMUNITY CENTER | | | | | | | | |
| 101-666-701.000 | SALARIES | 46,909.00 | 47,641.68 | 48,785.00 | 5,629.44 | 20,641.28 | 28,143.72 | 42.31 |
| 101-666-702.000 | SALARIES | 18,408.00 | 0.00 | 18,408.00 | 2,124.00 | 5,885.25 | 12,522.75 | 31.97 |
| 101-666-710.000 | JANITORIAL SALARIES | 4,420.00 | 4,080.00 | 4,597.00 | 400.00 | 1,760.00 | 2,837.00 | 38.29 |
| 101-666-715.000 | SOCIAL SECURITY | 5,335.50 | 3,733.71 | 5,492.00 | 580.51 | 1,983.01 | 3,508.99 | 36.11 |
| 101-666-716.000 | HOSPITALIZATION | 9,997.50 | 12,226.15 | 10,697.00 | 774.05 | 3,220.40 | 7,476.60 | 30.11 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| 101-666-717.000 | LIFE/DISB. INSURANCE | 690.15 | 615.36 | 742.00 | 57.45 | 402.31 | 339.69 | 54.22 |
| 101-666-718.000 | PENSION | 4,690.90 | 4,687.61 | 4,879.00 | 562.95 | 2,064.15 | 2,814.85 | 42.31 |
| 101-666-727.000 | SUPPLIES | 2,000.00 | 1,704.42 | 2,000.00 | 141.02 | 616.81 | 1,383.19 | 30.84 |
| 101-666-731.000 | WORKERS COMP INSURANCE | 823.50 | 562.39 | 824.00 | 496.00 | 496.00 | 328.00 | 60.19 |
| 101-666-807.000 | MEMBERSHIP DUES | 120.00 | 120.00 | 120.00 | 0.00 | 0.00 | 120.00 | 0.00 |
| 101-666-812.000 | CC TRIPS | 4,500.00 | 4,463.38 | 6,000.00 | 240.00 | 240.00 | 5,760.00 | 4.00 |
| 101-666-815.000 | CC PROGRAMS | 10,000.00 | 9,960.76 | 12,000.00 | 516.06 | 2,931.88 | 9,068.12 | 24.43 |
| 101-666-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 3,425.00 | 3,665.00 | 3,425.00 | 0.00 | 998.00 | 2,427.00 | 29.14 |
| 101-666-822.000 | SENIOR NUTRITION | 2,000.00 | 2,309.54 | 5,000.00 | 277.14 | 692.33 | 4,307.67 | 13.85 |
| 101-666-836.000 | COMMUNITY EXPENSE | 1,500.00 | 927.01 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-666-850.000 | COMMUNICATION | 2,760.00 | 2,983.31 | 2,760.00 | 255.53 | 1,271.32 | 1,488.68 | 46.06 |
| 101-666-851.000 | POSTAGE | 250.00 | 434.47 | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 101-666-860.000 | FUEL & MILEAGE | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-666-900.000 | PRINTING & PUBLICATIONS | 650.00 | 62.36 | 650.00 | 0.00 | 0.00 | 650.00 | 0.00 |
| 101-666-910.000 | INSURANCE & BONDS | 1,131.00 | 568.61 | 1,131.00 | 577.00 | 577.00 | 554.00 | 51.02 |
| 101-666-920.000 | UTILITIES | 2,800.00 | 3,344.90 | 2,800.00 | 239.93 | 1,004.64 | 1,795.36 | 35.88 |
| 101-666-922.000 | LATE FEES AND PENALTIES | 125.00 | 0.00 | 125.00 | 40.67 | 91.29 | 33.71 | 73.03 |
| 101-666-929.000 | GRANT EXPENSE | 100.00 | 0.00 | 126,000.00 | 671.50 | 671.50 | 125,328.50 | 0.53 |
| 101-666-930.000 | REPAIRS & MAINTENANCE | 3,500.00 | 8,007.38 | 3,500.00 | 0.00 | 1,917.74 | 1,582.26 | 54.79 |
| 101-666-936.000 | SOFTWARE | 194.40 | 232.74 | 194.00 | 33.14 | 132.57 | 61.43 | 68.34 |
| 101-666-940.000 | RENTAL EQUIPMENT | 2,160.00 | 2,184.32 | 2,160.00 | 179.58 | 907.69 | 1,252.31 | 42.02 |
| 101-666-956.000 | MISCELLANEOUS | 500.00 | 245.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-666-970.000 | EQUIPMENT | 0.00 | 38.88 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 666 - COMMUNITY CENTER | | 129,189.95 | 114,798.98 | 264,739.00 | 13,795.97 | 48,505.17 | 216,233.83 | 18.32 |
| Dept 753 - RECREATION BOARD | | | | | | | | |
| 101-753-727.000 | SUPPLIES | 0.00 | 1,225.85 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-753-931.000 | PARK MAINITENANCE | 5,000.00 | 1,489.35 | 5,000.00 | 234.11 | 1,234.60 | 3,765.40 | 24.69 |
| Total Dept 753 - RECREATION BOARD | | 5,000.00 | 2,715.20 | 5,000.00 | 234.11 | 1,234.60 | 3,765.40 | 24.69 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 101-900-970.000 | EQUIPMENT | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-900-972.000 | COMPUTER | 1,000.00 | 869.51 | 2,000.00 | 0.00 | 1,820.64 | 179.36 | 91.03 |
| 101-900-973.000 | SEWER IMPROVEMENTS | 1,700.00 | 1,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-900-975.000 | CONSTRUCTION | 14,000.00 | 13,582.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-900-978.000 | LAND ACQUISITION | 8,303.00 | 8,303.00 | 10,000.00 | 0.00 | 2,971.00 | 7,029.00 | 29.71 |
| Total Dept 900 - CAPITAL OUTLAY | | 29,003.00 | 24,354.51 | 12,000.00 | 0.00 | 4,791.64 | 7,208.36 | 39.93 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 101-905-985.000 | PSB SHARE OF BOND PMT | 87,084.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| Total Dept 905 - DEBT SERVICE | | 87,084.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| TOTAL EXPENDITURES | | 1,503,740.98 | 1,360,345.47 | 1,576,701.00 | 203,912.66 | 589,189.14 | 987,511.86 | 37.37 |
| Fund 101 - GENERAL FUND: | | | | | | | | |
| TOTAL REVENUES | | 1,338,128.50 | 1,443,815.88 | 1,622,068.00 | 25,044.95 | 453,365.84 | 1,168,702.16 | 27.95 |
| TOTAL EXPENDITURES | | 1,503,740.98 | 1,360,345.47 | 1,576,701.00 | 203,912.66 | 589,189.14 | 987,511.86 | 37.37 |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 101 - GENERAL FUND | | | | | | | | |
| NET OF REVENUES & EXPENDITURES | | (165,612.48) | 83,470.41 | 45,367.00 | (178,867.71) | (135,823.30) | 181,190.30 | 299.39 |
| BEG. FUND BALANCE | | 1,145,888.30 | 1,145,888.30 | 1,229,358.71 | | 1,229,358.71 | | |
| END FUND BALANCE | | 980,275.82 | 1,229,358.71 | 1,274,725.71 | | 1,093,535.41 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 207 - LAW ENFORCEMENT FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 207-000-402.000 | CURRENT PROPERTY TAX | 1,556,139.00 | 1,558,139.70 | 1,614,040.00 | 0.00 | 0.00 | 1,614,040.00 | 0.00 |
| 207-000-406.000 | COMMUNITY MENTAL HEALTH & PUBI | 0.00 | 156,161.93 | 150,000.00 | 0.00 | 3,919.16 | 146,080.84 | 2.61 |
| 207-000-441.000 | LCSA PPT Reimbursement | 25,228.00 | 22,014.20 | 22,014.00 | 0.00 | 0.00 | 22,014.00 | 0.00 |
| 207-000-445.000 | PENALTY & INTEREST ON TAXES | 0.00 | 326.98 | 0.00 | 0.00 | 360.68 | (360.68) | 100.00 |
| 207-000-570.000 | LIQUOR LICENSE & PERMITS | 3,500.00 | 3,509.55 | 3,500.00 | 0.00 | 3,933.60 | (433.60) | 112.39 |
| 207-000-615.000 | INSURANCE PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 3,201.84 | (3,201.84) | 100.00 |
| 207-000-626.000 | COPY & FOIA INCOME | 2,000.00 | 877.81 | 1,000.00 | 0.00 | 412.80 | 587.20 | 41.28 |
| 207-000-635.000 | EMERGENCY COST RECOVERY | 1,000.00 | 219.75 | 0.00 | 1,377.00 | 1,377.00 | (1,377.00) | 100.00 |
| 207-000-656.000 | FINES & COURT FEES | 20,000.00 | 3,095.57 | 10,000.00 | 0.00 | 10.00 | 9,990.00 | 0.10 |
| 207-000-658.000 | IMPOUND FEES | 3,200.00 | 1,896.50 | 2,000.00 | 0.00 | 760.00 | 1,240.00 | 38.00 |
| 207-000-664.000 | FEES PAID FOR OFFICER WAGES | 8,000.00 | 7,778.08 | 8,000.00 | 0.00 | 7,505.38 | 494.62 | 93.82 |
| 207-000-665.000 | INTEREST INCOME | 0.00 | 473.23 | 0.00 | 0.00 | 678.39 | (678.39) | 100.00 |
| 207-000-671.000 | REIMBURSEMENT/OTHER INCOME | 2,000.00 | 2,807.48 | 1,000.00 | 862.81 | 1,178.11 | (178.11) | 117.81 |
| 207-000-681.000 | OT REIMBURSEMENT | 17,000.00 | 1,903.44 | 17,000.00 | 0.00 | 11,540.02 | 5,459.98 | 67.88 |
| Total Dept 000 | | 1,638,067.00 | 1,759,204.22 | 1,828,554.00 | 2,239.81 | 34,876.98 | 1,793,677.02 | 1.91 |
| Dept 336 - CONTRIBUTIONS | | | | | | | | |
| 207-336-588.000 | CONTRIBUTION OTHER FUND(S) | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 0.00 | 100.00 |
| 207-336-683.000 | CONTRIBUTION - INDEPENDENCE DA | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| Total Dept 336 - CONTRIBUTIONS | | 36,500.00 | 35,000.00 | 36,500.00 | 35,000.00 | 35,000.00 | 1,500.00 | 95.89 |
| TOTAL REVENUES | | 1,674,567.00 | 1,794,204.22 | 1,865,054.00 | 37,239.81 | 69,876.98 | 1,795,177.02 | 3.75 |
| Expenditures | | | | | | | | |
| Dept 226 - PERSONNEL | | | | | | | | |
| 207-226-701.000 | SALARIES | 219,806.00 | 88,753.26 | 304,015.00 | 36,494.24 | 131,235.85 | 172,779.15 | 43.17 |
| 207-226-702.000 | SALARIES | 440,500.00 | 555,726.73 | 362,568.00 | 39,234.01 | 139,356.45 | 223,211.55 | 38.44 |
| 207-226-704.000 | CLERICAL/DEP /SUPER/ELECTION | 93,466.00 | 90,423.36 | 83,104.00 | 8,757.60 | 32,243.20 | 50,860.80 | 38.80 |
| 207-226-708.000 | SALARIES-PART TIME | 40,000.00 | 78,257.78 | 50,000.00 | 3,535.71 | 28,803.07 | 21,196.93 | 57.61 |
| 207-226-710.000 | JANITORIAL SALARIES | 9,500.00 | 7,990.00 | 9,500.00 | 765.00 | 3,740.00 | 5,760.00 | 39.37 |
| 207-226-711.000 | SALARIES-OVERTIME | 40,000.00 | 59,846.69 | 50,000.00 | 6,537.32 | 26,717.89 | 23,282.11 | 53.44 |
| 207-226-714.000 | HOLIDAY | 37,032.00 | 34,879.52 | 39,881.00 | 0.00 | 0.00 | 39,881.00 | 0.00 |
| 207-226-715.000 | SOCIAL SECURITY | 67,394.00 | 71,061.26 | 65,001.00 | 7,453.02 | 27,608.00 | 37,393.00 | 42.47 |
| 207-226-716.000 | HOSPITALIZATION | 137,000.00 | 155,735.66 | 129,533.00 | 6,757.11 | 33,144.78 | 96,388.22 | 25.59 |
| 207-226-717.000 | LIFE/DISB. INSURANCE | 10,000.00 | 8,227.32 | 10,750.00 | 788.90 | 5,191.90 | 5,558.10 | 48.30 |
| 207-226-718.000 | PENSION | 70,096.00 | 67,776.03 | 71,754.00 | 8,185.44 | 30,008.27 | 41,745.73 | 41.82 |
| 207-226-719.000 | EMPLOYEE FRINGE-LONGEVITY | 7,800.00 | 5,400.00 | 4,800.00 | 0.00 | 0.00 | 4,800.00 | 0.00 |
| 207-226-730.000 | MEDICAL TESTING | 500.00 | 1,167.50 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 207-226-731.000 | WORKERS COMP INSURANCE | 26,000.00 | 26,195.46 | 26,000.00 | 23,078.00 | 23,078.00 | 2,922.00 | 88.76 |
| 207-226-734.000 | SIGNING BONUS | 0.00 | 10,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 207-226-741.000 | UNIFORMS/GEAR & ALLOWANCE | 7,000.00 | 6,200.00 | 6,200.00 | 0.00 | 0.00 | 6,200.00 | 0.00 |
| 207-226-927.000 | ALLOCATE TO DEPARTMENTS | 65,368.00 | 64,085.00 | 67,670.00 | 67,670.00 | 67,670.00 | 0.00 | 100.00 |
| 207-226-957.000 | TRAINING & DEVELOPMENT | 2,000.00 | 535.00 | 2,000.00 | 0.00 | 745.00 | 1,255.00 | 37.25 |
| Total Dept 226 - PERSONNEL | | 1,273,462.00 | 1,332,760.57 | 1,283,776.00 | 209,256.35 | 549,542.41 | 734,233.59 | 42.81 |
| Dept 265 - HALL AND GROUNDS | | | | | | | | |
| 207-265-721.000 | UNEMPLOYMENT BENEFITS | 0.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 207-265-821.000 | PSB MAINT & OPS ALLOCATION | 46,667.00 | 43,535.60 | 42,767.00 | 42,767.00 | 42,767.00 | 0.00 | 100.00 |
| Total Dept 265 - HALL AND GROUNDS | | 46,667.00 | 43,535.60 | 52,767.00 | 42,767.00 | 42,767.00 | 10,000.00 | 81.05 |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 207 - LAW ENFORCEMENT FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 207-270-722.000 | CONTROLLER | 6,300.00 | 5,781.00 | 5,344.00 | 5,344.00 | 5,344.00 | 0.00 | 100.00 |
| 207-270-800.000 | OTHER PROFESSIONAL FEES | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | (400.00) | 100.00 |
| 207-270-802.000 | AUDIT FEES | 2,300.00 | 2,250.00 | 2,300.00 | 0.00 | 2,250.00 | 50.00 | 97.83 |
| 207-270-803.000 | LEGAL | 50,000.00 | 53,174.20 | 50,000.00 | 6,537.50 | 16,750.00 | 33,250.00 | 33.50 |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 58,600.00 | 61,205.20 | 57,644.00 | 11,881.50 | 24,744.00 | 32,900.00 | 42.93 |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 207-301-727.000 | SUPPLIES | 7,000.00 | 6,411.76 | 7,000.00 | 749.02 | 3,353.54 | 3,646.46 | 47.91 |
| 207-301-741.000 | UNIFORMS/GEAR & ALLOWANCE | 4,000.00 | 559.62 | 4,000.00 | 158.49 | 295.47 | 3,704.53 | 7.39 |
| 207-301-807.000 | MEMBERSHIP DUES | 1,000.00 | 218.99 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 207-301-818.000 | CONTRACTUAL SERVICES | 25,000.00 | 28,104.08 | 25,000.00 | 0.00 | 5,686.22 | 19,313.78 | 22.74 |
| 207-301-820.000 | DISPATCH SERVICES | 70,040.00 | 65,247.00 | 70,040.00 | 5,437.25 | 21,749.00 | 48,291.00 | 31.05 |
| 207-301-850.000 | COMMUNICATION | 15,000.00 | 11,547.36 | 15,000.00 | 832.07 | 4,531.08 | 10,468.92 | 30.21 |
| 207-301-851.000 | POSTAGE | 250.00 | 412.59 | 250.00 | 5.00 | 24.39 | 225.61 | 9.76 |
| 207-301-900.000 | PRINTING & PUBLICATIONS | 500.00 | 615.42 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 207-301-910.000 | INSURANCE & BONDS | 34,222.00 | 43,569.03 | 40,000.00 | 44,240.00 | 44,240.00 | (4,240.00) | 110.60 |
| 207-301-922.000 | LATE FEES AND PENALTIES | 0.00 | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 207-301-930.000 | REPAIRS & MAINTENANCE | 6,000.00 | 0.00 | 6,000.00 | 0.00 | 75.00 | 5,925.00 | 1.25 |
| 207-301-932.000 | RADIO REPAIR | 1,100.00 | 97.99 | 1,100.00 | 1,120.00 | 1,120.00 | (20.00) | 101.82 |
| 207-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | 0.00 | 0.00 | 0.00 | 0.00 | 238.89 | (238.89) | 100.00 |
| 207-301-940.000 | RENTAL EQUIPMENT | 1,000.00 | 2,818.29 | 1,000.00 | 217.38 | 1,096.73 | (96.73) | 109.67 |
| 207-301-972.000 | COMPUTER | 15,000.00 | 10,373.73 | 15,000.00 | 546.60 | 2,948.22 | 12,051.78 | 19.65 |
| Total Dept 301 - OPERATING COSTS | | 180,112.00 | 170,000.86 | 186,390.00 | 53,305.81 | 85,358.54 | 101,031.46 | 45.80 |
| Dept 333 - TRANSPORTATION | | | | | | | | |
| 207-333-860.000 | FUEL & MILEAGE | 21,600.00 | 21,304.36 | 18,000.00 | 1,916.32 | 8,018.42 | 9,981.58 | 44.55 |
| 207-333-930.000 | REPAIRS & MAINTENANCE | 18,000.00 | 17,868.26 | 18,000.00 | 1,527.11 | 11,492.60 | 6,507.40 | 63.85 |
| Total Dept 333 - TRANSPORTATION | | 39,600.00 | 39,172.62 | 36,000.00 | 3,443.43 | 19,511.02 | 16,488.98 | 54.20 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 207-905-985.000 | PSB SHARE OF BOND PMT | 89,617.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| Total Dept 905 - DEBT SERVICE | | 89,617.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| TOTAL EXPENDITURES | | 1,688,058.00 | 1,734,867.68 | 1,706,351.00 | 410,428.09 | 811,696.97 | 894,654.03 | 47.57 |
| Fund 207 - LAW ENFORCEMENT FUND: | | | | | | | | |
| TOTAL REVENUES | | 1,674,567.00 | 1,794,204.22 | 1,865,054.00 | 37,239.81 | 69,876.98 | 1,795,177.02 | 3.75 |
| TOTAL EXPENDITURES | | 1,688,058.00 | 1,734,867.68 | 1,706,351.00 | 410,428.09 | 811,696.97 | 894,654.03 | 47.57 |
| NET OF REVENUES & EXPENDITURES | | (13,491.00) | 59,336.54 | 158,703.00 | (373,188.28) | (741,819.99) | 900,522.99 | 467.43 |
| BEG. FUND BALANCE | | 454,479.42 | 454,479.42 | 513,815.96 | | 513,815.96 | | |
| END FUND BALANCE | | 440,988.42 | 513,815.96 | 672,518.96 | | (228,004.03) | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 211 - Fire Station # 2 Fund | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 211-000-665.000 | INTEREST INCOME | 0.00 | 15.63 | 0.00 | 0.00 | 22.41 | (22.41) | 100.00 |
| 211-000-671.000 | REIMBURSEMENT/OTHER INCOME | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 211-000-684.000 | CELL TOWER INCOME | 17,136.00 | 17,364.48 | 17,136.00 | 1,485.69 | 7,311.93 | 9,824.07 | 42.67 |
| Total Dept 000 | | 17,286.00 | 17,380.11 | 17,286.00 | 1,485.69 | 7,334.34 | 9,951.66 | 42.43 |
| TOTAL REVENUES | | 17,286.00 | 17,380.11 | 17,286.00 | 1,485.69 | 7,334.34 | 9,951.66 | 42.43 |
| Expenditures | | | | | | | | |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 211-900-975.000 | CONSTRUCTION | 0.00 | 0.00 | 29,000.00 | 0.00 | 24,875.68 | 4,124.32 | 85.78 |
| Total Dept 900 - CAPITAL OUTLAY | | 0.00 | 0.00 | 29,000.00 | 0.00 | 24,875.68 | 4,124.32 | 85.78 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 29,000.00 | 0.00 | 24,875.68 | 4,124.32 | 85.78 |
| Fund 211 - Fire Station # 2 Fund: | | | | | | | | |
| TOTAL REVENUES | | 17,286.00 | 17,380.11 | 17,286.00 | 1,485.69 | 7,334.34 | 9,951.66 | 42.43 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 29,000.00 | 0.00 | 24,875.68 | 4,124.32 | 85.78 |
| NET OF REVENUES & EXPENDITURES | | 17,286.00 | 17,380.11 | (11,714.00) | 1,485.69 | (17,541.34) | 5,827.34 | 149.75 |
| BEG. FUND BALANCE | | 17,024.00 | 17,024.00 | 34,404.11 | | 34,404.11 | | |
| END FUND BALANCE | | 34,310.00 | 34,404.11 | 22,690.11 | | 16,862.77 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 214 - BARKER RD - RENTAL PROPERTY FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 214-000-665.000 | INTEREST INCOME | 0.00 | 5.44 | 0.00 | 0.00 | 7.79 | (7.79) | 100.00 |
| 214-000-688.000 | RENTAL INCOME | 9,960.00 | 9,960.00 | 9,960.00 | 0.00 | 1,660.00 | 8,300.00 | 16.67 |
| Total Dept 000 | | 9,960.00 | 9,965.44 | 9,960.00 | 0.00 | 1,667.79 | 8,292.21 | 16.74 |
| TOTAL REVENUES | | 9,960.00 | 9,965.44 | 9,960.00 | 0.00 | 1,667.79 | 8,292.21 | 16.74 |
| Expenditures | | | | | | | | |
| Dept 000 | | | | | | | | |
| 214-000-930.000 | REPAIRS & MAINTENANCE | 455.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 455.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 214-270-800.000 | OTHER PROFESSIONAL FEES | 8,670.00 | 8,655.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 8,670.00 | 8,655.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 9,125.00 | 8,655.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 214 - BARKER RD - RENTAL PROPERTY FUND: | | | | | | | | |
| TOTAL REVENUES | | 9,960.00 | 9,965.44 | 9,960.00 | 0.00 | 1,667.79 | 8,292.21 | 16.74 |
| TOTAL EXPENDITURES | | 9,125.00 | 8,655.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 835.00 | 1,310.44 | 9,960.00 | 0.00 | 1,667.79 | 8,292.21 | 16.74 |
| BEG. FUND BALANCE | | 9,960.00 | 9,960.00 | 11,270.44 | | 11,270.44 | | |
| END FUND BALANCE | | 10,795.00 | 11,270.44 | 21,230.44 | | 12,938.23 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 216 - MEDICAL RESCUE FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 216-000-402.000 | CURRENT PROPERTY TAX | 701,201.00 | 702,090.17 | 727,286.00 | 0.00 | 0.00 | 727,286.00 | 0.00 |
| 216-000-441.000 | LCSA PPT Reimbursement | 11,282.00 | 9,919.68 | 9,920.00 | 0.00 | 0.00 | 9,920.00 | 0.00 |
| 216-000-445.000 | PENALTY & INTEREST ON TAXES | 0.00 | 147.33 | 0.00 | 0.00 | 161.17 | (161.17) | 100.00 |
| 216-000-482.000 | HOUSE NUMBERS | 500.00 | 280.00 | 500.00 | 40.00 | 160.00 | 340.00 | 32.00 |
| 216-000-615.000 | INSURANCE PROCEEDS | 0.00 | 0.00 | 0.00 | 1,552.85 | 1,552.85 | (1,552.85) | 100.00 |
| 216-000-626.000 | COPY & FOIA INCOME | 50.00 | 19.00 | 50.00 | 0.00 | 8.00 | 42.00 | 16.00 |
| 216-000-635.000 | EMERGENCY COST RECOVERY | 20,000.00 | 20,281.49 | 20,000.00 | 931.26 | 5,166.58 | 14,833.42 | 25.83 |
| 216-000-639.000 | DRIVEWAY INSPECTIONS | 500.00 | 630.00 | 500.00 | 0.00 | 100.00 | 400.00 | 20.00 |
| 216-000-665.000 | INTEREST INCOME | 0.00 | 3,425.20 | 0.00 | 0.00 | 559.53 | (559.53) | 100.00 |
| 216-000-671.000 | REIMBURSEMENT/OTHER INCOME | 2,000.00 | 240.00 | 1,000.00 | 0.00 | 1,325.11 | (325.11) | 132.51 |
| 216-000-673.000 | SALE OF FIXED ASSET | 60,000.00 | 0.00 | 60,000.00 | 0.00 | 90,000.00 | (30,000.00) | 150.00 |
| 216-000-675.000 | CONTRIBUTION-PRIVATE SOURCES | 150.00 | 505.00 | 150.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| Total Dept 000 | | 795,683.00 | 737,537.87 | 819,406.00 | 2,524.11 | 99,033.24 | 720,372.76 | 12.09 |
| Dept 336 - CONTRIBUTIONS | | | | | | | | |
| 216-336-683.000 | CONTRIBUTION - INDEPENDENCE DA | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 336 - CONTRIBUTIONS | | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| TOTAL REVENUES | | 796,683.00 | 737,537.87 | 820,406.00 | 2,524.11 | 99,033.24 | 721,372.76 | 12.07 |
| Expenditures | | | | | | | | |
| Dept 226 - PERSONNEL | | | | | | | | |
| 216-226-701.000 | SALARIES | 90,496.00 | 92,161.28 | 92,500.00 | 10,650.72 | 39,052.64 | 53,447.36 | 42.22 |
| 216-226-702.000 | SALARIES | 165,000.00 | 141,052.53 | 170,000.00 | 18,116.00 | 62,891.25 | 107,108.75 | 36.99 |
| 216-226-705.000 | ADMINISTRATIVE ASSISTANT | 5,000.00 | 4,026.71 | 5,000.00 | 337.44 | 1,355.68 | 3,644.32 | 27.11 |
| 216-226-708.000 | SALARIES-PART TIME | 56,088.00 | 51,784.37 | 60,000.00 | 5,642.59 | 23,510.60 | 36,489.40 | 39.18 |
| 216-226-712.000 | SALARIES - OFFICERS | 11,000.00 | 10,150.00 | 12,000.00 | 0.00 | 4,100.00 | 7,900.00 | 34.17 |
| 216-226-715.000 | SOCIAL SECURITY | 24,983.00 | 23,147.11 | 25,933.00 | 2,682.79 | 10,148.20 | 15,784.80 | 39.13 |
| 216-226-716.000 | HOSPITALIZATION | 26,116.00 | 25,575.13 | 27,944.00 | 1,700.35 | 6,837.85 | 21,106.15 | 24.47 |
| 216-226-717.000 | LIFE/DISB. INSURANCE | 1,100.00 | 997.56 | 1,183.00 | 91.70 | 646.68 | 536.32 | 54.66 |
| 216-226-718.000 | PENSION | 9,049.00 | 8,922.98 | 9,250.00 | 1,065.06 | 3,905.22 | 5,344.78 | 42.22 |
| 216-226-730.000 | MEDICAL TESTING | 8,000.00 | 383.50 | 5,000.00 | 0.00 | 387.00 | 4,613.00 | 7.74 |
| 216-226-731.000 | WORKERS COMP INSURANCE | 17,000.00 | 17,333.77 | 17,000.00 | 15,560.00 | 15,560.00 | 1,440.00 | 91.53 |
| 216-226-927.000 | ALLOCATE TO DEPARTMENTS | (65,368.00) | (64,085.00) | (67,670.00) | (67,670.00) | (67,670.00) | 0.00 | 100.00 |
| 216-226-957.000 | TRAINING & DEVELOPMENT | 12,000.00 | 6,461.69 | 12,000.00 | 0.00 | 1,195.48 | 10,804.52 | 9.96 |
| 216-226-958.000 | TRAINING WAGES | 12,000.00 | 10,185.50 | 12,000.00 | 789.80 | 3,459.09 | 8,540.91 | 28.83 |
| Total Dept 226 - PERSONNEL | | 372,464.00 | 328,097.13 | 382,140.00 | (11,033.55) | 105,379.69 | 276,760.31 | 27.58 |
| Dept 265 - HALL AND GROUNDS | | | | | | | | |
| 216-265-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 2,500.00 | 1,270.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 216-265-821.000 | PSB MAINT & OPS ALLOCATION | 46,667.00 | 43,535.60 | 42,767.00 | 42,767.00 | 42,767.00 | 0.00 | 100.00 |
| Total Dept 265 - HALL AND GROUNDS | | 49,167.00 | 44,805.60 | 45,267.00 | 42,767.00 | 42,767.00 | 2,500.00 | 94.48 |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 216-270-722.000 | CONTROLLER | 6,500.00 | 5,781.00 | 5,344.00 | 5,344.00 | 5,344.00 | 0.00 | 100.00 |
| 216-270-802.000 | AUDIT FEES | 2,250.00 | 2,250.00 | 2,250.00 | 0.00 | 2,250.00 | 0.00 | 100.00 |
| 216-270-803.000 | LEGAL | 3,000.00 | 981.25 | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 216-270-827.000 | COMMISSION ON SALE OF ASSETS | 0.00 | 0.00 | 9,000.00 | 0.00 | 9,000.00 | 0.00 | 100.00 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 216 - MEDICAL RESCUE FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 11,750.00 | 9,012.25 | 19,594.00 | 5,344.00 | 16,594.00 | 3,000.00 | 84.69 |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 216-301-727.000 | SUPPLIES | 10,000.00 | 9,030.62 | 12,000.00 | 367.78 | 2,918.33 | 9,081.67 | 24.32 |
| 216-301-741.000 | UNIFORMS/GEAR & ALLOWANCE | 10,000.00 | 7,159.93 | 14,000.00 | 0.00 | 146.19 | 13,853.81 | 1.04 |
| 216-301-807.000 | MEMBERSHIP DUES | 3,000.00 | 1,175.00 | 3,500.00 | 0.00 | 500.00 | 3,000.00 | 14.29 |
| 216-301-818.000 | CONTRACTUAL SERVICES | 2,000.00 | 1,994.47 | 7,000.00 | 0.00 | 8,173.37 | (1,173.37) | 116.76 |
| 216-301-820.000 | DISPATCH SERVICES | 11,000.00 | 11,607.10 | 12,000.00 | 918.82 | 4,594.10 | 7,405.90 | 38.28 |
| 216-301-850.000 | COMMUNICATION | 8,500.00 | 7,802.69 | 10,000.00 | 384.23 | 2,556.01 | 7,443.99 | 25.56 |
| 216-301-851.000 | POSTAGE | 50.00 | 30.50 | 50.00 | 0.00 | 0.00 | 50.00 | 0.00 |
| 216-301-900.000 | PRINTING & PUBLICATIONS | 500.00 | 105.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 216-301-910.000 | INSURANCE & BONDS | 37,000.00 | 42,946.56 | 37,000.00 | 29,698.00 | 26,672.00 | 10,328.00 | 72.09 |
| 216-301-920.000 | UTILITIES | 7,000.00 | 7,603.75 | 8,000.00 | 628.36 | 1,112.98 | 6,887.02 | 13.91 |
| 216-301-930.000 | REPAIRS & MAINTENANCE | 8,000.00 | 925.03 | 8,000.00 | 0.00 | 2,772.66 | 5,227.34 | 34.66 |
| 216-301-932.000 | RADIO REPAIR | 2,500.00 | 295.00 | 2,500.00 | 1,910.00 | 2,151.35 | 348.65 | 86.05 |
| 216-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | 0.00 | 0.00 | 0.00 | 0.00 | 107.65 | (107.65) | 100.00 |
| 216-301-972.000 | COMPUTER | 7,000.00 | 1,843.13 | 7,000.00 | 140.24 | 549.44 | 6,450.56 | 7.85 |
| Total Dept 301 - OPERATING COSTS | | 106,550.00 | 92,518.78 | 121,550.00 | 34,047.43 | 52,254.08 | 69,295.92 | 42.99 |
| Dept 333 - TRANSPORTATION | | | | | | | | |
| 216-333-860.000 | FUEL & MILEAGE | 12,500.00 | 11,757.87 | 14,000.00 | 2,765.70 | 4,551.18 | 9,448.82 | 32.51 |
| 216-333-930.000 | REPAIRS & MAINTENANCE | 30,000.00 | 34,074.51 | 30,000.00 | 3,014.84 | 5,843.52 | 24,156.48 | 19.48 |
| Total Dept 333 - TRANSPORTATION | | 42,500.00 | 45,832.38 | 44,000.00 | 5,780.54 | 10,394.70 | 33,605.30 | 23.62 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 216-900-970.000 | EQUIPMENT | 30,000.00 | 30,241.55 | 30,000.00 | 0.00 | 5,513.61 | 24,486.39 | 18.38 |
| 216-900-974.000 | VEHICLE | 484,295.00 | 484,294.72 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 514,295.00 | 514,536.27 | 30,000.00 | 0.00 | 5,513.61 | 24,486.39 | 18.38 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 216-905-985.000 | PSB SHARE OF BOND PMT | 89,617.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| Total Dept 905 - DEBT SERVICE | | 89,617.00 | 88,192.83 | 89,774.00 | 89,774.00 | 89,774.00 | 0.00 | 100.00 |
| TOTAL EXPENDITURES | | 1,186,343.00 | 1,122,995.24 | 732,325.00 | 166,679.42 | 322,677.08 | 409,647.92 | 44.06 |
| Fund 216 - MEDICAL RESCUE FUND: | | | | | | | | |
| TOTAL REVENUES | | 796,683.00 | 737,537.87 | 820,406.00 | 2,524.11 | 99,033.24 | 721,372.76 | 12.07 |
| TOTAL EXPENDITURES | | 1,186,343.00 | 1,122,995.24 | 732,325.00 | 166,679.42 | 322,677.08 | 409,647.92 | 44.06 |
| NET OF REVENUES & EXPENDITURES | | (389,660.00) | (385,457.37) | 88,081.00 | (164,155.31) | (223,643.84) | 311,724.84 | 253.91 |
| BEG. FUND BALANCE | | 1,016,369.29 | 1,016,369.29 | 630,911.92 | | 630,911.92 | | |
| END FUND BALANCE | | 626,709.29 | 630,911.92 | 718,992.92 | | 407,268.08 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 217 - PSB - RENTAL PROPERTY FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 217-000-665.000 | INTEREST INCOME | 0.00 | 16.95 | 0.00 | 0.00 | 24.31 | (24.31) | 100.00 |
| 217-000-688.000 | RENTAL INCOME | 36,000.00 | 36,000.00 | 36,000.00 | 0.00 | 18,000.00 | 18,000.00 | 50.00 |
| 217-000-695.000 | RENTAL UTILITY REVENUE | 2,631.00 | 3,725.39 | 2,631.00 | 262.91 | 2,546.41 | 84.59 | 96.78 |
| Total Dept 000 | | 38,631.00 | 39,742.34 | 38,631.00 | 262.91 | 20,570.72 | 18,060.28 | 53.25 |
| TOTAL REVENUES | | 38,631.00 | 39,742.34 | 38,631.00 | 262.91 | 20,570.72 | 18,060.28 | 53.25 |
| Expenditures | | | | | | | | |
| Dept 000 | | | | | | | | |
| 217-000-908.000 | RENTAL REIMBURSEMENT | 9,730.08 | 9,730.08 | 9,730.00 | 810.84 | 4,054.20 | 5,675.80 | 41.67 |
| 217-000-920.000 | UTILITIES | 2,631.00 | 2,293.57 | 2,631.00 | 332.32 | 1,842.03 | 788.97 | 70.01 |
| Total Dept 000 | | 12,361.08 | 12,023.65 | 12,361.00 | 1,143.16 | 5,896.23 | 6,464.77 | 47.70 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 217-900-800.000 | OTHER PROFESSIONAL FEES | 0.00 | 0.00 | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 217-900-971.000 | RENOVATIONS | 0.00 | 0.00 | 32,500.00 | 0.00 | 0.00 | 32,500.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 0.00 | 0.00 | 52,500.00 | 0.00 | 0.00 | 52,500.00 | 0.00 |
| TOTAL EXPENDITURES | | 12,361.08 | 12,023.65 | 64,861.00 | 1,143.16 | 5,896.23 | 58,964.77 | 9.09 |
| Fund 217 - PSB - RENTAL PROPERTY FUND: | | | | | | | | |
| TOTAL REVENUES | | 38,631.00 | 39,742.34 | 38,631.00 | 262.91 | 20,570.72 | 18,060.28 | 53.25 |
| TOTAL EXPENDITURES | | 12,361.08 | 12,023.65 | 64,861.00 | 1,143.16 | 5,896.23 | 58,964.77 | 9.09 |
| NET OF REVENUES & EXPENDITURES | | 26,269.92 | 27,718.69 | (26,230.00) | (880.25) | 14,674.49 | (40,904.49) | 55.95 |
| BEG. FUND BALANCE | | | | 27,718.69 | | 27,718.69 | | |
| END FUND BALANCE | | 26,269.92 | 27,718.69 | 1,488.69 | | 42,393.18 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 230 - DONATION FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 230-000-665.000 | INTEREST INCOME | 0.00 | 0.29 | 0.00 | 0.00 | 0.43 | (0.43) | 100.00 |
| 230-000-698.000 | DONATIONS - OTHER | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 100.00 | 0.29 | 0.00 | 0.00 | 0.43 | (0.43) | 100.00 |
| TOTAL REVENUES | | 100.00 | 0.29 | 0.00 | 0.00 | 0.43 | (0.43) | 100.00 |
| Fund 230 - DONATION FUND: | | | | | | | | |
| TOTAL REVENUES | | 100.00 | 0.29 | 0.00 | 0.00 | 0.43 | (0.43) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 100.00 | 0.29 | 0.00 | 0.00 | 0.43 | (0.43) | 100.00 |
| BEG. FUND BALANCE | | 518.61 | 518.61 | 518.90 | | 518.90 | | |
| END FUND BALANCE | | 618.61 | 518.90 | 518.90 | | 519.33 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 248 - DOWNTOWN DEVELOPMENT AUTH | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 248-000-607.000 | VENDOR FEES | 0.00 | 495.00 | 500.00 | 0.00 | 5.00 | 495.00 | 1.00 |
| 248-000-665.000 | INTEREST INCOME | 0.00 | 19.78 | 0.00 | 0.00 | 28.35 | (28.35) | 100.00 |
| 248-000-671.000 | REIMBURSEMENT/OTHER INCOME | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 248-000-675.000 | CONTRIBUTION-PRIVATE SOURCES | 0.00 | 11.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 0.00 | 525.78 | 1,000.00 | 0.00 | 33.35 | 966.65 | 3.34 |
| TOTAL REVENUES | | 0.00 | 525.78 | 1,000.00 | 0.00 | 33.35 | 966.65 | 3.34 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 248-301-727.000 | SUPPLIES | 0.00 | 220.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-301-800.000 | OTHER PROFESSIONAL FEES | 0.00 | 200.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 248-301-807.000 | MEMBERSHIP DUES | 0.00 | 85.00 | 85.00 | 0.00 | 0.00 | 85.00 | 0.00 |
| 248-301-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-301-957.000 | TRAINING & DEVELOPMENT | 0.00 | 0.00 | 2,000.00 | 0.00 | 265.00 | 1,735.00 | 13.25 |
| Total Dept 301 - OPERATING COSTS | | 500.00 | 505.00 | 3,585.00 | 0.00 | 265.00 | 3,320.00 | 7.39 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 248-900-925.000 | STREETSCAPING | 600.00 | 262.68 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 600.00 | 262.68 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,100.00 | 767.68 | 4,585.00 | 0.00 | 265.00 | 4,320.00 | 5.78 |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTH: | | | | | | | | |
| TOTAL REVENUES | | 0.00 | 525.78 | 1,000.00 | 0.00 | 33.35 | 966.65 | 3.34 |
| TOTAL EXPENDITURES | | 1,100.00 | 767.68 | 4,585.00 | 0.00 | 265.00 | 4,320.00 | 5.78 |
| NET OF REVENUES & EXPENDITURES | | (1,100.00) | (241.90) | (3,585.00) | 0.00 | (231.65) | (3,353.35) | 6.46 |
| BEG. FUND BALANCE | | 34,970.47 | 34,970.47 | 34,728.57 | | 34,728.57 | | |
| END FUND BALANCE | | 33,870.47 | 34,728.57 | 31,143.57 | | 34,496.92 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 265 - NARCOTICS FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 265-000-661.000 | FORFEITURES | 30,000.00 | 33,989.26 | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 |
| 265-000-665.000 | INTEREST INCOME | 0.00 | 66.51 | 0.00 | 0.00 | 112.52 | (112.52) | 100.00 |
| Total Dept 000 | | 30,000.00 | 34,055.77 | 30,000.00 | 0.00 | 112.52 | 29,887.48 | 0.38 |
| TOTAL REVENUES | | 30,000.00 | 34,055.77 | 30,000.00 | 0.00 | 112.52 | 29,887.48 | 0.38 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 265-301-727.000 | SUPPLIES | 5,000.00 | 3,020.17 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 265-301-956.000 | MISCELLANEOUS | 5,000.00 | 3,987.54 | 5,000.00 | (429.90) | 1,892.16 | 3,107.84 | 37.84 |
| 265-301-972.000 | COMPUTER | 5,000.00 | 3,044.10 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 15,000.00 | 10,051.81 | 15,000.00 | (429.90) | 1,892.16 | 13,107.84 | 12.61 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 265-900-970.000 | EQUIPMENT | 10,000.00 | 2,284.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 10,000.00 | 2,284.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| TOTAL EXPENDITURES | | 25,000.00 | 12,335.81 | 25,000.00 | (429.90) | 1,892.16 | 23,107.84 | 7.57 |
| Fund 265 - NARCOTICS FUND: | | | | | | | | |
| TOTAL REVENUES | | 30,000.00 | 34,055.77 | 30,000.00 | 0.00 | 112.52 | 29,887.48 | 0.38 |
| TOTAL EXPENDITURES | | 25,000.00 | 12,335.81 | 25,000.00 | (429.90) | 1,892.16 | 23,107.84 | 7.57 |
| NET OF REVENUES & EXPENDITURES | | 5,000.00 | 21,719.96 | 5,000.00 | 429.90 | (1,779.64) | 6,779.64 | 35.59 |
| BEG. FUND BALANCE | | 122,165.13 | 122,165.13 | 143,885.09 | | 143,885.09 | | |
| END FUND BALANCE | | 127,165.13 | 143,885.09 | 148,885.09 | | 142,105.45 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 266 - FEDERAL NARCOTICS FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 266-000-661.000 | FORFEITURES | 100,000.00 | 93,380.81 | 100,000.00 | 0.00 | 17,196.32 | 82,803.68 | 17.20 |
| 266-000-665.000 | INTEREST INCOME | 0.00 | 159.79 | 0.00 | 0.00 | 261.23 | (261.23) | 100.00 |
| 266-000-673.000 | SALE OF FIXED ASSET | 0.00 | 0.00 | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| Total Dept 000 | | 100,000.00 | 93,540.60 | 120,000.00 | 0.00 | 17,457.55 | 102,542.45 | 14.55 |
| TOTAL REVENUES | | 100,000.00 | 93,540.60 | 120,000.00 | 0.00 | 17,457.55 | 102,542.45 | 14.55 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 266-301-727.000 | SUPPLIES | 12,000.00 | 10,494.77 | 12,000.00 | 8,947.00 | 8,947.00 | 3,053.00 | 74.56 |
| 266-301-956.000 | MISCELLANEOUS | 12,000.00 | 10,343.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 24,000.00 | 20,838.52 | 12,000.00 | 8,947.00 | 8,947.00 | 3,053.00 | 74.56 |
| Dept 336 - CONTRIBUTIONS | | | | | | | | |
| 266-336-967.000 | CONTRIBUTION-LAW ENFORCEMENT | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 0.00 | 100.00 |
| Total Dept 336 - CONTRIBUTIONS | | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 0.00 | 100.00 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 266-900-970.000 | EQUIPMENT | 20,000.00 | 4,721.00 | 138,000.00 | 21,084.00 | 30,809.00 | 107,191.00 | 22.33 |
| 266-900-974.000 | VEHICLE | 0.00 | 0.00 | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 20,000.00 | 4,721.00 | 208,000.00 | 21,084.00 | 30,809.00 | 177,191.00 | 14.81 |
| TOTAL EXPENDITURES | | 79,000.00 | 60,559.52 | 255,000.00 | 65,031.00 | 74,756.00 | 180,244.00 | 29.32 |
| Fund 266 - FEDERAL NARCOTICS FUND: | | | | | | | | |
| TOTAL REVENUES | | 100,000.00 | 93,540.60 | 120,000.00 | 0.00 | 17,457.55 | 102,542.45 | 14.55 |
| TOTAL EXPENDITURES | | 79,000.00 | 60,559.52 | 255,000.00 | 65,031.00 | 74,756.00 | 180,244.00 | 29.32 |
| NET OF REVENUES & EXPENDITURES | | 21,000.00 | 32,981.08 | (135,000.00) | (65,031.00) | (57,298.45) | (77,701.55) | 42.44 |
| BEG. FUND BALANCE | | 240,251.79 | 240,251.79 | 273,232.87 | | 273,232.87 | | |
| END FUND BALANCE | | 261,251.79 | 273,232.87 | 138,232.87 | | 215,934.42 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 287 - BUILDING DEPARTMENT FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 287-000-478.000 | SOIL FILL PERMITS | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 287-000-484.000 | BUILDING PLAN REVIEW FEES | 5,500.00 | 5,856.70 | 5,500.00 | 180.00 | 2,985.20 | 2,514.80 | 54.28 |
| 287-000-485.000 | BUILDING PERMIT FEES | 35,000.00 | 53,600.50 | 35,000.00 | 2,224.00 | 30,530.00 | 4,470.00 | 87.23 |
| 287-000-486.000 | CONTRACTOR'S REGISTRATION | 2,500.00 | 2,775.00 | 2,500.00 | 270.00 | 1,320.00 | 1,180.00 | 52.80 |
| 287-000-488.000 | TRADE PERMIT FEES | 40,000.00 | 46,677.00 | 40,000.00 | 4,015.00 | 28,180.00 | 11,820.00 | 70.45 |
| 287-000-626.000 | COPY & FOIA INCOME | 0.00 | 105.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 287-000-665.000 | INTEREST INCOME | 0.00 | 96.58 | 0.00 | 0.00 | 138.45 | (138.45) | 100.00 |
| Total Dept 000 | | 83,000.00 | 110,110.93 | 83,000.00 | 6,689.00 | 63,153.65 | 19,846.35 | 76.09 |
| TOTAL REVENUES | | 83,000.00 | 110,110.93 | 83,000.00 | 6,689.00 | 63,153.65 | 19,846.35 | 76.09 |
| Expenditures | | | | | | | | |
| Dept 226 - PERSONNEL | | | | | | | | |
| 287-226-703.000 | BUILDING SALARIES | 26,401.25 | 26,514.61 | 27,457.00 | 3,168.00 | 11,616.00 | 15,841.00 | 42.31 |
| 287-226-715.000 | SOCIAL SECURITY | 2,020.07 | 2,066.99 | 2,100.00 | 380.97 | 1,396.89 | 703.11 | 66.52 |
| 287-226-716.000 | HOSPITALIZATION | 16,403.60 | 7,410.05 | 17,552.00 | 797.01 | 4,030.71 | 13,521.29 | 22.96 |
| 287-226-717.000 | LIFE/DISB. INSURANCE | 574.05 | 146.55 | 617.00 | 32.78 | 229.80 | 387.20 | 37.24 |
| 287-226-718.000 | BUILDING PENSION | 3,572.12 | 2,637.55 | 2,746.00 | 316.80 | 1,161.60 | 1,584.40 | 42.30 |
| 287-226-731.000 | WORKERS COMP INSURANCE | 480.00 | 704.01 | 480.00 | 659.00 | 659.00 | (179.00) | 137.29 |
| 287-226-927.000 | ALLOCATE TO DEPARTMENTS | 17,819.00 | 18,555.00 | 18,991.00 | 18,991.00 | 18,991.00 | 0.00 | 100.00 |
| Total Dept 226 - PERSONNEL | | 67,270.09 | 58,034.76 | 69,943.00 | 24,345.56 | 38,085.00 | 31,858.00 | 54.45 |
| Dept 261 - GOVERNMENT SHARED SERVICES | | | | | | | | |
| 287-261-725.000 | BUILDING INSPECTIONS | 25,000.00 | 18,720.00 | 25,000.00 | 0.00 | 6,177.50 | 18,822.50 | 24.71 |
| 287-261-737.000 | PLAN REVIEW | 5,500.00 | 4,906.28 | 3,000.00 | 0.00 | 587.50 | 2,412.50 | 19.58 |
| 287-261-738.000 | MISC BUILDING ADMINISTRATION | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 261 - GOVERNMENT SHARED SERVICES | | 31,000.00 | 23,626.28 | 28,500.00 | 0.00 | 6,765.00 | 21,735.00 | 23.74 |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 287-270-722.000 | CONTROLLER | 2,519.00 | 2,569.00 | 2,672.00 | 2,672.00 | 2,672.00 | 0.00 | 100.00 |
| 287-270-802.000 | AUDIT FEES | 900.00 | 900.00 | 900.00 | 0.00 | 900.00 | 0.00 | 100.00 |
| 287-270-806.000 | ENGINEER | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | (400.00) | 100.00 |
| 287-270-823.000 | ZONING ADMINISTRATION | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 4,419.00 | 3,469.00 | 4,572.00 | 2,672.00 | 3,972.00 | 600.00 | 86.88 |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 287-301-725.000 | ELECTRIC, PLUMB & MECH INSPECT | 30,500.00 | 26,550.00 | 25,000.00 | 3,105.00 | 16,380.00 | 8,620.00 | 65.52 |
| 287-301-727.000 | SUPPLIES | 500.00 | 0.00 | 500.00 | 0.00 | 184.98 | 315.02 | 37.00 |
| 287-301-850.000 | COMMUNICATION | 500.00 | 521.50 | 500.00 | 39.99 | 199.95 | 300.05 | 39.99 |
| 287-301-910.000 | INSURANCE & BONDS | 900.00 | 0.00 | 900.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| 287-301-927.000 | ALLOCATE TO DEPARTMENTS | 4,200.00 | 4,200.00 | 4,200.00 | 4,000.00 | 4,000.00 | 200.00 | 95.24 |
| Total Dept 301 - OPERATING COSTS | | 36,600.00 | 31,271.50 | 31,100.00 | 7,144.99 | 20,764.93 | 10,335.07 | 66.77 |
| TOTAL EXPENDITURES | | 139,289.09 | 116,401.54 | 134,115.00 | 34,162.55 | 69,586.93 | 64,528.07 | 51.89 |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 287 - BUILDING DEPARTMENT FUND | | | | | | | | |
| Fund 287 - BUILDING DEPARTMENT FUND: | | | | | | | | |
| TOTAL REVENUES | | 83,000.00 | 110,110.93 | 83,000.00 | 6,689.00 | 63,153.65 | 19,846.35 | 76.09 |
| TOTAL EXPENDITURES | | 139,289.09 | 116,401.54 | 134,115.00 | 34,162.55 | 69,586.93 | 64,528.07 | 51.89 |
| NET OF REVENUES & EXPENDITURES | | (56,289.09) | (6,290.61) | (51,115.00) | (27,473.55) | (6,433.28) | (44,681.72) | 12.59 |
| BEG. FUND BALANCE | | 143,628.30 | 143,628.30 | 137,337.69 | | 137,337.69 | | |
| END FUND BALANCE | | 87,339.21 | 137,337.69 | 86,222.69 | | 130,904.41 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 369 - BLDG AUTH DEBT FUND - 2023 | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 369-000-685.000 | FUNDS XFER FOR 3.5 BOND PMT | 270,000.00 | 264,578.50 | 269,323.00 | 269,322.00 | 269,322.00 | 1.00 | 100.00 |
| Total Dept 000 | | 270,000.00 | 264,578.50 | 269,323.00 | 269,322.00 | 269,322.00 | 1.00 | 100.00 |
| TOTAL REVENUES | | 270,000.00 | 264,578.50 | 269,323.00 | 269,322.00 | 269,322.00 | 1.00 | 100.00 |
| Expenditures | | | | | | | | |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 369-905-942.000 | 3 M BOND BLDG AUTH | 230,000.00 | 236,404.00 | 245,000.00 | 0.00 | 0.00 | 245,000.00 | 0.00 |
| 369-905-987.000 | INTEREST 3 M BOND | 40,000.00 | 28,174.00 | 24,323.00 | 0.00 | 13,395.00 | 10,928.00 | 55.07 |
| Total Dept 905 - DEBT SERVICE | | 270,000.00 | 264,578.00 | 269,323.00 | 0.00 | 13,395.00 | 255,928.00 | 4.97 |
| TOTAL EXPENDITURES | | 270,000.00 | 264,578.00 | 269,323.00 | 0.00 | 13,395.00 | 255,928.00 | 4.97 |
| Fund 369 - BLDG AUTH DEBT FUND - 2023: | | | | | | | | |
| TOTAL REVENUES | | 270,000.00 | 264,578.50 | 269,323.00 | 269,322.00 | 269,322.00 | 1.00 | 100.00 |
| TOTAL EXPENDITURES | | 270,000.00 | 264,578.00 | 269,323.00 | 0.00 | 13,395.00 | 255,928.00 | 4.97 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.50 | 0.00 | 269,322.00 | 255,927.00 | (255,927.00) | 100.00 |
| BEG. FUND BALANCE | | | | 0.50 | | 0.50 | | |
| END FUND BALANCE | | | 0.50 | 0.50 | | 255,927.50 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 370 - PUBLIC SAFETY BLDG DEBT FD - 2022 | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 370-000-402.000 | CURRENT PROPERTY TAX | 268,853.00 | 269,070.87 | 263,080.00 | 0.00 | 0.00 | 263,080.00 | 0.00 |
| 370-000-441.000 | LCSA PPT Reimbursement | 0.00 | 4,064.84 | 4,065.00 | 0.00 | 0.00 | 4,065.00 | 0.00 |
| 370-000-445.000 | PENALTY & INTEREST ON TAXES | 0.00 | 56.29 | 0.00 | 0.00 | 68.99 | (68.99) | 100.00 |
| 370-000-588.000 | CONTRIBUTION OTHER FUND(S) | 140,000.00 | 130,606.79 | 0.00 | 128,301.00 | 128,301.00 | (128,301.00) | 100.00 |
| 370-000-665.000 | INTEREST INCOME | 0.00 | 8.96 | 0.00 | 0.00 | 12.85 | (12.85) | 100.00 |
| 370-000-671.000 | REIMBURSEMENT/OTHER INCOME | 0.00 | 137.09 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 408,853.00 | 403,944.84 | 267,145.00 | 128,301.00 | 128,382.84 | 138,762.16 | 48.06 |
| TOTAL REVENUES | | 408,853.00 | 403,944.84 | 267,145.00 | 128,301.00 | 128,382.84 | 138,762.16 | 48.06 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 370-301-727.000 | SUPPLIES | 1,500.00 | 1,620.64 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 12,000.00 | 11,925.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-818.000 | CONTRACTUAL SERVICES | 10,000.00 | 10,729.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-850.000 | COMMUNICATION | 7,000.00 | 7,353.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-910.000 | INSURANCE & BONDS | 7,800.00 | 6,929.24 | 0.00 | 7,036.00 | 7,036.00 | (7,036.00) | 100.00 |
| 370-301-920.000 | UTILITIES | 75,500.00 | 69,481.82 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-930.000 | REPAIRS & MAINTENANCE | 30,000.00 | 20,180.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 370-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 144,800.00 | 128,220.14 | 1,000.00 | 7,036.00 | 7,036.00 | (6,036.00) | 703.60 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 370-905-945.000 | 3.8 M PSB BOND | 245,000.00 | 245,000.00 | 245,000.00 | 0.00 | 0.00 | 245,000.00 | 0.00 |
| 370-905-994.000 | INTEREST 3.8 BOND PSB | 23,853.00 | 23,852.50 | 18,095.00 | 0.00 | 9,047.50 | 9,047.50 | 50.00 |
| Total Dept 905 - DEBT SERVICE | | 268,853.00 | 268,852.50 | 263,095.00 | 0.00 | 9,047.50 | 254,047.50 | 3.44 |
| TOTAL EXPENDITURES | | 413,653.00 | 397,072.64 | 264,095.00 | 7,036.00 | 16,083.50 | 248,011.50 | 6.09 |
| Fund 370 - PUBLIC SAFETY BLDG DEBT FD - 2022: | | | | | | | | |
| TOTAL REVENUES | | 408,853.00 | 403,944.84 | 267,145.00 | 128,301.00 | 128,382.84 | 138,762.16 | 48.06 |
| TOTAL EXPENDITURES | | 413,653.00 | 397,072.64 | 264,095.00 | 7,036.00 | 16,083.50 | 248,011.50 | 6.09 |
| NET OF REVENUES & EXPENDITURES | | (4,800.00) | 6,872.20 | 3,050.00 | 121,265.00 | 112,299.34 | (109,249.34) | 3,681.95 |
| BEG. FUND BALANCE | | 14,096.70 | 14,096.70 | 20,968.90 | | 20,968.90 | | |
| END FUND BALANCE | | 9,296.70 | 20,968.90 | 24,018.90 | | 133,268.24 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 571 - WASTEWATER TREATMENT FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 571-000-445.000 | PENALTY & INTEREST ON TAXES | 0.00 | 9.41 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 571-000-500.000 | TAP-IN FEES | 29,865.00 | 0.00 | 37,500.00 | 0.00 | 40,042.00 | (2,542.00) | 106.78 |
| 571-000-590.000 | GRANT INCOME | 246,479.40 | 0.00 | 153,000.00 | 203,707.77 | 203,707.77 | (50,707.77) | 133.14 |
| 571-000-651.000 | USAGE FEES | 1,365,000.00 | 1,462,268.44 | 1,465,750.00 | 358,232.26 | 718,927.26 | 746,822.74 | 49.05 |
| 571-000-665.000 | INTEREST INCOME | 1,500.00 | 13,285.20 | 5,000.00 | 0.00 | 9,166.17 | (4,166.17) | 183.32 |
| 571-000-671.000 | REIMBURSEMENT/OTHER INCOME | 1,800.00 | 2,324.39 | 1,500.00 | 123.90 | 6,257.29 | (4,757.29) | 417.15 |
| 571-000-672.000 | SAD INTEREST | 0.00 | 36.44 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 571-000-693.000 | GAIN/LOSS ON DISPOSALOF ASSETS | 0.00 | (13,001.33) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 1,644,644.40 | 1,464,922.55 | 1,662,750.00 | 562,063.93 | 978,100.49 | 684,649.51 | 58.82 |
| TOTAL REVENUES | | 1,644,644.40 | 1,464,922.55 | 1,662,750.00 | 562,063.93 | 978,100.49 | 684,649.51 | 58.82 |
| Expenditures | | | | | | | | |
| Dept 226 - PERSONNEL | | | | | | | | |
| 571-226-701.000 | SALARIES | 66,188.00 | 73,322.27 | 68,833.00 | 7,942.53 | 29,122.61 | 39,710.39 | 42.31 |
| 571-226-702.000 | SALARIES | 181,738.00 | 184,099.74 | 189,008.00 | 22,536.42 | 82,633.54 | 106,374.46 | 43.72 |
| 571-226-711.000 | SALARIES-OVERTIME | 18,540.00 | 11,602.26 | 19,282.00 | 273.60 | 3,523.38 | 15,758.62 | 18.27 |
| 571-226-715.000 | SOCIAL SECURITY | 20,383.95 | 21,198.52 | 21,200.00 | 2,442.84 | 9,167.72 | 12,032.28 | 43.24 |
| 571-226-716.000 | HOSPITALIZATION | 115,063.25 | 88,183.55 | 123,118.00 | 5,982.44 | 32,778.34 | 90,339.66 | 26.62 |
| 571-226-717.000 | LIFE/DISB. INSURANCE | 3,705.53 | 3,141.60 | 3,983.00 | 306.12 | 2,092.37 | 1,890.63 | 52.53 |
| 571-226-718.000 | PENSION | 26,646.10 | 24,992.85 | 25,784.00 | 3,047.91 | 11,175.67 | 14,608.33 | 43.34 |
| 571-226-731.000 | WORKERS COMP INSURANCE | 6,616.00 | 6,327.78 | 6,616.00 | 5,259.00 | 5,259.00 | 1,357.00 | 79.49 |
| 571-226-747.000 | ON-CALL WAGES | 10,920.00 | 10,920.00 | 10,950.00 | 1,260.00 | 4,620.00 | 6,330.00 | 42.19 |
| 571-226-957.000 | TRAINING & DEVELOPMENT | 5,000.00 | 2,719.69 | 5,000.00 | 0.00 | 565.00 | 4,435.00 | 11.30 |
| Total Dept 226 - PERSONNEL | | 454,800.83 | 426,508.26 | 473,774.00 | 49,050.86 | 180,937.63 | 292,836.37 | 38.19 |
| Dept 228 - INFORMATION TECHNOLOGY | | | | | | | | |
| 571-228-948.000 | COMPUTER SERVICES | 0.00 | 394.98 | 500.00 | 208.05 | 583.85 | (83.85) | 116.77 |
| Total Dept 228 - INFORMATION TECHNOLOGY | | 0.00 | 394.98 | 500.00 | 208.05 | 583.85 | (83.85) | 116.77 |
| Dept 270 - LEGAL/PROFESSIONAL | | | | | | | | |
| 571-270-722.000 | CONTROLLER | 17,633.00 | 16,701.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 571-270-802.000 | AUDIT FEES | 6,300.00 | 6,300.00 | 6,300.00 | 0.00 | 6,300.00 | 0.00 | 100.00 |
| 571-270-803.000 | LEGAL | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 571-270-806.000 | ENGINEER | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| Total Dept 270 - LEGAL/PROFESSIONAL | | 49,433.00 | 23,001.00 | 31,800.00 | 0.00 | 6,300.00 | 25,500.00 | 19.81 |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 571-301-727.000 | SUPPLIES | 2,500.00 | 1,447.25 | 2,500.00 | 96.27 | 312.67 | 2,187.33 | 12.51 |
| 571-301-740.000 | OPERATING SUPPLIES | 50,000.00 | 48,744.49 | 50,000.00 | 7,036.34 | 18,558.01 | 31,441.99 | 37.12 |
| 571-301-741.000 | UNIFORMS/GEAR & ALLOWANCE | 4,000.00 | 1,572.51 | 3,500.00 | 73.91 | 391.89 | 3,108.11 | 11.20 |
| 571-301-807.000 | MEMBERSHIP DUES | 880.00 | 425.00 | 880.00 | 840.00 | 1,550.00 | (670.00) | 176.14 |
| 571-301-817.000 | LAB & TESTING | 7,000.00 | 980.00 | 7,000.00 | 0.00 | 1,240.00 | 5,760.00 | 17.71 |
| 571-301-819.000 | COLLECTION SYS ANNUAL MAINT | 55,000.00 | 44,397.82 | 55,000.00 | 603.28 | 19,845.90 | 35,154.10 | 36.08 |
| 571-301-825.000 | SEWER ADMINISTRATION FEES | 37,500.00 | 43,696.00 | 55,912.00 | 0.00 | 0.00 | 55,912.00 | 0.00 |
| 571-301-850.000 | COMMUNICATION | 3,200.00 | 5,968.20 | 7,000.00 | 689.93 | 5,963.65 | 1,036.35 | 85.20 |
| 571-301-851.000 | POSTAGE | 3,000.00 | 3,675.94 | 3,000.00 | 0.00 | 4.20 | 2,995.80 | 0.14 |
| 571-301-900.000 | PRINTING & PUBLICATIONS | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 571 - WASTEWATER TREATMENT FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| 571-301-910.000 | INSURANCE & BONDS | 25,350.00 | 21,810.49 | 25,350.00 | 22,146.00 | 22,146.00 | 3,204.00 | 87.36 |
| 571-301-920.000 | UTILITIES | 100,000.00 | 117,746.48 | 100,000.00 | 8,817.36 | 37,657.07 | 62,342.93 | 37.66 |
| 571-301-929.000 | GRANT EXPENSE | 273,866.00 | 144,888.97 | 170,000.00 | 8,658.74 | 44,613.96 | 125,386.04 | 26.24 |
| 571-301-930.000 | REPAIRS & MAINTENANCE | 110,000.00 | 52,824.91 | 110,000.00 | 1,667.60 | 9,495.07 | 100,504.93 | 8.63 |
| 571-301-940.000 | RENTAL EQUIPMENT | 1,585.00 | 1,664.32 | 1,585.00 | 131.22 | 689.38 | 895.62 | 43.49 |
| 571-301-956.000 | MISCELLANEOUS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 571-301-968.000 | DEPRECIATION EXPENSE | 235,088.96 | 231,900.14 | 235,089.00 | 0.00 | 0.00 | 235,089.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 909,669.96 | 721,742.52 | 827,516.00 | 50,760.65 | 162,467.80 | 665,048.20 | 19.63 |
| Dept 333 - TRANSPORTATION | | | | | | | | |
| 571-333-860.000 | FUEL & MILEAGE | 7,000.00 | 3,424.20 | 7,000.00 | 0.00 | 3,717.76 | 3,282.24 | 53.11 |
| 571-333-930.000 | REPAIRS & MAINTENANCE | 1,500.00 | 1,500.14 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| Total Dept 333 - TRANSPORTATION | | 8,500.00 | 4,924.34 | 8,500.00 | 0.00 | 3,717.76 | 4,782.24 | 43.74 |
| Dept 528 - O & M - BOND & INTEREST | | | | | | | | |
| 571-528-954.000 | AGENT FEES | 700.00 | 0.00 | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 571-528-988.000 | INTEREST 1997 BOND | 0.00 | 0.00 | 6,525.00 | 0.00 | 0.00 | 6,525.00 | 0.00 |
| 571-528-989.000 | INTEREST 1992 BOND | 8,550.00 | 8,550.00 | 0.00 | 0.00 | 3,262.50 | (3,262.50) | 100.00 |
| Total Dept 528 - O & M - BOND & INTEREST | | 9,250.00 | 8,550.00 | 7,225.00 | 0.00 | 3,262.50 | 3,962.50 | 45.16 |
| Dept 900 - CAPITAL OUTLAY | | | | | | | | |
| 571-900-800.000 | OTHER PROFESSIONAL FEES | 0.00 | 0.00 | 200,000.00 | 0.00 | 0.00 | 200,000.00 | 0.00 |
| 571-900-970.000 | EQUIPMENT | 531,176.00 | 4,014.00 | 169,000.00 | 10,047.48 | 73,753.48 | 95,246.52 | 43.64 |
| 571-900-971.000 | RENOVATIONS | 0.00 | 0.00 | 326,000.00 | 0.00 | 21,383.56 | 304,616.44 | 6.56 |
| 571-900-972.000 | COMPUTER | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| Total Dept 900 - CAPITAL OUTLAY | | 531,176.00 | 4,014.00 | 698,000.00 | 10,047.48 | 95,137.04 | 602,862.96 | 13.63 |
| TOTAL EXPENDITURES | | 1,962,829.79 | 1,189,135.10 | 2,047,315.00 | 110,067.04 | 452,406.58 | 1,594,908.42 | 22.10 |
| Fund 571 - WASTEWATER TREATMENT FUND: | | | | | | | | |
| TOTAL REVENUES | | 1,644,644.40 | 1,464,922.55 | 1,662,750.00 | 562,063.93 | 978,100.49 | 684,649.51 | 58.82 |
| TOTAL EXPENDITURES | | 1,962,829.79 | 1,189,135.10 | 2,047,315.00 | 110,067.04 | 452,406.58 | 1,594,908.42 | 22.10 |
| NET OF REVENUES & EXPENDITURES | | (318,185.39) | 275,787.45 | (384,565.00) | 451,996.89 | 525,693.91 | (910,258.91) | 136.70 |
| BEG. FUND BALANCE | | 7,209,376.86 | 7,209,376.86 | 7,485,164.31 | | 7,485,164.31 | | |
| END FUND BALANCE | | 6,891,191.47 | 7,485,164.31 | 7,100,599.31 | | 8,010,858.22 | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 631 - BUILDING AND GROUNDS MAINTENANCE FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 631-000-588.000 | CONTRIBUTION OTHER FUND(S) | 0.00 | 0.00 | 128,300.00 | 0.00 | 0.00 | 128,300.00 | 0.00 |
| Total Dept 000 | | 0.00 | 0.00 | 128,300.00 | 0.00 | 0.00 | 128,300.00 | 0.00 |
| TOTAL REVENUES | | 0.00 | 0.00 | 128,300.00 | 0.00 | 0.00 | 128,300.00 | 0.00 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 631-301-727.000 | SUPPLIES | 0.00 | 0.00 | 1,500.00 | 0.00 | 663.07 | 836.93 | 44.20 |
| 631-301-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | 0.00 | 0.00 | 12,000.00 | 30.00 | 1,140.00 | 10,860.00 | 9.50 |
| 631-301-818.000 | CONTRACTUAL SERVICES | 0.00 | 0.00 | 10,000.00 | 4,559.77 | 5,511.27 | 4,488.73 | 55.11 |
| 631-301-850.000 | COMMUNICATION | 0.00 | 0.00 | 7,000.00 | 626.22 | 3,102.87 | 3,897.13 | 44.33 |
| 631-301-910.000 | INSURANCE & BONDS | 0.00 | 0.00 | 7,800.00 | 0.00 | 0.00 | 7,800.00 | 0.00 |
| 631-301-920.000 | UTILITIES | 0.00 | 0.00 | 60,000.00 | 4,383.24 | 23,024.84 | 36,975.16 | 38.37 |
| 631-301-930.000 | REPAIRS & MAINTENANCE | 0.00 | 0.00 | 30,000.00 | 3,003.40 | 17,356.61 | 12,643.39 | 57.86 |
| 631-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | 0.00 | 0.00 | 0.00 | 0.00 | 44.10 | (44.10) | 100.00 |
| Total Dept 301 - OPERATING COSTS | | 0.00 | 0.00 | 128,300.00 | 12,602.63 | 50,842.76 | 77,457.24 | 39.63 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 128,300.00 | 12,602.63 | 50,842.76 | 77,457.24 | 39.63 |
| Fund 631 - BUILDING AND GROUNDS MAINTENANCE FUND: | | | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.00 | 128,300.00 | 0.00 | 0.00 | 128,300.00 | 0.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 128,300.00 | 12,602.63 | 50,842.76 | 77,457.24 | 39.63 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | 0.00 | (12,602.63) | (50,842.76) | 50,842.76 | 100.00 |
| BEG. FUND BALANCE | | | | | | | | |
| END FUND BALANCE | | | | | | (50,842.76) | | |

| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 815 - DIST # 5 SEVEN MILE SEWER - 2023 | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 815-000-665.000 | INTEREST INCOME | 100.00 | 115.57 | 50.00 | 0.00 | 118.29 | (68.29) | 236.58 |
| 815-000-672.000 | SAD INTEREST | 6,000.00 | 4,615.30 | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00 |
| Total Dept 000 | | 6,100.00 | 4,730.87 | 6,050.00 | 0.00 | 118.29 | 5,931.71 | 1.96 |
| TOTAL REVENUES | | 6,100.00 | 4,730.87 | 6,050.00 | 0.00 | 118.29 | 5,931.71 | 1.96 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 815-301-968.000 | DEPRECIATION EXPENSE | 17,519.00 | 17,519.00 | 17,519.00 | 0.00 | 0.00 | 17,519.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 17,519.00 | 17,519.00 | 17,519.00 | 0.00 | 0.00 | 17,519.00 | 0.00 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 815-905-995.000 | DEBT SERVICE - INTEREST | 2,233.00 | 5,196.00 | 3,290.00 | 0.00 | 0.00 | 3,290.00 | 0.00 |
| Total Dept 905 - DEBT SERVICE | | 2,233.00 | 5,196.00 | 3,290.00 | 0.00 | 0.00 | 3,290.00 | 0.00 |
| TOTAL EXPENDITURES | | 19,752.00 | 22,715.00 | 20,809.00 | 0.00 | 0.00 | 20,809.00 | 0.00 |
| Fund 815 - DIST # 5 SEVEN MILE SEWER - 2023: | | | | | | | | |
| TOTAL REVENUES | | 6,100.00 | 4,730.87 | 6,050.00 | 0.00 | 118.29 | 5,931.71 | 1.96 |
| TOTAL EXPENDITURES | | 19,752.00 | 22,715.00 | 20,809.00 | 0.00 | 0.00 | 20,809.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | (13,652.00) | (17,984.13) | (14,759.00) | 0.00 | 118.29 | (14,877.29) | 0.80 |
| BEG. FUND BALANCE | | 547,347.85 | 547,347.85 | 529,363.72 | | 529,363.72 | | |
| END FUND BALANCE | | 533,695.85 | 529,363.72 | 514,604.72 | | 529,482.01 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 825 - WHITMORE LAKE SEWER DISTRICT - 2035 | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 825-000-665.000 | INTEREST INCOME | 0.00 | 146.77 | 0.00 | 0.00 | 210.40 | (210.40) | 100.00 |
| 825-000-672.000 | SAD INTEREST | 32,000.00 | 30,894.95 | 30,000.00 | 0.00 | 1,213.07 | 28,786.93 | 4.04 |
| Total Dept 000 | | 32,000.00 | 31,041.72 | 30,000.00 | 0.00 | 1,423.47 | 28,576.53 | 4.74 |
| TOTAL REVENUES | | 32,000.00 | 31,041.72 | 30,000.00 | 0.00 | 1,423.47 | 28,576.53 | 4.74 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 825-301-968.000 | DEPRECIATION EXPENSE | 12,000.00 | 15,933.31 | 12,000.00 | 0.00 | 0.00 | 12,000.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 12,000.00 | 15,933.31 | 12,000.00 | 0.00 | 0.00 | 12,000.00 | 0.00 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 825-905-954.000 | AGENT FEES | 500.00 | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 825-905-986.000 | INTEREST EXPENSE - WL SAD BONI | 21,893.76 | 21,893.78 | 21,394.00 | 0.00 | 10,696.89 | 10,697.11 | 50.00 |
| Total Dept 905 - DEBT SERVICE | | 22,393.76 | 22,393.78 | 21,894.00 | 0.00 | 10,696.89 | 11,197.11 | 48.86 |
| TOTAL EXPENDITURES | | 34,393.76 | 38,327.09 | 33,894.00 | 0.00 | 10,696.89 | 23,197.11 | 31.56 |
| Fund 825 - WHITMORE LAKE SEWER DISTRICT - 2035: | | | | | | | | |
| TOTAL REVENUES | | 32,000.00 | 31,041.72 | 30,000.00 | 0.00 | 1,423.47 | 28,576.53 | 4.74 |
| TOTAL EXPENDITURES | | 34,393.76 | 38,327.09 | 33,894.00 | 0.00 | 10,696.89 | 23,197.11 | 31.56 |
| NET OF REVENUES & EXPENDITURES | | (2,393.76) | (7,285.37) | (3,894.00) | 0.00 | (9,273.42) | 5,379.42 | 238.15 |
| BEG. FUND BALANCE | | 764,821.83 | 764,821.83 | 757,536.46 | | 757,536.46 | | |
| END FUND BALANCE | | 762,428.07 | 757,536.46 | 753,642.46 | | 748,263.04 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 883 - DISTRICT #3 HORSESHOE LAKE | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 883-000-665.000 | INTEREST INCOME | 0.00 | 0.90 | 0.00 | 0.00 | 0.98 | (0.98) | 100.00 |
| Total Dept 000 | | 0.00 | 0.90 | 0.00 | 0.00 | 0.98 | (0.98) | 100.00 |
| TOTAL REVENUES | | 0.00 | 0.90 | 0.00 | 0.00 | 0.98 | (0.98) | 100.00 |
| Fund 883 - DISTRICT #3 HORSESHOE LAKE: | | | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.90 | 0.00 | 0.00 | 0.98 | (0.98) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.90 | 0.00 | 0.00 | 0.98 | (0.98) | 100.00 |
| BEG. FUND BALANCE | | | | 0.90 | | 0.90 | | |
| END FUND BALANCE | | | 0.90 | 0.90 | | 1.88 | | |

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2019
% Fiscal Year Completed: 41.80



| GL NUMBER | DESCRIPTION | 2018-19 AMENDED BUDGET | END BALANCE 06/30/2019 | 2019-20 AMENDED BUDGET | ACTIVITY FOR MONTH 11/30/19 | YTD BALANCE 11/30/2019 | AVAILABLE BALANCE | % BDGT USED |
|---|---|---|---|---|---|---|---|---|
| Fund 890 - N.T. SEWER DISTRICT | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 890-000-445.000 | PENALTY & INTEREST ON TAXES | 0.00 | 82.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 890-000-665.000 | INTEREST INCOME | 750.00 | 637.59 | 0.00 | 0.00 | 678.35 | (678.35) | 100.00 |
| 890-000-671.000 | REIMBURSEMENT/OTHER INCOME | 0.00 | 0.00 | 0.00 | 0.00 | 3.32 | (3.32) | 100.00 |
| 890-000-672.000 | SAD INTEREST | 15,000.00 | 8,333.68 | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| Total Dept 000 | | 15,750.00 | 9,053.97 | 15,000.00 | 0.00 | 681.67 | 14,318.33 | 4.54 |
| TOTAL REVENUES | | 15,750.00 | 9,053.97 | 15,000.00 | 0.00 | 681.67 | 14,318.33 | 4.54 |
| Expenditures | | | | | | | | |
| Dept 301 - OPERATING COSTS | | | | | | | | |
| 890-301-968.000 | DEPRECIATION EXPENSE | 72,000.00 | 74,187.00 | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| Total Dept 301 - OPERATING COSTS | | 72,000.00 | 74,187.00 | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| Dept 905 - DEBT SERVICE | | | | | | | | |
| 890-905-954.000 | AGENT FEES | 415.00 | 0.00 | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| Total Dept 905 - DEBT SERVICE | | 415.00 | 0.00 | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| TOTAL EXPENDITURES | | 72,415.00 | 74,187.00 | 70,400.00 | 0.00 | 0.00 | 70,400.00 | 0.00 |
| Fund 890 - N.T. SEWER DISTRICT: | | | | | | | | |
| TOTAL REVENUES | | 15,750.00 | 9,053.97 | 15,000.00 | 0.00 | 681.67 | 14,318.33 | 4.54 |
| TOTAL EXPENDITURES | | 72,415.00 | 74,187.00 | 70,400.00 | 0.00 | 0.00 | 70,400.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | (56,665.00) | (65,133.03) | (55,400.00) | 0.00 | 681.67 | (56,081.67) | 1.23 |
| BEG. FUND BALANCE | | 2,821,996.21 | 2,821,996.21 | 2,756,863.18 | | 2,756,863.18 | | |
| END FUND BALANCE | | 2,765,331.21 | 2,756,863.18 | 2,701,463.18 | | 2,757,544.85 | | |
| TOTAL REVENUES - ALL FUNDS | | 6,465,702.90 | 6,459,152.58 | 6,985,973.00 | 1,032,933.40 | 2,110,636.15 | 4,875,336.85 | 30.21 |
| TOTAL EXPENDITURES - ALL FUNDS | | 7,417,060.70 | 6,414,966.42 | 7,362,074.00 | 1,010,632.65 | 2,444,259.92 | 4,917,814.08 | 33.20 |
| NET OF REVENUES & EXPENDITURES | | (951,357.80) | 44,186.16 | (376,101.00) | 22,300.75 | (333,623.77) | (42,477.23) | 88.71 |
| BEG. FUND BALANCE - ALL FUNDS | | 14,542,894.76 | 14,542,894.76 | 14,587,080.92 | | 14,587,080.92 | | |
| END FUND BALANCE - ALL FUNDS | | 13,591,536.96 | 14,587,080.92 | 14,210,979.92 | | 14,253,457.15 | | |

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 11/13/2019 - 12/05/2019
Banks: MIF

PAID



| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| 11/13/2019 | MIF | 45506*# | 1767395 | ARBOR SPRINGS WATER CO INC | OFFICE 4 - 5 GAL ARTESIAN WATER, S | 727.000 | 265 | 26.00 |
| | | | 1767395 | | OFFICE 4 - 5 GAL ARTESIAN WATER, S | 940.000 | 265 | 20.00 |
| | | | | CHECK MIF 45506 TOTAL FOR FU | | | | 46.00 |
| 11/13/2019 | MIF | 45507 | 11012019 | ASSESSMENT ADMIN. SERVICES, | ASSESSOR SERVICES NOV 2019 | 818.000 | 257 | 8,045.00 |
| 11/13/2019 | MIF | 45508 | 0083763110419 | CHARTER COMMUNICATIONS | COM CTR TV, PHONE & INTERNET 11/4/ | 850.000 | 666 | 255.53 |
| 11/13/2019 | MIF | 45509 | CLASSES | CHRISTINE STEWART | LINE DANCE FOR BEGINNERS SEPT 2019 | 815.000 | 666 | 96.00 |
| 11/13/2019 | MIF | 45513 | REIMBURSE | EMILY HOFSESS | PURCHASE OF WORK PLANNER | 727.000 | 265 | 13.77 |
| 11/13/2019 | MIF | 45518 | A-57239 | JOHN'S SANITATION | PORTABLE TOILET AT NORTH VILLAGE 9 | 931.000 | 753 | 165.00 |
| | | | A-57419 | | PORTA-JOHN AT NORTH VILLAGE OCT 20 | 931.000 | 753 | 165.00 |
| | | | A-57464 | | PORTABLE TOILET AT NORTH VILLAGE | 931.000 | 753 | 51.00 |
| | | | | CHECK MIF 45518 TOTAL FOR FU | | | | 381.00 |
| 11/13/2019 | MIF | 45520 | MILEAGE | LEISA DEVANEY | MILEAGE SEPT-OCT 2019: PICK-UP MAI | 860.000 | 253 | 35.73 |
| 11/13/2019 | MIF | 45521 | 21601-38 | MCKENNA ASSOCIATES | PLANNING & ZONING SERVICES AUG 201 | 609.000 | 412 | 2,900.00 |
| | | | 21601-39 | | PLANNINF & ZONING SERVICES SEPTEMB | 609.000 | 412 | 700.00 |
| | | | 21601-38 | | PLANNING & ZONING SERVICES AUG 201 | 637.000 | 412 | 450.00 |
| | | | 21601-39 | | PLANNINF & ZONING SERVICES SEPTEMB | 637.000 | 412 | 300.00 |
| | | | 21601-38 | | PLANNING & ZONING SERVICES AUG 201 | 671.000 | 412 | 270.00 |
| | | | 21601-38 | | PLANNING & ZONING SERVICES AUG 201 | 801.000 | 412 | 3,018.25 |
| | | | 21601-39 | | PLANNINF & ZONING SERVICES SEPTEMB | 801.000 | 412 | 4,798.75 |
| | | | 21601-38 | | PLANNING & ZONING SERVICES AUG 201 | 823.000 | 412 | 1,920.00 |
| | | | 21601-39 | | PLANNINF & ZONING SERVICES SEPTEMB | 823.000 | 412 | 1,620.00 |
| | | | | CHECK MIF 45521 TOTAL FOR FU | | | | 15,977.00 |
| 11/13/2019 | MIF | 45522*# | 023023815-6 | MEDMUTUAL LIFE | PREMIUMS FOR DEC 2019 | 717.000 | 172 | 81.92 |
| | | | 023023815-6 | | PREMIUMS FOR DEC 2019 | 717.000 | 215 | 53.39 |
| | | | 023023815-6 | | PREMIUMS FOR DEC 2019 | 717.000 | 253 | 50.28 |
| | | | 023023815-6 | | PREMIUMS FOR DEC 2019 | 717.000 | 412 | 21.85 |
| | | | 023023815-6 | | PREMIUMS FOR DEC 2019 | 717.000 | 666 | 57.45 |
| | | | | CHECK MIF 45522 TOTAL FOR FU | | | | 264.89 |
| 11/13/2019 | MIF | 45524 | 10505 | MICHIGAN ELECTION RESOURCES | PRECINCT KITS, OPTICAL SCAN COUNTI | 727.000 | 191 | 210.43 |
| 11/13/2019 | MIF | 45527*# | 32873 | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 936.000 | 228 | 194.00 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| | | | 32873 | | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 948.000 | 228 | 303.73 |
| | | | 32873 | | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 936.000 | 666 | 7.79 |
| | | | 32874 | | COM CTR ANTI-VIRUS & MANAGED SERVI | 936.000 | 666 | 25.35 |
| | | | | CHECK MIF 45527 TOTAL FOR FU | | | | 530.87 |
| 11/13/2019 | MIF | 45528# | 0002493490 | MLIVE MEDIA GROUP | ADS OCT 2019 | 900.000 | 101 | 676.67 |
| | | | 0002493490 | | ADS OCT 2019 | 900.000 | 191 | 744.48 |
| | | | 0002493490 | | ADS OCT 2019 | 900.000 | 412 | 1,095.25 |
| | | | | CHECK MIF 45528 TOTAL FOR FU | | | | 2,516.40 |
| 11/13/2019 | MIF | 45529 | 1836 | MMTA | MI MUNICIPAL TREASURER ASSOC MEMBE | 807.000 | 253 | 75.00 |
| 11/13/2019 | MIF | 45530 | INV01900 | MTA | 3 POLICY BOOKS | 727.000 | 265 | 77.00 |
| 11/13/2019 | MIF | 45532*# | 7900 0440 8028 914 | NEOFUNDS | POSTAGE 10/16/19-11/13/19 | 851.000 | 191 | 129.44 |
| | | | 7900 0440 8028 914 | | POSTAGE 10/16/19-11/13/19 | 851.000 | 265 | 36.96 |
| | | | 7900 0440 8028 914 | | POSTAGE 10/16/19-11/13/19 | 851.000 | 412 | 45.30 |
| | | | | CHECK MIF 45532 TOTAL FOR FU | | | | 211.70 |
| 11/13/2019 | MIF | 45533*# | 670023 | NORTHFIELD TOWNSHIP | COM CTR SEWER BILL 8/1/19-10/31/19 | 920.000 | 666 | 90.20 |
| 11/13/2019 | MIF | 45536 | 208856 | OHM ADVISORS | COM CTR SITE IMPROVEMENTS - PROF S | 929.000 | 666 | 671.50 |
| 11/13/2019 | MIF | 45537*# | 110619 | PAUL E BURNS | LEGAL SERVICES FOR OCT 2019 | 803.000 | 253 | 500.00 |
| | | | 110619 | | LEGAL SERVICES FOR OCT 2019 | 803.000 | 270 | 6,550.14 |
| | | | 110619 | | LEGAL SERVICES FOR OCT 2019 | 927.000 | 270 | (3,800.00) |
| | | | | CHECK MIF 45537 TOTAL FOR FU | | | | 3,250.14 |
| 11/13/2019 | MIF | 45538* | 1000046908 | PFEFFER, HANNIFORD & PALKA | AUDIT SERVICES FOR YEAR ENDING 6/3 | 802.000 | 270 | 6,300.00 |
| 11/13/2019 | MIF | 45540 | XXXX XXXX XXXX 709 | PNC BANK | AVERILL CHARGES 9/18/19-10/18/19 | 812.000 | 666 | 240.00 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 9/18/19-10/18/19 | 815.000 | 666 | 80.06 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 9/18/19-10/18/19 | 822.000 | 666 | 277.14 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 9/18/19-10/18/19 | 922.000 | 666 | 40.67 |
| | | | | CHECK MIF 45540 TOTAL FOR FU | | | | 637.87 |
| 11/13/2019 | MIF | 45541 | 209499 | PRINTING SYSTEMS INC | BALLOTS | 727.000 | 191 | 1,132.68 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| 11/13/2019 | MIF | 45543 | 1749292 | QUILL CORP | OFFICE SUPPLIES: CHAIR MAT | 727.000 | 265 | 36.29 |
| | | | 1724395 | | OFFICE SUPPLIES: BATTERIES, COPY P | 727.000 | 265 | 362.91 |
| | | | 1882425 | | OFFICE SUPPLIES: ENVELOPES | 727.000 | 265 | 151.96 |
| | | | 2183218 | | WINDOW ENVELOPES | 727.000 | 265 | 77.98 |
| | | | 1882425 | | CREDIT - WINDOW ENVELOPES NOT RECE | 727.000 | 265 | (77.98) |
| | | | | CHECK MIF 45543 TOTAL FOR FU | | | | 551.16 |
| 11/13/2019 | MIF | 45544*# | 10/14/19 | SIMPSON JANITORIAL SERVICE | COM CENTER WINDOWS 10/14/19 | 816.000 | 666 | 58.00 |
| 11/13/2019 | MIF | 45545 | MILEAGE | STACIE MACDONALD | 8/5/19-9/30/19: CLERK'S MEETING, S | 860.000 | 215 | 78.42 |
| 11/13/2019 | MIF | 45549 | 31-OCT | TREEMORE ECOLOGY & LAND SERV | LAND PRESERVATION SERVICES - ASSEM | 800.000 | 270 | 240.00 |
| 11/13/2019 | MIF | 45550*# | 398691469 | U.S. BANK EQUIPMENT FINANCE | PD, OFFICE, WWTP & COM CTR COPIER | 940.000 | 265 | 191.02 |
| | | | 398691469 | | PD, OFFICE, WWTP & COM CTR COPIER | 940.000 | 666 | 179.58 |
| | | | | CHECK MIF 45550 TOTAL FOR FU | | | | 370.60 |
| 11/13/2019 | MIF | 45553 | 0090772-1389-1 | WASTE MANAGEMENT OF MI | DOG PARK WASTE REMOVAL 11/1/19-11/ | 931.000 | 753 | 18.11 |
| 11/19/2019 | MIF | 45556*# | 007011521-0001 | BLUE CROSS BLUE SHIELD OF MI | SILVER PREMIUMS DEC 2019 | 716.000 | 172 | 1,898.14 |
| | | | 007011521-0001 | | SILVER PREMIUMS DEC 2019 | 716.000 | 666 | 774.05 |
| | | | | CHECK MIF 45556 TOTAL FOR FU | | | | 2,672.19 |
| 11/19/2019 | MIF | 45557*# | 0075124110919 | CHARTER COMMUNICATIONS | PEG STATION AND FD & PD CABLE BOXE | 850.000 | 265 | 10.51 |
| | | | 0083771110719 | | PSB & OFFICE PHONES 11/7/19-12/6/1 | 850.000 | 265 | 159.96 |
| | | | | CHECK MIF 45557 TOTAL FOR FU | | | | 170.47 |
| 11/19/2019 | MIF | 45561 | 2452082 | QUILL CORP | OFFICE SUPPLIES: PAPER CLIPS, COPY | 727.000 | 265 | 225.76 |
| 11/19/2019 | MIF | 45565 | 201920-012 | WHITMORE LAKE PUBLIC SCHOOLS | NOVEMBER 5,2019 SPECIAL ELECTION C | 818.000 | 191 | 282.74 |
| 11/21/2019 | MIF | 438(E)*# | | PAYROLL | SUPERVISOR WAGES | 701.000 | 171 | 480.77 |
| | | | | | SUPERVISOR FICA | 715.000 | 171 | 36.79 |
| | | | | | TOWNSHIP MANAGER WAGES | 701.000 | 172 | 2,884.62 |
| | | | | | GENERAL CLERICAL WAGES | 704.000 | 172 | 1,289.70 |
| | | | | | GENERAL TWP MANAGER FICA | 715.000 | 172 | 472.66 |
| | | | | | GENERAL TWP MANAGER PENSION | 718.000 | 172 | 288.46 |
| | | | | | GENERAL CONTROLLER WAGES | 722.000 | 172 | 2,088.63 |
| | | | | | ELECTION INSPECTOR PAY | 702.000 | 191 | 1,008.00 |
| | | | | | ELECTION INSPECTOR FICA | 715.000 | 191 | 77.11 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| | | | | | GENERAL CLERK WAGES | 701.000 | 215 | 480.77 |
| | | | | | GENERAL DEPUTY CLERK WAGES | 703.000 | 215 | 1,709.16 |
| | | | | | GENERAL CLERK FICA | 715.000 | 215 | 167.54 |
| | | | | | GENERAL CLERK PENSION | 718.000 | 215 | 170.92 |
| | | | | | GENERAL TREASURER WAGES | 701.000 | 253 | 480.77 |
| | | | | | GENERAL DEPUTY TREASURER WAGES | 703.000 | 253 | 1,580.80 |
| | | | | | GENERAL CLERICAL WAGES | 704.000 | 253 | 936.00 |
| | | | | | GENERAL TREASURER FICA | 715.000 | 253 | 229.33 |
| | | | | | GENERAL TREASURER PENSION | 718.000 | 253 | 158.08 |
| | | | | | GENERAL PAYROLL FEE | 727.000 | 265 | 34.59 |
| | | | | | ZONING SALARIES | 701.000 | 412 | 704.00 |
| | | | | | PLANNING/ZBA/ZONING FICA | 715.000 | 412 | 150.02 |
| | | | | | ZONING PENSION | 718.000 | 412 | 70.40 |
| | | | | | GENERAL PLANNING COMMISSION WAGES | 726.000 | 412 | 700.00 |
| | | | | | CODE ENFORCEMENT SALARIES | 809.000 | 412 | 1,261.00 |
| | | | | | GENERAL COMM. CENTER DIRECTOR WAGE | 701.000 | 666 | 1,876.48 |
| | | | | | GENERAL - COMM. CENTER ASST. WAGES | 702.000 | 666 | 708.00 |
| | | | | | GENERAL - COMM. CENTER FICA | 715.000 | 666 | 193.49 |
| | | | | | GENERAL - COMM. CENTER DIRECTOR PE | 718.000 | 666 | 187.65 |
| | | | | CHECK MIF 438(E) TOTAL FOR F | | | | 20,425.74 |
| 11/21/2019 | MIF | 439(E)*# | | PAYROLL | SUPERVISOR WAGES | 701.000 | 171 | 480.77 |
| | | | | | SUPERVISOR FICA | 715.000 | 171 | 36.78 |
| | | | | | TOWNSHIP MANAGER WAGES | 701.000 | 172 | 2,884.62 |
| | | | | | GENERAL CLERICAL WAGES | 704.000 | 172 | 1,215.86 |
| | | | | | GENERAL TWP MANAGER FICA | 715.000 | 172 | 424.10 |
| | | | | | GENERAL TWP MANAGER PENSION | 718.000 | 172 | 288.46 |
| | | | | | GENERAL CONTROLLER WAGES | 722.000 | 172 | 1,527.68 |
| | | | | | ELECTION INSPECTOR PAY | 702.000 | 191 | 1,206.00 |
| | | | | | ELECTION INSPECTOR FICA | 715.000 | 191 | 92.26 |
| | | | | | GENERAL CLERK WAGES | 701.000 | 215 | 480.77 |
| | | | | | GENERAL DEPUTY CLERK WAGES | 703.000 | 215 | 1,709.16 |
| | | | | | GENERAL CLERK FICA | 715.000 | 215 | 167.53 |
| | | | | | GENERAL CLERK PENSION | 718.000 | 215 | 170.92 |
| | | | | | GENERAL TREASURER WAGES | 701.000 | 253 | 480.77 |
| | | | | | GENERAL DEPUTY TREASURER WAGES | 703.000 | 253 | 1,580.80 |
| | | | | | GENERAL CLERICAL WAGES | 704.000 | 253 | 963.30 |
| | | | | | GENERAL TREASURER FICA | 715.000 | 253 | 231.40 |
| | | | | | GENERAL TREASURER PENSION | 718.000 | 253 | 158.08 |
| | | | | | GENERAL JANITOR WAGES | 710.000 | 265 | 657.80 |
| | | | | | GENERAL JANITOR FICA | 715.000 | 265 | 80.92 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| | | | | | GENERAL PAYROLL FEE | 727.000 | 265 | 35.00 |
| | | | | | GENERAL ZOINIG WAGES | 701.000 | 412 | 704.00 |
| | | | | | GENERAL PLAN/ZBA/ZONING FICA | 715.000 | 412 | 141.37 |
| | | | | | GENERAL ZONING PENSION | 718.000 | 412 | 70.40 |
| | | | | | GENERAL PLANNING COMMISSION WAGES | 726.000 | 412 | 600.00 |
| | | | | | GENERAL CODE ENFORCEMENT WAGES | 809.000 | 412 | 1,248.00 |
| | | | | | GENERAL COMM. CENTER DIRECTOR WAGE | 701.000 | 666 | 1,876.48 |
| | | | | | GENERAL COMM. CENTER ASST. WAGES | 702.000 | 666 | 708.00 |
| | | | | | GENERAL COMM. CENTER JANITOR WAGES | 710.000 | 666 | 400.00 |
| | | | | | GENERAL COMM. CENTER FICA | 715.000 | 666 | 193.51 |
| | | | | | GENERAL COMM. CENTER DIRECTOR PENS | 718.000 | 666 | 187.65 |
| | | | | CHECK MIF 439(E) TOTAL FOR F | | | | 21,002.39 |
| 11/26/2019 | MIF | 45566*# | 1448359 | APPLIED IMAGING | OFFICE & PD COPIERS MAINT AGREEMEN | 727.000 | 265 | 145.74 |
| | | | 1448360 | | WWTP & COM CTR COPIERS MAINT AGREE | 727.000 | 666 | 84.19 |
| | | | | CHECK MIF 45566 TOTAL FOR FU | | | | 229.93 |
| 11/26/2019 | MIF | 45567*# | 007011521-0002 | BLUE CROSS BLUE SHIELD OF MI | BRONZE PREMIUMS FOR DEC 2019 | 716.000 | 412 | 531.34 |
| 11/27/2019 | MIF | 440(E)*# | | PAYROLL | TRUSTEE FICA | 715.000 | 101 | 7.65 |
| | | | | | SUPERVISOR WAGES | 701.000 | 171 | 480.77 |
| | | | | | SUPERVISOR FICA | 715.000 | 171 | 36.78 |
| | | | | | TOWNSHIP MANAGER WAGES | 701.000 | 172 | 2,884.62 |
| | | | | | ASST TO TOWNSHIP MANAGER-CLERICAL | 704.000 | 172 | 1,102.64 |
| | | | | | TOWNSHIP MANAGER DEPT. FICA | 715.000 | 172 | 453.79 |
| | | | | | TOWNSHIP MANAGER PENSION | 718.000 | 172 | 288.46 |
| | | | | | CONTROLLER WAGES | 722.000 | 172 | 2,028.95 |
| | | | | | ELECTION INSPECTOR WAGES | 702.000 | 191 | 1,183.50 |
| | | | | | ELECTION INSPECTOR FICA | 715.000 | 191 | 90.54 |
| | | | | | GENERAL CLERK WAGES | 701.000 | 215 | 480.77 |
| | | | | | GENERAL DEPURTY CLERK WAGES | 703.000 | 215 | 1,709.16 |
| | | | | | GENERAL CLERK FICA | 715.000 | 215 | 167.53 |
| | | | | | GENERAL CLERK PENSION | 718.000 | 215 | 170.92 |
| | | | | | GENERAL TREASURER WAGES | 701.000 | 253 | 480.77 |
| | | | | | GENERAL DEPUTY TREASURER WAGES | 703.000 | 253 | 1,580.80 |
| | | | | | GENERAL CLERICAL WAGES | 704.000 | 253 | 889.20 |
| | | | | | GENERAL TREASURER FICA | 715.000 | 253 | 225.74 |
| | | | | | GENERAL TREASURER PENSION | 718.000 | 253 | 158.08 |
| | | | | | GENERAL PAYROLL FEE | 727.000 | 265 | 34.18 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 101 GENERAL FUND | | | | | | | | |
| | | | | | GENERAL ZONING SALARIES | 701.000 | 412 | 704.00 |
| | | | | | GENERAL ZBA WAGES | 707.000 | 412 | 400.00 |
| | | | | | GENERAL PLAN/ZBA/ZONING FICA | 715.000 | 412 | 97.31 |
| | | | | | ZONING PENSION | 718.000 | 412 | 70.40 |
| | | | | | PLANN COMM | 726.000 | 412 | 400.00 |
| | | | | | CODE ENFORCEMENT SALARIES | 809.000 | 412 | 572.00 |
| | | | | | GENERAL COMMUNITY CENTER DIRECTOR | 701.000 | 666 | 1,876.48 |
| | | | | | COMMUNITY CENTER ASST. WAGES | 702.000 | 666 | 708.00 |
| | | | | | GENERAL COMMUNITY CENTER DIRECTOR | 715.000 | 666 | 193.51 |
| | | | | | GENERAL COMM CENTER DIRECTOR PENSI | 718.000 | 666 | 187.65 |
| | | | | CHECK MIF 440(E) TOTAL FOR F | | | | 19,664.20 |
| 12/05/2019 | MIF | 45577*# | 1000 0973 9812 | CONSUMERS ENERGY | 9101 MAIN ST 10/19/19-11/19/19 | 920.000 | 666 | 86.54 |
| 12/05/2019 | MIF | 45580*# | 9100 116 2986 2 | DTE ENERGY | 9101 MAIN ST. 10/25/19-11/22/19 | 920.000 | 666 | 127.08 |
| 12/05/2019 | MIF | 45585 | 25917120 | GREAT AMERICA FINANCIAL SVCS | COLOR PRINTER LEASE | 940.000 | 265 | 31.73 |
| 12/05/2019 | MIF | 45586 | CLASSES | JANET RADZISZEWSKI | ACRYLLIC PAINTING SEPT 2019 | 815.000 | 666 | 20.00 |
| 12/05/2019 | MIF | 45589 | CASH BOX | NORTHFIELD TOWNSHIP | MONEY FOR CASH BOX #1 | 004.000 | 000 | 100.00 |
| 12/05/2019 | MIF | 45590 | CASH BOX | NORTHFIELD TOWNSHIP | MONEY FOR CASH BOX #2 | 004.000 | 000 | 100.00 |
| 12/05/2019 | MIF | 45591 | CORRECTION | NORTHFIELD TOWNSHIP | RE-ISSUE PAYMENT TO CORRECT ERROR | 477.000 | 412 | 100.00 |
| 12/05/2019 | MIF | 45592*# | XXXX XXXX XXXX 327 | PNC BANK | WAGNER CHARGES 10/22-11/09/19: LAW | 850.000 | 265 | 45.00 |
| 12/05/2019 | MIF | 45593*# | XXXX XXXX XXXX 588 | PNC BANK | WILLIS CHARGES 10/29/19-11/15/19 | 727.000 | 191 | 43.96 |
| 12/05/2019 | MIF | 45594 | XXXX XXXX XXXX 589 | PNC BANK | WILSON CHARGES 11/02-11/09/19 | 727.000 | 191 | 500.45 |
| 12/05/2019 | MIF | 45595 | XXXX XXXX XXXX 709 | PNC BANK | AVERILL CHARGES 10/18-11/18/19: PR | 727.000 | 666 | 35.00 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 10/18-11/18/19: PR | 815.000 | 666 | 618.45 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 10/18-11/18/19: PR | 822.000 | 666 | 280.98 |
| | | | XXXX XXXX XXXX 709 | | AVERILL CHARGES 10/18-11/18/19: PR | 922.000 | 666 | 21.56 |
| | | | | CHECK MIF 45595 TOTAL FOR FU | | | | 955.99 |
| 12/05/2019 | MIF | 45596 | PROGRAM | SUE AESCHLIMAN | MUSICAL PERFORMANCE AT HARVEST POT | 815.000 | 666 | 150.00 |
| 12/05/2019 | MIF | 45597 | 400310512 | U.S. BANK EQUIPMENT FINANCE | OFFICE SMALL COPIER LEASE | 940.000 | 265 | 65.23 |
| | | | | | Total for Fund 101 GENERAL FUND | | | 109,665.74 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 207 LAW ENFORCEMENT FUND | | | | | | | | |
| 11/13/2019 | MIF | 45504 | 2716-299960 | ADVANCE AUTO PARTS - PD | BATTERY | 930.000 | 333 | 132.54 |
| | | | 2716-299800 | | BATTERY + CORE RETURN | 930.000 | 333 | 133.99 |
| | | | 2716-299759 | | BATTERY | 930.000 | 333 | 132.54 |
| | | | 2716-299763 | | BATTERY + CORE RETURN | 930.000 | 333 | (22.00) |
| | | | 2716-299987 | | BATTERY CORE RETURN | 930.000 | 333 | (22.00) |
| | | | | CHECK MIF 45504 TOTAL FOR FU | | | | 355.07 |
| 11/13/2019 | MIF | 45506*# | 1767393 | ARBOR SPRINGS WATER CO INC | PD 2 - 5 GAL ARTESIAN WATER & RENT | 727.000 | 301 | 21.00 |
| | | | 1769140 | | PD COOLER RENTAL & SERVICE FEE | 727.000 | 301 | 20.00 |
| | | | | CHECK MIF 45506 TOTAL FOR FU | | | | 41.00 |
| 11/13/2019 | MIF | 45511 | 24775 | CREATIVE CARS INC | 2015 TAHOE - INSTALL REAR BRAKE PA | 930.000 | 333 | 419.85 |
| | | | 24810 | | 2017 EXPLORER CHECK NO START, CHAR | 930.000 | 333 | 112.00 |
| | | | 24790 | | 2014 EXPLORER OIL CHANGE | 930.000 | 333 | 47.59 |
| | | | 24783 | | 2015 TAHOE LT OIL CHANGE, REPAIR E | 930.000 | 333 | 226.09 |
| | | | 24781 | | 2015 EXPLORER CHECK NO START | 930.000 | 333 | 59.50 |
| | | | | CHECK MIF 45511 TOTAL FOR FU | | | | 865.03 |
| 11/13/2019 | MIF | 45522*# | 023023815-6 | MEDMUTUAL LIFE | PREMIUMS FOR DEC 2019 | 717.000 | 226 | 788.90 |
| 11/13/2019 | MIF | 45527*# | 32873 | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 972.000 | 301 | 66.30 |
| | | | 32875 | | PD ANTI-VIRUS, MANAGES SERVICES, O | 972.000 | 301 | 255.90 |
| | | | | CHECK MIF 45527 TOTAL FOR FU | | | | 322.20 |
| 11/13/2019 | MIF | 45532*# | 7900 0440 8028 914 | NEOFUNDS | POSTAGE 10/16/19-11/13/19 | 851.000 | 301 | 5.00 |
| 11/13/2019 | MIF | 45535 | CLM0010744 | OAKLAND COUNTY | CLEMIS JULY-SEPT 2019 | 818.000 | 301 | 5,686.22 |
| 11/13/2019 | MIF | 45537*# | 110619 | PAUL E BURNS | LEGAL SERVICES FOR OCT 2019 | 803.000 | 270 | 3,300.00 |
| 11/13/2019 | MIF | 45538* | 1000046908 | PFEFFER, HANNIFORD & PALKA | AUDIT SERVICES FOR YEAR ENDING 6/3 | 802.000 | 270 | 2,250.00 |
| 11/13/2019 | MIF | 45542 | 70058839 | PRIORITY ONE EMERGENCY | TACLITE PRO SHIRT, EPAULETTE, PATC | 741.000 | 301 | 78.49 |
| 11/13/2019 | MIF | 45546 | 551-547691 | STATE OF MICHIGAN | LIVE SCAN SEPT 2019 | 214.000 | 000 | 173.00 |
| 11/13/2019 | MIF | 45550*# | 398691469 | U.S. BANK EQUIPMENT FINANCE | PD OFFICE, WWTP & COM CTR COPIER | 940.000 | 301 | 217.38 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 207 LAW ENFORCEMENT FUND | | | | | | | | |
| 11/13/2019 | MIF | 45552 | MUNIS 4407 | WASHTENAW COUNTY TREASURER O | DISPATCH SERVICES NOVEMBER 2019 | 820.000 | 301 | 5,437.25 |
| 11/19/2019 | MIF | 45556*# | 007011521-0001 | BLUE CROSS BLUE SHIELD OF MI | SILVER PREMIUMS DEC 2019 | 716.000 | 226 | 5,561.85 |
| 11/19/2019 | MIF | 45557*# | 0075124110919 | CHARTER COMMUNICATIONS | PEG STATION AND FD & PD CABLE BOXE | 850.000 | 301 | 30.00 |
| 11/19/2019 | MIF | 45560* | 40624760 | NAVITAS CREDIT CORP. | PD & FD PHONES | 850.000 | 301 | 348.48 |
| 11/21/2019 | MIF | 438(E)*# | | PAYROLL | LAW ENFORCEMENT SUPERVISORS WAGES | 701.000 | 226 | 12,473.30 |
| | | | | | LAW ENFORCEMENT FULL TIME WAGES | 702.000 | 226 | 13,912.00 |
| | | | | | LAW ENFORCEMENT CLERICAL WAGES | 704.000 | 226 | 2,919.20 |
| | | | | | LAW ENFORCEMENT PART-TIME WAGES | 708.000 | 226 | 582.56 |
| | | | | | LAW ENFORCEMENT OVERTIME WAGES | 711.000 | 226 | 1,819.52 |
| | | | | | LAW ENFORCEMENT FICA | 715.000 | 226 | 2,405.22 |
| | | | | | LAW ENFORCEMENT PENSION | 718.000 | 226 | 2,728.48 |
| | | | | | LAW ENFORCEMENT PAYROLL FEE | 727.000 | 301 | 51.01 |
| | | | | CHECK MIF 438(E) TOTAL FOR F | | | | 36,891.29 |
| 11/21/2019 | MIF | 439(E)*# | | PAYROLL | LAW ENFORCEMENT SUPERVISORS WAGES | 701.000 | 226 | 11,750.80 |
| | | | | | LAW ENFORCEMENT FULL-TIME WAGES | 702.000 | 226 | 13,912.01 |
| | | | | | LAW ENFORCEMENT CLERICAL WAGES | 704.000 | 226 | 2,919.20 |
| | | | | | LAW ENFORCEMENT PART-TIME WAGES | 708.000 | 226 | 1,529.47 |
| | | | | | LAW ENFORCEMENT JANITOR WAGES | 710.000 | 226 | 765.00 |
| | | | | | LAW ENFORCEMENT OVER-TIME WAGES | 711.000 | 226 | 2,587.87 |
| | | | | | LAW ENFORCEMENT FICA | 715.000 | 226 | 2,539.64 |
| | | | | | LAW ENFORCEMENT PENSION | 718.000 | 226 | 2,728.48 |
| | | | | | LAW ENFORCEMENT PAYROLL FEE | 727.000 | 301 | 51.47 |
| | | | | CHECK MIF 439(E) TOTAL FOR F | | | | 38,783.94 |
| 11/26/2019 | MIF | 45566*# | 1448359 | APPLIED IMAGING | OFFICE & PD COPIERS MAINT AGREEMEN | 727.000 | 301 | 81.25 |
| 11/26/2019 | MIF | 45567*# | 007011521-0002 | BLUE CROSS BLUE SHIELD OF MI | BRONZE PREMIUMS FOR DEC 2019 | 716.000 | 226 | 1,195.26 |
| 11/26/2019 | MIF | 45571* | XXXX XXXX XXXX 337 | STAPLES CREDIT PLAN | PD & FD OFFICE SUPPPLIES: CHAIR MA | 727.000 | 301 | 178.16 |
| 11/26/2019 | MIF | 45572 | 9841507237 | VERIZON WIRELESS MESSAGING S | PD CELL SERVICE 10/5/19-11/4/19 | 850.000 | 301 | 199.40 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 207 LAW ENFORCEMENT FUND | | | | | | | | |
| 11/26/2019 | MIF | 45573* | 4429 | WASHTENAW COUNTY TREASURER | PD 800 MHZ COST PER RADIO: CONTROL | 932.000 | 301 | 1,120.00 |
| 11/27/2019 | MIF | 440(E)*# | | PAYROLL | LAW ENFORCEMENT SUPERVISORS WAGES | 701.000 | 226 | 12,270.14 |
| | | | | | LAW ENFORCEMENT FULL-TIME WAGES | 702.000 | 226 | 14,396.40 |
| | | | | | LAW ENFORCEMENT CLERICAL WAGES | 704.000 | 226 | 2,919.20 |
| | | | | | LAW ENFORCEMENT PART-TIME WAGES | 708.000 | 226 | 1,423.68 |
| | | | | | LAW ENFORCEMENT OVER-TIME WAGES | 711.000 | 226 | 2,129.93 |
| | | | | | LAW ENFORCEMENT FICA | 715.000 | 226 | 2,508.16 |
| | | | | | PENSION | 718.000 | 226 | 2,728.48 |
| | | | | | LAW ENFORCEMENT PAYROLL FEE | 727.000 | 301 | 50.55 |
| | | | | CHECK MIF 440(E) TOTAL FOR F | | | | 38,426.54 |
| 12/05/2019 | MIF | 45576* | 0105079112216 | CHARTER COMMUNICATIONS | PD & FD PHONES 11/22/19-12/21/19 | 850.000 | 301 | 172.75 |
| 12/05/2019 | MIF | 45592*# | XXXX XXXX XXXX 327 | PNC BANK | WAGNER CHARGES 10/22-11/09/19: LAW | 741.000 | 226 | 27.03 |
| | | | XXXX XXXX XXXX 327 | | WAGNER CHARGES 10/22-11/09/19: LAW | 957.000 | 226 | 145.23 |
| | | | XXXX XXXX XXXX 327 | | WAGNER CHARGES 10/22-11/09/19: LAW | 727.000 | 301 | 113.12 |
| | | | | CHECK MIF 45592 TOTAL FOR FU | | | | 285.38 |
| 12/05/2019 | MIF | 45599 | 5008037653 | WELLS FARGO FINANCIAL LEASIN | PD PRINTER LEASES 11/8/19-12/7/19 | 972.000 | 301 | 224.40 |
| 12/05/2019 | MIF | 45600 | 62449843 | WEX BANK | PD FUEL CHARGES NOV 2019 | 860.000 | 333 | 1,741.55 |
| | | | | | Total for fund 207 LAW ENFORCEMENT FUND | | | 144,759.79 |

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 11/13/2019 - 12/05/2019
Banks: MIF



| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 211 Fire Station # 2 Fund | | | | | | | | |
| 11/13/2019 | MIF | 45534 | 8837 | O'DONNELL ELECTRIC, LLC | FD REPAIR & INSTALL NEW OUTDOOR LI | 975.000 | 900 | 3,335.68 |
| | | | | | Total for fund 211 Fire Station # 2 Fund | | | 3,335.68 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 216 MEDICAL RESCUE FUND | | | | | | | | |
| 11/13/2019 | MIF | 45503 | 2716-299422 | ADVANCE AUTO PARTS - FD | FD CHARGE: ANTIFREEZE | 930.000 | 333 | 39.88 |
| 11/13/2019 | MIF | 45506*# | 1767392 | ARBOR SPRINGS WATER CO INC | FD SERVICE CHARGE | 727.000 | 301 | 6.00 |
| 11/13/2019 | MIF | 45512 | INV07218 | EMERGENT HEALTH PARTNERS | FIRE DISPATCHING SERVICES NOV 2019 | 820.000 | 301 | 918.82 |
| 11/13/2019 | MIF | 45522*# | 023023815-6 | MEDMUTUAL LIFE | PREMIUMS FOR DEC 2019 | 717.000 | 226 | 91.70 |
| 11/13/2019 | MIF | 45527*# | 32873 | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 972.000 | 301 | 97.49 |
| | | | 32876 | | FD ANTI-VIRUS & MANAGED SERVICES | 972.000 | 301 | 42.75 |
| | | | | CHECK MIF 45527 TOTAL FOR FU | | | | 140.24 |
| 11/13/2019 | MIF | 45538* | 1000046908 | PFEFFER, HANNIFORD & PALKA | AUDIT SERVICES FOR YEAR ENDING 6/3 | 802.000 | 270 | 2,250.00 |
| 11/19/2019 | MIF | 45556*# | 007011521-0001 | BLUE CROSS BLUE SHIELD OF MI | SILVER PREMIUMS DEC 2019 | 716.000 | 226 | 1,700.35 |
| 11/19/2019 | MIF | 45557*# | 0075124110919 | CHARTER COMMUNICATIONS | PEG STATION AND FD & PD CABLE BOXE | 850.000 | 301 | 15.00 |
| 11/19/2019 | MIF | 45560* | 40624760 | NAVITAS CREDIT CORP. | PD & FD PHONES | 850.000 | 301 | 179.52 |
| 11/19/2019 | MIF | 45564 | XXXX XXXX XXXX 485 | TRACTOR SUPPLY CREDIT PLAN | FD SUPPLIES: DRILL, HOSE | 727.000 | 301 | 23.97 |
| 11/21/2019 | MIF | 438(E)*# | | PAYROLL | FIRE CHIEF SALARY | 701.000 | 226 | 3,550.24 |
| | | | | | FIRE PART-TIME WAGES | 702.000 | 226 | 5,196.00 |
| | | | | | FIRE ADMIN WAGES | 705.000 | 226 | 124.32 |
| | | | | | FIRE PAID ON CALL WAGES | 708.000 | 226 | 3,351.44 |
| | | | | | FIRE FICA | 715.000 | 226 | 961.01 |
| | | | | | FIRE PENSION | 718.000 | 226 | 355.02 |
| | | | | | FIRE TRAINING WAGES | 958.000 | 226 | 496.17 |
| | | | | | FIRE PAYROLL FEE | 727.000 | 301 | 58.14 |
| | | | | CHECK MIF 438(E) TOTAL FOR F | | | | 14,092.34 |
| 11/21/2019 | MIF | 439(E)*# | | PAYROLL | FIRE CHIEF WAGES | 701.000 | 226 | 3,550.24 |
| | | | | | FIRE PART-TIME WAGES | 702.000 | 226 | 5,312.00 |
| | | | | | FIRE ADMIN WAGES | 705.000 | 226 | 118.40 |
| | | | | | FIRE PAID ON CALL WAGES | 708.000 | 226 | 1,236.63 |
| | | | | | FIRE FICA | 715.000 | 226 | 775.64 |
| | | | | | FIRE PENSION | 718.000 | 226 | 355.02 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 216 MEDICAL RESCUE FUND | | | | | | | | |
| | | | | | FIRE TRAINING WAGES | 958.000 | 226 | 77.63 |
| | | | | | FIRE PAYROLL FEE | 727.000 | 301 | 58.84 |
| | | | | CHECK MIF 439(E) TOTAL FOR F | | | | 11,484.40 |
| 11/26/2019 | MIF | 45568 | 0370525-IN | CORRIGAN PROPANE CO. | STATION 2 PROPANE - 430 GAL | 920.000 | 301 | 604.22 |
| 11/26/2019 | MIF | 45569 | 192 | FIRE WRENCH OF MICHIGAN, LLC | ENGINE 81 REPAIRS | 930.000 | 333 | 409.65 |
| | | | 176 | | LADDER TRUCK 81 NO START - REPAIRS | 930.000 | 333 | 736.50 |
| | | | 177 | | ENGINE 82 BREAK REPAIRS | 930.000 | 333 | 1,116.95 |
| | | | | CHECK MIF 45569 TOTAL FOR FU | | | | 2,263.10 |
| 11/26/2019 | MIF | 45571* | XXXX XXXX XXXX 337 | STAPLES CREDIT PLAN | PD & FD OFFICE SUPPPLIES: CHAIR MA | 727.000 | 301 | 54.47 |
| 11/26/2019 | MIF | 45573* | 4428 | WASHTENAW COUNTY TREASURER | FD 800 MHZ COST PER RADIO: CONTROL | 932.000 | 301 | 1,910.00 |
| 11/26/2019 | MIF | 45574 | 62239956 | WEX BANK | FD FUEL CHARGES OCT 2019 | 860.000 | 333 | 1,874.46 |
| 11/27/2019 | MIF | 440(E)*# | | PAYROLL | FIRE CHIEF SALARY | 701.000 | 226 | 3,550.24 |
| | | | | | FIRE PART-TIME WAGES | 702.000 | 226 | 7,608.00 |
| | | | | | FIRE ADMIN WAGES | 705.000 | 226 | 94.72 |
| | | | | | FIRE PAID-ON-CALL WAGES | 708.000 | 226 | 1,054.52 |
| | | | | | FIRE FICA | 715.000 | 226 | 946.14 |
| | | | | | FIRE PENSION | 718.000 | 226 | 355.02 |
| | | | | | FIRE TRAINING WAGES | 958.000 | 226 | 216.00 |
| | | | | | FIRE PAYROLL FEE | 727.000 | 301 | 57.45 |
| | | | | CHECK MIF 440(E) TOTAL FOR F | | | | 13,882.09 |
| 12/05/2019 | MIF | 45576* | 0080645112319 | CHARTER COMMUNICATIONS | STATION 2 INTERNET 11/23/19-12/22/ | 850.000 | 301 | 104.98 |
| | | | 0105079112216 | | PD & FD PHONES 11/22/19-12/21/19 | 850.000 | 301 | 67.17 |
| | | | | CHECK MIF 45576 TOTAL FOR FU | | | | 172.15 |
| 12/05/2019 | MIF | 45580*# | 9100 142 3069 2 | DTE ENERGY | 2727 E NORTH TERRITORIAL RD 10/22/ | 920.000 | 301 | 104.33 |
| 12/05/2019 | MIF | 45592*# | XXXX XXXX XXXX 327 | PNC BANK | WAGNER CHARGES 10/22-11/09/19: LAW | 957.000 | 226 | 156.00 |
| | | | XXXX XXXX XXXX 327 | | WAGNER CHARGES 10/22-11/09/19: LAW | 727.000 | 301 | 47.49 |
| | | | XXXX XXXX XXXX 327 | | WAGNER CHARGES 10/22-11/09/19: LAW | 930.000 | 301 | 15.90 |
| | | | | CHECK MIF 45592 TOTAL FOR FU | | | | 219.39 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 216 MEDICAL RESCUE FUND | | | | | | | | |
| 12/05/2019 | MIF | 45598 | 9841657116 | VERIZON WIRELESS MESSAGING S | FD CELL SERVICE 10/8/19-11/7/19 | 850.000 | 301 | 212.64 |
| | | | | | Total for fund 216 MEDICAL RESCUE FUND | | | 52,239.07 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 217 PSB - RENTAL PROPERTY FUND | | | | | | | | |
| 11/13/2019 | MIF | 45519 | REFUND 17 | LAWNET | CONSTRUCTION REFUND NOVEMBER 2019 | 908.000 | 000 | 810.84 |
| 11/13/2019 | MIF | 45533*# | 67000T | NORTHFIELD TOWNSHIP | PSB SEWER BILL 8/1/19-10/31/19 | 920.000 | 000 | 90.20 |
| 12/05/2019 | MIF | 45577*# | 1000 0012 0517 | CONSUMERS ENERGY | 8350 MAIN ST 10/19/19-11/19/19 | 920.000 | 000 | 158.70 |
| | | | | | Total for fund 217 PSB - RENTAL PROPERTY FUND | | | 1,059.74 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 287 BUILDING DEPARTMENT FUND | | | | | | | | |
| 11/13/2019 | MIF | 45522*# | 023023815-6 | MEDMUTUAL LIFE | PREMIUMS FOR DEC 2019 | 717.000 | 226 | 32.78 |
| 11/13/2019 | MIF | 45538* | 1000046908 | PFEFFER, HANNIFORD & PALKA | AUDIT SERVICES FOR YEAR ENDING 6/3 | 802.000 | 270 | 900.00 |
| 11/13/2019 | MIF | 45539 | 0000005406 | PITTSFIELD TOWNSHIP | BLDG INSPECTIONS FOR AUGUST 2019 | 725.000 | 261 | 1,890.00 |
| | | | 0000005408 | | BUILDING INSPECTIONS - SEPT 2019 | 725.000 | 261 | 1,980.00 |
| | | | 0000005408 | | BUILDING INSPECTIONS - SEPT 2019 | 725.000 | 261 | 412.50 |
| | | | 0000005406 | | BLDG INSPECTIONS FOR AUGUST 2019 | 737.000 | 261 | 300.00 |
| | | | | CHECK MIF 45539 TOTAL FOR FU | | | | 4,582.50 |
| 11/19/2019 | MIF | 45557*# | 0083748110919 | CHARTER COMMUNICATIONS | BLDG DEPT PHONE, PSB PHONES & INTE | 850.000 | 301 | 39.99 |
| 11/19/2019 | MIF | 45563 | REFUND | TEI STAR ELECTRIC | ELECTRICAL PERMIT PP190142 | 488.000 | 000 | 50.00 |
| 11/21/2019 | MIF | 438(E)*# | | PAYROLL | BUILDING SALARIES | 703.000 | 226 | 1,056.00 |
| | | | | | BUILDONG FICA | 715.000 | 226 | 126.99 |
| | | | | | BUILDING PENSION | 718.000 | 226 | 105.60 |
| | | | | CHECK MIF 438(E) TOTAL FOR F | | | | 1,288.59 |
| 11/21/2019 | MIF | 439(E)*# | | PAYROLL | BUILDING SALARY | 703.000 | 226 | 1,056.00 |
| | | | | | BUILDING FICA | 715.000 | 226 | 126.99 |
| | | | | | BUILDING PENSION | 718.000 | 226 | 105.60 |
| | | | | CHECK MIF 439(E) TOTAL FOR F | | | | 1,288.59 |
| 11/26/2019 | MIF | 45567*# | 007011521-0002 | BLUE CROSS BLUE SHIELD OF MI | BRONZE PREMIUMS FOR DEC 2019 | 716.000 | 226 | 797.01 |
| 11/27/2019 | MIF | 440(E)*# | | PAYROLL | BUILDING SALARIES | 703.000 | 226 | 1,056.00 |
| | | | | | BUILDING FICA | 715.000 | 226 | 126.99 |
| | | | | | BUILDING PENSION | 718.000 | 226 | 105.60 |
| | | | | CHECK MIF 440(E) TOTAL FOR F | | | | 1,288.59 |
| 12/05/2019 | MIF | 45579 | INSPECTIONS | DINO BONA | ELECTRICAL INSPECTIONS NOV 2019 | 725.000 | 301 | 765.00 |
| 12/05/2019 | MIF | 45584 | INSPECTIONS | ELECTRICAL CODE SERVICES LLC | ELECTRICAL INSPECTIONS NOV 2019 | 725.000 | 301 | 225.00 |
| 12/05/2019 | MIF | 45587 | INSPECTIONS | LEONARD DONALD CZINSKI | PLUMBING & HEATING INSPECTIONS NOV | 725.000 | 301 | 2,700.00 |
| | | | | | Total for fund 287 BUILDING DEPARTMENT FUND | | | 13,958.05 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 571 WASTEWATER TREATMENT FUND | | | | | | | | |
| 11/13/2019 | MIF | 45505 | 2716-299840 | ADVANCE AUTO PARTS - WWTP | ANTI-FREEZE AND OIL | 819.000 | 301 | 51.02 |
| 11/13/2019 | MIF | 45514 | S103270441.001 | ETNA SUPPLY CO | HDPE RISER RING, 8 CS RUBBER ROPE | 819.000 | 301 | 309.00 |
| 11/13/2019 | MIF | 45515 | 9331857749 | GRAINGER, INC. | POTENTIOMETER, PERISTALTIC 1/60HP | 930.000 | 301 | 397.70 |
| 11/13/2019 | MIF | 45516 | 334030 | HAVILAND PRODUCTS COMPANY | CHLORINE & SULFUR DIOXIDE | 740.000 | 301 | 715.02 |
| 11/13/2019 | MIF | 45517 | 290362 | INDUSTRIAL CHEM LABS & SVC | ROOT BEGONE | 819.000 | 301 | 243.26 |
| 11/13/2019 | MIF | 45522*# | 023023815-6 | MEDMUTUAL LIFE | PREMIUMS FOR DEC 2019 | 717.000 | 226 | 306.12 |
| 11/13/2019 | MIF | 45523 | 1078 | MICHIGAN AGRIBUSINESS SOLUTI | FECAL COLIFORM AND METALS & NUTRIE | 817.000 | 301 | 1,000.00 |
| 11/13/2019 | MIF | 45525 | 16576 | MICHIGAN WATER ENVIRONMENT A | LEWIS MEMBERSHIP 9/26/19-9/26/20 | 807.000 | 301 | 75.00 |
| 11/13/2019 | MIF | 45526 | 16580 | MICHIGAN WATER ENVIRONMENT A | MACDONALD MEMBERSHIP 9/14/19-9/14/ | 807.000 | 301 | 75.00 |
| 11/13/2019 | MIF | 45527*# | 32873 | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS MGMT, | 948.000 | 228 | 7.79 |
| | | | 32877 | | WWTP ANTI-VIRUS, MANAGED SERVICES, | 948.000 | 228 | 200.26 |
| | | | | CHECK MIF 45527 TOTAL FOR FU | | | | 208.05 |
| 11/13/2019 | MIF | 45531 | 429967 | NCL OF WISCONSIN, INC. | AMMONIA, LID FOR DESICCATOR | 740.000 | 301 | 274.19 |
| | | | 430661 | | DRAIN STAND, ELECTRODE STORAGE SOL | 740.000 | 301 | 343.61 |
| | | | 430662 | | SODIUM HYDROXIDE, NASCO SLUDGE JUD | 740.000 | 301 | 260.18 |
| | | | | CHECK MIF 45531 TOTAL FOR FU | | | | 877.98 |
| 11/13/2019 | MIF | 45538* | 1000046908 | PFEFFER, HANNIFORD & PALKA | AUDIT SERVICES FOR YEAR ENDING 6/3 | 802.000 | 270 | 6,300.00 |
| 11/13/2019 | MIF | 45547 | 110423 | T.H. EIFERT, LLC | VALVE REPLACEMENT | 970.000 | 900 | 19,220.00 |
| | | | 110727 | | VALVE REPLACEMENT LABOR | 971.000 | 900 | 4,364.00 |
| | | | 110734 | | VALVE REPLACEMENT PARTS | 971.000 | 900 | 4,952.01 |
| | | | | CHECK MIF 45547 TOTAL FOR FU | | | | 28,536.01 |
| 11/13/2019 | MIF | 45548# | 51486832 | TETRA TECH INC | SAW GRANT ENGINEERING SERVICES THR | 929.000 | 301 | 4,069.15 |
| | | | 51503352 | | SAW GRANT ENGINEERING EXPENSES THR | 929.000 | 301 | 23,768.26 |
| | | | 51511789 | | SAW GRANT SERVICES THRU 10/25/19 | 929.000 | 301 | 8,658.74 |
| | | | 51511791 | | WWTP AERATION BLOWER IMPLEMENTATIO | 970.000 | 900 | 1,888.00 |
| | | | 51503354 | | AERATION BLOWER IMPLEMENTATION | 971.000 | 900 | 3,590.00 |
| | | | 51503355 | | STORAGE TANK PLANNING, DESIGN & BI | 971.000 | 900 | 8,477.55 |
| | | | | CHECK MIF 45548 TOTAL FOR FU | | | | 50,451.70 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 571 WASTEWATER TREATMENT FUND | | | | | | | | |
| 11/13/2019 | MIF | 45550*# | 398691469 | U.S. BANK EQUIPMENT FINANCE | PD, OFFICE, WWTP & COM CTR COPIER | 940.000 | 301 | 131.22 |
| 11/13/2019 | MIF | 45551 | 530358479 | UIS SCADA | REPLACE ELECTRIC VALVES, TROUBLESH | 970.000 | 900 | 5,895.94 |
| | | | 530358629 | | REPLACE NEUMATIC VALVE CONTROLLERS | 970.000 | 900 | 2,263.54 |
| | | | | CHECK MIF 45551 TOTAL FOR FU | | | | 8,159.48 |
| 11/13/2019 | MIF | 45554 | 11/13/2019 | NORTHFIELD ESTATES | UB refund for account: 673139 | 214.000 | 000 | 90.20 |
| | | | 11/13/2019 | | UB refund for account: 673139 | 214.000 | 000 | 9.02 |
| | | | 11/13/2019 | | UB refund for account: 673139 | 214.000 | 000 | 24.05 |
| | | | | CHECK MIF 45554 TOTAL FOR FU | | | | 123.27 |
| 11/15/2019 | MIF | 45555 | 11/15/2019 | NORTHFIELD ESTATES | UB refund for account: 673429 | 214.000 | 000 | 22.04 |
| 11/19/2019 | MIF | 45556*# | 007011521-0001 | BLUE CROSS BLUE SHIELD OF MI | SILVER PREMIUMS DEC 2019 | 716.000 | 226 | 1,588.21 |
| 11/19/2019 | MIF | 45557*# | 0077545110619 | CHARTER COMMUNICATIONS | WWTP PHONES & INTERNET 11/6/19-12/ | 850.000 | 301 | 274.93 |
| 11/19/2019 | MIF | 45558 | 1000 0950 4497 | CONSUMERS ENERGY | 427 E NORTH TERRITORIAL 10/15/19-1 | 920.000 | 301 | 17.83 |
| 11/21/2019 | MIF | 438(E)*# | | PAYROLL | SEWER SUPERINTENDENT WAGES | 701.000 | 226 | 2,647.51 |
| | | | | | SEWER FULL-TIME WAGES | 702.000 | 226 | 7,512.14 |
| | | | | | SEWER OVERTIME | 711.000 | 226 | 273.60 |
| | | | | | SEWER FICA | 715.000 | 226 | 823.78 |
| | | | | | SEWER PENSION | 718.000 | 226 | 1,015.97 |
| | | | | | SEWER ON CALL/PAGER WAGES | 747.000 | 226 | 420.00 |
| | | | | | SEWER PAYROLL FEE | 727.000 | 301 | 15.46 |
| | | | | CHECK MIF 438(E) TOTAL FOR F | | | | 12,708.46 |
| 11/21/2019 | MIF | 439(E)*# | | PAYROLL | SEWER SUPERINTENDENT WAGES | 701.000 | 226 | 2,647.51 |
| | | | | | SEWER FULL TIME WAGES | 702.000 | 226 | 7,512.14 |
| | | | | | SEWER FICA | 715.000 | 226 | 802.83 |
| | | | | | SEWER PENSION | 718.000 | 226 | 1,015.97 |
| | | | | | SEWER PAGER WAGES | 747.000 | 226 | 420.00 |
| | | | | | SEWER PAYROLL FEE | 727.000 | 301 | 15.64 |
| | | | | CHECK MIF 439(E) TOTAL FOR F | | | | 12,414.09 |
| 11/26/2019 | MIF | 45566*# | 1448360 | APPLIED IMAGING | WWTP & COM CTR COPIERS MAINT AGREE | 727.000 | 301 | 17.01 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 571 WASTEWATER TREATMENT FUND | | | | | | | | |
| 11/26/2019 | MIF | 45567*# | 007011521-0002 | BLUE CROSS BLUE SHIELD OF MI | BRONZE PREMIUMS FOR DEC 2019 | 716.000 | 226 | 4,394.23 |
| 11/27/2019 | MIF | 440(E)*# | | PAYROLL | SEWER SUPERINTENDENT WAGES | 701.000 | 226 | 2,647.51 |
| | | | | | SEWER FULL-TIME WAGES | 702.000 | 226 | 7,512.14 |
| | | | | | SEWER FICA | 715.000 | 226 | 816.23 |
| | | | | | SEWER PENSION | 718.000 | 226 | 1,015.97 |
| | | | | | SEWER ON CALL/PAGER WAGES | 747.000 | 226 | 420.00 |
| | | | | | SEWER PAYROLL FEE | 727.000 | 301 | 15.27 |
| | | | | | SEWER COMMUNICATION PAY | 850.000 | 301 | 175.00 |
| | | | | CHECK MIF 440(E) TOTAL FOR F | | | | 12,602.12 |
| 12/05/2019 | MIF | 45577*# | 1000 0012 4642 | CONSUMERS ENERGY | 11500 LEMEN RD UNIT A 10/19/19-11/ | 920.000 | 301 | 1,031.80 |
| | | | 1000 0950 4273 | | 8076 WHITMORE LAKE RD 10/19/19-11/ | 920.000 | 301 | 82.97 |
| | | | 1000 0950 4356 | | 601 RAYMOND DR GEN 10/19/19-11/19/ | 920.000 | 301 | 82.97 |
| | | | 1000 0950 4588 | | 7647 EDMUND ST 10/19/19-11/19/19 | 920.000 | 301 | 82.41 |
| | | | 1000 1171 7061 | | 11500 LEMEN RD UNIT C 10/19/19-11/ | 920.000 | 301 | 106.29 |
| | | | 1000 6159 0814 | | 11615 E SHORE DR 10/19/19-11/19/19 | 920.000 | 301 | 17.55 |
| | | | 1000 1171 6543 | | 11500 LEMEN RD UNIT B 10/19/19-11/ | 920.000 | 301 | 151.77 |
| | | | | CHECK MIF 45577 TOTAL FOR FU | | | | 1,555.76 |
| 12/05/2019 | MIF | 45580*# | 9100 116 3062 1 | DTE ENERGY | 925 8 MILE RD BLDG PERM 10/25/19-1 | 920.000 | 301 | 1,265.72 |
| | | | 9100 116 7798 6 | | 427 E NORTH TERRITORIAL 10/22/19-1 | 920.000 | 301 | 168.98 |
| | | | 9100 116 3078 7 | | 9081 LAKE PINE DR. 10/22/19-11/20/ | 920.000 | 301 | 43.13 |
| | | | 9100 116 3105 8 | | 9225 LAKE PINE DR. 10/22/19-11/20/ | 920.000 | 301 | 463.02 |
| | | | 9100 141 5936 2 | | 10597 9 MILE RD. 9/24/19-11/21/19 | 920.000 | 301 | 39.96 |
| | | | 9100 116 3039 9 | | 11615 E SHORE DR. 10/24/19-11/21/1 | 920.000 | 301 | 325.06 |
| | | | 9100 116 2999 5 | | 601 RAYMOND 10/25/19-11/22/19 | 920.000 | 301 | 60.99 |
| | | | 9100 116 3014 2 | | 11380 N SHORE DR. 10/25/19-11/22/1 | 920.000 | 301 | 86.59 |
| | | | 9100 116 3026 6 | | 11591 N SHORE DR. 10/25/19-11/22/1 | 920.000 | 301 | 39.99 |
| | | | 9100 116 3052 2 | | 11800 N MAIN ST 10/25/19-11/22/19 | 920.000 | 301 | 129.63 |
| | | | 9100 116 3093 6 | | 7941 TURNBERRY DR. 10/25/19-11/22/ | 920.000 | 301 | 48.96 |
| | | | 9100 116 2944 1 | | 7647 EDMUND ST. 10/25/19-11/22/19 | 920.000 | 301 | 76.77 |
| | | | 9100 116 2958 1 | | 10201 ELMCREST RD 10/25/19-11/22/1 | 920.000 | 301 | 37.53 |
| | | | 9100 116 2973 0 | | 8076 MAIN ST 10/25/19-11/22/19 | 920.000 | 301 | 131.81 |
| | | | 9100 113 1384 8 | | 10201 ELMCREST RD 9/21/19-11/20/19 | 920.000 | 301 | 44.24 |
| | | | | CHECK MIF 45580 TOTAL FOR FU | | | | 2,962.38 |
| 12/05/2019 | MIF | 45583 | 9100 4000 5506 | DTE ENERGY | 11500 LEMEN RD PRIMARY SUPPLY RATE | 920.000 | 301 | 5,640.26 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 571 WASTEWATER TREATMENT FUND | | | | | | | | |
| 12/05/2019 | MIF | 45588 | 2383531 | NALCO WATER PRETREATMENT SOL | IT SERVICE EXCHANGER, FILTER REPLA | 740.000 | 301 | 435.15 |
| 12/05/2019 | MIF | 45593*# | XXXX XXXX XXXX 588 | PNC BANK | WILLIS CHARGES 10/29/19-11/15/19 | 740.000 | 301 | 7.16 |
| | | | XXXX XXXX XXXX 588 | | WILLIS CHARGES 10/29/19-11/15/19 | 930.000 | 301 | 59.98 |
| | | | | CHECK MIF 45593 TOTAL FOR FU | | | | 67.14 |
| | | | | | Total for fund 571 WASTEWATER TREATMENT FUND | | | 152,659.44 |

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|---|
| Fund: 631 BUILDING AND GROUNDS MAINTENANCE FUND | | | | | | | | |
| 11/13/2019 | MIF | 45510 | 55844 | CRAWFORD DOOR SALES | PREVENTIVE MAINTENANCE | 930.000 | 301 | 525.00 |
| 11/13/2019 | MIF | 45533*# | 67000T | NORTHFIELD TOWNSHIP | PSB SEWER BILL 8/1/19-10/31/19 | 920.000 | 301 | 143.80 |
| 11/13/2019 | MIF | 45544*# | OCT 2019 | SIMPSON JANITORIAL SERVICE | PSB ENTRANCEWAY WINDOWS 10/1, 10/1 | 816.000 | 301 | 30.00 |
| 11/19/2019 | MIF | 45557*# | 0049525110119 | CHARTER COMMUNICATIONS | PSB PHONE & INTERNET 11/1/19-11/30 | 850.000 | 301 | 174.97 |
| | | | 0083748110919 | | BLDG DEPT PHONE, PSB PHONES & INTE | 850.000 | 301 | 234.94 |
| | | | 0083771110719 | | PSB & OFFICE PHONES 11/7/19-12/6/1 | 850.000 | 301 | 119.97 |
| | | | | CHECK MIF 45557 TOTAL FOR FU | | | | 529.88 |
| 11/19/2019 | MIF | 45559 | 28260 | DETROIT AUTOMATIC SPRINKLER | SERVICE FIRE PROTECTION | 930.000 | 301 | 420.00 |
| 11/19/2019 | MIF | 45562 | 761-10457048 | STATE OF MICHIGAN | NONCOMMUNITY PUBLIC WATER SUPPLY A | 930.000 | 301 | 142.30 |
| 11/26/2019 | MIF | 45570 | CNA09955C19 | OTIS ELEVATOR | ELEVATOR SERVICE 12/1/19-11/30/20 | 818.000 | 301 | 4,298.77 |
| 12/05/2019 | MIF | 45575 | 734449030611 | AT&T | ELEVATOR PHONE 10/26/19-11/25/19 | 850.000 | 301 | 96.31 |
| 12/05/2019 | MIF | 45577*# | 1000 0012 0517 | CONSUMERS ENERGY | 8350 MAIN ST 10/19/19-11/19/19 | 920.000 | 301 | 1,604.58 |
| | | | | | Total for fund 631 BUILDING AND GROUNDS MAINTE | | | 7,790.64 |
| | | | | TOTAL - ALL FUNDS | | | | 485,468.15 |

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

## Marlene Chockley

**From:** Marlene Chockley
**Sent:** Tuesday, December 03, 2019 10:37 AM
**To:** Marissa Prizgint
**Cc:** Kathy Manley; Tawn Beliger; Jacqueline Otto; Janet Chick; Wayne Dockett; Lenore Zelenock; Steven Aynes; Jennifer Carlisle
**Subject:** RE: Facebook post: Peaberry at 6 pm on 12/3

Thank you for the note, Marissa. I should have checked with Peaberry first. I've revised the time to 5-6 PM. If someone really wants to discuss something with me, I'm always happy to meet when it is convenient for them.

The Board decided to have a Q&A time on a regular basis so that will be scheduled for next year by the Board.

Please feel welcome to stop by if it works for you.

Marlene

**From:** Marissa Prizgint <egan1md@gmail.com>
**Sent:** Tuesday, December 03, 2019 10:19 AM
**To:** Marlene Chockley <chockleym@Northfieldmi.gov>
**Cc:** Kathy Manley <manleyk@Northfieldmi.gov>; Tawn Beliger <beligert@Northfieldmi.gov>; Jacqueline Otto <ottoj@Northfieldmi.gov>; Janet Chick <chickj@Northfieldmi.gov>; Wayne Dockett <dockettw@Northfieldmi.gov>; Lenore Zelenock <zelenockl@Northfieldmi.gov>; Steven Aynes <ayness@Northfieldmi.gov>; Jennifer Carlisle <carlislej@Northfieldmi.gov>
**Subject:** Facebook post: Peaberry at 6 pm on 12/3

Good morning, Supervisor Chockley,

Please be advised that although your post on Facebook invites your constituents to Peaberry for a Q & A from 6 - 7 this evening, Peaberry closes at 6 and has no knowledge of an after hours meeting. Additionally, I'd like to offer the feedback that if you'd like people to attend, most appreciate more than 24 hours notice.

Thanks,
Marissa Egan Prizgint
(734) 845-8005

P.S. Please include this correspondence in the next BOT meeting packet.

Agenda Item 1

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 12/11/2019 - 12/11/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: MIF

OPEN



| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---|---|---|---|---|
| Fund 101 GENERAL FUND | | | | | |
| Dept 101 TOWNSHIP BOARD | | | | | |
| 101-101-900.000 | PRINTING & PUBLICATIONS | KENT COMMUNICATIONS INC | 2019 WINTER TAX BILLS & INSERT | 645.49 | |
| | | Total For Dept 101 TOWNSHIP BOARD | | 645.49 | |
| Dept 172 TOWNSHIP MANAGER | | | | | |
| 101-172-818.000 | CONTRACTUAL SERVICES | MUNICODE | CODIFICATION ON-LINE CODE HOSTING 12/ | 550.00 | |
| | | Total For Dept 172 TOWNSHIP MANAGER | | 550.00 | |
| Dept 228 INFORMATION TECHNOLOGY | | | | | |
| 101-228-936.000 | SOFTWARE | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 194.00 | |
| 101-228-948.000 | COMPUTER SERVICES | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 298.75 | |
| | | Total For Dept 228 INFORMATION TECHNOLOGY | | 492.75 | |
| Dept 253 TREASURER | | | | | |
| 101-253-803.000 | LEGAL | PAUL E BURNS | LEWGAL SERVICE DEC 2019 | 500.00 | |
| 101-253-804.000 | TAX STATEMENT PREPARATION | KENT COMMUNICATIONS INC | 2019 WINTER TAX BILLS & INSERT | 771.53 | |
| 101-253-851.000 | POSTAGE | KENT COMMUNICATIONS INC | 2019 WINTER TAX BILLS & INSERT | 65.64 | |
| 101-253-860.000 | FUEL & MILEAGE | EMILY HOFSESS | MILEAGE 10/4/19-12/02/19: TRIPS TO PO | 94.42 | |
| | | Total For Dept 253 TREASURER | | 1,431.59 | |
| Dept 257 ASSESSING | | | | | |
| 101-257-818.000 | CONTRACTUAL SERVICES | ASSESSMENT ADMIN. SERVIC | ASSESSING SERVICES DECEMBER 2019 (NEW | 8,205.00 | |
| 101-257-851.000 | POSTAGE | WHITLOCK BUSINESS SYSTEM | PRE-PAYMENT FOR 2020 ASSESSING NOTICE | 2,055.86 | |
| 101-257-900.000 | PRINTING & PUBLICATIONS | WHITLOCK BUSINESS SYSTEM | PRE-PAYMENT FOR 2020 ASSESSING NOTICE | 963.72 | |
| | | Total For Dept 257 ASSESSING | | 11,224.58 | |
| Dept 265 HALL AND GROUNDS | | | | | |
| 101-265-727.000 | | ARBOR SPRINGS WATER CO I | OFFICE 4 - 5 GAL ARTESIAN WATER, SERV | 32.00 | |
| 101-265-727.000 | | QUILL CORP | OFFICE SUPPLIES: COFFEE & CREAMER | 51.94 | |
| 101-265-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | J & M LANDSCAPING | LAWN CARE SERVICES OCTOBER 2019 | 555.00 | |
| 101-265-930.000 | REPAIRS & MAINTENANCE | BS&A SOFTWARE | BS&A ONLINE ANNUAL SERVICE/SUPPORT 11 | 3,665.00 | |
| 101-265-938.000 | CHARGEBACKS - PRIOR TAX YEARS | WASHTENAW COUNTY TREASUR | 10/19 MTT/STC CHARGEBACKS INVOICE | 69.39 | |
| 101-265-940.000 | | ARBOR SPRINGS WATER CO I | OFFICE 4 - 5 GAL ARTESIAN WATER, SERV | 14.00 | |
| | | Total For Dept 265 HALL AND GROUNDS | | 4,387.33 | |
| Dept 270 LEGAL/PROFESSIONAL | | | | | |
| 101-270-800.000 | OTHER PROFESSIONAL FEES | TREEMORE ECOLOGY & LAND | LANDOWNER CALLS & ASSISTANCE WITH GRE | 240.00 | |
| 101-270-803.000 | LEGAL | MCGRAW MORRIS P.C. | LEGAL SERVICES OCT 2019 | 1,438.28 | |
| 101-270-803.000 | LEGAL | PAUL E BURNS | LEWGAL SERVICE DEC 2019 | 6,605.00 | |
| 101-270-927.000 | ALLOCATE TO DEPARTMENTS | PAUL E BURNS | LEWGAL SERVICE DEC 2019 | (3,800.00) | |
| | | Total For Dept 270 LEGAL/PROFESSIONAL | | 4,483.28 | |
| Dept 412 PLANNING/ZONING DEPT | | | | | |
| 101-412-801.000 | PLANNER FEES | MCKENNA ASSOCIATES | ZONING ORDINANCES REVISIONS OCT 2019 | 290.00 | |
| 101-412-860.000 | FUEL & MILEAGE | MARY BIRD | MILEAGE 9/18/19-11/20/19 | 97.44 | |
| | | Total For Dept 412 PLANNING/ZONING DEPT | | 387.44 | |
| Dept 666 COMMUNITY CENTER | | | | | |
| 101-666-727.000 | SUPPLIES | TAMI AVERILL | SR NUTRITION SUPPLIES, PROGRAM SUPPLI | 62.22 | |
| 101-666-815.000 | CC PROGRAMS | TAMI AVERILL | SR NUTRITION SUPPLIES, PROGRAM SUPPLI | 131.87 | |
| 101-666-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | J & M LANDSCAPING | LAWN CARE SERVICES OCTOBER 2019 | 40.00 | |
| 101-666-822.000 | SENIOR NUTRITION | TAMI AVERILL | SR NUTRITION SUPPLIES, PROGRAM SUPPLI | 40.52 | |
| 101-666-860.000 | FUEL & MILEAGE | LAURA ATWELL | MILEAGE TO ATTEND SERVSAFE TRAINING I | 97.44 | |
| 101-666-936.000 | SOFTWARE | MICRO TECH SERVICES INC | COM CTR ANTIVIRUS, MANAGED SERVICES, | 25.35 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---|---|---|---|---|
| Fund 101 GENERAL FUND | | | | | |
| Dept 666 COMMUNITY CENTER | | | | | |
| 101-666-936.000 | SOFTWARE | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 7.96 | |
| | | Total For Dept 666 COMMUNITY CENTER | | 405.36 | |
| Dept 753 RECREATION BOARD | | | | | |
| 101-753-931.000 | PARK MAINITENANCE | J & M LANDSCAPING | LAWN CARE SERVICES OCTOBER 2019 | 60.00 | |
| 101-753-931.000 | PARK MAINITENANCE | WASTE MANAGEMENT OF MI | DOG PARK WASTE REMOVAL 12/1/19-12/31/ | 18.11 | |
| | | Total For Dept 753 RECREATION BOARD | | 78.11 | |
| | | Total For Fund 101 GENERAL FUND | | 24,085.93 | |
| Fund 207 LAW ENFORCEMENT FUND | | | | | |
| Dept 000 | | | | | |
| 207-000-214.000 | DUE TO OTHERS | STATE OF MICHIGAN | LIVE SCAN OCT 2019 | 43.25 | |
| | | Total For Dept 000 | | 43.25 | |
| Dept 270 LEGAL/PROFESSIONAL | | | | | |
| 207-270-803.000 | LEGAL | MCGRAW MORRIS P.C. | LEGAL SERVICES OCT 2019 | 3,237.50 | |
| 207-270-803.000 | LEGAL | PAUL E BURNS | LEWGAL SERVICE DEC 2019 | 3,300.00 | |
| | | Total For Dept 270 LEGAL/PROFESSIONAL | | 6,537.50 | |
| Dept 301 OPERATING COSTS | | | | | |
| 207-301-727.000 | | ARBOR SPRINGS WATER CO I | PD SERVICE CHARGE & 4 - 5 GAL ARTESIA | 32.00 | |
| 207-301-727.000 | SUPPLIES | BATTERIES PLUS BULBS #38 | LITHIUM & ALKALINE BATTERIES | 28.98 | |
| 207-301-820.000 | DISPATCH SERVICES | WASHTENAW COUNTY TREASUR | DISPATCH SERVICES DEC 2019 | 5,437.25 | |
| 207-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | WASHTENAW COUNTY TREASUR | 10/19 MTT/STC CHARGEBACKS INVOICE | 234.71 | |
| 207-301-972.000 | COMPUTER | MICRO TECH SERVICES INC | PD ANTIVIRUS, MANAGED SERVICES, OFF-S | 255.90 | |
| 207-301-972.000 | COMPUTER | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 78.00 | |
| | | Total For Dept 301 OPERATING COSTS | | 6,066.84 | |
| Dept 333 TRANSPORTATION | | | | | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | AUTO ONE | 2017 EXPLORER WINDSHIELD REPAIR | 44.95 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2015 EXPLORER REPAIR TO REAR WHEEL | 729.68 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2015 TAURUS ROTATE TIRES, OIL CHANGE | 68.59 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2013 TAURUS INTERCEPTOR OIL CHANGE | 47.59 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2015 TAHOE LS OIL CHANGE | 47.59 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2017 EXPLORER OIL CHANGE | 47.59 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2015 TAHOE LS INSTALL NEW BATTERY | 49.00 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2013 TAURUS INTERCEPTOR CHECK EXHAUST | 112.00 | |
| 207-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2014 TAURUS LIMITED CHECK COOLANT LEA | 70.00 | |
| | | Total For Dept 333 TRANSPORTATION | | 1,216.99 | |
| | | Total For Fund 207 LAW ENFORCEMENT FUND | | 13,864.58 | |
| Fund 216 MEDICAL RESCUE FUND | | | | | |
| Dept 301 OPERATING COSTS | | | | | |
| 216-301-727.000 | SUPPLIES | BATTERIES PLUS BULBS #38 | LITHIUM & ALKALINE BATTERIES | 28.99 | |
| 216-301-727.000 | SUPPLIES | MCKESSON MEDICAL-SURGICA | NITRILE GLOVES | 139.03 | |
| 216-301-727.000 | SUPPLIES | MCKESSON MEDICAL-SURGICA | NITRILE GLOVES | 13.82 | |
| 216-301-727.000 | SUPPLIES | ZOLL MEDICAL CORPORATION | LIFEBAND 3 PACK | 788.90 | |
| 216-301-807.000 | MEMBERSHIP DUES | MICHIGAN STATE FIREMEN'S | 2020 DEPARTMENT MEMBERSHIP | 75.00 | |
| 216-301-818.000 | CONTRACTUAL SERVICES | THE ACCUMED GROUP | FD BILLING SERVICE FEE NOV 2019 | 93.13 | |
| 216-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | WASHTENAW COUNTY TREASUR | 10/19 MTT/STC CHARGEBACKS INVOICE | 105.76 | |
| 216-301-972.000 | COMPUTER | MICRO TECH SERVICES INC | FD ANTIVIRUS & MANAGED SERVICES DEC 2 | 42.75 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---|---|---|---|---|
| Fund 216 MEDICAL RESCUE FUND | | | | | |
| Dept 301 OPERATING COSTS | | | | | |
| 216-301-972.000 | COMPUTER | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 93.58 | |
| | | Total For Dept 301 OPERATING COSTS | | 1,380.96 | |
| Dept 333 TRANSPORTATION | | | | | |
| 216-333-930.000 | REPAIRS & MAINTENANCE | ADVANCE AUTO PARTS - FD | MAX WASH, COOLANT | 13.71 | |
| 216-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2015 EXPLORER OIL CHANGE | 47.59 | |
| 216-333-930.000 | REPAIRS & MAINTENANCE | CREATIVE CARS INC | 2005 F550 SUPER DUTY OIL CHANGE, FUSE | 301.53 | |
| | | Total For Dept 333 TRANSPORTATION | | 362.83 | |
| | | Total For Fund 216 MEDICAL RESCUE FUND | | 1,743.79 | |
| Fund 217 PSB - RENTAL PROPERTY FUND | | | | | |
| Dept 000 | | | | | |
| 217-000-920.000 | UTILITIES | DTE ENERGY | 8350 MAIN ST 10/25/19-11/22/19 | 182.89 | |
| | | Total For Dept 000 | | 182.89 | |
| | | Total For Fund 217 PSB - RENTAL PROPERTY FUND | | 182.89 | |
| Fund 370 PUBLIC SAFETY BLDG DEBT FD - 2022 | | | | | |
| Dept 301 OPERATING COSTS | | | | | |
| 370-301-938.000 | CHARGEBACKS - PRIOR TAX YEARS | WASHTENAW COUNTY TREASUR | 10/19 MTT/STC CHARGEBACKS INVOICE | 40.54 | |
| | | Total For Dept 301 OPERATING COSTS | | 40.54 | |
| | | Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD - 2022 | | 40.54 | |
| Fund 571 WASTEWATER TREATMENT FUND | | | | | |
| Dept 228 INFORMATION TECHNOLOGY | | | | | |
| 571-228-948.000 | COMPUTER SERVICES | MICRO TECH SERVICES INC | WWTP ANTIVIRUS; MANAGED SERVICES; MON | 200.26 | |
| 571-228-948.000 | COMPUTER SERVICES | MICRO TECH SERVICES INC | ALL EMAILS; OFFICE ANTIVIRUS, MANAGES | 7.96 | |
| | | Total For Dept 228 INFORMATION TECHNOLOGY | | 208.22 | |
| Dept 301 OPERATING COSTS | | | | | |
| 571-301-740.000 | OPERATING SUPPLIES | HAVILAND PRODUCTS COMPAN | FERRIC CHLORIDE | 5,562.49 | |
| 571-301-817.000 | LAB & TESTING | BRIGHTON ANALYTICAL ASSO | PHOSPHORUS, AMMONIA, SELENIUM | 60.00 | |
| 571-301-929.000 | GRANT EXPENSE | MICRO TECH SERVICES INC | WWTP SAW GRANT- REMOTE INSTALL OF LUC | 424.00 | |
| 571-301-930.000 | REPAIRS & MAINTENANCE | ARBOR SPRINGS WATER CO I | WWTP 10 - 5 GAL ARTESIAN WATER & SERV | 68.50 | |
| 571-301-930.000 | REPAIRS & MAINTENANCE | GRAINGER, INC. | RADIAL BEARING DOUBLE SEAL | 999.89 | |
| 571-301-930.000 | REPAIRS & MAINTENANCE | PETER'S HARDWARE HAMBURG | CHARGES 11/7/19-11/13/19: CEMENT, FUE | 92.69 | |
| | | Total For Dept 301 OPERATING COSTS | | 7,207.57 | |
| | | Total For Fund 571 WASTEWATER TREATMENT FUND | | 7,415.79 | |
| Fund 631 BUILDING AND GROUNDS MAINTENANCE FUND | | | | | |
| Dept 301 OPERATING COSTS | | | | | |
| 631-301-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | J & M LANDSCAPING | LAWN CARE SERVICES OCTOBER 2019 | 50.00 | |
| 631-301-816.000 | GROUNDS/CLEANG/JANITORL SERVIC | SIMPSON JANITORIAL SERVI | PSB ENTRANCEWAY WINDOWS 11/14/19 & 11 | 20.00 | |
| 631-301-920.000 | UTILITIES | DTE ENERGY | 8350 MAIN ST 10/25/19-11/22/19 | 3,581.06 | |
| 631-301-930.000 | REPAIRS & MAINTENANCE | ADVANTAGE RESTORATION & | PSB CARPET CLEANING | 926.10 | |
| 631-301-930.000 | REPAIRS & MAINTENANCE | O'DONNELL ELECTRIC, LLC | INSTALL NEW LAMPS AND PHOTOEYES FOR L | 862.74 | |
| 631-301-930.000 | REPAIRS & MAINTENANCE | UIS SCADA | TROUBLESHOOT FIRE PUMP TRANSFER SWITC | 990.00 | |
| 631-301-930.000 | REPAIRS & MAINTENANCE | UIS SCADA | PSB ATS REPAIR | 1,808.00 | |
| | | Total For Dept 301 OPERATING COSTS | | 8,237.90 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---|---|---|---|---|
| Fund 631 BUILDING AND GROUNDS MAINTENANCE FUND | | | | | |
| | | | Total For Fund 631 BUILDING AND GROUNDS MAINTENANCE F | 8,237.90 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---|---|---|---|---|

Fund Totals:

| | |
|---|---|
| Fund 101 GENERAL FUND | 24,085.93 |
| Fund 207 LAW ENFORCEME | 13,864.58 |
| Fund 216 MEDICAL RESCU | 1,743.79 |
| Fund 217 PSB - RENTAL | 182.89 |
| Fund 370 PUBLIC SAFETY | 40.54 |
| Fund 571 WASTEWATER TR | 7,415.79 |
| Fund 631 BUILDING AND | 8,237.90 |
| Total For All Funds: | 55,571.42 |

Agenda Item 2

**Northfield Township**
**Fire Department**

# Memo

**To:** Township Board of Trustees

**From:** Chief, William Wagner

**cc:**

**Date:** December 10, 2019

**Re:** Hiring of Paid on Call Trainee

---

I am requesting approval to hire James Pierce as a paid on call fire fighter trainee. James has completed his Fire Fighter I & II training at Lake Superior State University. James will be attending the Emergency Medical Technician class that starts in January.

James starting pay will be $10.50 per hour.

This hiring is contingent on successful passing of a physical and background check.

Agenda Item 4

To: Northfield Township Board

From: Steve Aynes, Township Manager

RE: North Village Proposed Developments

Date: December 5, 2019

Two Developers were approved by the Board to be qualified under the Request for Qualifications (RFQ) process. These are the A.R. Brouwer Company and Livonia Builders (listed alphabetically).

The Board's advisory committee has been discussing the Developer proposals with the owners of these companies over several months. Both Companies were asked to submit offers to purchase along with updated information. A.R.Brouwer Company has now submitted their offer which is enclosed. Livonia Builders have expressed their continued interest, but have indicated they expect to submit their offer by the December 10 Board Meeting. They indicated that this was due to extenuating circumstances.

The Board also directed that the scoring used previously regarding the original concept plan and the plans submitted previously be done by the Planner, the Committee, and the Township Manager. Those that have been submitted are enclosed.

The Board asked for an updated appraisal. The appraisal firm submitted some information on the value of vacant land. A formal appraisal would take more time to complete.

The Board needs to give guidance to the Committee and staff regarding how you want us to proceed.

MCKENNA

December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brougher**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brougher (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: _____

- Livonia Builders Score _____
- A. R. Brougher Score _____

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5:<br>*1 is lowest and 5 highest, or best.* | | Notes:<br>*Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | | | |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by retail or mixed-use buildings | | |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | | |
| | A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake. | | |

| | | | |
|---|---|---|---|
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | | |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | | |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | | |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | | |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right-of-way under US 23. | | |

| | | | |
|---|---|---|---|
| | The passive recreation area should be usable for special event parking. | | |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | | |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | | |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | | |
| | A community garden and farmers market event spaces should be integrated into the site design. | | |

| | | |
|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | | |
| 4. Experience of principals and team members. | | |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | | |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | | |
| 7. Demonstrated ability to enter into a public / private partnership. | | |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | | |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | | |

**TOTAL SCORE (Out of 100 possible points):** _____

**Additional Notes to Share with Reviewers:**

MCKENNA

December 3, 2019

Township Board
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**

Trustees,

Per the Township Board request, I have scored the two submittals from Livonia Builders (score in red) and A. R. Brougher (score in black). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Paul Lippens

- 81 for Livonia Builders
- 86 for A. R. Brougher

The primary difference being that A. R. Brougher is proposing to build the mixed-use buildings and Livonia Builders is not. We have requested the North Village Committee to provide individual score and hope to have this information included in the Board Packet for 12/10/19.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
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MCKA.COM

## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5:<br>*1 is lowest and 5 highest, or best.* | | Notes:<br>*Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 3, 5 | | |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by retail or mixed-use buildings | 5, 5 | |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | 0, 5 | |
| | A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake. | 4, 4 | |

| | | | |
|---|---|---|---|
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | 0, 0 | |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | 4, 4 | |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | 2, 2 | |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | 5, 5 | |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right-of-way under US 23. | 5, 5 | |

| | | | |
|---|---|---|---|
| | The passive recreation area should be usable for special event parking. | 5, 5 | |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | 3, 3 | |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | 5, 4 | |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | 5, 5 | |
| | A community garden and farmers market event spaces should be integrated into the site design. | 4, 4 | |

| | | |
|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | 5, 5 | |
| 4. Experience of principals and team members. | 5, 5 | |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5, 5 | |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5, 5 | |
| 7. Demonstrated ability to enter into a public / private partnership. | 5, 5 | |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5, 5 | |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | 0, 0 | |

**TOTAL SCORE (Out of 100 possible points):** 81, 86

**Additional Notes to Share with Reviewers:**

MCKENNA

December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brouwer**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brouwer (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: __Marlene Chockley_____

- Livonia Builders Score ___68_____
- A. R. Brouwer Score ____83_____

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

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## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5:<br>*1 is lowest and 5 highest, or best.* | | Notes:<br>*Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 3, 5 | | Livonia Builders rarely does a mixed use project<br>Brouwer has much experience with mixed use. |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by retail or mixed-use buildings | 2, 5 | See above. |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | 3, 5 | Both propose it, but only Brouwer plans to build it.<br>Livonia Builders claim to know a partner who could do it. |
| | A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake. | 4, 4 | Pavilions could be altered in both plans. |

| | | | |
|---|---|---|---|
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | 4, 4 | No mention of a restroom in either project. |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | 5, 5 | Both projects are capable of this. The exit is not an option at this time. |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | 1, 0 | Livonia Builders may be able to save a couple of trees.<br>Neither project can really accommodate this in order to build what they want. |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | 2, 5 | Livonia Builders has a small central path and is not inclined to do this on the western edge. Brouwer has a very good path proposed. |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right-of-way under US 23. | 2, 5 | Livonia Builders pathway is not capable of doing this. Brouwer's pathway is more likely. |

| | | | |
|---|---|---|---|
| | The passive recreation area should be usable for special event parking. | 3 ,3 | Both projects can accommodate some of this parking, but Brouwer has much more actual public parking on site. |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | 2, 4 | The apartments are more likely to block sound. |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | 5, 3 | The apartments are very different, but of a style that would work well. |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | 5, 5 | Both proposals can accommodate this. |
| | A community garden and farmers market event spaces should be integrated into the site design. | 0, 0 | Neither has mentioned this. |

| | | |
|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | 5, 5 | |
| 4. Experience of principals and team members. | 4, 5 | |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5, 5 | |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5, 5 | |
| 7. Demonstrated ability to enter into a public / private partnership. | ?, ? | |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5, 5 | |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | 3, 5 | Demonstrates a willingness to adapt the project to the nuances/desires of the community. |

**TOTAL SCORE (Out of 100 possible points):** 68, 83

**Additional Notes to Share with Reviewers:**

**These are 2 significantly different projects. Both a very reputable developers. I find no real difference between the Brouwer duplexes and Livonia Builders condos in the look and feel of that portion of the development. There is a big difference between apartments and single family homes however. While I believe both projects should be attainable, they cater to somewhat different markets. I believe the Brouwer project would provide more vibrancy to the downtown area in the earliest timeframe and attract more millennials and empty nesters. The Livonia Builders' project would likely take longer to complete in my estimation, but attract a mix of residents that is very similar to the surrounding neighborhoods.**

MCKENNA

December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brougher**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brougher (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: Tawn Beliger

- Livonia Builders Score 75
- A. R. Brouwer Score 76

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

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## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5:<br>*1 is lowest and 5 highest, or best.* | | Notes:<br>*Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 L.B.<br>5 | | Both companies are good, Livonia Builders leans more towards residential, while Brouwer leans commercial. |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by retail or mixed-use buildings | 5 L.B.<br>5 | The 5 acres park requirement by the twp, up front near the water, will need to be met by any developer.<br>LB had one larger green space designed.<br>A.R. B had the park split in two sections originally. |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | 0 L.B. not interested in commercial.<br><br>5 can offer commercial development. | |
| | A public stage / amphitheater on the north end of the site facing US 23 and | 3 L.B.<br>3 | Either of the developers could arrange to have an |

| | | | |
|---|---|---|---|
| | sited to complement views of the lake. | | amphitheater build. |
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | 5<br>5 | |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | 5<br>5 | |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | 2<br>2 | |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | 5<br>5 | |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right- | 5<br>5 | |

| | | | |
|---|---|---|---|
| | of-way under US 23. | | |
| | The passive recreation area should be usable for special event parking. | 5 L.B.<br>5 | |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | | Neither offer has a wall of high rises along the freeway edge. |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | 5 L.B.<br>3 | L B offers a more cottage like or personable style dwellings. |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | 5 L.B.<br>3 | Livonia builders stressed that they would like to see the waterfront finished 1st, as it will help not only us, but them in marketing their home developments |
| | A community garden and farmers market event spaces should be integrated into the site design. | | |

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|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | 5 L.B.<br>5 | Again LB displays creativity regarding residential<br>Brouwer shows creativity regarding commercial projects |
| 4. Experience of principals and team members. | 5 L.B.<br>5 | |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 L.B.<br>5 | |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 L.B.<br>5 | |
| 7. Demonstrated ability to enter into a public / private partnership. | | |
| | 5 L.B. | |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 | |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | | |

**TOTAL SCORE (Out of 100 possible points):** _____

**Additional Notes to Share with Reviewers:**

**Both are quality developers with their own unique specialties. Livonia Builders is my preferred choice to handle the residential development portion of the project. I like the hands on / in the field approach of Mr. Veri, and very importantly, is the flexibility to offer a more cottage or village style of appearnce to the homes, giving a more personal appearance than the typical residential developments. And less crowding (units) with Livonia Builders proposal, verses the proposal from Brouwer.**

**Brouwer appears to have more focus upon the commercial realm vs residential, with very nice and attractive recent samples of projects that can potentially fit the townships interest for the commercial and mixed use needs.**

MCKENNA

December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brougher**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brougher (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: JACK SECKLEY

- Livonia Builders Score 90
- A. R. Brougher Score 80

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score | L | B |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 | 5 | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 | 55 | 45 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 | 5 | 5 |
| 4. Experience of principals and team members. | 5 | 5 | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 | 5 | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 | 5 | 4 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 | 5 | 4 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 | 5 | 4 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 X | 90 | 80 |
| Total possible out of 100 | 105 | | |

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December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brougher**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brougher (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: Steve Ayres, Northfield Township Manager

- Livonia Builders Score 83
- A. R. Brougher Score 90

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

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## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5: *1 is lowest and 5 highest, or best.* | | Notes: *Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | | 5 | Substantial experience – Broad experience by Project Team |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by retail or mixed-use buildings | 5 | shown on plan |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | 5 | Mixed use Buildings shown on two locations on Main St. |
| | A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake. | 3 | Not well placed for visibility and maximum |

| | | | |
|---|---|---|---|
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | 3 | 2 portions shown but not according to concept |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | 5 | Has 2 access points on Mich 1 on Barker |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | 3 | Not clear if clusters maintained but substantial landscaping |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | 5 | Good attention Possibly could be extended |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right-of-way under US 23. | 4 | Connected by sidewalks not non-motorized path |

| | | | |
|---|---|---|---|
| | The passive recreation area should be usable for special event parking. | 3 | Useable, but concerns about slope |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | 2 | Housing provides limited sound barrier |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | 4 | Second Section would accomplish this except 2 spots |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | 5 | Supports |
| | A community garden and farmers market event spaces should be integrated into the site design. | 4 | Shown, but not most accessible location |

| | | |
|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | 5 | well recommended |
| 4. Experience of principals and team members. | 5 | extensive experienced Project Team |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 | well recommended |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 | experienced |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 | experienced |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 | good references |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | 4 | Financial Offer Prospective Payment to Township |

**TOTAL SCORE (Out of 100 possible points):** 90

**Additional Notes to Share with Reviewers:**

Timing is a Concern due to dependence on State Assistance application process
Proposed PILOT is a concern

MCKENNA

December 3, 2019

North Village Committee
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

**SUBJECT: NORTH VILLAGE RFQ SCORING MATRIX**
**For Livonia Builders and A. R. Brougher**

Committee,

Per the Township Board request, we would like you to score the two submittals from Livonia Builders (score in red and/or place score first in the box) and A. R. Brougher (score in black and/or place score second in the box). Both are high quality proposals from two experienced developers. My summary total score based on the criteria:

Evaluator Name: Steve Ayres, Northfield Township Manager

- Livonia Builders Score 93
- A. R. Brougher Score 90

I have included my completed evaluation for an example. Please provide to Jennifer Carlisle ASAP for inclusion in the 12/10/19 Board Packet.

| Evaluation Criteria | Possible Score |
|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | 5 |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals. *Note: Points are available for each stated design objective.* | 65 |
| 3. Experience in developing projects with creative and innovative approaches. | 5 |
| 4. Experience of principals and team members. | 5 |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 5 |
| 7. Demonstrated ability to enter into a public / private partnership. | 5 |
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. *Note: evaluators may optionally award 5 bonus points with justification notes provided.* | 5 |
| Total possible out of 100 | 105 |

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## NORTH VILLAGE RFP SCORING MATRIX

| Evaluation Criteria: | Qualitative Score 1 to 5: *1 is lowest and 5 highest, or best.* | | Notes: *Please provide any notes to share with evaluators on your rezoning for your score:* |
|---|---|---|---|
| 1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed. | | 5 | See lists of prior projects & assets |
| 2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.<br><br>*Please rank how well you believe the proposal addresses each of the stated design objectives.*<br><br>*Required: Green*<br>*Strongly Recommended: Red*<br>*Encouraged: Yellow* | A small public space / town green (10,000 s. f. or less) fronting the lake and Main Street and framed by. retail or mixed-use buildings | 5 | Open to larger area about 5AC± |
| | A two to three story mixed use building (foot print of 10,000 to 15, 000 s. f.) fronting on Main Street with site access to a public parking area on the southeast access point north of the Barker Road intersection. | 1 | No interest in Bus. mixed use along Main St. |
| | A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake. | 4 | Picnic Pavilion still beneficial |

| | | | |
|---|---|---|---|
| | A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom. | 5 | Shows Pavilion<br><br>No Restrooms Shown |
| | The circulation system should be restricted to the perimeters of the central open space and provide site access to Barker Road on the south, Main Street in two locations on the east and Main Street on the north through the existing US 23 exit ramp. | 5 | Shows 2 on South<br>3 on Main St.<br>2 of Main St. side are entrances to serving roads to project<br>3 are shown as limited access - could be opened |
| | The four established woodland clusters shall be substantially preserved in the locating of site features and amenities. | 3 | Some Preservation of woodland |
| | A multimodal path on the western edge of the site tying into a circulation system that accesses the town green and central passive recreation area. | 1 | Not Shown<br>willing to discuss |
| | The multimodal path should connect to the planned path on the south side of Barker, the athletic fields, and potentially follow the rail right-of-way under US 23. | 1 | Not Shown<br>willing to discuss |

| | | | |
|---|---|---|---|
| | The passive recreation area should be usable for special event parking. | 5 | Public Parking lots shown |
| | Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier. | 3 | 2 Story Single Family will Partially Satisfy this |
| | If additional housing is incorporated it should be of a character compatible with nearby single family homes with front porches, pitched roofs, and limited to 2.5 stories in height. | 5 | It is Compatible |
| | A new sand beach stabilized by design with dock, fishing, and swimming area to accommodate public access to the waterfront. | 5 | Wants this at Beginning of process |
| | A community garden and farmers market event spaces should be integrated into the site design. | 3 | Open to discussion/location |

| | | |
|---|---|---|
| 3. Experience in developing projects with creative and innovative approaches. | 5 | Many projects Well Recommended |
| 4. Experience of principals and team members. | 5 | Same Comment as 3 above |
| 5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged. | 5 | Same as Comments above |
| 6. Demonstrated ability to deliver high quality projects on an established timeline. | 4 | Good quality other projects |
| 7. Demonstrated ability to enter into a public / private partnership. | 4 | Willingness to work on this |

| | | |
|---|---|---|
| 8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects. | 5 | Provided more |
| 9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion.<br><br>*Optional Bonus Points (1-5)* | 4 | |

**TOTAL SCORE (Out of 100 possible points):** 83

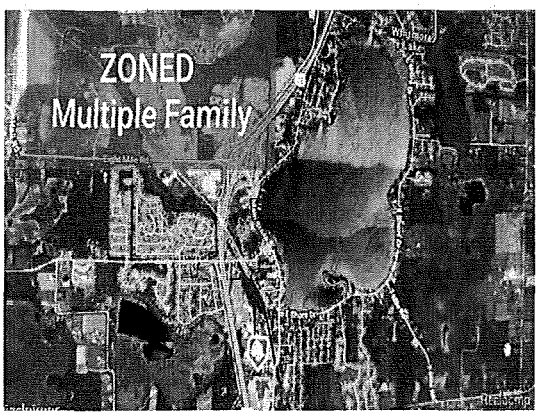
**Additional Notes to Share with Reviewers:**

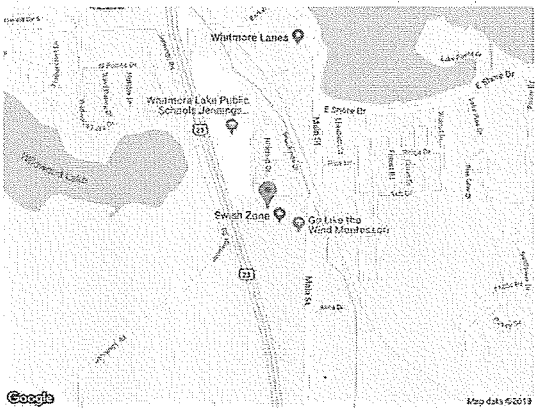
Several items on pages 2-4 are open for discussion, but not on plans. Therefore, noted lower on these items, but this could increase subject to what is as negotiations / submittals proceed

| | | | | |
|---|---|---|---|---|
| Total number of units | | 100 | 100 | |
| Total site area | | 18.500 | 18.500 | |
| Development density (DU/AC) | | 5.41 | 5.41 | |
| Horizontal development | | $2,500,000 | $3,500,000 | |
| Horizontal $/DU | | $25,000 | $35,000 | $10,000 |
| Developer incentive | 30.0% | 7,500 | 10,500 | |
| Horizontal $/DU | | $32,500 | $45,500 | |
| Land Value ($/AC) | | $40,000 | $50,000 | $10,000 |
| **Land Value** | | **$740,000** | **$925,000** | |
| Land Value ($/DU - Bulk) | | 7,400 | 9,250 | |
| Developer incentive | 30.0% | 2,220 | 2,775 | |
| Land Value ($/DU - Bank) | | $9,620 | $12,025 | |
| Total Horizontal Cost ($/DU) | | $42,120 | $57,525 | |
| Allocation Ratio | | 22.5% | 22.5% | |
| **Imputed home pricing** | | **$187,200** | **$255,667** | |
| Horizontal & Land, no profit | | $3,240,000 | $4,425,000 | |
| $/DU | | $32,400 | $44,250 | |
| $/DU, including profit | | $42,120 | $57,525 | |
| Entreprenuerial profit | | 130.00% | 130.00% | |
| Northfield Twp. Acqusition in 2016 | | $329,000 | | |
| | | $11,544 | per acre | |

**VacantLand Full Large w/Prop Hist & Rollouts**

**MLS# 219053323** **1.9 Jennings Road, Northfield Twp, Michigan 48189**
**Land** **Active** List Price: **$184,900**




Property Information | Location Information

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Acreage: | **1.9** | List $/Acre: | **$97,315.79** | County: | **Washtenaw** | | |
| Lot Dimen: | **239x247x427x311** | | | Township: | **Northfield Twp** | | |
| Road Frt Feet: | **239** | Water Frt Ft: | | Mailing City: | **Whitmore Lake** | | |
| Mineral Rights: | | Irrigation: | | MLS Area: | **04041 - Northfield Twp** | | |
| Survey: | **No** | Perk: | | School District: | **Whitmore Lake** | | |
| Units/Acre: | | SqFt Min Lot: | | Location: | **s of town / e of US-23** | | |
| Zoning: | **Multi-Family** | | | | | | |
| Directions: | **whitmore lake exit, south on main st to Jennings(right) west of Main st** | | | | | | |

Listing Information

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Listing Type: | **ERTS** | Level of Srvc: | **FS** | Trans Type: | **Sale** | List Date: | **06/05/2019** |
| Srvcs Offered: | **Arrange Appointments, Accept/Present Offers, Advise on Offers, Assist with Counteroffers, Negotiate for Seller** | | | | | Orig Price: | **$184,900** |
| Short Sale: | **No** | DaysOnMkt: | **N/183/183** | Possession: | **At Close** | | |
| LC DWP: | **$65,000** | LC Int Rate: | **6.5%** | LC Mthly Pay: | **$475** | LC Term: | **2** |
| Terms Offered: | **Cash, Conventional, Land Contract** | | | MLS Source: | **REALCOMP** | | |
| Protection Prd: | **180** | Pend Date: | | Originating MLS# | **219053323** | | |

Agent/Office/Contact Information

| | | | |
|---|---|---|---|
| Comp (Sub/Buyer/Trans Coord): | **Yes - 4 / Yes - 4 / Yes - 4** | Comp Arrange: | |
| Contact: | **DINA SABUDA** | Contact Phone: | **7342169467** |
| Listing Office: | **Rock Realty LLC** | List Office Phone: | **(734) 498-7625** |
| Listing Agent: | **DINA E SABUDA** | List Agent Phone: | **(734) 216-9467** |

Feature Information

| | | | |
|---|---|---|---|
| Water Source: | **Well-Needed** | Sewer: | **Sewer at Street** |
| Improvemnts: | **Electric, Gas** | Road Frontage: | **Paved** |

Legal / Tax / Fees

| | | | | | |
|---|---|---|---|---|---|
| Property ID: | **B00208250005** | Taxes (S/W): | **$164 / $756** | | |
| SEV: | **90,700.00** | Taxable Value: | **$15,851.00** | Existing Lease: | |
| Ownership: | **Private - Owned** | Oth/Sp Asst: | **3.75** | Restrictions: | |

Legal Desc: ***OLD SID - B 02-008-009-10 NO 8-8A-2B BEG AT NW COR OF SEC 8, TH E 239.35 FT, TH S 247.5 FT, TH W 427.23 FT, TH N 37-10 E 311 FT TO POB, PART SEC 8&7, T1S-R6E; CONT 1.90 ACRES; LOT DIMEN: 239.35 X 311.0 X 427.23 X 247.50**

Remarks

Public Remarks: **1.9 acres Zoned Multiple family. Perfect location for duplex or multi-unit condos or apartments, ( approval for 10 units) subject to buyer further investigation and updated approval by township. ****LOCATED ON THE EAST SIDE OF US-23, EXIT 8 MILE AND GO SOUTH THRU TOWN.*NEAR- 8877 Main street, WHITMORE LAKE MI 48189 for easy NAVIGATION. parcel located behind school. (TURN ONTO JENNINGS RD AND GO WEST TO PARCEL) sign on property.**

REALTOR® Remarks: **Sign on property**

**Property History**

**Public Record Data**

**Washtenaw County Public Records - Full Detail Report**

*Location & Ownership*

| | | | |
|---|---|---|---|
| Property Address: | **Jennings Road** | Property ID: | **B00208250005** |
| City/State/Zip: | **Whitmore Lake, Michigan, 48189** | | |
| Owner Name: | **Ira Matthews** | Latitude: | **0.000000** |
| Taxpayer Address: | **9612 Silverside** | Longitude: | **0.000000** |
| City/State/Zip: | **South Lyon, Michigan, 48178-9317** | Census Tract: | |
| | | Block Group: | |
| City/Village/Town: | **Northfield Twp** | School District: | **Whitmore Lake** |
| Subdivision: | | Property Category: | **VacantLand** |
| MLS Area: | **04041 - Northfield Twp** | Land Use: | **402 - RESIDENTIAL VACANT** |
| Legal Description: | ***OLD SID - B 02-008-009-10 NO 8-8A-2B BEG AT NW COR OF SEC 8, TH E 239.35 FT, TH S 247.5 FT, TH W 427.23 FT, TH N 37-10 E 311 FT TO POB, PART SEC 8&7, T1S-R6E; CONT 1.90 ACRES; LOT DIMEN: 239.35 X 311.0 X 427.23 X 247.50** | | |

**Additional information available on :** Remine

Taxes

*Taxes*

| Year | Season | Total Ad Val | Admin Fee | Asmnt | CVT | Ttl Seasonal |
|---|---|---|---|---|---|---|
| 2019 | S | $169.18 | $1.69 | $0.00 | $0.00 | $170.87 |
| 2018 | W | $770.76 | $7.70 | ~~$5.35~~ | $0.00 | $783.81 |
| 2018 | S | $165.65 | $1.65 | $0.00 | $0.00 | $167.30 |
| 2017 | W | $737.96 | $7.37 | $5.17 | $0.00 | $750.50 |
| 2017 | S | $162.82 | $1.62 | $0.00 | $0.00 | $164.44 |

*Assessments*

| Year | Taxable Val | State Eq Val | Hmstd % | Ttl Taxes |
|---|---|---|---|---|
| 2019 | $16,231 | $90,700 | 0 | $170.87 |
| 2018 | $15,851 | $90,700 | 0 | $951.11 |
| 2017 | $15,525 | $90,700 | 0 | $914.94 |
| 2016 | $0 | $90,700 | 0 | |
| 2015 | $0 | $15,341 | 0 | |

*Transfer Information*

| Grantor | Grantee | Record Date | Deed Date | Sale Price | Deed Type | Liber/Page |
|---|---|---|---|---|---|---|

*Other Recordings*

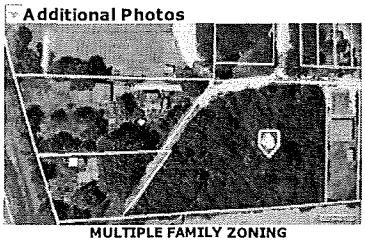
| Obligee | Obligor | Record Date | Doc Date | Amount | Doc Type | Liber/Page |
|---|---|---|---|---|---|---|

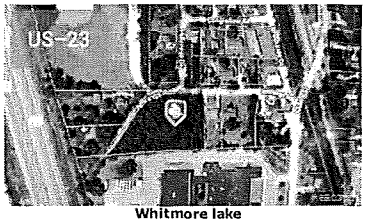
*Characteristics*

#1 Porch/Dimensions: /
Irregular:

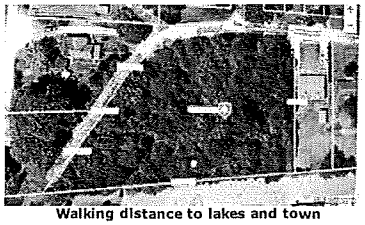
Storm Sewer:
Acres: **1.90**

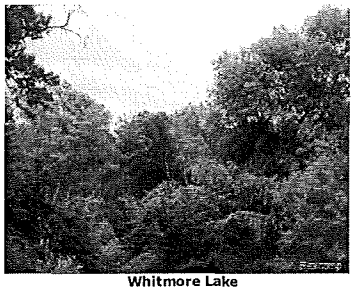
**Additional Photos**


MULTIPLE FAMILY ZONING



Whitmore lake

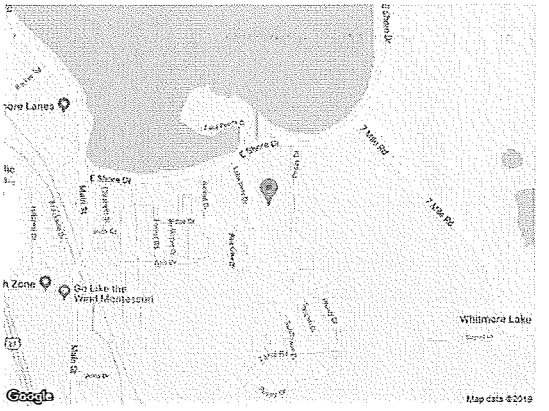

Walking distance to lakes and town


Whitmore Lake

B -02-08-250-005
MATTHEWS, IRA
Address: JENNINGS RD
Assessed Value: $90,700.00
Detailed parcel info
View in Google Maps
Add to Results | View Additional Details | Run a Report
Longfellow Dr
Jennings Rd
NB US23
SB US23
Jennings Rd
Livingston Christian Schools
Whitmore Lake Public School Early Childhood Center

**MLS# 219007475** **260 E SHORE Drive, Northfield Twp, Michigan 48189-9442**
**Land** **Active**

List Price: **$975,000**




Property Information | Location Information

| | | | | | |
|---|---|---|---|---|---|
| Acreage: | **16.86** | List $/Acre: | **$57,829.18** | County: | **Washtenaw** |
| Lot Dimen: | **193 X 1753 X 1732 X400** | | | Township: | **Northfield Twp** |
| Road Frt Feet: | **193** | Water Frt Ft: | **100** | Mailing City: | **Whitmore Lake** |
| Mineral Rights: | | Irrigation: | | MLS Area: | **04041 - Northfield Twp** |
| Survey: | **Yes** | Perk: | | School District: | **Whitmore Lake** |
| Units/Acre: | | SqFt Min Lot: | | Location: | **S of 8 MILE / E of US-23** |
| Zoning: | **Residential** | | | | |
| Directions: | **US-23 TO 8 MILE TO MAIN TO E SHORE DRIVE** | | | | |

Listing Information

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Listing Type: | **ERTS** | Level of Srvc: | **FS** | Trans Type: | **Sale** | List Date: | **01/23/2019** |
| Srvcs Offered: | **Arrange Appointments, Accept/Present Offers, Advise on Offers, Assist with Counteroffers, Negotiate for Seller** | | | | | Orig Price: | **$975,000** |
| Short Sale: | **No** | DaysOnMkt: | **N/316/316** | Possession: | **Negotiable** | | |
| LC DWP: | | LC Int Rate: | **%** | LC Mthly Pay: | | LC Term: | |
| Terms Offered: | **Cash, Conventional** | | | MLS Source: | **REALCOMP** | | |
| Protection Prd: | **180** | Pend Date: | | Originating MLS#: | **219007475** | | |

Agent/Office/Contact Information

| | | | |
|---|---|---|---|
| Comp (Sub/Buyer/Trans Coord): | **Yes - 3% / Yes - 3% / No** | Comp Arrange: | |
| Contact: | **DAN MULVIHILL** | Contact Phone: | **810-227-8551** |
| Listing Office: | **Real Estate One-Brighton** | List Office Phone: | **(810) 227-5005** |
| Listing Agent: | **DAN MULVIHILL** | List Agent Phone: | **(810) 227-8551** |

Feature Information

| | | | |
|---|---|---|---|
| Site Desc: | **Irregular, Lake View, Splits Available, Wooded** | | |
| Out Buildings: | **Pole Barn, Shed** | | |
| Water Source: | **Well-Existing** | Sewer: | **Sewer at Street** |
| Improvemnts: | | Road Frontage: | **Paved** |
| Water Facilities: | **Lake Front** | Water Features: | **All Sports Lake** |
| Soil Type: | | Water Name: | **WHITMORE LAKE** |

Legal / Tax / Fees

| | | | | | |
|---|---|---|---|---|---|
| Property ID: | **B00205400003** | Taxes (S/W): | **$1,264 / $3,443** | | |
| SEV: | **319,700.00** | Taxable Value: | **$122,542.00** | Existing Lease: | |
| Ownership: | **Private - Owned** | Oth/Sp Asst: | **0** | Restrictions: | |

Legal Desc: **NO 5-169A-2 *OLD SID - B 02-005-224-10 COM AT S 1/4 COR SEC 5, TH S 89-44-55 E 669.02 FT TO POB, TH N 00-04-00 E 1414.99 FT, TH S 89-58-46 E 148.97 FT, TH N 00-02-44 E 306.90 FT, TH N 00-02-44 E 282.14 FT TO WATER'S EDGE, TH SE'LY ALG WATER'S EDGE TO A POINT THAT IS N 2-35-59 E 227.11 FROM C/L OF EAST SHORE RD, TH S 02-35-59 W 227.11 FT, TH 70.72 FT ALG CURVE RIGHT,RADIUS 571.94 FT, CHORD N 84-45-48 E 70.67 FT, TH 138.03 FT ALG CURVE RIGHT RADIUS 2716.60 FT, CHORD N 89-45-44 E 138.01 FT, TH S 00-00-53 E 1738.37 FT, TH N 89-44-55 W 400.22 FT TO POB, PART OF THE SE 1/4 OF SEC 5, T1S-R6E; CONT 15.07 ACRES, LOT DIMEN; 203~ X 795.60 X 960~ X 400.22 X 1414.99 X 148.97 X 306.90 X 182.19 X 48.33 X 175.11**

Remarks

Public Remarks: **PRIME DEVELOPMENT OPPORTUNITY!!! 17+/- ACRES WITH FRONTAGE ON WHITMORE LAKE. SEWER AT ROAD. HOME ON 15 ACRES(ZONED SR-1). PLUS WATERFRONT LOT WITH 100+/- FEET ON WHITMORE LAKE. ZONED SR-2(TAX ID B00205403002) ***Seller does not authorize the listing broker or any cooperating brokers to provide access to the above captioned property to prospective buyer(s) who are not accompanied by and in the physical presence of a Michigan real estate licensee.***

REALTOR® Remarks: **PLEASE SUBMIT OFFER TO DAN@MULVIHILLGROUP.COM WITH OFFER HIGHLIGHT FORM ***Seller does not authorize the listing broker or any cooperating brokers to provide access to the above captioned property to prospective buyer(s) who are not accompanied by and in the physical presence of a Michigan real estate licensee.***

**Property History**

**Public Record Data**

**Washtenaw County Public Records - Full Detail Report**

*Location & Ownership*

| | | | |
|---|---|---|---|
| Property Address: | **260 E Shore Drive** | Property ID: | **B00205400003** |
| City/State/Zip: | **Whitmore Lake, Michigan, 48189-9442** | | |
| Owner Name: | **Richard Thalacker/Brenda Thalacker** | Latitude: | **42.418019** |
| Taxpayer Address: | **260 E Shore Drive** | Longitude: | **-83.750866** |
| City/State/Zip: | **Whitmore Lake, Michigan, 48189-9442** | Census Tract: | **4650** |
| | | Block Group: | **2** |
| City/Village/Town: | ***Northfield Twp*** | School District: | **Whitmore Lake** |

Subdivision:
MLS Area: **04041 - Northfield Twp** Property Category: **Residential**
Legal Description: **NO 5-169A-2 *OLD SID - B 02-005-224-10 COM AT S 1/4 COR SEC 5, TH S 89-44-55 E 669.02 FT TO POB, TH N 00-04-00 E 1414.99 FT, TH S 89-58-46 E 148.97 FT, TH N 00-02-44 E 306.90 FT, TH N 00-02-44 E 282.14 FT TO WATER'S EDGE, TH SE'LY ALG WATER'S EDGE TO A POINT THAT IS N 2-35-59 E 227.11 FROM C/L OF EAST SHORE RD, TH S 02-35-59 W 227.11 FT, TH 70.72 FT ALG CURVE RIGHT,RADIUS 571.94 FT, CHORD N 84-45-48 E 70.67 FT, TH 138.03 FT ALG CURVE RIGHTRADIUS 2716.60 FT, CHORD N 89-45-44 E 138.01 FT, TH S 00-00-53 E 1738.37 FT, TH N 89-44-55 W 400.22 FT TO POB, PART OF THE SE 1/4 OFSEC 5, T1S-R6E; CONT 15.07 ACRES, LOT DIMEN; 203~ X 795.60 X 960~ X 400.22 X 1414.99 X 148.97 X 306.90 X 182.19 X 48.33 X 175.11**

Land Use: **401 - RESIDENTIAL**

**Additional information available on :** Remine

*Taxes*

| Year | Season | Total Ad Val | Admin Fee | Asmnt | CVT | Ttl Seasonal |
|---|---|---|---|---|---|---|
| 2019 | S | $1,308.01 | $13.08 | $0.00 | $0.00 | $1,321.09 |
| 2018 | W | $3,753.50 | $37.53 | $6.54 | $0.00 | $3,797.57 |
| 2018 | S | $1,280.69 | $12.80 | $0.00 | $0.00 | $1,293.49 |
| 2017 | W | $3,545.01 | $35.45 | $5.45 | $0.00 | $3,585.91 |
| 2017 | S | $1,258.78 | $12.58 | $0.00 | $0.00 | $1,271.36 |

*Assessments*

| Year | Taxable Val | State Eq Val | Hmstd % | Ttl Taxes |
|---|---|---|---|---|
| 2019 | $125,483 | $398,900 | 100 | $1,321.09 |
| 2018 | $122,542 | $319,700 | 100 | $5,091.06 |
| 2017 | $120,022 | $318,500 | 100 | $4,857.27 |
| 2016 | $0 | $321,900 | 100 | |
| 2015 | $0 | $118,597 | 0 | |

*Transfer Information*

| Grantor | Grantee | Record Date | Deed Date | Sale Price | Deed Type | Liber/Page |
|---|---|---|---|---|---|---|

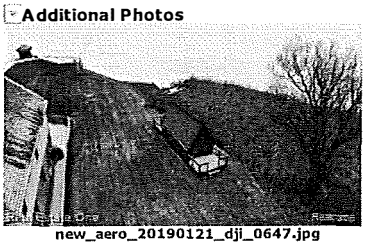
*Other Recordings*

| Obligee | Obligor | Record Date | Doc Date | Amount | Doc Type | Liber/Page |
|---|---|---|---|---|---|---|

*Characteristics*

| | | | |
|---|---|---|---|
| Living Area SF: | **3391** | Bedrooms: | **5** |
| Basement Sqft: | **1938** | Bathrooms: | |
| Year Built: | **1979** | Pool: | |
| Style: | | Garage Square Feet: | **1776** |
| Heating: | **Forced Air** | Gas Service: | |
| Central Air: | **Yes** | Well: | |
| #1 Porch/Dimensions: | **/** | Storm Sewer: | |
| Irregular: | | Acres: | **14.79** |

**Additional Photos**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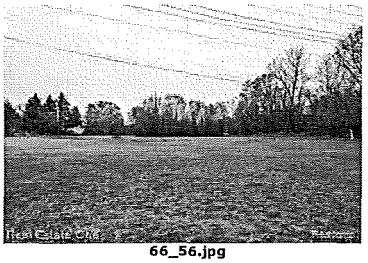
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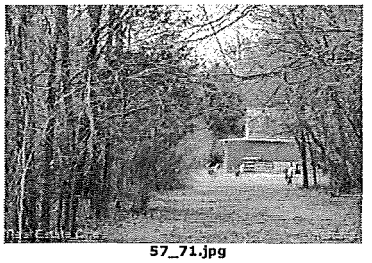
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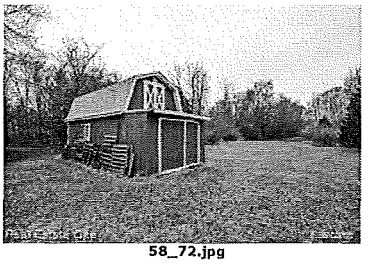
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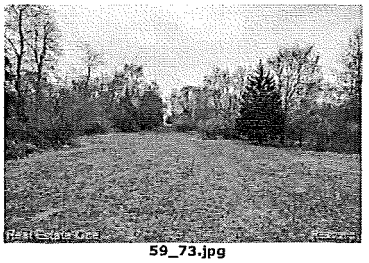
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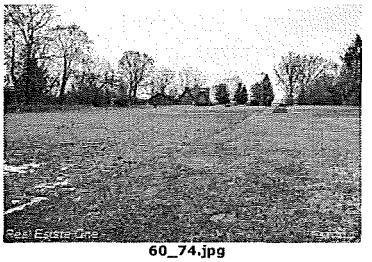
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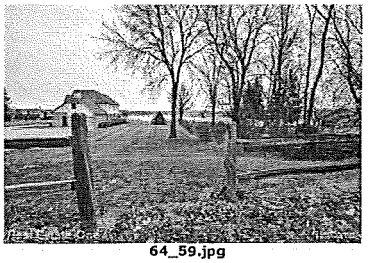
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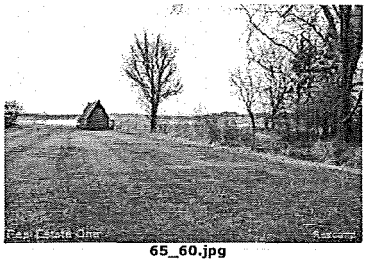
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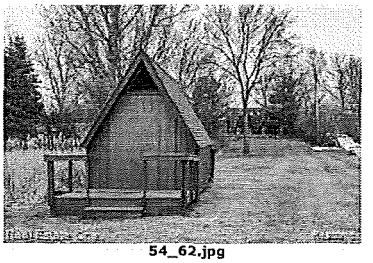
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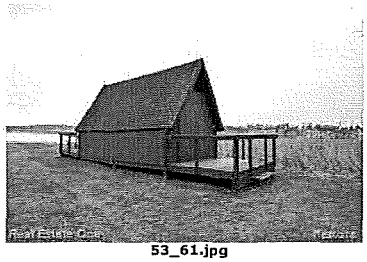

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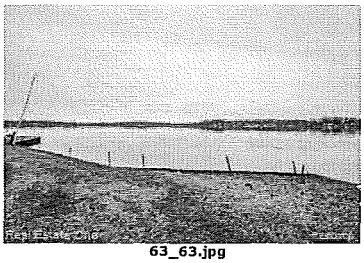
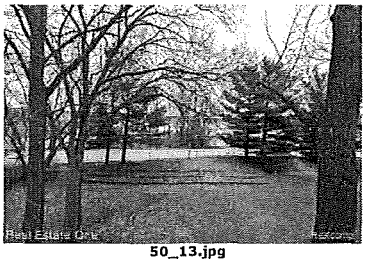
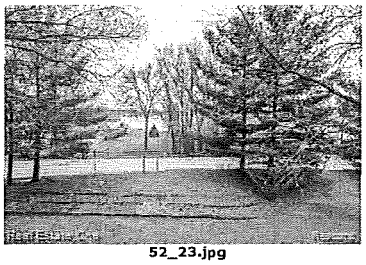


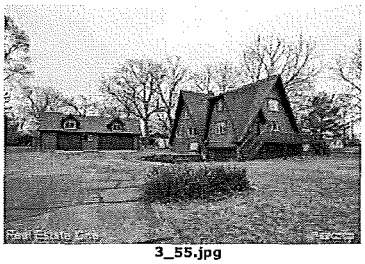
63_63.jpg



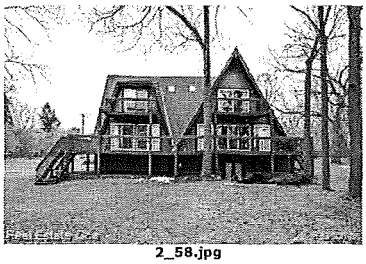
50_13.jpg



52_23.jpg

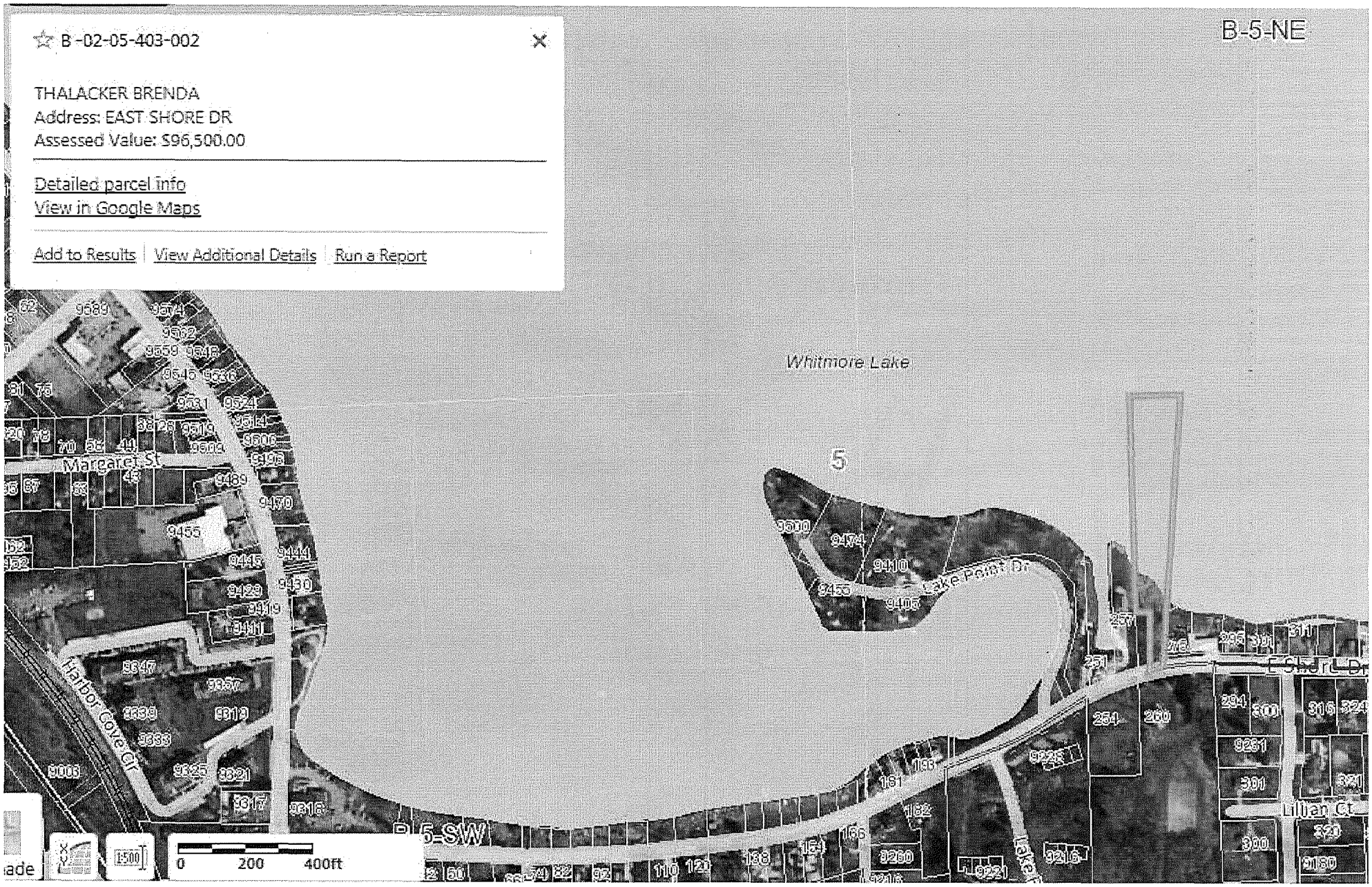


3_55.jpg

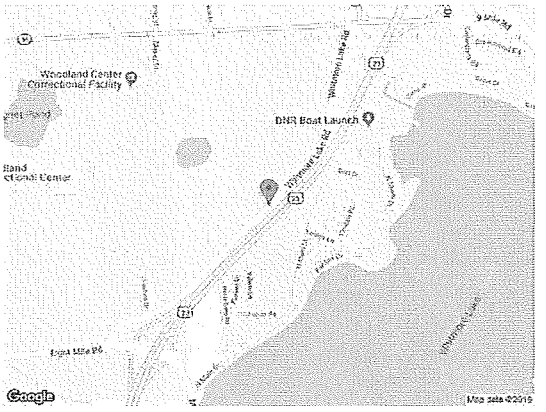


2_58.jpg

☆ B -02-05-400-003
THALACKER (RICHARD) & BRENDA C/O BRENDA THALACKER
Address: 260 EAST SHORE DR
Assessed Value: $398,900.00
Detailed parcel info
View in Google Maps
Add to Results | View Additional Details | Run a Report
Whitmore Lake
Lake Point Dr
E Shore Dr
Lillian Ct
B-5-SW
Front St
Phoenix Dr
Ray R St
Ridge St
Pine St
Whittier St
Longfellow Dr
Tillman Ct
Ash Dr
Lincoln Dr
Forest Rd
Grove St
Buttermilk Dr
Brookside Dr
Hillcrest Dr
Elizabeth St
Crestlawn Dr
Lake Pine Dr
0
200
400ft


B -02-05-403-002
THALACKER BRENDA
Address: EAST SHORE DR
Assessed Value: $96,500.00
Detailed parcel info
View in Google Maps
Add to Results | View Additional Details | Run a Report
B-5-NE
Whitmore Lake
5
Margaret St
Lake Point Dr
Harbor Cove Ct
E Shore Dr
Lillian Ct
B-5-SW
0
200
400ft

**MLS# 214036317** **VACANT WHITMORE LAKE Road, Northfield Twp, Michigan 48189** List Price: **$1,300,000**
**Land** **Active**




Property Information | Location Information

| | | | | | |
|---|---|---|---|---|---|
| Acreage: | **40** | List $/Acre: | **$32,500.00** | County: | **Washtenaw** |
| Lot Dimen: | **1311X1327X1313X1333** | | | Township: | **Northfield Twp** |
| Road Frt Feet: | **1,311** | Water Frt Ft: | | Mailing City: | **Whitmore Lake** |
| Mineral Rights: | **Yes** | Irrigation: | **No** | MLS Area: | **04041 - Northfield Twp** |
| Survey: | **No** | Perk: | **Yes** | School District: | **Whitmore Lake** |
| Units/Acre: | | SqFt Min Lot: | | Location: | **N of NORTH TERRITORIAL / W of US-23** |
| Internet Avail: | **Yes** | Exclusions: | **No** | Side of Street: | |
| Zoning: | **Residential** | | | | |
| Directions: | **US-23 TO NORTH TERRITORIAL TO WHITEMORE LAKE RD, GO NORTH TO SITE.** | | | | |

Listing Information

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Listing Type: | **ERTS** | Level of Srvc: | **FS** | Trans Type: | **Sale** | List Date: | **04/24/2014** |
| Srvcs Offered: | **Arrange Appointments, Accept/Present Offers, Advise on Offers, Assist with Counteroffers, Negotiate for Seller** | | | | | Orig Price: | **$1,300,000** |
| Short Sale: | **No** | DaysOnMkt: | **N/2051/2051** | Possession: | **Negotiable** | | |
| LC DWP: | | LC Int Rate: | **%** | LC Mthly Pay: | | LC Term: | |
| Terms Offered: | **Cash, Conventional** | | | MLS Source: | **REALCOMP** | | |
| Protection Prd: | **180** | Pend Date: | | Originating MLS# | **214036317** | | |

Agent/Office/Contact Information

| | | | |
|---|---|---|---|
| Comp (Sub/Buyer/Trans Coord): | **Yes - 3 / Yes - 3 / No** | Comp Arrange: | |
| Contact: | **JOE VAN ESLEY** | Contact Phone: | **313-418-3188** |
| Listing Office: | **Van Esley Real Estate Inc** | List Office Phone: | **(734) 459-7570** |
| Listing Agent: | **JOSEPH P VAN ESLEY** | List Agent Phone: | **(734) 459-7570** |

Feature Information

| | | | |
|---|---|---|---|
| Water Source: | **Well-Needed** | Sewer: | **Septic-Needed** |
| Improvemnts: | **Electric, Gas** | Road Frontage: | **Gravel** |

Legal / Tax / Fees

| | | | | | |
|---|---|---|---|---|---|
| Property ID: | **B00229200011** | Taxes (S/W): | **$256 / $623** | | |
| SEV: | **201,700.00** | Taxable Value: | **$25,593.00** | Existing Lease: | |
| Ownership: | **Private - Owned** | Oth/Sp Asst: | **0** | Restrictions: | **Yes** |
| Legal Desc: | ***OLD SID - B 02-029-017-00 NO 29-8 NW 1/4 OF NW 1/4 SEC. 29. T1S R6E 40.00 AC.** | | | | |

Remarks

| | |
|---|---|
| Public Remarks: | **GREAT LOCATION, CLOSE TO ANN ARBOR.** |
| REALTOR® Remarks: | **PRICE $32,500.00 ACRE. SEWER POSSIBLE. THERE IS NO PAVED ROAD INTO OR ON THE PROPERTY. DO NOT ENTER THE PROPERTY WITHOUT THE SELLERS PERMISSION. PRICE WILL BE $42,500.00 PER ACRE, IF THE SCHOOL SYSTEM CHANGES TO ANN ARBOR SCHOOLS. ALL DATA APPROXIMATE.** |

**Property History**

**Public Record Data**

**Washtenaw County Public Records - Full Detail Report**

*Location & Ownership*

| | | | |
|---|---|---|---|
| Property Address: | **Whitmore Lake Road** | Property ID: | **B00229200011** |
| City/State/Zip: | **Whitmore Lake, Michigan, 48189** | | |
| Owner Name: | **Ora H Ellis** | Latitude: | **0.000000** |
| Taxpayer Address: | **209 S 4th Avenue** | Longitude: | **0.000000** |
| City/State/Zip: | **Ann Arbor, Michigan, 48104-2125** | Census Tract: | |
| | | Block Group: | |
| City/Village/Town: | **Northfield Twp** | School District: | **Whitmore Lake** |
| Subdivision: | | Property Category: | **VacantLand** |
| MLS Area: | **04041 - Northfield Twp** | Land Use: | **602 - DEVELOPMENTAL VACANT** |
| Legal Description: | ***OLD SID - B 02-029-017-00 NO 29-8 NW 1/4 OF NW 1/4 SEC. 29. T1S R6E 40.00 AC.** | | |

**Additional information available on :** Remine

*Taxes*

| Year | Season | Total Ad Val | Admin Fee | Asmnt | CVT | Ttl Seasonal |
|---|---|---|---|---|---|---|
| 2019 | S | $273.17 | $2.73 | $0.00 | $0.00 | $275.90 |
| 2018 | W | $783.84 | $7.83 | $52.76 | $0.00 | $844.43 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 2019 | W | $268.46 | $2.67 | $0.00 | $0.00 | $270.53 |
| 2017 | S | $262.90 | $2.62 | $0.00 | $0.00 | $265.52 |

*Assessments*

| Year | Taxable Val | State Eq Val | Hmstd % | Ttl Taxes |
|---|---|---|---|---|
| 2019 | $26,207 | $225,600 | 100 | $275.90 |
| 2018 | $25,593 | $201,700 | 100 | $1,114.56 |
| 2017 | $25,067 | $201,600 | 100 | $1,035.03 |
| 2016 | $0 | $199,600 | 100 | |
| 2015 | $0 | $24,770 | 0 | |

*Transfer Information*

| Grantor | Grantee | Record Date | Deed Date | Sale Price | Deed Type | Liber/Page |
|---|---|---|---|---|---|---|

*Other Recordings*

| Obligee | Obligor | Record Date | Doc Date | Amount | Doc Type | Liber/Page |
|---|---|---|---|---|---|---|

*Characteristics*

| | | | |
|---|---|---|---|
| #1 Porch/Dimensions: | / | Storm Sewer: | |
| Irregular: | | Acres: | **40.00** |

**Search Criteria**

Status is 'Active'
Latitude, Longitude is within 2.00 mi of 75 Barker Rd, Whitmore Lake, MI 48189, USA
Listing Type is one of 'Exclusive Right to Sell', 'Exclusive Agency', 'Unknown (Data Share Listing)'
Level of Service is one of 'Full Service', 'Limited Service', 'MLS Entry Only', 'Unknown/Data Share Listings'
Transaction Type is 'Sale'
Acreage is 1+
Selected 3 of 8 results.

B -02-29-200-011
ELLIS ORA HERBERT
Address: WHITMORE LAKE RD
Assessed Value: $225,600.00
Detailed parcel info
View in Google Maps
Add to Results | View Additional Details | Run a Report
B-30-NE
B-29-NW
Whitmore Lake Rd

| NO. | PROJECT | LOCATION | SALE DATE | EFF. ACRES | DU/AC | $/ACRE | $/DU |
|---|---|---|---|---|---|---|---|
| 1 | Skilled Nursing | Westland | 03/16/16 | 9.085 | 13.21 | $95,762 | $7,250 |
| 2 | Senior Care | W. Bloomfield Twp. | 05/16/16 | 10.400 | 9.81 | $187,500 | $19,118 |
| 3 | Senior Care | Shelby Twp. | 01/17/17 | 4.530 | 13.25 | $336,645 | $25,417 |
| 4 | Church | Canton | 01/20/17 | 6.000 | | $105,833 | |
| 5 | Senior Housing | Sterling Heights | 03/10/17 | 2.086 | 44.58 | $263,663 | $5,914 |
| 6 | Lake Pointe Condos | White Lake Twp. | 05/02/17 | 12.760 | 4.47 | $41,144 | $9,211 |
| 7 | Senior Care | Northville Twp. | 06/27/17 | 5.510 | 15.79 | $362,976 | $22,989 |
| 8 | Residential Subdivision | Westland | 08/29/17 | 18.957 | 3.69 | $73,693 | $19,957 |
| 9 | Residential Subdivision | Canton Twp. | 03/13/18 | 9.620 | 0.83 | $62,370 | $75,000 |
| 10 | Residential Subdivision | Westland | 05/31/18 | 5.080 | 5.51 | $39,370 | $7,143 |
| 11 | Residential Subdivision | Livonia | 09/21/18 | 14.380 | 3.48 | $115,090 | $33,100 |
| 12 | Land Assemblage | Canton | 09/14/18 | 49.300 | | $32,107 | |
| 13 | Senior Care | Novi | 10/12/18 | 8.720 | 20.99 | $319,394 | $15,219 |
| 14 | Residential Subdivision | Westland | 04/17/19 | 20.896 | 3.83 | $55,034 | $14,375 |
| | | | *MINIMUM:* | 2.086 | 0.83 | $32,107 | $5,914 |
| | | | *MAXIMUM:* | 49.300 | 44.58 | $362,976 | $75,000 |
| | | | *SIMPLE AVG.:* | 12.666 | 11.62 | $149,327 | $21,224 |
| | | | *WEIGHTED AVG.:* | --- | 5.29 | $98,266 | $16,212 |

Agenda Item 5

To: Township Board

From: Steve Aynes, Township Manager

RE: Sale of Property at 75 Barker St.

Date: November 21, 2019

The Board had previously approved "Exclusive Right to Sell" agreement with Thomas A. Duke Company to serve as the Broker for Northfield Township.

Since the November 5 election in favor of allowing the establishment of Marijuana related operations within the Township. Since then, several offers to purchase 75 Barker have been received. I have listed the amount by the purchase offer dollar amount and date of offer as the easiest way to discuss these.

- $ 275,000 10/31/2019 *
- $ 350,000 11/7/2019
- $ 405,000 11/18/2019 *
- $ 420,000 11/18/2019

The two with stars by the dates are from the same Purchaser.

The Board asked for an appraisal of the property. Enclosed is information received from the appraiser who provided information to the Board prior to the property listing with the realtor.

I have discussed alternatives with John Porth, Vice President, Thomas A. Duke Co. He will be present for the Board Meeting. Mr. Porth's recommendation is that the Township Board pick a date 7-10 days away and have the realtor notify each of these parties that they need to submit their highest and best offer for the property. The best offer might not be the highest offer. That would be up to the Board to decide or to delegate authority for action to a Board committee or to the Township Manager with approval from the Township Attorney.

It would be desirable that the acceptance of a proposal would be signed prior to the December 26 start of acceptance of business applications for Marijuana operations. However, the next Board meeting is January 14, 2020.

Mr. Burns will also be present to answer any questions the Board may have. The sale of property is required to be discussed in public session.

How would the Board like to proceed?

**From:** John Widmer
**Sent:** Thursday, December 5, 2019 12:11 PM
**To:** Steven Aynes
**Subject:** RE: 75 Barker
**Importance:** High

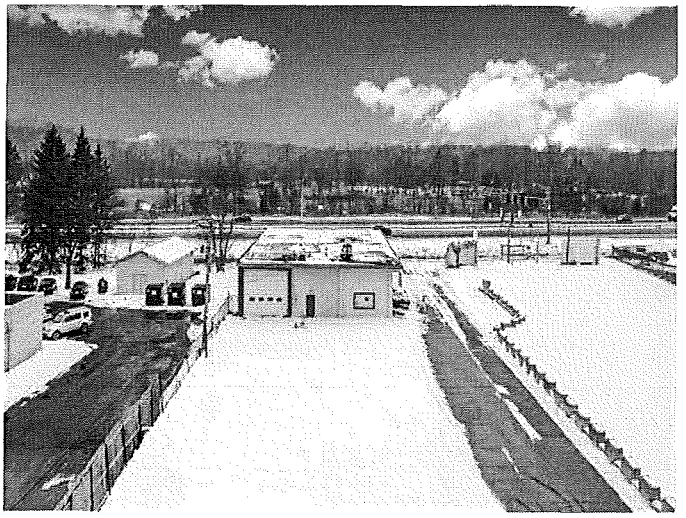
I have found a few new sales, and have attached. The November 2018 appraisal came up with an "as renovated" value of roughly $75/SF. The best sale is the 8711 Main St. building, which I would say supports the prior value. Recall, the prior value was contingent upon renovation costs, which included necessary structural costs of $77,568 ($10.06/SF), and re-tenanting space costs of $230K ($30/SF). If I were to take out the higher office demising cost, the value would be roughly $410,000, which is right on top of your most recent offer. That is precisely why we did qualify on page 13 the speculative nature of any improvement strategy. I will look at the land momentarily and send what I can find.

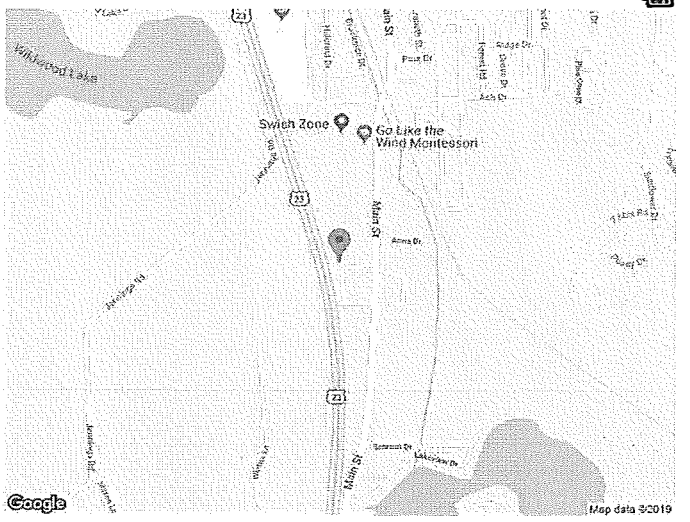
Thanks!

John R. Widmer, Jr., MAI
Frohm & Widmer, Inc.
33966 West 8 Mile Rd., Suite 108
Farmington Hills, Michigan 48335
jwidmer@frohmwidmer.com
Phone 248.471.6767, ext. 11
Fax 248.471.5441
Mobile 734.751.2607

**Commercial Full Large w/Map & Rollouts**

**MLS# 5031371615** **8711 MAIN STREET, NORTHFIELD TWP, Michigan 48189**
**Commercial** Sold List Price: **$325,000**






Remine RPR Co-op Start a Transaction View Documents Report Bad Data

Property Information

| | | | | | |
|---|---|---|---|---|---|
| Tot Units/%Lsd: | **/ -%** | Est Sqft Ttl: | **4,800** | County: | **Washtenaw** |
| # of Loft Units: | | LP/SqFt: | **$67.71** | City: | **NORTHFIELD TWP** |
| # Eff/Std Units: | | Est Sqft Main: | | Mailing City: | **Whitmore Lake** |
| # of 1 BR Units: | **0** | Est Sqft Office: | | MLS Area: | **04041 - Northfield Twp** |
| # of 2 BR Units: | **0** | Sqft Source: | | Side of Street: | |
| # of 3 BR Units: | **0** | Yr Blt/Remod: | **1967 /** | Location: | |
| # of 4 BR Units: | | Road Frnt Ft: | | School Dist: | |
| Acreage: | **1.03** | Water Frnt Ft: | | Directions: | **US 23 to Whitmore Lake. East to Main St. South to 8711 Main Steeet. North of Six Mile** |
| LP/Acre: | | | | | |
| Lot Dimensions: | **120x247x422x422** | | | | |

Listing Information

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Listing Type: | **ERTS** | Level of Srvc: | **FS** | Trans Type: | **Sale** | List Date: | **02/26/2019** |
| Srvcs Offered: | | | | | | Orig Price: | **$325,000** |
| Short Sale: | **No** | DaysOnMkt: | **N/41/** | Possession: | **Unknown/Data Share** | | |
| Pend Date: | **04/07/2019** | Off Mkt Date: | **04/07/2019** | | | | |
| Exclusions: | **No** | Restrictions: | | Protect Period: | | Encroachments: | |
| LC DWP: | | LC Int Rate: | **%** | LC Mthly Pay: | | LC Term: | |
| Access: | | | | MLS Source: | **FLINT** | | |
| Terms Offered: | **Cash** | | | Originating MLS# | **31371615** | | |
| LB Description: | | LB Location: | | | | | |

Agent/Office/Contact Information

| | | | |
|---|---|---|---|
| Comp(Sub/Buyer/Trans Coord): | **Yes - 4.0% / Yes - 4.0% / No** | Comp Arrange: | |
| Contact: | **JOHN WENTWORTH** | Contact Phone: | **(810) 955-6600** |
| Listing Office: | **Wentworth Real Estate Group Inc.** | Office Phone: | **(810) 955-6600** |
| Listing Agent: | **JOHN WENTWORTH** | Agent Phone: | **(810) 955-6600** |

Sold Information

| | | | | | |
|---|---|---|---|---|---|
| Sold Price: | **$317,000** | Financing: | **Cash Sale** | SP/Acre: | **$307,766.99** |
| Sold Date: | **06/26/2019** | 3rd Party Apr: | | SP/SqFt: | **$66.04** |
| Concessions: | **No** | Concsn Type: | | Concession Amt: | |
| Sale Office: | **CTK Real Estate, Inc.** | | | Sale Ofc Phone: | **(734) 320-1637** |
| Sale Agent: | **Charles Koenn** | | | Sale Agt Phone: | **(734) 926-0230** |

Business Information

| | | | | | |
|---|---|---|---|---|---|
| Current Use: | | | | | |
| Business Type: | | | Income & Expenses | Access To/Distance To | |
| Licenses: | | | Monthly Sales: | Interstate: | |
| Inventory List: | | Zone Conform: | Net Annl Inc: | Railroad: | |
| Inventory Incl: | | Rental Certified: | Annl Gross Inc: | Airport: | |

Annual Property Operating Data (APOD) Available: | Annl Oper Exp: | Waterway:

## Features

Commercial Feat: **220V Available, 440V Available**
Water Source: **Municipal Water** | Sewer: **Sewer-Sanitary**

## Legal/Tax/Financial

Property ID: **B00208250020** | Taxes (S/W): **$5,251 / $1,095**
Ownership: **Private - Owned** | Oth/Sp Asst: **no**

## Remarks

Public Remarks: **Highly Traveled & Visible Area - Right on US23! Great freeway access in this well traveled business location. Suitable for Light Industrial, Warehouse, Distribution, Commercial, Service, etc. Tons of possibilities! Concrete construction & great exposure make this facility a great location for just about any business. Opportunity knocks... are you answering?!**

REALTOR® Remarks: **Currently undergoing some updates. Must contact List Agent Andy Belson to schedule a time to see the property - currently occupied by tenant. All offers are to be sent to offers@johnwentworthgroup.com. Buyers agent to verify all information. Most measurements are estimated. Commission is based on net sales price. **The Buyer's agent is required to be physically present for all showings and inspections unless prior express written consent is given by the listing agent and/or seller to the contrary.****

### Listing History

| Property ID | MLS# | Chg Type | Chg Date | Chg Info | List Agent | List Office |
|---|---|---|---|---|---|---|
| B00208250020 | 5031371615 | SOLD | 06/27/2019 03:07:19 PM | SOLD $317,000 | John Wentworth | Wentworth Real Estate Group Inc. |
| B00208250020 | 5031371615 | PEND | 04/08/2019 10:36:57 AM | ACTV->PEND | John Wentworth | Wentworth Real Estate Group Inc. |
| B00208250020 | 5031371615 | NEW | 02/26/2019 04:51:02 PM | | John Wentworth | Wentworth Real Estate Group Inc. |

### Public Record Data

## Washtenaw County Public Records - Full Detail Report

*Location & Ownership*

Property Address: **8711 Main Street** | Property ID: **B00208250020**
City/State/Zip: **Whitmore Lake, Michigan, 48189-9248**

Owner Name: **3 Echo Llc** | Latitude: **42.410288**
Taxpayer Address: **2275 Foss Street** | Longitude: **-83.762162**
City/State/Zip: **Ann Arbor, Michigan, 48103-2403** | Census Tract: **4650**
Block Group: **4**

City/Village/Town: **Northfield Twp** | School District: **Whitmore Lake**
Subdivision: | Property Category: **Commercial**
MLS Area: **04041 - Northfield Twp** | Land Use: **201 - COMMERCIAL**
Legal Description: **NO 8-9Q-1A COM AT NW COR SEC 8 TH N 87-55-02 E 652.80 FT, TH S 00-31-40 W 1837.21 FT TO A POB, TH CONT S 00-31-40 W 100.00 FT, TH S 85-21-40 W 422.21 FT, TH 100.71 FT ALNG ARC OF CURV-LFT-RAD 7764.44 FT - CH N 13-11-21 W 100.71 FT, TH N 85-21-40 E 24.44 FT, TH N 04-38-20 W 20.00 FT, TH N 85-21-40 E 80.00 FT, TH S 49-39-20 E 28.28 FT, TH N 85-21-40 E 321.75 FT TO THE POB. PT OF NW 1/4 SEC 8, T1S-R6E; CONT 1.03 AC; SPLIT ON 08/28/2008 FROM B -02-08-250-019 INTO B02-08-250-020 & B02-08-250-021**

**Additional information available on :** Remine

*Taxes*

| Year | Season | Total Ad Val | Admin Fee | Asmnt | CVT | Ttl Seasonal |
|---|---|---|---|---|---|---|
| 2019 | S | $1,096.35 | $10.96 | $0.00 | $0.00 | $1,107.31 |
| 2018 | W | $4,994.89 | $49.94 | $5.70 | $0.00 | $5,050.53 |
| 2018 | S | $1,073.45 | $10.73 | $0.00 | $0.00 | $1,084.18 |
| 2017 | W | $4,782.17 | $47.82 | $5.54 | $0.00 | $4,835.53 |
| 2017 | S | $1,055.09 | $10.55 | $0.00 | $0.00 | $1,065.64 |

*Assessments*

| Year | Taxable Val | State Eq Val | Hmstd % | Ttl Taxes |
|---|---|---|---|---|
| 2019 | $105,177 | $109,700 | 0 | $1,107.31 |
| 2018 | $102,712 | $104,900 | 0 | $6,134.71 |
| 2017 | $100,600 | $100,600 | 0 | $5,901.17 |
| 2016 | $0 | $105,700 | 0 | |
| 2015 | $0 | $104,900 | 0 | |

*Transfer Information*

| Grantor | Grantee | Record Date | Deed Date | Sale Price | Deed Type | Liber/Page |
|---|---|---|---|---|---|---|
| WHITMORE LAKE HOLDINGS LLC | 3 ECHO LLC | 07/10/2019 | 06/25/2019 | $317,000 | WAR/DEED | 05310/0711 |
| MIDWEST POOL PROPERTIES LLC | WHITMORE LAKE HOLDINGS LLC | 04/06/2015 | 03/09/2015 | | QCD | 05088/0292 |
| KANTNER PERRY M | MIDWEST POOL PROPERTIES LLC | 02/14/2014 | 02/07/2014 | $190,000 | WAR/DEED | 05022/0212 |
| EAGLE TWO INVESTMENTS LLC | HOOVER SCOTT M | 09/26/2008 | 09/09/2008 | | LC | 04700/0592 |

*Other Recordings*

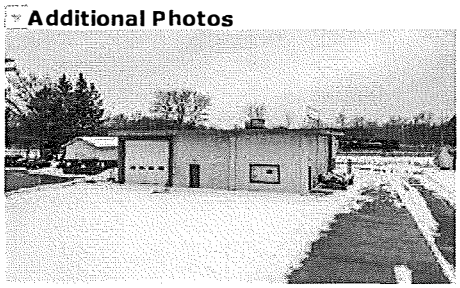
| Obligee | Obligor | Record Date | Doc Date | Amount | Doc Type | Liber/Page |
|---|---|---|---|---|---|---|
| KEY BANK NA | MIDWEST POOL PROPERTIES LLC | 02/14/2014 | 02/07/2014 | $180,000 | MTG | 88783 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| LUPI DANIEL E<br>LUPI ANTHONY V | KANTNER PERRY M<br>FISRT OF AMERICA BANK ANN ARBO | 08/01/2012<br>07/26/2004 | 07/26/2012<br>07/23/1998 | $200,000<br>$74,339 | PREF<br>DOC | 04920/0262<br>04411/0167 | |

*Characteristics*

| | | | |
|---|---|---|---|
| Living Area SF: | **4800** | Bedrooms: | |
| Year Built: | **1967** | Pool: | |
| #1 Porch/Dimensions: | **/** | Storm Sewer: | |
| Irregular: | | Acres: | **1.03** |

**Additional Photos**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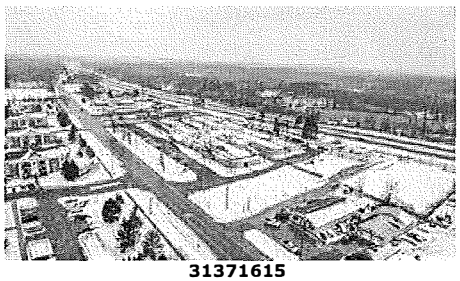
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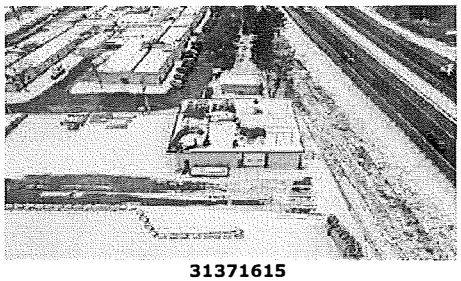
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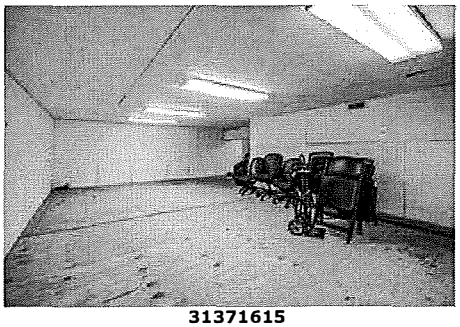
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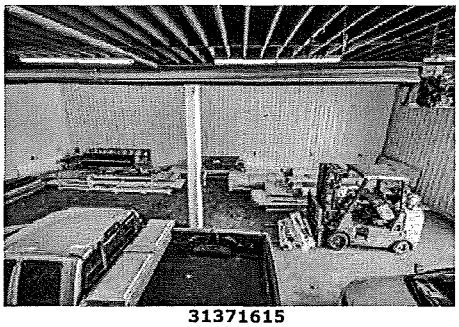
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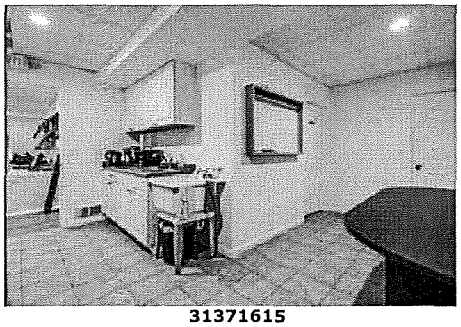
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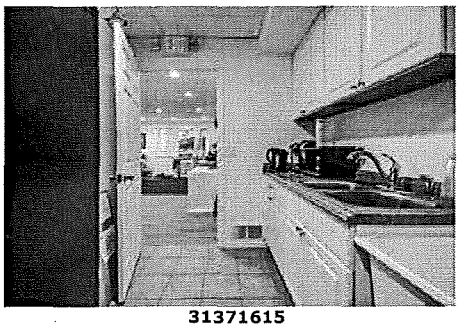
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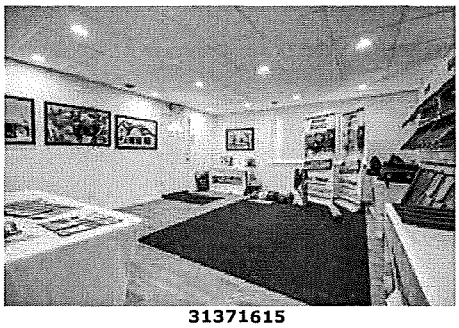
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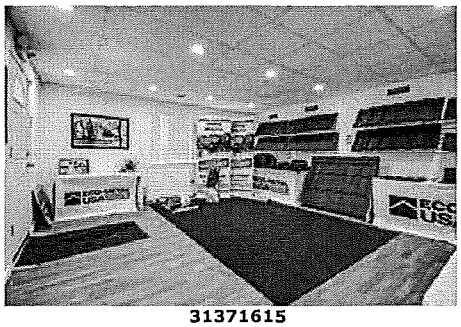
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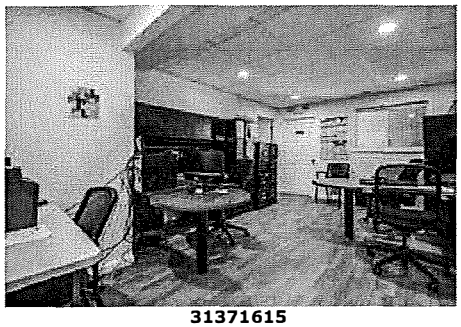
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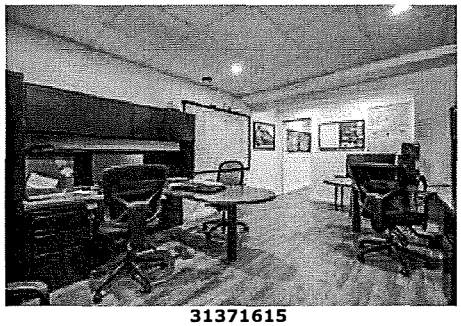
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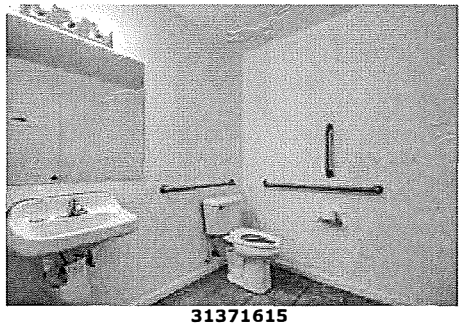
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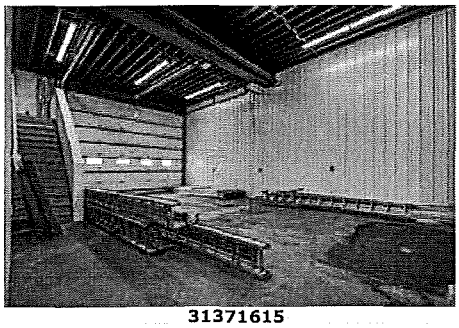
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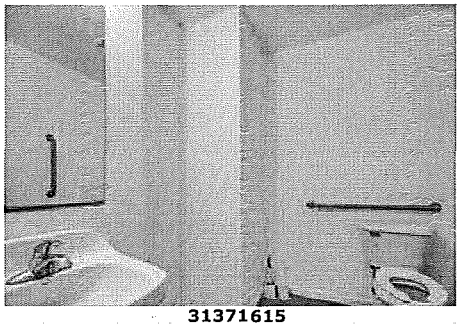
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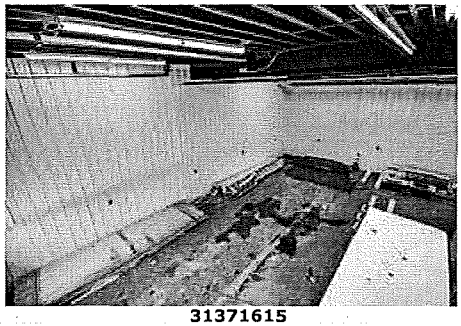
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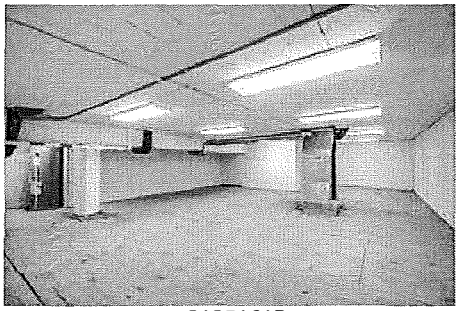
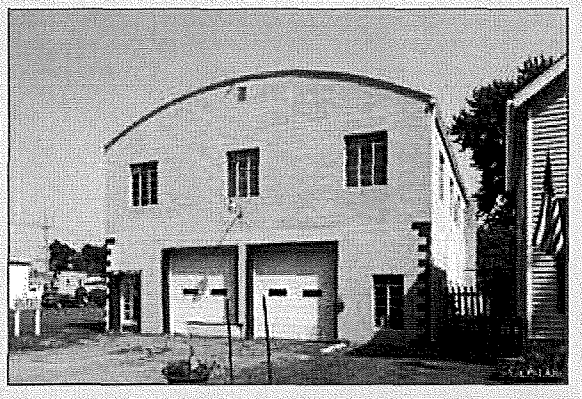
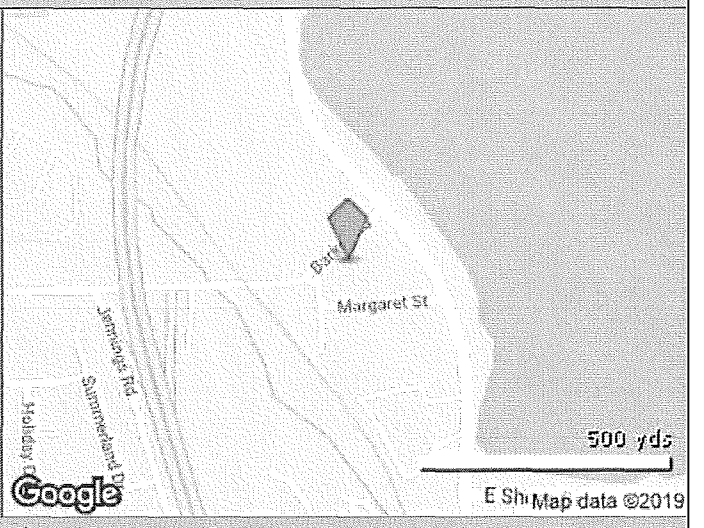


31371615

# 1 75 Barker Rd — FOR SALE

**Whitmore Lake, MI 48189**
4,571 SF Retail Freestanding Building
Property is for sale at $275,000 ($60.16/SF)






## Sale Contacts

| | | | |
|---|---|---|---|
| Sales Co: | **Thomas Duke Company** | Sales Contact 1: | Michelle Grobler<br>(248) 476-3700 |
| | 37000 Grand River Ave<br>Farmington, MI 48335 | Sales Contact 2: | John Porth<br>(248) 476-8661 |
| | (248) 476-3700 | | |

## For Sale Data

| | | | |
|---|---|---|---|
| Asking Price: | **$275,000** | Sale Type: | **Owner User** |
| Price/SF: | **$60.16** | Bldg Status: | **Existing** |
| Days on Market: | **211** | GLA: | **4,571 SF** |
| Sale Status: | **Active** | | |
| Percent Leased: | **0.0% (4,571 SF Avail)** | | |
| Tenancy: | **Single** | | |
| Parcel No: | **02-05-254-002** | | |

## Transaction Notes

- This value add opportunity of the Northfield Township's former fire station is located in downtown Whitmore Lake.
- A tenant occupies approximately 1,431 SF and is on a month-to-month however they are willing to sign a long term lease agreement.
- The remainder of the space is vacant.
- The downtown sub-district is intended to promote a unified vision for transforming the historic commercial core of the Whitmore Lake community focused on mixed-use development, increased land use intensity, and improved public amenities.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**Current Retail Information** ID: 11107474

| | | | |
|---|---|---|---|
| Property Type: | **Retail - Freestanding** | GLA: | **4,571 SF** |
| Center: | **-** | Total Avail: | **4,571 SF** |
| Bldg Status: | **Existing** | % Leased: | **0.0%** |
| Owner Type: | **-** | Bldg Vacant: | **4,571 SF** |
| Zoning: | **ME** | Land Area: | **0.86 AC** |
| Owner Occupied: | **No** | Lot Dimensions: | **-** |
| | | Building FAR: | **0.12** |
| Rent/SF/Yr: | **For Sale Only** | No. of Stores: | **-** |
| CAM: | **-** | | |
| Street Frontage: | **147 feet on Barker Rd (with 2 curb cuts)** | | |
| Parking: | **24 Surface Spaces are available** | | |
| Features: | **Signage** | | |

**Location Information**

| | |
|---|---|
| Metro Market: | **Detroit** |
| Submarket: | **Washtenaw/Washtenaw E of 23** |
| County: | **Washtenaw** |
| CBSA: | **Ann Arbor, MI** |
| CSA: | **Detroit-Warren-Ann Arbor, MI** |
| DMA: | **Detroit, MI** |


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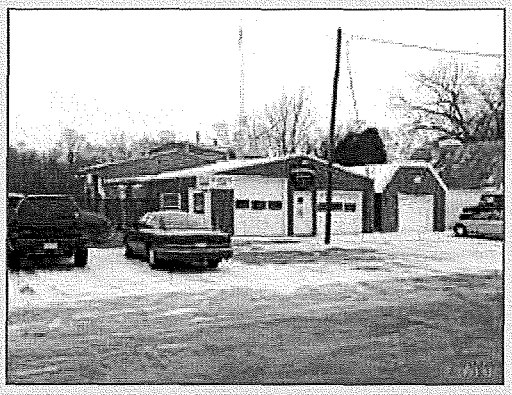
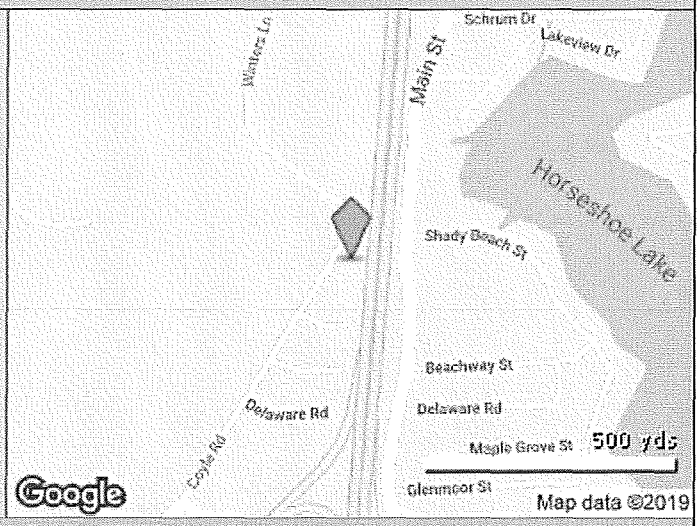
## 2 7986 Coyle Rd — SOLD

**Whitmore Lake, MI 48189**
Sale on 3/6/2019 for $300,000 ($78.80/SF) - Public Record
3,807 SF Retail Auto Repair Building






### Buyer & Seller Contact Info

| | | | |
|---|---|---|---|
| Recorded Buyer: | **Coyle Road Properties Llc**<br>775 N 2nd St<br>Brighton, MI 48116 | Recorded Seller: | **Ryan Scott Llc** |

### Transaction Details — ID: 4730973

| | | | |
|---|---|---|---|
| Sale Date: | **03/06/2019** | Sale Type: | **-** |
| Escrow Length: | **-** | Bldg Type: | **Retail - Auto Repair** |
| Sale Price: | **$300,000** | Year Built/Age: | **-** |
| Asking Price: | **-** | GLA: | **3,807 SF** |
| Price/SF: | **$78.80** | Land Area: | **0.44 AC (19,166 SF)** |
| Price/AC Land Gross: | **$681,818.18** | | |
| Percent Leased: | **100.0%** | | |
| Tenancy: | **Single** | Percent Improved: | **-** |
| | | Total Value Assessed: | **$82,100 in 2018** |
| | | Improved Value Assessed | **-** |
| | | Land Value Assessed: | **-** |
| | | Land Assessed/AC: | **-** |
| No. of Tenants: | **1** | | |
| Tenants at time of sale: | **Don's Body Shop & Towing** | | |
| Parcel No: | **02-18-105-001** | | |
| Document No: | **5296-798** | | |

**Current Retail Information** ID: 7909373

| | | | |
|---|---|---|---|
| Property Type: | **Retail - Auto Repair** | GLA: | **3,807 SF** |
| Center: | **-** | Total Avail: | **0 SF** |
| Bldg Status: | **Existing** | % Leased: | **100.0%** |
| Owner Type: | **-** | Bldg Vacant: | **0 SF** |
| Zoning: | **RI** | Land Area: | **0.44 AC** |
| Owner Occupied: | **No** | Lot Dimensions: | **-** |
| | | Building FAR: | **0.20** |
| Rent/SF/Yr: | **-** | No. of Stores: | **-** |
| CAM: | **-** | | |

Street Frontage: **185 feet on Coyle Rd**
**221 feet on Us-23 Fwy**
Expenses: **2018 Tax @ $1.16/sf**
Parking: **35 free Surface Spaces are available**
Features: **Freeway Visibility, Pylon Sign, Signage**

**Location Information**

Metro Market: **Detroit**
Submarket: **Washtenaw/Washtenaw W of 23**
County: **Washtenaw**
CBSA: **Ann Arbor, MI**
CSA: **Detroit-Warren-Ann Arbor, MI**
DMA: **Detroit, MI**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## 3 7588 E M-36 — SOLD

**Hamburg, MI 48139**
Sale on 12/14/2018 for $155,000 ($86.11/SF) - Public Record
1,800 SF Retail Freestanding Building Built in 1970

### Buyer & Seller Contact Info

| | | | |
|---|---|---|---|
| Recorded Buyer: | **Victor & Samantha Deyarmond**<br>7588 E MI State Road 36<br>Hamburg, MI 48139<br>**Samantha Deyarmond** | Recorded Seller: | **Silay Mehmet** |

### Transaction Details — ID: 4647467

| | | | |
|---|---|---|---|
| Sale Date: | **12/14/2018** | Sale Type: | **-** |
| Escrow Length: | **-** | Bldg Type: | **Retail - Freestanding** |
| Sale Price: | **$155,000** | Year Built/Age: | **Built in 1970 Age: 48** |
| Asking Price: | **-** | GLA: | **1,800 SF** |
| Price/SF: | **$86.11** | Land Area: | **1 AC (43,560 SF)** |
| Price/AC Land Gross: | **$155,000.00** | | |
| Percent Leased: | **100.0%** | | |
| Tenancy: | **Multi** | Percent Improved: | **-** |
| | | Total Value Assessed: | **$157,920 in 2017** |
| | | Improved Value Assessed | **-** |
| | | Land Value Assessed: | **-** |
| | | Land Assessed/AC: | **-** |
| Parcel No: | **15-25-100-001** | | |
| Document No: | **00466** | | |
| Sale History: | **Sold for $155,000 ($86.11/SF) on 12/14/2018**<br>**Sold on 12/14/2018** | | |

### Income Expense Data

| | | |
|---|---|---|
| **Expenses** | - Taxes | **$5,217** |
| | - Operating Expenses | |
| | Total Expenses | **$5,217** |

## 7588 E M-36 — SOLD

1,800 SF Retail Freestanding Building Built in 1970 (con't)

### Current Retail Information — ID: 1542503

| | | | |
|---|---|---|---|
| Property Type: | **Retail - Freestanding** | GLA: | **1,800 SF** |
| Center: | - | Total Avail: | **0 SF** |
| Bldg Status: | **Built in 1970** | % Leased: | **100.0%** |
| Owner Type: | **Other - Private** | Bldg Vacant: | **0 SF** |
| Zoning: | ***Village Center*** | Land Area: | **1 AC** |
| Owner Occupied: | **No** | Lot Dimensions: | |
| | | Building FAR: | **0.04** |
| Rent/SF/Yr: | - | No. of Stores: | - |
| CAM: | - | | |
| Street Frontage: | **107 feet on M-36** | | |
| Expenses: | **2019 Tax @ $0.52/sf** | | |
| Parking: | **30 free Surface Spaces are available** | | |

### Location Information

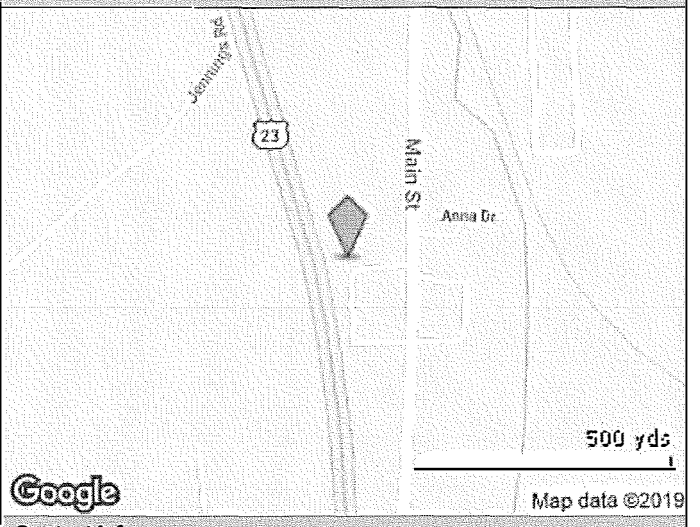
| | |
|---|---|
| Metro Market: | **Detroit** |
| Submarket: | **Livingston/W Oakland/Howell/Brighton Area** |
| County: | **Livingston** |
| CBSA: | **Detroit-Warren-Dearborn, MI** |
| CSA: | **Detroit-Warren-Ann Arbor, MI** |
| DMA: | **Detroit, MI** |

### Property Notes

1 acre site in the town of Hamburg. Existing building can be renovated or torn down. Heavy traffic area.

## 5 8711 Main St — SOLD

**Whitmore Lake, MI 48189**
Sale on 6/25/2019 for $317,000 ($66.04/SF) - Public Record
4,800 SF Class C Warehouse Building




### Buyer & Seller Contact Info

| | | | |
|---|---|---|---|
| Recorded Buyer: | **3 Echo Llc**<br>8711 Main St<br>Whitmore Lake, MI 48189 | Recorded Seller: | **Whitmore Lake Holdings Llc** |

### Transaction Details — ID: 4880043

| | | | |
|---|---|---|---|
| Sale Date: | **06/25/2019** | Sale Type: | - |
| Escrow Length: | - | Bldg Type: | **Warehouse** |
| Sale Price: | **$317,000** | Year Built/Age: | - |
| Asking Price: | - | RBA: | **4,800 SF** |
| Price/SF: | **$66.04** | Land Area: | **1.03 AC (44,867 SF)** |
| Price/AC Land Gross: | **$307,766.99** | | |
| Percent Leased: | **100.0%** | | |
| Tenancy: | **Multi** | Percent Improved: | - |
| | | Total Value Assessed: | **$109,700 in 2019** |
| | | Improved Value Assessed | - |
| | | Land Value Assessed: | - |
| | | Land Assessed/AC: | - |

No. of Tenants: **3**
Tenants at time of sale: **Bamco Mobile Hitch; Eco Metal USA; Lightcrete Systems Inc**

Parcel No: **02-08-250-020**
Document No: **5310-711**
Sale History: **Sold for $317,000 ($66.04/SF) on 6/25/2019**
**Sold for $190,000 ($39.58/SF) on 2/7/2014**
**Sold on 7/26/2012 Non-Arms Length**

## 8711 Main St — SOLD

4,800 SF Class C Warehouse Building (con't)

### Current Industrial Information

ID: 7909332

| | | | |
|---|---|---|---|
| Bldg Type: | **Warehouse** | RBA: | **4,800 SF** |
| Bldg Status: | **Existing** | % Leased: | **100.0%** |
| Rent/SF/Yr: | - | Stories: | **1** |
| Bldg Vacant: | **0 SF** | Total Avail: | **0 SF** |
| Building FAR: | **0.11** | Warehouse Avail: | **0 SF** |
| Office Avail: | **0 SF** | CAM | - |
| Max Contig: | - | Zoning: | **Commercial** |
| Smallest Space: | - | Owner Type: | - |
| Land Area: | **1.03 AC** | Owner Occupied: | **No** |
| Lot Dimensions: | - | Tenancy: | **Multi** |
| Ceiling Height: | **18'0"** | Column Spacing: | - |
| Loading Docks: | **None (bldg. total)** | Levelators: | **None** |
| Cross Docks: | - | Crane: | **None** |
| Drive Ins: | **2 (total)** | Const Type: | **Masonry** |
| Sprinklers: | - | Rail Spots: | **None** |
| Rail Line: | **None** | | |

Expenses: **2018 Tax @ $1.28/sf**

Parking: **15 free Surface Spaces are available; Ratio of 3.25/1,000 SF**

Features: **Signage**

### Location Information

| | |
|---|---|
| Metro Market: | **Detroit** |
| Submarket: | **Washtenaw Ind/Washtenaw E of 23 Ind** |
| County: | **Washtenaw** |
| CBSA: | **Ann Arbor, MI** |
| CSA: | **Detroit-Warren-Ann Arbor, MI** |
| DMA: | **Detroit, MI** |



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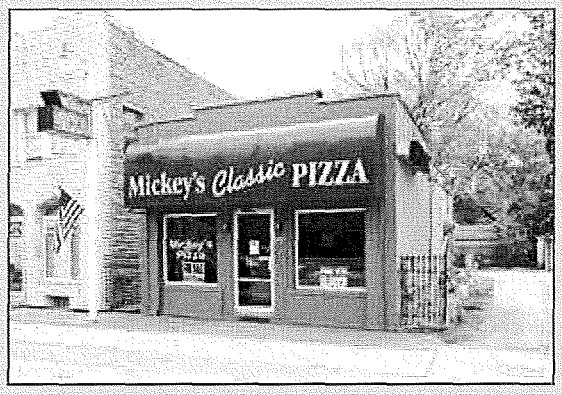
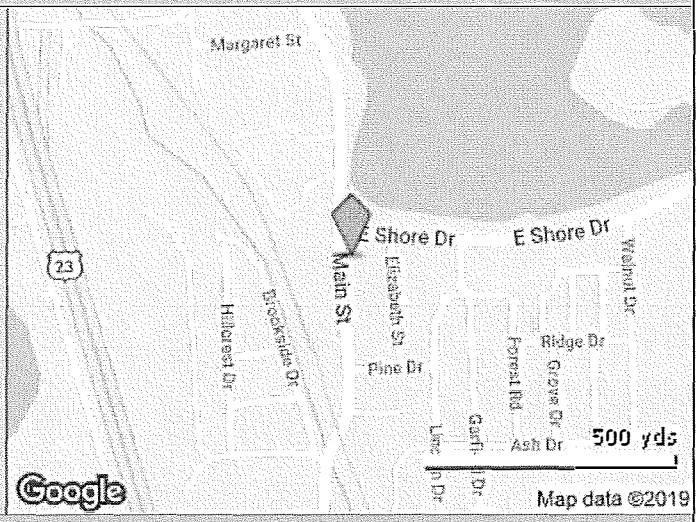
6

## 9230 Main St

**SOLD**

**Whitmore Lake, MI 48189**
Sale on 6/10/2019 for $150,000 ($90.91/SF) - Public Record
1,650 SF Retail Freestanding Building Built in 1921, Renov 2012




### Buyer & Seller Contact Info

| | | | |
|---|---|---|---|
| Recorded Buyer: | **Pearl Onions Llc**<br>684 Oak View Ln<br>Milford, MI 48381 | Recorded Seller: | **Alexa Karen C** |

### Transaction Details

ID: 4835228

| | | | |
|---|---|---|---|
| Sale Date: | **06/10/2019** | Sale Type: | - |
| Escrow Length: | - | Bldg Type: | **Retail - Freestanding** |
| Sale Price: | **$150,000** | Year Built/Age: | **Built in 1921, Renov 2012 Age: 98** |
| Asking Price: | - | GLA: | **1,650 SF** |
| Price/SF: | **$90.91** | Land Area: | **0.08 AC (3,485 SF)** |
| Price/AC Land Gross: | **$1,875,000.00** | | |
| Percent Leased: | **100.0%** | | |
| Tenancy: | **Multi** | Percent Improved: | - |
| | | Total Value Assessed: | **$44,900 in 2019** |
| | | Improved Value Assessed | - |
| | | Land Value Assessed: | - |
| | | Land Assessed/AC: | - |
| No. of Tenants: | **1** | | |
| Tenants at time of sale: | **Mickey's Pizza** | | |
| Parcel No: | **02-05-368-006** | | |
| Document No: | **5307-476** | | |

## 9230 Main St — SOLD

1,650 SF Retail Freestanding Building Built in 1921, Renov 2012 (con't)

**Current Retail Information** — ID: 7909359

| | | | |
|---|---|---|---|
| Property Type: | **Retail - Freestanding** | GLA: | **1,650 SF** |
| Center: | - | Total Avail: | **0 SF** |
| Bldg Status: | **Built in 1921, Renov 2012** | % Leased: | **100.0%** |
| Owner Type: | - | Bldg Vacant: | **0 SF** |
| Zoning: | **BI** | Land Area: | **0.08 AC** |
| Owner Occupied: | **No** | Lot Dimensions: | - |
| | | Building FAR: | **0.47** |
| Rent/SF/Yr: | - | No. of Stores: | - |
| CAM: | - | | |

| | |
|---|---|
| Street Frontage: | **50 feet on Main St (with 1 curb cut)** |
| Expenses: | **2018 Tax @ $1.34/sf** |
| Parking: | **2 Surface Spaces are available** |
| Features: | **Signage** |

**Location Information**

| | |
|---|---|
| Metro Market: | **Detroit** |
| Submarket: | **Washtenaw/Washtenaw E of 23** |
| County: | **Washtenaw** |
| CBSA: | **Ann Arbor, MI** |
| CSA: | **Detroit-Warren-Ann Arbor, MI** |
| DMA: | **Detroit, MI** |

Agenda Item 6

Resolution# 19-618

# RESOLUTION TO ADOPT REGULAR BOARD MEETING DATES FOR THE 2020 CALENDAR YEAR

Northfield Township, Michigan

**WHEREAS,** it is required by state statute MCL 41.72a that the Board of Trustees establish the schedule of their regular board meetings by resolution and roll call vote,

**NOW THEREFORE BE IT RESOLVED** that the Northfield Township Board of Trustees hereby adopts the following schedule of dates, times, and location for their Regular Board Meetings for the 2020 calendar year.

In 2020, The Northfield Township Board of Trustees will meet on the 2nd and 4th Tuesday of each month in January, February, April, May, June, July, August, September, October and November; on the 3rd and 5th Tuesday in March; and on the 2nd Tuesday only in December.

January 14 & 28
February 11 & 25
March 17 & 31 (3rd and 5th Tuesday due to March 10 Election Day)
April 14 & 28
May 12 & 26
June 9 & 23
July 14 & 28
August 11 & 25
September 8 & 22
October 13 & 27
November 10 & 24
December 8 (only 1 meeting in December due to the Holiday Season)

All Northfield Township Board Meetings are held at 7:00pm at the Northfield Township Public Safety Building, 8350 Main St. – 2nd Floor Boardroom, Whitmore Lake, MI 48189 unless otherwise noted.

Special Meetings may be called with 18-hour notification.

Motion by: _____ Supported by: _____

AYES: _____

NAYS: _____

ABSENT: _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the Northfield Township Board of Trustees on the 10th day of December, 2019.

_____
Marlene Chockley,
Northfield Township Supervisor

ATTEST:

_____
Kathleen Manley,
Northfield Township Clerk

Agenda Item 7

# NORTHFIELD TOWNSHIP 2020 HOLIDAYS

| | |
|---|---|
| NEW YEAR'S DAY | WEDNESDAY, JANUARY 1 |
| MARTIN LUTHER KING, JR DAY | MONDAY, JANUARY 20 |
| PRESIDENT'S DAY | MONDAY, FEBRUARY 17 |
| GOOD FRIDAY (1/2 DAY) | FRIDAY, APRIL 10 |
| MEMORIAL DAY | MONDAY, MAY 25 |
| 4TH OF JULY | FRIDAY, JULY 3 |
| LABOR DAY | MONDAY, SEPTEMBER 7 |
| VETERAN'S DAY | WEDNESDAY, NOVEMBER 11 |
| THANKSGIVING | THURSDAY, NOVEMBER 26 |
| DAY AFTER THANKSGIVING | FRIDAY, NOVEMBER 27 |
| CHRISTMAS EVE | THURSDAY, DECEMBER 24 |
| CHRISTMAS DAY | FRIDAY, DECEMBER 25 |
| NEW YEAR'S EVE | THURSDAY DECEMBER 31 |

Approved ___/___/20___

Agenda Item 8

**From:** Paul Lippens
**Sent:** Tuesday, December 3, 2019 3:39 PM
**To:** Steven Aynes; Marlene Chockley; Jennifer Carlisle; Mary Bird
**Subject:** National Fiber Conditional Use

Hi Jennifer

Please include this email as a cover memo for National Fiber along with the PC minutes and review letters.

Honorable Trustees:

On June 5, 2019, Planning Commission held a public hearing and recommended Board approval of a conditional use for National Fiber for the specific uses and conditions noted in the McKenna Conditional Use review letter as described in PC minutes.

We recommend approval as recommended by Planning Commission.

Thank you for your time.

- Paul Lippens

- additional information including site plan can be found on the Planning Commission documents page.
  - June 5, 2019 Packet

MCKENNA

May 24, 2019

Planning Commission
Northfield Township
8350 Main Street
Whitmore Lake, Mi 48189-0576

**Subject: Conditional Use Review #1; National Fiber, 6785 Whitmore Lake Road Plans Dated 4/26/19 and received by McKenna on 4/26/19.**

Dear Planning Commissioners:

National Fiber and Tree House Properties, the owner of the parcel at 6785 Whitmore Lake Road (Parcel ID#: B-02-20-300-026), proposes to construct an office building and indoor parking/storage building to provide off-site servicing of fiber and utility infrastructure. This parcel is approximately 10 acres and is located on the west side of Whitmore Lake Road, south of North Territorial and west of the US-23 interchange. The site is located in the Limited Industrial (LI). We note that the applicant has applied for major vehicle servicing. The Conditional Use is addressed in this letter. The applicant also proposes outdoor storage of materials, which is a Conditional Uses in the LI District. Both the minor services and repair and outdoor storage will be reviewed.

**Site Photo: 6785 Whitmore Lake Road (Source: Google Maps 2018)**

DETROIT
28 West Adams Street
Suite 1000
Detroit, Michigan 48226

O 313.888.9882
F 248.596.0930
MCKA.COM

Communities for real life.

## CONDITIONAL USE COMMENTS

Conditional use approval of restaurants and commercial uses is subject to the general discretionary standards in Section 36-838 applicable to all conditional uses. The conditional uses are allowed as stated under section 36-510. Our comments are provided below:

**A.** **Section 36-838. General Conditional Use Approval Requirements.** For conditional use approval to be granted, the Planning Commission and Township Board must find that the proposed use satisfies the following general criteria:

1. ***Will be harmonious with and in accordance with the general objectives, intent and purpose of this chapter.*** *The* (LI) limited industrial district is composed of those areas of the township whose principal use is or ought to be light manufacturing and other limited industrial uses. These uses generate a minimum of noise, glare, odor, dust, vibration, air and water pollutants, fire, explosive and radioactive hazards, and other harmful or obnoxious matter. This district has been located within the township to permit the development of these industrial uses, to protect adjacent agricultural, residential and commercial areas against the encroachment of incompatible uses, and to lessen congestion on public streets and highways. The location of a major vehicle repair in this district would protect other districts from this use while at the same time confining the use with in a building. The intent of this district is also followed because it is meant to take on vehicle traffic that other districts were not meant to have like the agricultural district. In addition the storage of materials also fits the character of the district. Being located in this district protects other districts from this use where it would not be appropriate. The use also does not have a lot of odor, glare or vibration. *We find the major repair of vehicles and storage of materials to be harmonious with the district.*

2. ***Will be designed, constructed, operated, maintained and managed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity.*** The design of the building match the general character of the industrial building. It is a combination of brick, split-face block, and standing seam metal siding in the middle. There are also windows with insulated glass framed in aluminum and decorative lighting. The applicant has also proposed new landscaping that is attractive and will not take away from the intended character of the general area. The storage of materials is also naturally screened from the (AG) Agricultural District. There is also a loading space nearby the storage which helps with harmonious operation with the rest of the site. *We find the major repair of vehicles and outdoor storage of materials to be harmonious the design of the district.*

3. ***Will be compatible with the natural environment and existing and future uses in the vicinity.*** The site is bordered by agricultural to north and west, and faces the right of way to the east. To the south is more (LI) Limited Industrial. No trees are going to be removed and a detention pond in the southwest corner is left undisturbed. The natural environment works with the site by qualifying as screening for the site. The applicant has also proposed additional landscaping. The proposed use fits in with existing and future uses that are currently present. The use would be screened from agricultural uses and fits in with the current uses of the district. The future land use of the area that it is in is (MU) mixed-use. Having the building be a combination of office and major vehicle repair also fits the mixed-use character. By not removing any of the vegetation the natural environment can serve as screening for the storage of materials. *We find the major vehicle repair and storage of materials to be compatible with the Natural Environment.*

4. ***Will be compatible with the Township land use development plan.*** The site and vicinity are currently zoned (LI) Limited Industrial but border some (AG) Agricultural parcels. The Future Land Use plan has many parcels zoned as mixed use. The combination of major vehicle repair and office space meets the standard of mixed use. The storage of materials also adds to the diversity of the uses. The proposed use is compatible with the Township's land use development plan. *We find the major vehicle repair and the storage of materials to be compatible with the Master Plan.*

5. ***Will be or can be served adequately by essential public facilities and services.*** Access is to Whitmore Lake Road, a paved rural minor arterial road. Primary function is to carry traffic relatively short distance through travel movements and/or to service important traffic generators, i.e. airports or regional shopping centers. The facility is located right on a rural minor arterial road. The site is served by public facilities and has access to emergency services. *We find the major repair of vehicles and storage of materials to be adequately served by public facilities and services.*

6. ***Will not be hazardous or disturbing to existing or future neighboring uses.*** As noted above, the proposed major repair of vehicle and storage of materials is in (LI) Limited Industrial District. While the use is close to agricultural district it fits the character of the (LI) Limited Industrial District and will also fit the future land use of Mixed Use. The site will not be hazardous or disturbing to existing or future neighboring uses. *We find this standard to be met.*

7. ***Will not create excessive additional requirements at public cost for public facilities and services.*** The proposed use should not create excessive additional requirements at public cost for public facilities and services. The use is contained in a building and the storage of material is naturally screen from other zoning districts. This will not create an excessive or additional requirement at public cost for public facilities and services. *We find this standard to be met.*

B. **Section 36-701 Storage of Materials**

1. Where outdoor storage is permitted, within an area surrounded by a ***solid, unpierced fence or wall at least seven feet*** in height and not less in height than the materials located or stored therein, and not closer to the lot lines than the minimum yard requirements for said districts. Such storage shall be for future transfer to other premises and shall not be for the purpose of hire or sale. The outdoor storage is setback from the rear lot line by more than the required amount. It is surrounded by an 8ft high board screen fence. While the new fencing meets the requirements of the ordinance the old screening for the outdoor storage is still displayed on sheet 5. We recommend that the appropriate screening be listed on all sheets. The area does not appear to be used for hire or sale.

2. Such storage shall not be located within the area between the front face of the building, as extended across the entire width of the lot, and the street right-of-way (except where permitted by the planning commission in the front yard adjacent to US-23); in any required yard setback area; or in any required transition strip. *The storage of materials is located in an appropriate position.*

3. Such storage shall not be located in any required parking or loading space. The storage is not located in parking. However, the storage is centered around the loading area. *No materials are stored within the loading area and we find that storage of materials to meet the standards of this section.*

4. Such storage shall be strictly and clearly incidental to the principal use and only products and materials owned or produced by the principal business, and equipment owned and operated by the principal use, shall be permitted for storage under this subsection. Such storage shall not be permitted as a principal use of a lot. The area for such storage shall be screened from view on all sides by a staggered double row of evergreen trees at least eight feet in height and spaced 15 feet on center at the time of planting. The species of evergreen tree species must meet the requirements of section 36-722(n)(1). As the evergreen trees mature, a screen of six feet in height shall be maintained, which shall include replacing dead or dying evergreen trees, planting additional evergreen trees where needed, or planting large evergreen shrubs (see section 36-722(n)(5)) where the bottom branches of evergreen trees have been removed or do not create the required screen. The landscape plan meeting the requirements of this subsection must be prepared by a registered landscape architect. The planning commission may also require an opaque fence or masonry wall of six feet in height or the height of materials stored, whichever is higher, to be constructed around the perimeter of the outdoor storage areas. Wire fences with inserted strips of metal, plastic and similar materials shall not be permitted as acceptable screening. The planning commission may waive or modify the evergreen screening requirements where there is existing vegetation that can be used to fulfill or supplement the requirements of this subsection.
    a. *Evergreen trees.* When used for screening purposes, evergreen trees shall not be spaced more than 12 feet on center. Plantings in two or more rows, on staggered centers, may be required for adequate screening.
    b. *Evergreen shrubs.* When used for screening purposes, large evergreen shrubs shall be planted not more than four feet on center. Plantings in two or more rows, on staggered centers, may be required for adequate screening.

    An 8 ft high board screen fence is provided for screening. While the new screening meets the requirement there is conflicts with what is showed on the plan. On sheet 5 it states there is a 6 ft chain linked fence but on sheet 13 an 8 ft board screen fence is proposed. We recommend that the type of fencing for storage be consistent on all sheets. The landscaping provided on the site and the existing vegetation is appropriate as screening for the storage of materials. *We recommend that the planning commission waive the requirement of evergreen screening, finding the existing landscaping to satisfy this requirement.*

**A.** The location and size of areas for such storage, nature of items to be stored therein, and details of the enclosure, including description of materials, height, and typical elevation of the enclosure, shall be provided as part of site plan review. The planning commission may limit the height of materials stored based on the nature of the materials, adjacent land uses and zoning districts, visibility, and impact on public health, safety, and general welfare. On sheet five there is a description of what will stored. The items include a 30'x50' concrete pad with three (3) 8'x40' storage bins. Additional storage includes a 15'x50' pole storage, three (3)12'x20' material bins, 10 DIA wire reals, 40 pallets, and 10x20 cable reals. *We have the description of the materials stored to meet the standards of this section.*

C. **Section 36-702 Parking and Storage of Vehicles**

1. Operative or inoperative automotive vehicles or trailers of any kind or type which are unlicensed shall not be parked or stored in any recreation-conservation, agriculture, residential, office, or RTM zoning district other than in completely enclosed buildings. The site has adequate spaces for parking and the site is located with in the (LI) Limited Industrial district. *We find that parking of vehicles on the site to be appropriate.*

2. Operative or inoperative automotive vehicles or trailers of any kind or type which are unlicensed shall be parked or stored in a commercial or industrial zoning district only in conjunction with an approved use and according to the regulations of section 36-701(3), except for junkyards, which are regulated by section 36-713. *We find that the vehicles on the site are stored appropriately.*

3. Parking or storage of semitrailers, except semitrailers owned and operated by the principal use of the lot, shall be prohibited on a lot in a commercial, office, or planned unit development zoning district, for a period of more than 24 hours in a month. The site is located in a (LI) Limited Industrial district. *Therefore, the standard does not apply.*

4. Storage of products, materials, or equipment in inoperative semitrailers shall be prohibited in any zoning district. *We find this standard to be met.*

5. Sales of products, merchandise, or other materials from semitrailers shall be prohibited in any zoning district. *We find this standard to be met.*

6. Operative or inoperative automotive vehicles of any kind or type which are licensed and operated by the principal use of the lot shall be parked or stored in delineated storage areas which were delineated on the approved site plan for the use. All vehicles on the site have parking spaces and the area for the storage of vehicles is marked on the site plan. *We find this standard to be met.*

7. Operative or inoperative automotive vehicles of any kind or type which are licensed and being stored by the principal use of the lot shall be parked or stored only in conjunction with an approved use and according to the regulations of section 36-701(3). *We find this standard to be met.*

D. **Section 36-838. Automobile Service and Repair Stations.**

1. Sidewalks shall be separated from vehicular parking or circulation areas by curbs, wheel stops, or traffic islands. The portion of the property used for vehicular traffic shall be separated from landscaped areas by a curb. *We find this standard to be met.*

2. The entire area used for vehicle service shall be paved. *We find this standard to be met.*

3. Hydraulic hoist, service pits, lubricating, greasing, washing and repair equipment and operations shall be located within a completely enclosed structure. *We find this standard to be met.*

4. The maximum widths of all driveways at the right-of-way lines shall be no more than 30 feet. *We find this standard to be met.*

5. The angle of a driveway intersection with the street from the curb line to lot line shall be not less than 60 degrees. *We find this standard to be met.*

6. The distance of any driveway from any property line shall be at least 20 feet, measured at the tangent points of the drive edge and the street curb return. *We find this standard to be met.*

7. The distance between curb cuts shall be no less than 40 feet, measured between the tangent points of the drive edges and the street curb returns. *We find this standard to be met.*

8. Outdoor storage of trash, including new or discarded vehicle parts, shall be contained within a solid, unpierced enclosure. *We find this standard to be met.*

**RECOMMENDATION**

We recommend that the Planning Commission recommend that the Township Board grant approval of the conditional use application from National Fiber for a major repair of vehicles at 6785 Whitmore Lake Road.

1. All conditions of site plan approval are completed.
2. The plans show 8 ft high board screen fence on all sheets for outdoor storage.
3. We recommend that the planning commission waive the requirement of evergreen screening.

Respectfully submitted,

**McKENNA ASSOCIATES**

Paul Lippens, AICP
Director of Transportation and Urban Design

Irvin Wyche
Assistant Planner

# NORTHFIELD TOWNSHIP, MICHIGAN

8350 Main Street• Whitmore Lake, Michigan 48189-0576

Telephone: (734) 449-2880 • Building Dept. (734) 449-5000 • Fax : (734) 449 -0123 • Web Sit e: www.t wp-no rt hfi eld.org

## CONDITIONAL USE APPLICATION FORM

| | |
|---|---|
| **PROJECT NAME: 6785 Whitmore Lake Road** | |
| **PROJECT ADDRESS: 6785 Whitmore Lake Rad, Whitmore Lake, MI 48189** | |
| **PARCEL ID(S):** | **DEVELOPMENT NAME:** |
| **Applicant Inform at ion:** | **Owner Information :** |
| Name: National Fiber Construction Co. | Name: Tree House Properties LLC |
| Address: 5070 W. Joy Road, Dexter, MI 48130 | Address: 5070 W. Joy Rd, Dexter, MI 48130 |
| Phone: [redacted] | Phone: [redacted] |
| Email : [redacted] | Email : [redacted] |

If application is made by anyone other than the owner in fee, it shall be accompanied by a duly verified affidavit of the owner or agent thereof that the application and the proposed work or operation is authorized by the owner in fee. If the owner or lessee is a corporate body, the full name and address of the responsible officers shall also be provided.

| | |
|---|---|
| **Proof of Ownership Attached:** | **Non-Owner Affidavit Attached:** |

**If applicant is not the owner, describe applicants interest in the property:** _____

### PROPERTY DESCRIPTION

**Description of Proposed Use:** _____

Conditional **Use is Sought** Under **what section of the Northfield Township Zoning** Ordinance:

**Zoning Classification(s):**

**_AR _LR _MR MHP SRI SR2 LC HC GC X LI GI RTM ES PUD PSC RC RO WLD-_ W.L./N.T. Overlay OTHER:**

### AN APPLICATION FOR CONDITIONAL USE MUST CONTAIN THE FOLLOWING INFORMATION:

___ Proof ofOwnership

___ Legal Description

____ Scaled and accurate survey drawings, with existing buildings, drives, and improvements.

____ A site plan, meeting the requirements of a preliminary site plan, as set forth in Section 64.03, herein.

### AUTHORIZED SIGNATURE

I have read the attached provisions of the Northfield Zoning Ordinance in regards to Article 63.0, Condition al Use and understand a public hearing will be established within sixty -five (65) days of the filing date.

Applicant( s) Signature / Date 04.15.19

Comments: _____

## DETERMINATIO N

The Northfield Township Planning Commission has reviewed the particular circumstances of the above proposed use relative to Section 63.0 Conditional Uses; and **Approved / Disapproved** same on _____ , 20____

Conditions imposed on the conditional use of the above described property are as follows:

**BREACH OF SUCH CONDITIONS SHALL AUTOMATICALLY INVALIDATE THIS PERMIT.**

**Chair, Planning Commission** **Date**

**Secretary, Planning Commission** **Date**

## APPLICANT DETERMINATION AGREEMENT

I/We _____ applicant(s) for this Conditional Use permit hereby agree to comply with the above imposed conditions as specified by the Northfield Township Ordinance and the Planning Commission of Northfield Township.

Applicant Date

Applicant Date

RECEIVED
APR 26 2019
NORTHFIELD TOWNSHIP

# NORTHFIELD TOWNSHIP
# PLANNING COMMISSION
## Minutes of Regular Meeting
## June 5, 2019

### 1. CALL TO ORDER

The meeting was called to order by Chair Roman at 7:00 P.M. at 8350 Main Street.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:

| | |
|---|---|
| Janet Chick | Absent with notice |
| Brad Cousino | Present |
| Eamonn Dwyer | Present |
| Sam Iaquinto | Present |
| Cecilia Infante | Present |
| Larry Roman | Present |
| John Zarzecki | Present |

Also present:
Building/Planning/Zoning Coordinator Mary Bird
Planning Consultant Paul Lippens, McKenna Associates
Township Engineer Ronald Cavallero, Jr., OHM
Recording Secretary Lisa Lemble
Members of the Community

### 4. ADOPTION OF AGENDA

▶ **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted as presented.
***Motion carried 6—0 on a voice vote.***

### 5. FIRST CALL TO THE PUBLIC

No comments.

### 6. CLARIFICATIONS FROM THE COMMISSION

None.

### 7. CORRESPONDENCE

Roman referred to several items related to the proposed marihuana ordinance.

### 8. PUBLIC HEARINGS

**8A. Case #JUPC190005; National Fiber Construction Company; 6785 Whitmore Lake Road; Request for Conditional Use Permit to construct 14,400 sq. ft. commercial and office building; Parcel 02-20-300-026; Zone LI—Limited Industrial**

▶ **Motion:** Roman moved, Iaquinto supported, to open the public hearing.
**Motion carried 6—0 on a roll call vote.**

Joe Maynard, Washtenaw Engineering, referred to the application, noting this is a continuation of their request for site plan approval and a conditional use permit for outdoor storage and interior auto repair.

David Voytovich, National Fiber, said they will be storing reels of fiber for fiber optic installations, and they have a lot of trucks and trailers they will be doing maintenance on.

Lippens recalled that the Commission approved a site plan for the applicant with some conditions, including designing the building facade to have 50% masonry. He said since then the applicant decided it would make the most sense to request the CUP for outdoor storage. He said they have also decided to combine the uses they proposed for two buildings into a single building, and he said he believes this is consistent with what the Commission wanted to see.

Regarding screening, Lippens said the applicant is asking that the dense vegetation be considered to satisfy the screening requirement which is not fulfilled by the chain link fence.

Roman called for comments from the public. There were none.

▶ **Motion:** Iaquinto moved, Roman supported, to close the public hearing.
**Motion carried 6—0 on a roll call vote.**

### 9. REPORTS

**9A. Board of Trustees**
Zarzecki read Chick's written report, which noted the Board:

- approved the Conditional Use Permit for Small Potatoes at 9230 Main Street
- Moved to have the attorney review the process used by the Planning Commission in holding its public hearing on the marijuana ordinance.
- Referred a Misdemeanor v Civil Infraction matter to the Planning Commission.
- Passed the land preservation resolution and a Capital Improvements Program.

**9B. ZBA**
Cousino reported that the ZBA approved the three requests on their agenda last week.

**9C. Staff Report**
Nothing to report.

**9D. Planning Consultant**
Nothing to report.

**9E. Parks and Recreation**
Iaquinto reported:
- Plots in the community garden are still available.
- The downtown park now has picnic tables and porta-potties, and is available for use by the public. Large groups should contact the Township prior to use.

**9F. Downtown Planning Group**
Infante announced the Classic Boat Show will be June 7th.

## 10. UNFINISHED BUSINESS

None.

## 11. NEW BUSINESS

**11A. Case #JUPC190005; National Fiber Construction Company; 6785 Whitmore Lake Road; Request for Conditional Use Permit to construct 14,400 sq. ft. commercial and office building; Parcel 02-20-300-026; Zone LI—Limited Industrial**

Lippens reviewed the standards for Conditional Use Permits (CUPs), and said the screening proposed needs more details, but it generally meets ordinance requirements. He noted the Commission could require an opaque fence, but he recommended that the evergreen trees be considered to fulfill that requirement.

In answer to questions, Lippens said the chain link fence proposed is intended for security, and although it will include slatting materials and the six foot height is acceptable, it does not meet the screening requirement that would be met with a board fence.

David Voytovich of National Fiber said the building will block the view of their storage and there will be a berm all around the site. In answer to a question, Lippens there is both existing and proposed landscaping, and he is recommending that all landscaping shown on the site be required. Joe Maynard, project engineer, noted the chain link fencing will be around only the outdoor storage area behind the building.

In answer to a question, Voytovich said linemen are trained in the "field training area" designated on the site to make sure they are OSHA compliant.

7:34: Infante said she does not have a problem with the screening proposal, but questioned whether it would be setting a precedent. Zarzecki said the chain link fence should be sufficient as long as the site perimeter is screened since the storage is in the middle of the site, and the fence height should be left up to the applicant. Cousino agreed, noting that similar uses in industrial have only chain link fencing, although in this zoning district outdoor storage is allowed only with a conditional use permit.

Voytovich said they believe chain link fence will look better in the long run because wood deteriorates and is more easily damaged over time. Lippens said on a different site where there was not as much natural landscaping or berms, or if the storage were not so confined and in the site interior, he would definitely recommend a taller screening fence.

Dwyer said he agrees with the comments made and the proposal is completely adequate.

▶ **Motion:** Roman moved, Iaquinto supported, in Case #JUPC190005; National Fiber Construction Company, 6785 Whitmore Lake Road, to recommend to the Township Board approval of a Conditional Use Permit, according to the recommendation provided by McKenna dated May 24, 2019, with the following conditions:

- All conditions of the site plan approval are completed.
- A 6' cyclone fence on all sides for the outdoor storage.
- The Planning Commission waives the requirement for evergreen screening due to existing screening that meets the requirement.

**Motion carried 6—0 on a roll call vote.**

**11B. Case #JUPC190005; National Fiber Construction Company; 6785 Whitmore Lake Road; Request for Site Plan approval to construct 14,400 sq. ft. commercial and office building; Parcel 02-20-300-026; Zone LI—Limited Industrial**

Lippens recommended approval of the proposal with acceptance of the proposal for mitigation of the removal of the one landmark tree.

Ronald Cavallero, Jr., Township Engineer, said the latest set of plans submitted addressed all of the very minor issues cited in his letters of May 7th and June 5th. He noted they still need all of their permits, they will be meeting with the Wastewater Treatment Plant Superintendent, and are waiting for a meeting with the Water Resources Commissioner's office regarding stormwater management.

Joe Maynard said they have already met with the Road Commission office and have addressed their issues, and their meeting with the Water Resources Commissioner's office is scheduled for tomorrow.

In answer to questions, Voytovich said the building height increased from 19' to 22' since the first submittal. Lippens confirmed that still meets the requirements of the ordinance. Voytovich also noted the roofline is 2:12 rather than the 4:12 shown in the plans. Roman noted the facade material includes the block or brick previously requested by the Commission.

Regarding the removal of the landmark tree, Maynard indicated this is needed for grading purposes. Several Commissioners said they do not see mitigation of the tree as being necessary.

- **Motion:** Roman moved, Iaquinto supported, in Case #JUPC190005; National Fiber Construction Company; 6785 Whitmore Lake Road, the Planning Commission approves the site plan, with conditions listed on the McKenna report dated May 24, 2019 for the site plan, and subject to:

  1. The first recommendation in the report being replaced with approval of the roof pitch to be handled administratively.

  2. Requirements in items 2 through 5 in the report being met.

  3. Meeting the requirements of the May 7th and June 5th reports from OHM.

**Motion carried 6—0 on a roll call vote.**

## 12. MINUTES

- **Motion:** Roman moved, Iaquinto supported, that the minutes of the May 15, 2019, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

## 13. SECOND CALL TO THE PUBLIC

No comments.

## 14. COMMENTS FROM THE COMMISSIONERS

Dwyer said the National Fiber proposal is the type of quality project needed in the community.

## 15. ANNOUNCEMENT OF NEXT MEETING

**June 19, 2019,** at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

## 16. ADJOURNMENT

- **Motion:** Roman moved, Iaquinto supported, that the meeting be adjourned.
  **Motion carried 6—0 on a voice vote.**

The meeting was adjourned at 7:56 P.M.

---

Prepared by Lisa Lemble.
Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~;
Wording added is underlined.

Adopted on June 19, 2019.

Larry Roman, Chair

John Zarzecki, Secretary

Official minutes of all meetings are available on the Township's website at
http://www.twp-northfield.org/government/

Agenda Item 9

# MEMO

To: Township Board
From: Steve Aynes, Township Manager & Jennifer Carlisle, Asst to Twp. Mgr.
RE: Copier Lease Renewal
Date: December 5, 2019

The leases for our copiers at the Northfield Township Office, Police Department, Community Center and Wastewater Treatment Plant are ending soon (2 in December, 2 in January and 1 in February). A Request for Proposals (RFP) was issued in November. We received response from 4 companies (in alphabetical order):

- Applied Imaging (current)
- Elite Imaging
- Toshiba
- UTEC

We asked the companies to provide lease options for 36 month leases, which is equivalent to our current lease period. After reviewing the proposals and consulting with staff on their likes/dislikes/preferences regarding the current equipment, Jennifer and I are recommending that we continue service with Applied Imaging using the current brand, Ricoh. This proposal from Applied Imaging provided the lowest cost to the township and the least disruption to the office staff. In fact, the cost for renewing the current lease will result in reduced fees from what we are currently paying. We would also work with Applied Imaging to get all 5 leases onto the same agreement for the same 36 month lease period, reducing the number of bills we receive each month.

Current

Monthly fees: Lease - $694.21 Maintenance Agreement - $97.48
Total Annual Cost: $11,809.34

Proposed

Monthly fees: Lease - $640.42 Maintenance Agreement - $81.68
Total Annual Cost: $8,665.20

Please note, the Maintenance Agreement Includes a base charge for printing 15,400 pages per month (based on our average usage) and a monthly service charge to cover supply shipping costs. Additional fees would apply if we were to go over this base amount. Fees would be charged per page over the base amount at a rate $0.0042 per page for black & white, and $0.0420 for color. These fees are subject to slight changes each year due to annual increases from year to year, but the proposed per page rate is less than what we are currently being charged ($0.00776 for Black & white, $0.05286 for color). Supplies, equipment delivery, set-up and support are included.

We have been quite satisfied with the relationship and responsiveness we have had with Applied Imaging over the last three years and looking forward to working with them for the next three years. Their Proposal is attached.

Recommended Motion: _____ moves, seconded by _____, to award the RFP for Copiers - Multi-functional Devices at the Township Office, Police Department, Community Center, and Wastewater Treatment Plant to Applied Imaging for a period of 36 months continuing with the Ricoh brand equipment and to authorize the Township Manager to sign any necessary contracts and paperwork, pending legal review.

COPY

NORTHFIELD TOWNSHIP
MICHIGAN

COPY

# REQUEST FOR PROPOSAL

COPY

## Copiers – Multi-Functional Devices

October 29, 2019

COPY

RICOH

From Applied Imaging

8350 Main St., Whitmore Lake, MI 48189
Phone (734) 449-2880 | Fax (734) 449-0123

11/27/2019

COPY

# NORTHFIELD TOWNSHIP
MICHIGAN

COPY

# APPLIED IMAGING RESPONSE TO

COPY

# REQUEST FOR PROPOSAL

---

## "Copiers – Multi-functional Devices RFP"

COPY

## (RICOH)

Northfield Township
Attn: Steven Aynes
8350 Main St.
Whitmore Lake, MI 48189

Proposal by:
Daniel Reynolds
Sales Representative
(734) 372-3100
dreynolds@appliedimaging.com

APPLIED IMAGING

COPY

APPLIED IMAGING

# NORTHFIELD TOWNSHIP
MICHIGAN

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COPY


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| Sample Lease & Maintenance Agreements | Inserted |
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COPY

COPY

COPY

L not included in packet. available for viewing in office.

NORTHFIELD TOWNSHIP
MICHIGAN

COPY

Dear Steven Aynes,

Applied Imaging is the largest independently owned and operated provider of Document Output Systems, Document Imaging, Managed IT Services, Production Print and Enterprise Content Management.

Founded in 1987, Applied Imaging has achieved growth throughout by evolving and positioning its people, products, and services, to respond to the needs of today's clients. At the core of how Applied Imaging does business are values business people can relate to: loyalty, honesty, and hard work. By helping our clients enhance their efficiency in how they communicate and manage information, Applied Imaging has gained recognition both locally and nationally. Annually we receive *The Week in Imaging's* "Elite Dealer Award" for being one of the Nation's most innovative and customer friendly business technology providers. Applied Imaging has also received local recognition as one of the region's *Top 50 Companies to Watch*, and *Best & Brightest to Work For*. This award is evaluated by an independent research company and measures key criteria in the work environment.

COPY

As a locally owned and operated business, headquartered in Grand Rapids, MI, we strive to raise the bar in "partnership" expectations. We go above and beyond at every turn to meet the daily needs of our clients. Furthermore, for every $1 brought into Applied Imaging, $.78 goes back into local vendors & employees.

COPY

- 12 locations in the Lower Peninsula and Toledo
- Customer Loyalty Center; Live & Local Dispatch – READY TO SERVE YOU
- Over 30 Years in the region, and serving nationwide
- Over 13,500 clients & 39,000 devices managed

Our incredible growth is contributed to our simple **client centric** philosophy – "to partner with our clients by providing expertise and innovation ***tailored to their unique business challenges and processes***."

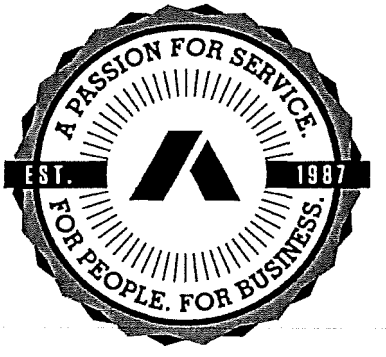
COPY

As we consult with CEO's, CFO's, Purchasing Directors, Information Technology Directors & Marketing Specialists developing programs, we have been able to implement creative and innovate plans that result in flexibility, efficiency and cost reductions. Our long-standing commitment to our clients goes far beyond click charges and guaranteed response times. We are a company that cares.

Thank you on behalf of the Applied Imaging team, and we welcome the opportunity to provide our excellent service(s) & support to Northfield Township.

*Thank you,*

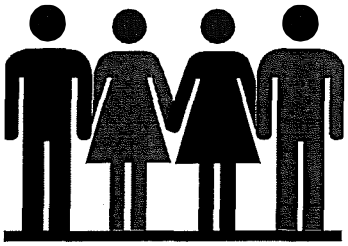
*Daniel Reynolds*
*Major Accounts*



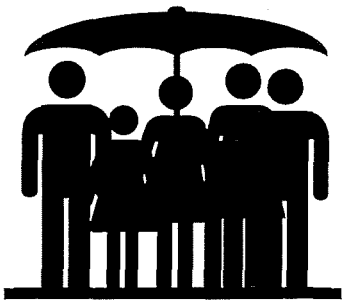
# APPLIED CHEMISTRY
## Elements of Success

COPY

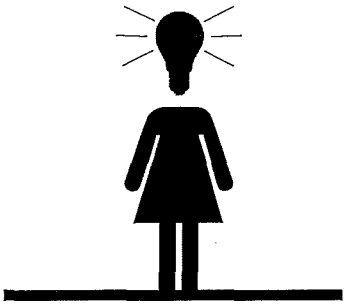
**BTU**
Build team unity



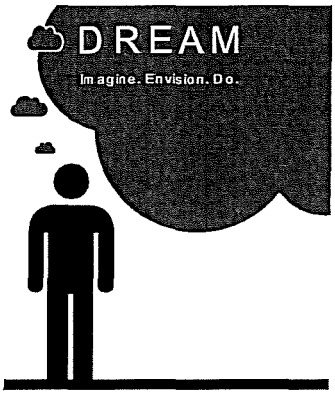
**COMMUNITY**
Pay it forward



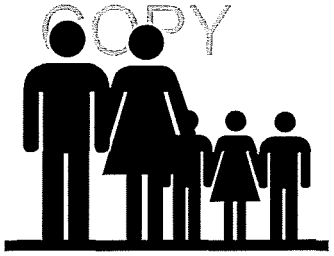
**CREATIVITY**
Cultivate, sow, create, grow



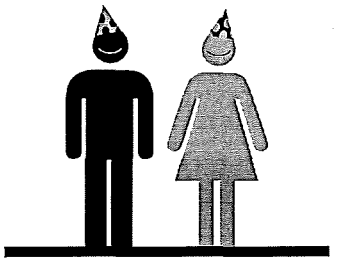
**DREAM**
Imagine. Envision. Do.



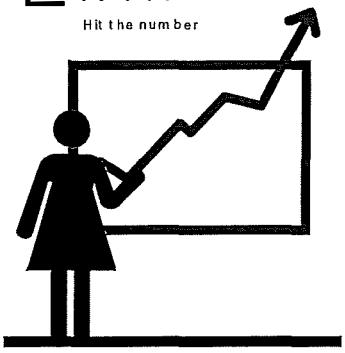
**FAMILY**
Committed to supporting family



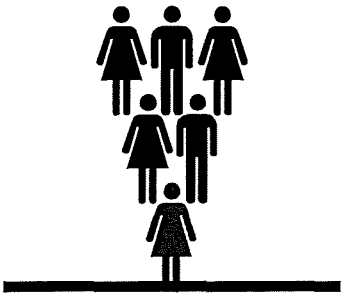
**FUN**
Fun is good



**HTN**
Hit the number



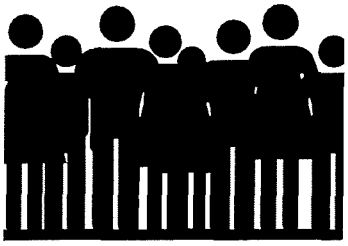
**HUMILITY**
Modest yet courageous
Humble yet fearless



**INTEGRITY**
Do the right thing – always

**KNOWLEDGE**
Always seeking

**SBS**
Success by selection



**SERVICE**
Fast • Friendly • Amazing

# C.E.R.T.IFY

COPY

## CLEAN

COPY

- ✓ *Paper trays, feed and registration rollers*
- ✓ *Duplex rollers and sensors*
- ✓ *Fixing claws and exit rollers*
- ✓ *Rollers and sensors in ADF and accessories*
- ✓ *Optics and glass, including CIS in SPDF*
- ✓ *LD slit glass*
- ✓ *Drum cleaning and developer assemblies*
- ✓ *Charge, transfer and separation assemblies and rollers*
- ✓ *Air filters and dust traps*
- ✓ *Wipe and clean panels*

COPY

## EMPTY

COPY

- ✓ Waste toner bottles
- ✓ Staple waste containers
- ✓ Chad catch bin

## REVIEW/REPLACE

- ✓ Speak with Key Op upon arrival to verify problems
- ✓ Run reports; view jam and error counters, reset counters
- ✓ Inspect all assemblies and review PM counters
- ✓ Reset PM counters upon replacement of parts
- ✓ Review all repairs and status of machine
- ✓ Enter description of repairs in Remote Tech

COPY

Service Guarantees

# Five-Year Performance Guarantee

Applied Imaging has such confidence in the Digital Document Imaging Systems we represent that we guarantee them for up to **FIVE YEARS** of service, provided the equipment is continuously covered by one of our standard maintenance agreements or supply kit programs. This Guarantee does not cover damage or abuse. If your system malfunctions during this guarantee period, we will make any necessary repairs in your office at no additional charge. If we are unable to repair the equipment in your office, we will provide you with a temporary replacement system free of charge until repairs are completed. If we cannot repair your system, Applied Imaging will replace it with another of equal or greater capabilities.

COPY

# Uptime Performance Guarantee

COPY

***4-Hour Emergency Response Time*** – If you need emergency service on any Applied Imaging Digital Document Imaging System, we guarantee a response, within our primary metropolitan areas, in less than four hours. There will never be more than an eight hour wait from the time you call for normal service until the time a technician arrives at your office (during normal business hours, 8:00 a.m. until 5:00 p.m., Monday through Friday, excluding holidays).

***96% Uptime*** – Applied Imaging guarantees every Digital Document Imaging System, covered by our standard maintenance agreement and using Applied Imaging's authorized supplies, will be up and running 96% of the time.

COPY

# Quality Supply Guarantee

Applied Imaging guarantees its supplies to be of the highest quality – meeting rigid requirements of the office equipment manufacturers we represent. The wrong supplies may damage your equipment requiring service calls and expensive downtime. Supplies are stocked in our inventory locally for immediate customer availability.

COPY

## Service Overview

Applied Imaging takes great pride in providing the absolute best service - both technically and the overall customer experience. We continue to evaluate ways to improve our service and invest in opportunities to deliver the amazing service our partners experience in Michigan and Toledo.

COPY

*Methods for contacting for Supplies & Service:*

- ✓ Call our Customer Loyalty Center – (877) 509.0770. M-F 8am - 5pm.
- ✓ Email the Customer Loyalty Center – Email callcenter@appliedimaging.com
- ✓ Log on to our Web Portal – By going to www.appliedimaging.com, you can log in and select the machine that needs attention. You will be able to check the status of the call from inside this view.

*Service that You Can Count On:*

COPY

- ✓ Over 135 technicians covering the state of Michigan and Toledo
- ✓ Approximately $5,000 of worth of parts in each technician's vehicle
- ✓ Technical team(s) specialized in system segments assigned to.
- ✓ Focused on both response time and first call effectiveness.
- ✓ Loaners available when necessary.
- ✓ Average Response Time Is 4.2 hours with onsite support.

*Going Above and Beyond:*

COPY

- Goal – to deliver an incredible customer experience every step of the way.
- Goal - train, train, train. We pride ourselves in excellent end-user training, throughout the duration of our partnership(s).

Toner Recycling Program:

- ✓ Our Applied Imaging branded recycling program allows our clients to recycle ANY and ALL toner types.
- ✓ We provide pre-paid postage recycling boxes to be strategically placed around our client's location for easy access. Once filled, simply close, tape and send.

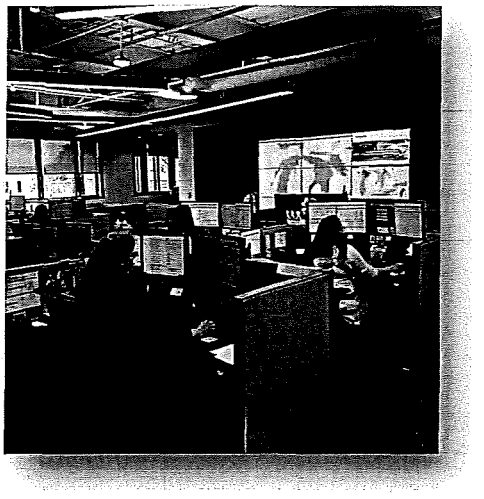
COPY

## Program Benefits

- ✓ **Single Bill:** One invoice to streamline accounting.

- ✓ **Customer Loyalty Center:** Applied Imaging has opened a new department in order to provide the ideal customer experience: The Applied Imaging Customer Loyalty Center. All calls, including service and supply requests, will go through the Customer Loyalty Center, located in Grand Rapids. This will eliminate most call transfers and allow client requests to be handled promptly and efficiently.

  In addition to simplifying the service and supply request process, the Customer Loyalty Center features GPS tracking of all Applied Imaging vehicles. This enables the Center to manage service calls by monitoring where the service technicians are in order to dispatch new service requests.



- ✓ **Hassle Free Meter Readings:** Applied Imaging will install and maintain software to automatically obtain meter read information. This will allow end users to forget about tracking and reporting meters. The software will automatically report the metered devices to Applied Imaging. This will directly save time and money associated with device management.

- ✓ **Toner Replenishment:** Auto supply replenishment is available to all clients upon request. Traditional supply replenishment is also available. Supply orders can be called or emailed to the customer support team.

- ✓ **Current Fleet:** Applied Imaging will take care of pick up and removal of any printer, fax, and/or copier not covered under the contract that requires removal from the facility.

- ✓ **Total Solution Provider:** Applied Imaging will take care of all equipment related to this contract. Applied also has experience to help move on to the next stage of process improvement through content management software.

*Current Technology Environment*

COPY

| # needed | Similar/Comparable to: (Any references to a particular product by name, manufacturer, make, or catalogue number, shall be interpreted as establishing a standard of quality or design and SHALL NOT be construed as limiting competition.) | Monthly Color Volume | Monthly B&W Volume |
|---|---|---|---|
| 1 Current Lease Expires Dec. 2019 | **Ricoh MP5054SP** (Twp. Office main copier)<br>Functions: Print, Copy, Scan, Fax<br>50 pages per minute B&W<br>1200 x 1200 dpi print resolution<br>(4) 550 Sheet Paper Drawers<br>Stacking External Finisher with Staple option<br>Duplex Single Pass Document Feeder – scan minimum 180 Images per minute at 600 dpi<br>Scan to folder capabilities<br>10.1" Display Screen<br>Integrated Keyboard | – | 12,000 |
| 2<br>1 Lease expires Dec. 2019, 1 lease expires Jan. 2020 | **Ricoh MPC3004** (PD & Com. Ctr. copier)<br>Functions: Print, Copy, Scan, Fax<br>30 pages per minute Color and B&W<br>1200 x 1200 dpi print resolution<br>(2) 550 Sheet Paper Drawers<br>Stacking External Finisher with Staple option<br>Duplex Single Pass Document Feeder – scan minimum 200 Images per minute at<br>Scan to folder capabilities<br>10.1" Display Screen<br>Integrated Keyboard | 500 | 1,500 |
| 1 Current Lease expires Feb. 2020 | **Ricoh MP305spf** (Twp. Office secondary copier)<br>Functions: Print, Copy, Scan, Fax<br>30 pages per minute B&W<br>600 x 600 dpi print resolution<br>(1) 550 Sheet Paper Drawer<br>Center Exit Tray<br>Duplex Single Pass Document Feeder – scan minimum 30 Images per minute at 300 dpi<br>10.1" Display Screen<br>Integrated Keyboard | – | 1,600 |
| 1 Current Lease expires Jan. 2020 | **Ricoh MP3054SP** (WWTP copier)<br>Functions: Print, Copy, Scan, Fax<br>30 pages per minute B&W<br>1200 x 1200 dpi print resolution<br>(2) 550 Sheet Page Drawers<br>Stacking External Finisher with Staple option<br>Duplex Single Pass Document Feeder – scan minimum 80 Images per minute at 300dpi<br>10.1" Display Screen<br>Integrated Keyboard | – | 300 |

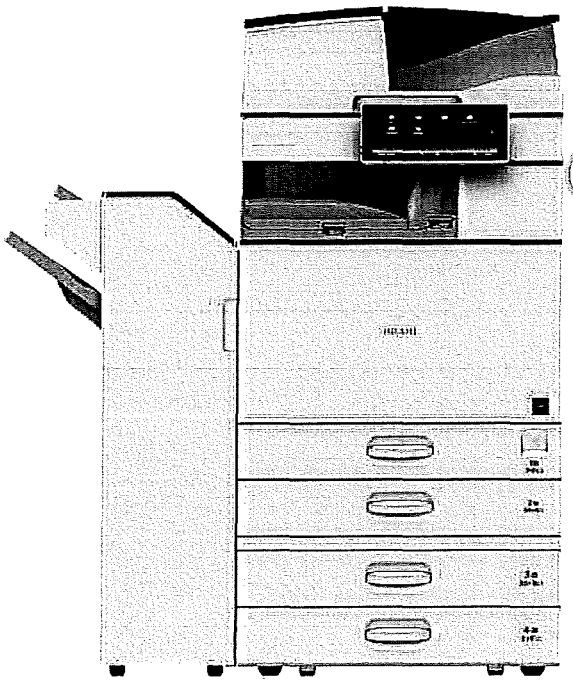
COPY

| # needed | Similar/Comparable to: (Any references to a particular product by name, manufacturer, make, or catalogue number, shall be interpreted as establishing a standard of quality or design and SHALL NOT be construed as limiting competition.) | Monthly Color Volume | Monthly B&W Volume |
|---|---|---|---|
| 1 Current Lease Expires Dec. 2019 | **Ricoh MP5054SP (Twp. Office main copier)**<br>Functions: Print, Copy, Scan, Fax<br>50 pages per minute B&W<br>1200 x 1200 dpi print resolution<br>(4) 550 Sheet Paper Drawers<br>Stacking External Finisher with Staple option<br>Duplex Single Pass Document Feeder – scan minimum 180 Images per minute at 600 dpi<br>Scan to folder capabilities<br>10.1" Display Screen<br>Integrated Keyboard | – | 12,000 |

COPY

# (1) RICOH MP 5055SP – Twp. Office Main Copier

COPY

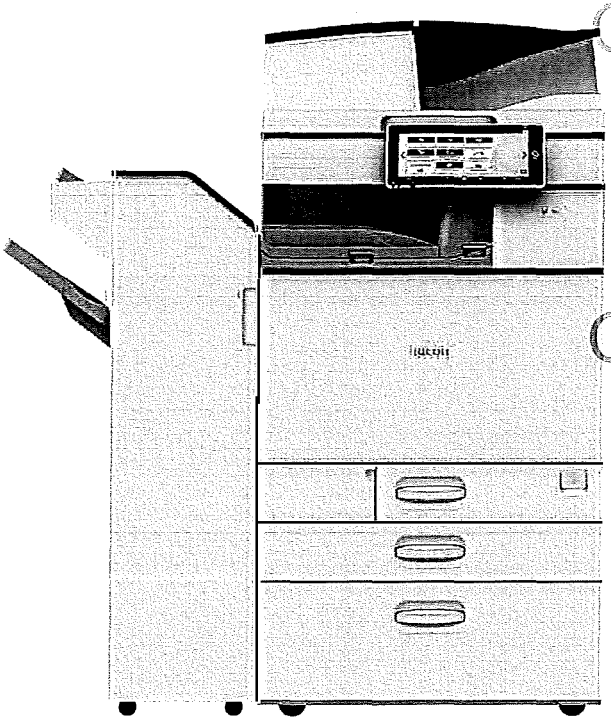


- Print / Copy / Scan / Fax
- 50 pages per minute (B&W)
- 1200 x 1200 dpi print resolution
- (4) 550 Sheet Paper Drawers
- 1,000 Sheet External Finisher w/ Staple
- Single Pass Document Feeder (one or two-sided) – 110 images per minute
- Scan to Folder / Scan to E-mail
- 10.1" Smart Operation Panel
- See Additional Features in brochure

COPY

| | | | |
|---|---|---|---|
| 2<br>1 Lease expires Dec. 2019, 1 lease expires Jan. 2020 | **Ricoh MPC3004** (PD & Com. Ctr. copier)<br>Functions: Print, Copy, Scan, Fax<br>30 pages per minute Color and B&W<br>1200 x 1200 dpi print resolution<br>(2) 550 Sheet Paper Drawers<br>Stacking External Finisher with Staple option<br>Duplex Single Pass Document Feeder – scan minimum 200 Images per minute at<br>Scan to folder capabilities<br>10.1" Display Screen<br>Integrated Keyboard | 500 | 1,500 |

# (2) RICOH IM C3000 – PD & Com. Ctr. Copier



- Print / Copy / Scan / Fax
- 30 pages per minute (Color & BW)
- 1200 x 1200 dpi print resolution
- (2) 550 Sheet Paper Drawers – Tray 1 (8.5"x11") Tray 2 (12"x 18")
- 1,000 Sheet External Finisher w/ Staple
- Single Pass Document Feeder (one or two-sided) 80 Images per minute
- Scan to Folder / Scan to E-mail
- 10.1" Smart Operation Panel & Keyboard
- See Additional Features in brochure

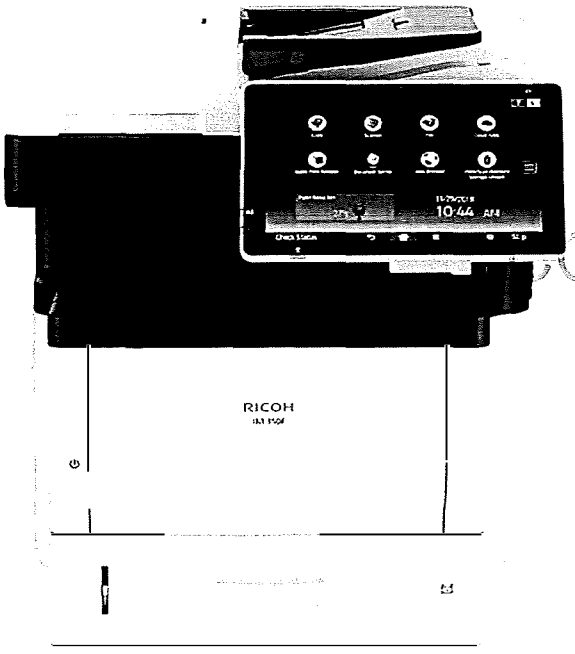
COPY

| | | | |
|---|---|---|---|
| 1 Current Lease expires Feb. 2020 | **Ricoh MP305spf (Twp. Office secondary copier)**<br>**Functions: Print, Copy, Scan, Fax**<br>**30 pages per minute B&W**<br>**600 x 600 dpi print resolution**<br>**(1) 550 Sheet Paper Drawer**<br>**Center Exit Tray**<br>**Duplex Single Pass Document Feeder – scan minimum 30 Images per minute at 300 dpi**<br>**10.1" Display Screen**<br>**Integrated Keyboard** | – | **1,600** |

COPY

# (1) RICOH IM 350F – Twp. Office Secondary Copier

COPY




COPY

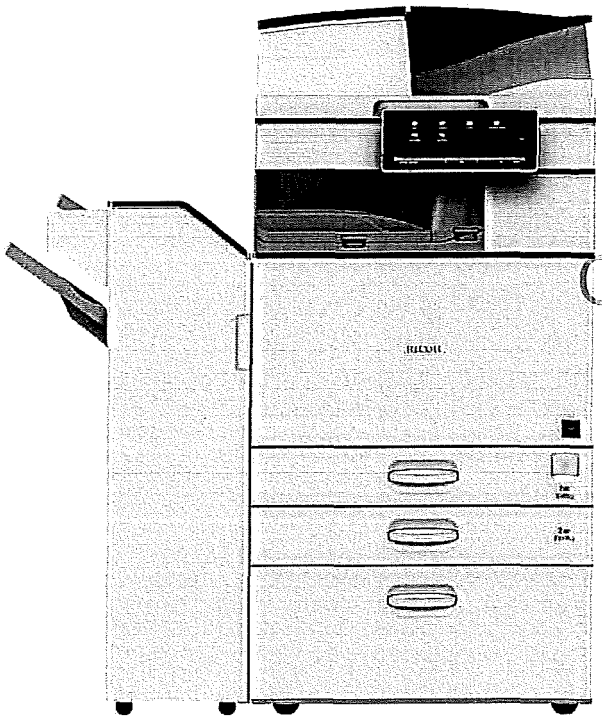
- Print / Copy / Scan / Fax
- 37 pages per minute (B&W)
- 600 x 600 dpi print resolution
- (1) 500 Sheet Paper Drawer up 8.5" x 14"
- Single Pass Document Feeder (one or two-sided)
- 45.7 images per minute scan BW & Color
- Scan to Folder / Scan to E-mail
- 10.1" Smart Operation Panel & Keyboard
- See Additional Features in brochure

COPY

| | | | |
|---|---|---|---|
| 1<br>Current<br>Lease<br>expires<br>Jan.<br>2020 | **Ricoh MP3054SP (WWTP copier)**<br>**Functions: Print, Copy, Scan, Fax**<br>**30 pages per minute B&W**<br>**1200 x 1200 dpi print resolution**<br>**(2) 550 Sheet Page Drawers**<br>**Stacking External Finisher with Staple option**<br>**Duplex Single Pass Document Feeder – scan minimum 80 Images per minute at 300dpi**<br>**10.1" Display Screen**<br>**Integrated Keyboard** | -- | 300 |

# (1) RICOH MP 3055SP – WWTP Copier

COPY



COPY

- Print / Copy / Scan / Fax
- 30 pages per minute (B&W)
- 1200 x 1200 dpi print resolution
- (2) 500 Sheet Paper Drawer – Tray 1 (8.5" x 11") Tray 2 (up to 11" x 17")
- 1,000 Sheet Finisher with Staple
- Single Pass Document Feeder (one or two-sided) - 110 images per minute
- Scan to Folder / Scan to E-mail
- 10.1" Smart Operation Panel & Keyboard
- See Additional Features in brochure

APPLIED IMAGING

COPY

RICOH

## MITN COOPERATIVE LEASE & PURCHASE INFORMATION

COPY

| Term | Monthly Payment | Purchase Option |
|---|---|---|
| **36-Month $1-Buyout** | **$640.42** | **$20,382.40** |

- *Includes Delivery, Installation, and Ship back of current equipment.*

**Monthly Base Volume per RFP:** **15,400 BW**
**500 Color**

COPY

**Monthly Base Cost per Volume Requested in RFP:** **$81.68.00**

Service includes: Parts, Labor, Drums, Toner, Preventative Maintenance, Delivery, Installation, & Training. Excludes paper & staples.

### *Cost of Ownership Summary & Comparison*

| Current Models | Mo. Lease Payments | Monthly Base Cost | BW Prints in current monthly Base | Color Prints in current monthly Base | BW Cost Per page | Color Cost per Page | 12 Mo. Avg. BW Volume | Avg. Add'l BW above Base | Avg. Add'l Color above Base | Avg. Cost for Add'l BW Pages | Avg. Cost for Add'l Color Pages | 12 Mo. Avg. Monthly Cost Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RICOH MP5054SP | $361.43 | $43.09 | 5000 | 0 | $0.00776 | n/a | 12,055 | 7,055 | | $54.75 | | $459.27 |
| RICOH MPC3004 | | $17.24 | 2000 | 0 | $0.00776 | $0.05286 | 1531 | | 341 | | $18.03 | $35.27 |
| RICOH MP305spf | $57.73 | $6.09 | 500 | 0 | $0.0122 | n/a | 1665 | 1,165 | | $14.21 | | $78.03 |
| RICOH MP3054SP | $275.05 | $31.06 | 2000 | 0 | $0.00776 | n/a | 302 | | | | | $306.11 |
| RICOH MPC3004 | | | | 0 | $0.00776 | $0.05286 | 899 | | 573 | | $30.29 | $30.29 |
| Subt Totals | $694.21 | $97.48 | 9500 | | | | 16,452 | 8,220 | 914 | $68.96 | $48.31 | $908.96 |
| | | | | | | | | | | | | |
| **Current Models** | **1 Monthly Lease Payment** | **1 Shared Base** | **1 Shared BW Base Volume based on RFP** | **1 Shared Color Base Volume per RFP** | **BW Cost Per page** | **Color Cost per Page** | **Avg. BW Volume** | **Avg. Add'l BW above Base** | **Avg. Add'l Color above Base** | **Avg. Cost for Additional Pages** | **Avg. Cost for Add'l Color Pages** | **New Solution Avg. Monthly Cost Lease & Service** |
| RICOH MP5055SP | $640.02 | $81.68 | 15,400 | 500 | $0.0042 | $0.0420 | 16,452 | 1,052 | 414 | $4.42 | $17.39 | $743.51 |
| RICOH IM C3000 | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH IM 350F | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH MP3055SP | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH IM C3000 | | | | | $0.0042 | $0.0420 | | | | | | |
| | | | | | | | | | | | **Est. Monthly Savings** | $165.45 |
| | | | | | | | | | | | **Est. Annual Savings** | $1,985.44 |

*** If Northfield Township keeps existing equipment for a year or years to come, lease payment remains at $694.21/mo. and service base volume and monthly base costs are subject to annual increases from year to year.

Taxes Exempt Status for Gov't
Pricing secure for 60 days

## RICOH

| Current Models | Mo. Lease Payments | Monthly Base Cost | BW Prints in current monthly Base | Color Prints in current monthly Base | BW Cost Per page | Color Cost per Page | 12 Mo. Avg. BW Volume | Avg. Add'l BW above Base | Avg. Add'l Color above Base | Avg. Cost for Add'l BW Pages | Avg. Cost for Add'l Color Pages | 12 Mo. Avg. Monthly Cost Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RICOH MP5054SP | $361.43 | $43.09 | 5000 | 0 | $0.00776 | n/a | 12,055 | 7,055 | | $54.75 | | $459.27 |
| RICOH MPC3004 | | $17.24 | 2000 | 0 | $0.00776 | $0.05286 | 1531 | | 341 | | $18.03 | $35.27 |
| RICOH MP305spf | $57.73 | $6.09 | 500 | 0 | $0.0122 | n/a | 1665 | 1,165 | | $14.21 | | $78.03 |
| RICOH MP3054SP | $275.05 | $31.06 | 2000 | 0 | $0.00776 | n/a | 302 | | | | | $306.11 |
| RICOH MPC3004 | | | | 0 | $0.00776 | $0.05286 | 899 | | 573 | | $30.29 | $30.29 |
| Subt Totals | $694.21 | $97.48 | 9500 | | | | 16,452 | 8,220 | 914 | $68.96 | $48.31 | $908.96 |

Current equipment

Should say New proposed Models

| Current Models | 1 Monthly Lease Payment | 1 Shared Base | 1 Shared BW Base Volume based on RFP | 1 Shared Color Base Volume per RFP | BW Cost Per page | Color Cost per Page | Avg. BW Volume | Avg. Add'l BW above Base | Avg. Add'l Color above Base | Avg. Cost for Additional Pages | Avg. Cost for Add'l Color Pages | New Solution Avg. Monthly Cost Lease & Service |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RICOH MP5055SP | $640.02 | $81.68 | 15,400 | 500 | $0.0042 | $0.0420 | 16,452 | 1,052 | 414 | $4.42 | $17.39 | $743.51 |
| RICOH IM C3000 | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH IM 350F | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH MP3055SP | | | | | $0.0042 | $0.0420 | | | | | | |
| RICOH IM C3000 | | | | | $0.0042 | $0.0420 | | | | | | |

New Proposed solution

## CANON

| Current Models | Mo. Lease Payments | Monthly Base Cost | BW Prints in current monthly Base | Color Prints in current monthly Base | BW Cost Per page | Color Cost per Page | 12 Mo. Avg. BW Volume | Avg. Add'l BW above Base | Avg. Add'l Color above Base | Avg. Cost for Add'l BW Pages | Avg. Cost for Add'l Color Pages | 12 Mo. Avg. Monthly Cost Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RICOH MP5054SP | $361.43 | $43.09 | 5000 | 0 | $0.00776 | n/a | 12,055 | 7,055 | | $54.75 | | $459.27 |
| RICOH MPC3004 | | $17.24 | 2000 | 0 | $0.00776 | $0.05286 | 1531 | | 341 | | $18.03 | $35.27 |
| RICOH MP305spf | $57.73 | $6.09 | 500 | 0 | $0.0122 | n/a | 1665 | 1,165 | | $14.21 | | $78.03 |
| RICOH MP3054SP | $275.05 | $31.06 | 2000 | 0 | $0.00776 | n/a | 302 | | | | | $306.11 |
| RICOH MPC3004 | | | | 0 | $0.00776 | $0.05286 | 899 | | 573 | | $30.29 | $30.29 |
| Subt Totals | $694.21 | $97.48 | 9500 | | | | 16,452 | 8,220 | 914 | $68.96 | $48.31 | $908.96 |

Current equipment

Should say New proposed Models

| Current Models | 1 Monthly Lease Payment | 1 Shared Base | 1 Shared BW Base Volume based on RFP | 1 Shared Color Base Volume per RFP | BW Cost Per page | Color Cost per Page | Avg. BW Volume | Avg. Add'l BW above Base | Avg. Add'l Color above Base | Avg. Cost for Additional Pages | Avg. Cost for Add'l Color Pages | New Solution Avg. Monthly Cost Lease & Service |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CANON IR 4551i III | $745.66 | $81.68 | 15,400 | 500 | $0.0042 | $0.0420 | 16,452 | 1,052 | 414 | $4.42 | $17.39 | $849.15 |
| CANON IR C3530i III | | | | | $0.0042 | $0.0420 | | | | | | |
| CANON IR 1643iF | | | | | $0.0042 | $0.0420 | | | | | | |
| CANON IR 4535i III | | | | | $0.0042 | $0.0420 | | | | | | |
| CANON IR C3530i III | | | | | $0.0042 | $0.0420 | | | | | | |

New Proposed solution

COPY

APPLIED IMAGING

# REFERENCES

1) **City of Farmington Hills**
Kelly Monico
Director of Central Services
Tel: (248) 871-2400
kmonico@fhgov.com

COPY

2) **City of Novi**
Michelle Pollock
Computer Support Specialist / integrated Solutions
Tel: (248) 347-0527
mpollock@cityofnovi.org

COPY

3) **Oakland County**
Joe Tabor
Chief Technical Services / IT
Tel: (248) 721-0919
taborj@oakgov.com

COPY

COPY

PrintSmart

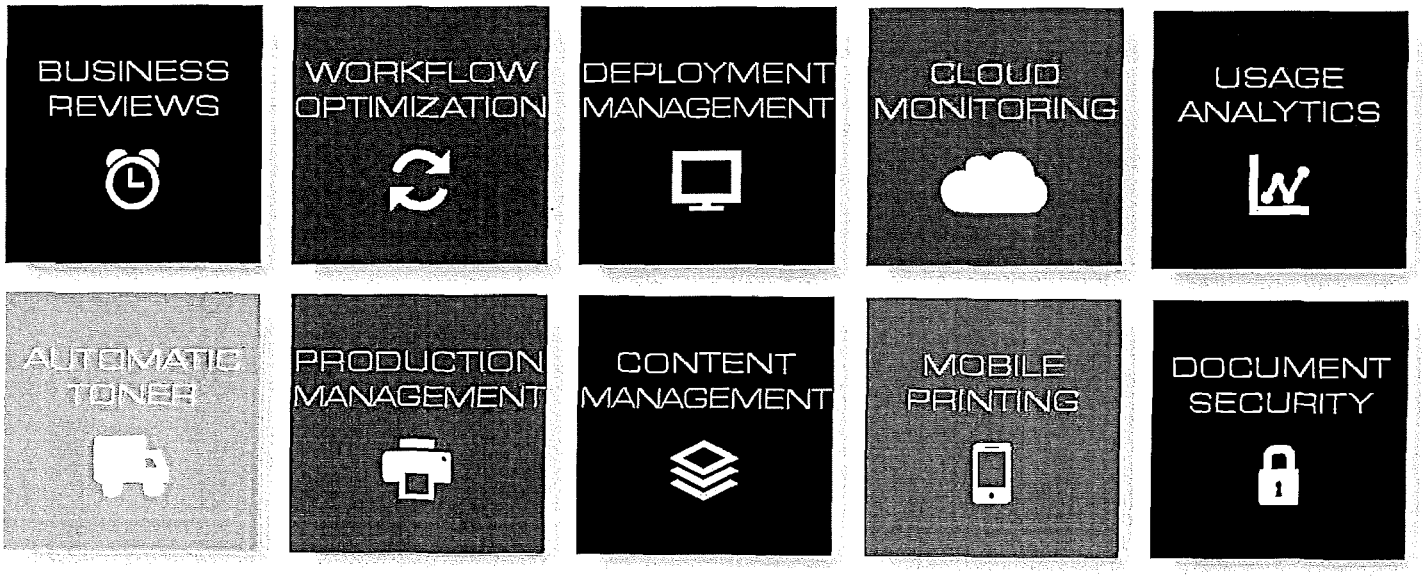
# YOUR BUSINESS RUNS ON INFORMATION. PRINTSMART CAN HELP CONTROL IT.

COPY

Managing documents in your organization involves more than just counting pages. Working with the PrintSmart team to develop a comprehensive document strategy is an important first step in the process. Whether you're concerned about operational efficiency, such as managing supplies, service, and hardware purchases, or the strategic growth of your company, such as improving document workflow and security within your organization, Applied Imaging can develop a plan customized specifically for your unique needs. Requirements and goals change over time. The PrintSmart team will work with you to build a strategy to help you get to where you want to be and do so at a pace that makes sense for your business.

COPY

**Ready to get started?**



COPY

DocSmart

NetSmart PLUS

- Businesses are evolving. Those allowing mountains of paperwork to slow them down will watch their competitors achieve success while they're still searching through file cabinets. Applied Imaging's document management specialists, armed with a full range of document storage and retrieval hardware and software, can customize a paperless solution specific to your business or industry. Now is the time to eliminate unnecessary processes and redundancies that cramp productivity and drive up costs.

- In todays connected world, network downtime can cripple a business while severely damaging customer service and employee morale. NetSmart, Applied Imaging's managed network services program, features a team of highly specialized I.T. professionals and a full suite of service options to fit any budget. Whether on-site or using remote diagnostics, NetSmart is the perfect solution to keep you up and running at all time.

- **GET NETWORK UPTIME 24/7!**

- **GO GREEN. GO PAPERLESS.**

APP{TEAM} PROTEAM BizSmart

# APPLIED IMAGING
# Maintenance Plan

| Customer Information | | | |
|---|---|---|---|
| Company Name: | | Meter Phone | |
| Meter Contact: | | | |
| E-Mail | | | |
| Fax | | Delivery Contact Phone | |
| Delivery Contact | | | |

| | |
|---|---|
| Date | |
| Customer # | |
| Representative | |
| Meter Type: | |
| Billing Frequency: | |

| Make/Model | B&W Rate | Color Rate | Base | B&W Base Allowance | Color Base Allowance | Start Meter |
|---|---|---|---|---|---|---|
| | | $ - | $ - | - | - | |
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| | | Initial Here to Add Print ReLeaf at $0.0003 per Page | | | | |

1. This agreement allows for an unlimited number of unscheduled maintenance calls, provided the calls are not a result of operator negligence. Applied Imaging's responsibility with this agreement ceases if the equipment covered is repaired or adjusted by any person other than an authorized Applied Imaging technical representative, or the supplies used are not authorized or approved by Applied Imaging.
2. Service shall be provided without additional charge 8:00 a.m. to 5:00 p.m. Monday through Friday (except National holidays), unless other arrangements have been made.
3. The maintenance service plan includes all necessary parts with the following exceptions:
   a. Cassettes, master units, exit trays, work trays or any item that is not related to the electromechanical operation of the equipment.
   b. Parts damaged by fire, water, other acts of nature, misuse or negligence on the part of the customer or operators of the equipment.
   c. Any system software or related connectivity support.
4. Maintenance with supplies agreements include toner, developer and photoreceptor (drum). These agreements do not include paper, staples or freight.
5. It is the customer/user's responsibility to provide power that meets the specific requirements as well as proper service access space around the equipment. If either one or both of these conditions are not met, Applied Imaging reserves the right to suspend this protection plan until the power deficiency is corrected and/or adequate service space is provided.
6. Wide Format contracts include P&L only. Supplies and Print Heads are not included unless listed In Supply Comments below.

SUPPLY COMMENTS

| *Acceptance* | | | | *Decline Maintenance* | |
|---|---|---|---|---|---|
| Authorized Customer Signature | Date | Print Name | Title | Signature | Date |
| X | | | | | |

## Network Connectivity Setup and Support

This includes the initial network configuration of the devices listed above. I agree to allow Applied Imaging to perform the services detailed on the back of this agreement. I understand that if I do not provide the necessary information listed on the back that configuration may be delayed. I understand that if I have needs outside of this scope that they may be subject to additional charges. This maintenance plan includes ongoing network support as it relates to printing, scanning and faxing. Please see the Network Connectivity Setup and Support section of the Terms and Conditions for further details.

Phone _____

Network Contact _____ Network Email _____

*Initial to Accept* _____ Initial to Decline _____

## Meter Readings

Applied Imaging offers - free of charge - an application that can automatically gather the meters from your print devices. Applied Imaging will install this application on your print server or workstation unless otherwise noted in the Meter Comments below.

METER COMMENTS

## Terms and Conditions

THIS ORDER SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. This order shall not be binding on Applied Imaging (herein known as "AI") until approved by AI Corporate.
2. All shipments shall be F.O.B. our warehouse.
3. AI reserves the right to make delivery in installments. All such installments shall be separately invoiced and paid for when due, without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve buyer of their obligation to accept remaining installment.
4. AI reserves the right at any time to revoke any credit extended to buyer because of buyer's failure to pay for any goods when due or for any other reason deemed sufficient by AI.
5. AI shall not be liable for failure to deliver or delays in delivery occasioned by causes beyond AI's control. This includes without limitation, strikes, lockouts, fires, embargoes, war or other outbreaks of hostilities, inability to obtain materials or shipping space, machinery breakdowns, delays of carrier or supplies, governmental acts and regulations, forces of nature, receipt of orders in excess of AI's scheduled production capability, or any other causes beyond AI control.
6. AI warrants that the goods covered by this order when delivered to the buyer will be merchantable quality and free from defects in workmanship and material for a period of 90 days on new equipment and 30 days on used equipment from the date of delivery by AI under ordinary use and conditions. In no event shall AI be liable for resulting or consequential damages occasioned by any breach of warranty. THERE ARE NO OTHER WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. ALL OTHER WARRANTIES, EXPRESS OR IMPLIED ARE EXCLUDED.
7. All claims for goods or delay In delivery shall be deemed waived unless made in writing and delivered to AI within three days after receipt of goods by buyer.
8. Title to all goods and equipment shall remain with AI until such time as the purchase price thereof shall been paid in full.
9. AI shall have a security interest in all goods and equipment delivered to the buyer until the purchase price for same is paid in full. At the request of AI, buyer shall execute and deliver a security agreement and/or financing statements in the form or forms submitted to buyer by AI.
10. This contract shall be governed by and construed according to the laws of the State of Michigan.
11. This contract constitutes the entire agreement between the parties and may not be modified or terminated except in writing signed by an officer of AI.
12. General Scope of Maintenance Coverage - This agreement covers both the labor and material for adjustments, repair and replacements of parts as required by normal use of the equipment, subject to the exception in and in accordance with these terms and conditions. This agreement does not cover charges for installation of equipment or de-installation of equipment if it is moved. Damage to the equipment or its parts arising out of or caused by misuse, abuse, negligence, attachment of unauthorized components, accessories or parts, use of substandard supplies or other causes beyond the control of AI are not covered by this agreement and may subject customer to a surcharge or to cancellation of the agreement. In addition, AI may terminate this agreement if the equipment is modified, damaged, altered, or serviced by personnel other than those employed by AI, or if parts, accessories, or components not meeting machine specifications are fitted to the equipment. AI may charge a fee upon customer request to pick up and dispose of equipment. Connectivity issues will either be billed at current pricing for network services or covered under the Network Connectivity Setup and Support section of this document.
13. Service Calls - Service calls under this agreement will be made during normal business hours at the installation address shown on the reverse side of this agreement. Travel and labor time for service calls after normal business hours, on weekends and holidays, will be charged at the published overtime rates in effect at the time the service call is made. AI will not handle, disconnect, or repair unauthorized attachments to components; customer is responsible for disconnecting and reconnecting unauthorized attachments or components. Customer hereby indemnifies and holds AI and its employees not at fault for claims for damages to any unauthorized parts, components or accessories resulting from service performed on AI equipment.
14. Term - This agreement shall become effective upon receipt by AI of the signed maintenance agreement and approval of the credit application. The AI contract shall continue for one full calendar year and/or the copy allowance as specified on the face of this agreement. The agreement Is for a one year period. The agreement may be cancelled with 60 days written notice prior to the contract expiration date. If contract is cancelled prior to expiration date, a prorated penalty fee will be assessed, otherwise this agreement is automatically renewed for a like period at the then current contract rates. In the event AI is unable to repair the equipment due to the discontinuation of a part or parts by the manufacturer, AI will then credit the unused portion of the maintenance charges to the customer's account and cancel the contract. Any such credit must be used toward future purchases with AI.
15. Charges - The initial charge for maintenance under this agreement shall be the amount set forth on the reverse side of this agreement, 11" x 17" constitutes 2 clicks. Pricing for maintenance under this agreement is subject to change on a yearly basis due to cost increase of parts and labor. Customer agrees to pay the total of all charges for maintenance during the initial term and any renewal term within 15 days of the date of the AI invoice for each charge. In the case of the limited maintenance agreement, the initial annual charge is payable upon the signing of this agreement by customer. Customer understands that alterations, attachments, specification changes, or use of substandard supplies that cause excessive service calls may require an increase in maintenance charges and agrees to pay such charges promptly when due.
16. Breach of Default - If the customer does not pay all the charges for maintenance or parts as provided under this agreement promptly when due (1) AI may (a) refuse to service the equipment or (b) cancel maintenance agreement (2) the customer agrees to pay AI (a) its costs and expenses of collection including the maximum attorney's fees permitted by law, said fee not to exceed 25% of the amount due under this agreement and (b) all charges for service provided before payment of the contract on a "Per Call" basis based upon published rates in effect at the time of service. There will be a processing fee of $35.00 for NSF check.
17. Use of Manufacturer Recommended Supplies - The equipment is designed to give excellent performance with AI supplies including AI paper, toner, and fuser oil. If the customer uses other than AI supplies and if such supplies are defective or unacceptable for use in the machines and cause abnormality, frequent service calls or service problems, then AI may, at its option, assess a surcharge or terminate this agreement. In this event, the customer will be offered service on a "Per Call" basis based upon published rates. It is not a condition of this agreement, however, that the customer may use only AI authorized supplies.
18. No Warranty - AI disclaims all warranties, express or implied, including any implied warranties or merchantability fitness for use, or fitness for a particular purpose. Customer agrees that AI is not responsible for direct incidental or consequential damages Including, not limited to damages arising out of the use of performance of the equipment or the loss of the equipment.
19. Miscellaneous - This agreement shall be governed by and construed according to the laws of the State of Michigan applicable to agreements wholly negotiated, executed and performed in the State of Michigan. It constitutes the entire agreement between the parties and may not be modified except in writing signed by duly authorized officers of AI and the customer.

Network Connectivity Setup and Support

20. AI will confirm desired configuration from the customer. The following will be needed from the customer's network administrator:
    a. A live network drop must be available. Wireless connectivity Is available for an additional fee.
    b. Local administrator access when we arrive onsite.
    c. SMTP server name and/or IP address for Scan to Email.
    d. For scan to folder, the customer's network administrator must provide credentials with write privileges to the folder.
21. AI will install one print driver & LAN Fax Driver on up to (3) servers and/or up to (10) workstations.
22. Includes set up of up to (10) address book destinations.
23. Includes set up of fax forwarding to folder or email.
24. Includes print/copy restriction on up to (10) users/dept. codes.
25. Includes testing and training with the customer's network administrator.
26. AI must be allowed to resolve issues by using remote access tools that will provide a connection to the customer's servers and computers. The customer is responsible for assisting in the setup of remote access. If the issue cannot be resolved remotely, an onsite trip will be billable.
27. Support Includes print driver support, scan setup (to network or folder) and network fax forwarding. The customer is responsible for providing email services for scan to email.
28. Custom driver packages created by Applied Imaging are supported.
29. Support is limited to the initial servers (up to 3) and the initial workstations (up to 10).
30. Support is limited to the connection and usability of the printing devices from the network. If the issue extends to the overall function of servers, workstations, switches, hubs, routers, internet services or any other network related issue, the customer is responsible for resolving the issue prior to AI attempting to fix any issue between the network and the printing device.
31. The customer is responsible for the maintenance of their network and hardware equipment.
32. AI is not responsible for downtime or loss of data.
33. Does not include/cover custom scripting, custom drivers, software or software integration.

APPLIED IMAGING

*Lease Agreement*

| APPLICATION NO. | AGREEMENT NO. |
|---|---|
| | |

**5555 Glenwood Hills Pkwy SE • Grand Rapids, MI 49512 • Phone: 616.554.5200 • Fax: 616.554.6200**

The words **Lessee, you** and **your** refer to **Customer.** The words **Lessor, we, us** and **our** refer to **Applied Imaging.**

## CUSTOMER INFORMATION

FULL LEGAL NAME | STREET ADDRESS

CITY | STATE | ZIP | PHONE | FAX

BILLING NAME (IF DIFFERENT FROM ABOVE) | BILLING STREET ADDRESS

CITY | STATE | ZIP | E-MAIL

*EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)*

## EQUIPMENT DESCRIPTION

MAKE/MODEL/ACCESSORIES | SERIAL NO.

☐ See the attached Schedule A

## TERM AND PAYMENT SCHEDULE

_____ Payments* of $ _____ The lease contract payment ("Payment") period is monthly unless otherwise indicated. **plus applicable taxes*

## END OF LEASE OPTIONS

You may choose one of the following options within the area you check and initial at the end of the original term, provided that no event of default under the Agreement has occurred and is continuing. If no box is checked and initialed, then Fair Market Value will be your end of lease option. Agreements with $1.00 or $101.00 purchase options will not be renewed. To the extent that any purchase option indicates that the purchase price will be the "Fair Market Value" (or "FMV"), such term means the value of the Equipment in continued use.

☒ 1) Purchase all but not less than all the Equipment for the Fair Market Value per paragraph 1, 2) Renew the Agreement per paragraph 1, or 3) Return the Equipment per paragraph 3. ____ Customer's Initials

☐ 1) Purchase the Equipment for $1.00, or 2) Return the Equipment per paragraph 3. ____ Customer's Initials

**THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT; THIS AGREEMENT CANNOT BE CANCELED OR TERMINATED.**

## LESSOR ACCEPTANCE

**Applied Imaging**

LESSOR | SIGNATURE | TITLE | DATED

## CUSTOMER ACCEPTANCE

By signing below, you certify that you have reviewed and do agree to all terms and conditions of this Agreement on this page and on page 2 attached hereto. Upon you signing below, your promises herein will be irrevocable and unconditional in all respects.

X

CUSTOMER (as referenced above) | SIGNATURE | TITLE | DATED

FEDERAL TAX I.D. # | *PRINT NAME*

## ACCEPTANCE OF DELIVERY

The Customer hereby certifies that all the Equipment: 1) has been received, installed, and inspected, and 2) is fully operational and unconditionally accepted.

X

*CUSTOMER (as referenced above)* | *SIGNATURE* | TITLE | DATE OF DELIVERY

1. AGREEMENT: For business purposes only, you agree to lease from us the goods, together with all replacements, parts, repairs, additions, and accessions incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries (the "Equipment") and/or to finance certain licensed software and services ("Financed Items", which are included in the word "Equipment" unless separately stated), all as described on page 1 of this Agreement, excluding equipment marked as not financed under this Agreement, as it may be supplemented from time to time. You agree to all of the terms and conditions contained in this Agreement and any supplement, which (with the acceptance certification) is the entire agreement regarding the Equipment ("Agreement") and which supersedes any purchase order or invoice. You authorize us to correct or insert missing Equipment identification information and to make corrections to your proper legal name and address. This Agreement becomes valid upon execution by us. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date in an amount equal to 1/30th of the Payment. Unless otherwise stated in an addendum hereto, this Agreement will renew for 12-month term(s) unless you send us written notice between 90 and 150 days (before the end of any term) that you want to purchase or return the Equipment, and you timely return the Equipment (according to the conditions herein). If any provision of this Agreement is declared unenforceable in any jurisdiction, the other provisions herein shall remain in full force and effect in that jurisdiction and all others. You shall deliver all information requested by us which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof.

2. RENT, TAXES AND FEES: You will pay the monthly Payment (as adjusted) when due, plus any applicable sales, use and property taxes. The base Payment will be adjusted proportionately upward or downward: (1) by up to 10% to accommodate changes in the actual Equipment cost; (2) if the shipping charges or taxes differ from the estimate given to you; and (3) to comply with the tax laws of the state in which the Equipment is located. If we pay any taxes, insurance or other expenses that you owe hereunder, you agree to reimburse us when we request and to pay us a processing fee for each expense or charge we pay on your behalf. We may charge you for any filing fees required by the Uniform Commercial Code (UCC) or other laws, which fees vary state-to-state. By the date the first Payment is due, you agree to pay us an origination fee, as shown on our invoice or addendum, to cover us for all closing costs. We will have the right to apply all sums, received from you, to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for nonpayment, you will pay us a bad check charge of $30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement. You cannot pay off this Agreement or return the Equipment prior to the end date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

3. MAINTENANCE AND LOCATION OF EQUIPMENT; SECURITY INTEREST; SOFTWARE/DATA: At your expense, you agree to keep the Equipment: (1) in good repair, condition and working order, in compliance with applicable manufacturers' and regulatory standards; (2) free and clear of all liens and claims; and (3) only at the installation address, and you agree not to move it unless we agree in writing. As long as you have given us the written notice as required in paragraph 1 prior to the expiration or termination of this Agreement's term, if you do not purchase the Equipment, you will return all but not less than all of the Equipment and all related manuals and use and maintenance records to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. You grant us a security interest in the Equipment to secure all amounts you owe us under any agreement with us, and you authorize us to file a financing statement (UCC-1). You will not change your state of organization, headquarters or residence without providing prior written notice to us so that we may amend or file a new UCC-1. You will notify us within 30 days if your state of organization revokes or terminates your existence. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for removing any data that may reside in the Equipment you return, including but not limited to hard drives, disk drives or any other form of memory.

4. COLLATERAL PROTECTION; INSURANCE; INDEMNITY; LOSS OR DAMAGE: You agree to keep the Equipment fully insured against risk and loss, with us as lender's loss payee, in an amount not less than the original cost until this Agreement is terminated. You also agree to obtain a general public liability insurance policy with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. Your insurance policy(s) will provide for 10 days advance written notice to us of any modification or cancellation. You agree to provide us certificates or other evidence of insurance acceptable to us. If you fail to comply with this requirement within 30 days after the start of this Agreement, we may (A) secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we place insurance on the Equipment, we will not name you as an insured and your interests may not be fully protected. If we secure insurance on the Equipment, you will pay us an amount for the premium which may be higher than the premium that you would pay if you placed the insurance independently and an insurance fee which may result in a profit to us through an investment in reinsurance; or (B) charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT. We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, use, condition, inspection, removal, return or storage of the Equipment. You are responsible for the risk of loss or for any destruction of or damage to the Equipment. You agree to promptly notify us in writing of any loss or damage. If the Equipment is destroyed and we have not otherwise agreed in writing, you will pay to us the unpaid balance of this Agreement, including any future rent to the end of the term plus the anticipated purchase price of the Equipment (both discounted at 4%). Any proceeds of insurance will be paid to us and credited, at our option, against any loss or damage. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to loss or damage to the Equipment. All indemnities will survive the expiration or termination of this Agreement.

5. ASSIGNMENT: YOU HAVE NO RIGHT TO SELL, TRANSFER, ASSIGN OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT, without our prior written consent. Without our prior written consent, you shall not reorganize or merge with any other entity or transfer all or a substantial part of your ownership interests or assets. We may sell, assign, or transfer this Agreement without notice. You agree that if we sell, assign or transfer this Agreement, our assignee will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that the new Lessor will not be subject to any claims, defenses, or offsets that you may have against us. You shall cooperate with us in executing any documentation reasonably required by us or our assignee to effectuate any such assignment. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

6. DEFAULT AND REMEDIES: You will be in default if: (a) you do not pay any Payment or other sum due to us or any other person when due or if you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates, (b) you make or have made any false statement or misrepresentation to us, (c) you or any guarantor dies, dissolves or terminates existence, (d) there has been a material adverse change in your or any guarantor's financial, business or operating condition, or (e) any guarantor defaults under any guaranty for this Agreement. If any amount payable to us is not paid when due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six ($26.00) dollars; or 2) the highest lawful charge, if less. If you are ever in default, at our option, we can terminate this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated purchase price of the Equipment (both discounted at 2%). We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any or all of the remedies available to us under Articles 2A and 9 of the UCC and any other law, including requiring that you: (1) return the Equipment to us to a location we specify; and (2) immediately stop using any Financed Items. In addition, we will have the right, immediately and without notice or other action, to set-off against any of your liabilities to us any money, including depository account balances, owed by us to you, whether or not due. In the event of any dispute or enforcement of rights under this Agreement or any related agreement, you agree to pay our reasonable attorney's fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. If we have to take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement. YOU AGREE THAT WE WILL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE. Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that this Agreement is a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-508 through 522 of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will not be subject to any penalties.

7. FAXED OR SCANNED DOCUMENTS, MISC.: You agree to submit the original duly-signed documents to us via overnight courier the same day of the facsimile or scanned transmission of the documents. The original of this Agreement shall be that copy which bears your facsimile or original signature, and which bears our original signature. By providing any telephone number, now or in the future, for a cell phone or other wireless device, you are expressly consenting to receiving communications, regardless of their purpose, at that number, including, but not limited to, prerecorded or artificial voice message calls, text messages, and calls made by an automatic dialing system from us and our affiliates and agents. These calls and messages may incur access fees from your provider.

8. WARRANTY DISCLAIMERS: YOU AGREE THAT YOU HAVE SELECTED ANY/ALL THIRD PARTY SUPPLIERS AND EACH ITEM OF EQUIPMENT BASED UPON YOUR OWN JUDGMENT AND YOU DISCLAIM ANY RELIANCE UPON ANY STATEMENTS OR REPRESENTATIONS MADE BY US. YOU WILL CONTINUE TO MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

9. LAW, JURY WAIVER: Agreements, promises and commitments made by Lessor, concerning loans and other credit extensions must be in writing, express consideration and be signed by Lessor to be enforceable. This Agreement may be modified only by written agreement and not by course of performance. YOU AGREE THAT THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE INTERNAL LAWS OF THE STATE IN WHICH OUR (OR, IF WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE'S) PRINCIPAL PLACE OF BUSINESS IS LOCATED AND ANY DISPUTE CONCERNING THIS AGREEMENT WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN SUCH STATE. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. For any action arising out of or relating to this Agreement or the Equipment, YOU AND WE WAIVE ALL RIGHTS TO A TRIAL BY JURY.

Agenda Item 10

# Memo

**From:** **Marlene Chockley, Supervisor**

**Subject:** **Resolution to Establish the Horseshoe Lake Wetland Preserve**

**Date:** **December 3, 2019**

---

**Action Requested**

Approval to establish the Horseshoe Lake Wetland Preserve as a public benefit and restore the tax-exempt status of the Township-owned parcels.

**Background**

The State of Michigan transferred wetland properties that it had obtained through foreclosure processes to Northfield Township over 2 decades ago. The Washtenaw County Treasurer has provided the Township with many more during and following the foreclosure process at the county level. Over time, the Township has accumulated a great many parcels.

Last fall, the assessor evaluated all the parcels owned by the Township as a prelude to selling those that are not deemed to have a public purpose. Since the Township had not established the Horseshoe Lake wetland area as a public purpose, he reasoned the parcels could not be tax-exempt and put them back on the tax roll.

I researched Township resolutions and ordinances back into the late 1990s and did not find that the Township had officially designated the Horseshoe Lake wetland area as a public benefit.

At this time and for all the reasons cited in the resolution, I recommend that the Township establish the Horseshoe Lake Wetland Preserve and restore the tax-exempt status of the parcels.

Resolution #19-616

A RESOLUTION TO ESTABLISH THE HORSESHOE LAKE WETLAND PRESERVE AND EXEMPT IT FROM TAXATION AS ALLOWED BY THE GENERAL PROPERTY TAX ACT 206 OF 1893 AS AMENDED

Northfield Township, Michigan

WHEREAS, the United States Environmental Protection Agency (USEPA) states that wetlands are considered valuable because they clean the water, recharge water supplies, reduce flood risks, and provide fish and wildlife habitat; and

WHEREAS, according to the USEPA, just one acre of wetland can hold 1-1.5 million gallons of ice melt and rainwater therefore moderating lake levels and reducing flooding; and

WHEREAS, the Horseshoe Lake area wetlands are a primary groundwater recharge source for all drinking water wells in the area and help remove pollutants and sediment from waters entering Horseshoe Lake and ultimately the Huron River which is the drinking water source for the City of Ann Arbor; and,

WHEREAS, The State of Michigan transferred many wetland parcels surrounding Horseshoe Lake to Northfield Township beginning over 2 decades ago; and

WHEREAS, Northfield Township has acquired additional wetland parcels through the property tax foreclosure process from the Washtenaw County Treasurer resulting in the accumulation of a great many parcels for protection and preservation in a natural state; and

WHEREAS, the General Property Tax Act (Act 206 of 1893 as amended), specifically Section 211.7m, states that property owned by a township used for public purposes is exempt from taxation under this act; and

WHEREAS, The Michigan Supreme Court in 2004 defined "public purpose" as having "for its objective the promotion of the public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within the municipal corporation, the sovereign powers of which are used to promote such public purpose;" and

WHEREAS, Northfield Township desires to protect and promote the public health and welfare.

**NOW THEREFORE BE IT RESOLVED** by the Northfield Township Board of Trustees that the wetland area generally east of Horseshoe Lake as delineated in the attached map (Exhibit 1) be established as the Horseshoe Lake Wetland Preserve.

**BE IT FURTHER RESOLVED** by the Northfield Township Board of Trustees that parcels owned by Northfield Township within the Horseshoe Lake wetland area serve a valid public purpose for the residents of Northfield Township and Washtenaw County and are therefore exempt from taxation.

Motion by: _____ Seconded by: _____

AYES: _____

NAYS: _____

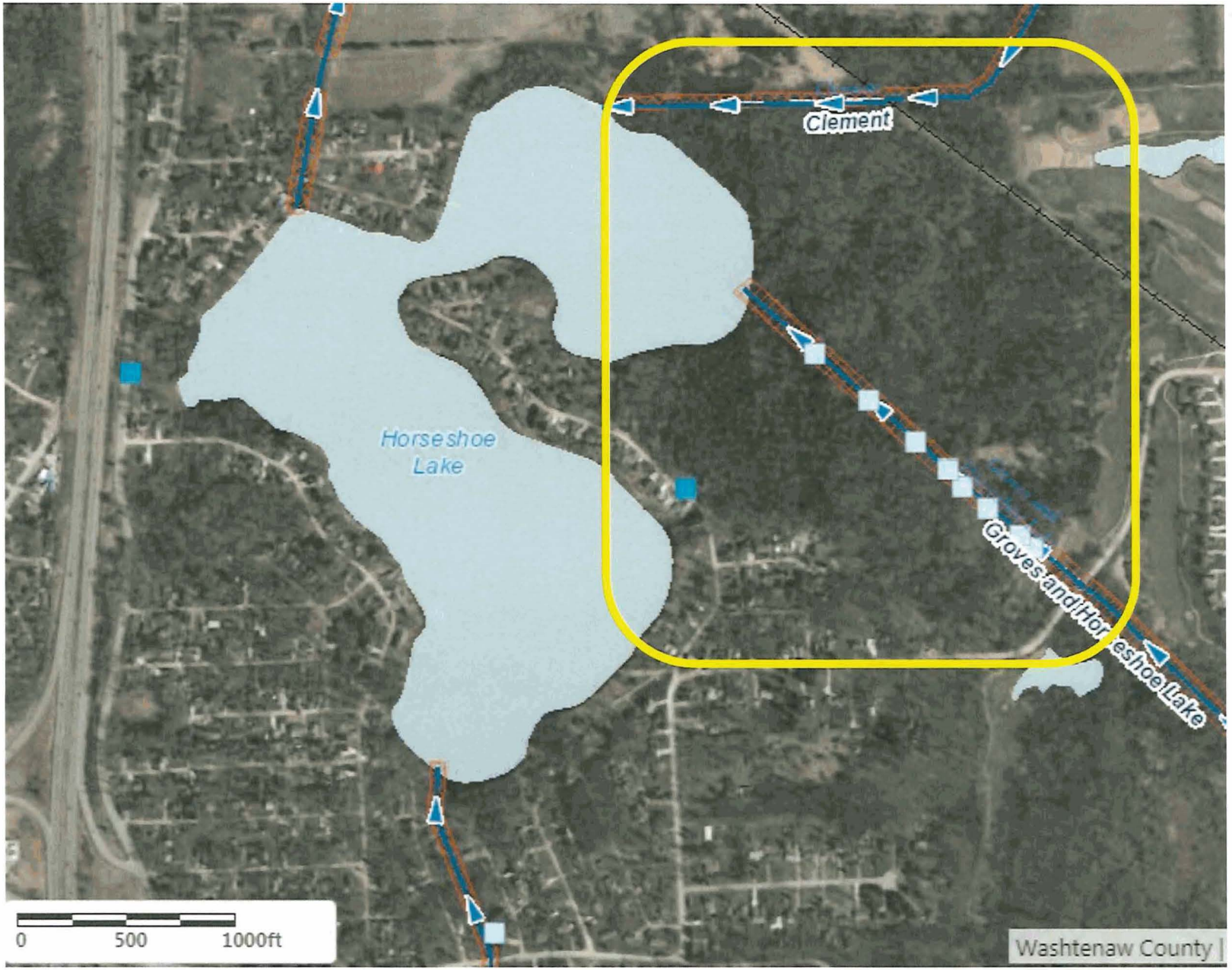
ABSENT: _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the Northfield Township Board of Trustees on the _____ day of _____, 2019.

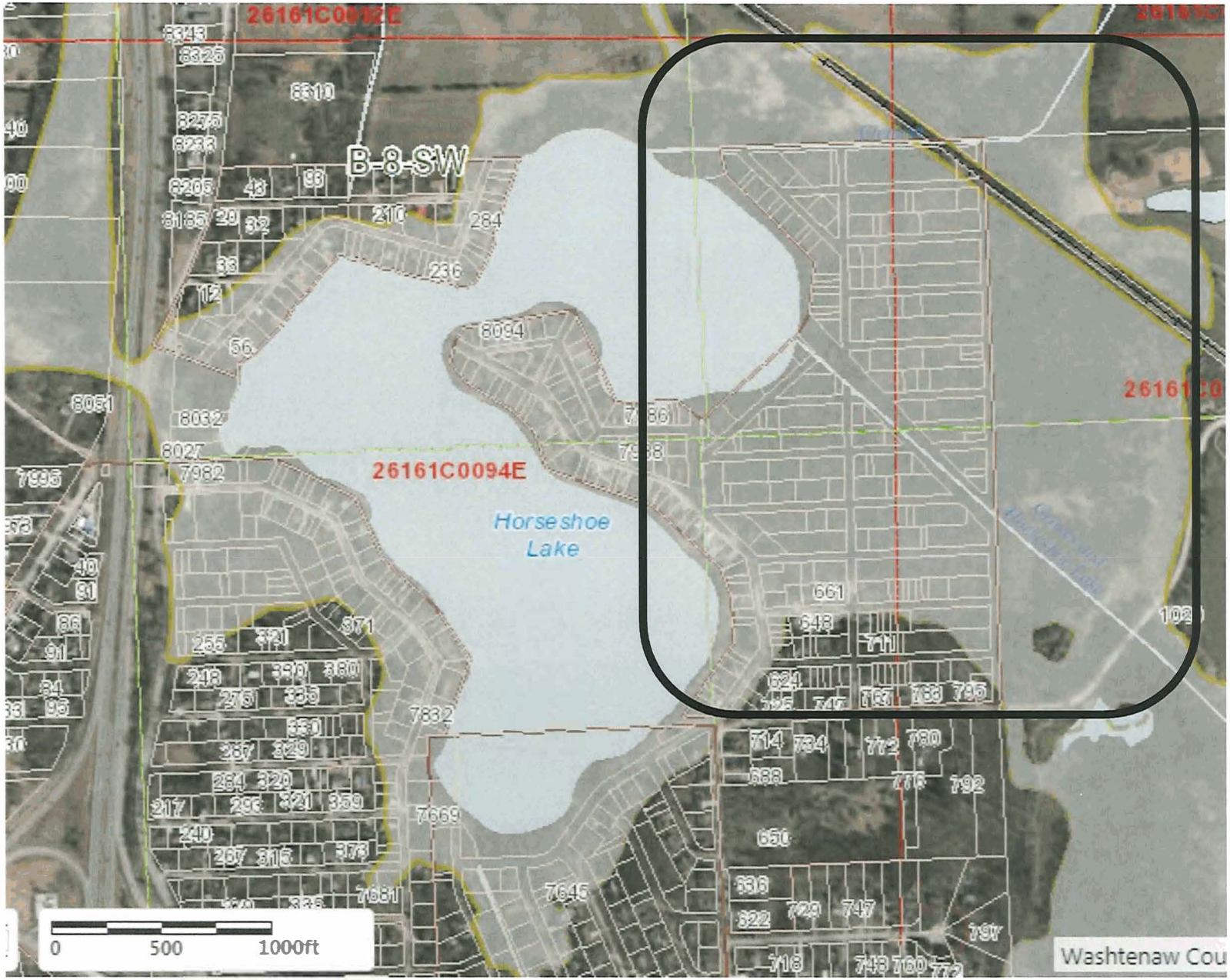
_____
Marlene Chockley,
Northfield Township Supervisor

ATTEST:

_____
Kathleen Manley,
Northfield Township Clerk




**PROPOSED HORSESHOE LAKE WETLAND PRESERVE AREA SHOWING THE INCOMING COUNTY DRAINS**




**PROPOSED HORSESHOE LAKE WETLAND PRESERVE AREA SHOWING THE FLOOD PLAIN AND PLATTED PARCEL BOUNDARIES**

Agenda Item 11

To: Board of Trustees

From: Steve Aynes, Township Manager

RE: Ordinance 19-72 is an Amendment to Ordinance 19-67

Date: November 8, 2019

This Amendment is to strengthen the existing Ordinance by clarifying the relationship between the State laws and the local Ordinances pertaining to the "Application Requirements For and Issuance of Township Permit for Marijuana".

This is my recommendation for passage based on consultation with the Township Attorney and Planner.

ORDINANCE NO. 19-72

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY, MI

AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN TO AMEND CHAPTER 23 MARIHUANA FACILITIES OF THE CODE OF ORDINANCES.

**Whereas**, the Township Board recently adopted Chapter 23 (Ordinance 19-67), which establishes permitting requirements for regulating Marihuana Facilities and;

**Whereas**, Section 23-6 authorizes the Township to create application forms to facilitate the approval process, and;

**Whereas**, The Township Board authorized the Township Manager to work with staff to create an application process and forms, and;

**Whereas**, Section 9, number 4 of the Michigan Regulation and Taxation of Marihuana Act authorizes municipalities to create a competitive evaluation process for the issuance of licenses, and;

**Whereas**, Section 502 of the of the Michigan Zoning Enabling act authorizes municipalities to establish standards for the approval of special land uses

**Now, therefore, be it ordained** by the Northfield Township Board of Trustees that the below ordinance, text and chapter be added as follows:

**Chapter 23 Marihuana Facilities, to replace Section 23-6 (1) with the following:**

**SEC 23-6. - APPLICATION REQUIREMENTS FOR AN ISSUANCE OF TOWNSHIP PERMIT.**

(1) *Application for new annual permit.* An application for a new annual permit for a marihuana facility shall be submitted to the Township Clerk, or designee, on an application form provided by the Township. The Township Manager shall create an application and procedure to protect the public health, safety, and welfare of Township residents and applicants, as authorized by the Michigan Regulation and Taxation of Marihuana Act, the Michigan Marihuana Facilities Licensing Act, and the Michigan Zoning Enabling Act. The Manager is further authorized to establish a time period for accepting initial permit applications. The applicant shall fulfill all of the requirements indicated on the application form, including but not limited to:

**MISCELLANEOUS**

If any portion of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of any other portion of this Ordinance.

All ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency. Provided, however, that such repeal shall be only to the extent of such inconsistency, and in all other respects the ordinances or parts of ordinances are hereby ratified, re-established and confirmed.

**Effective Date**

The provisions of this Ordinance amendment are hereby ordered to take effect ____ days following its publication in a newspaper of general circulation within the Township. This Ordinance is hereby declared to have been adopted by the Township Board of Trustees of the Township of Northfield in a meeting duly called and held on this ___day of ____ 2019.

**TOWNSHIP OF NORTHFIELD,**
**WASHTENAW COUNTY, MICHIGAN**

_____

Marlene Chockley, Supervisor

ATTEST:

_____

Kathleen Manley, Clerk

I, Kathleen Manley, Northfield Township Clerk, hereby certify as follows:

A. The above Ordinance was passed by the Northfield Township Board of Trustees on the _____ day of _____, 2019. The names of the members voting thereon and how each member voted was as follows:

Yeas: _____

_____

Nays: _____

Absent: _____

B. A true copy of the above Ordinance was published in Ann Arbor News, a newspaper circulating within the Township, on the _____ day of _____, 2019 and;

C. The effective date of the above Ordinance is the _____day of _____, 2019.

NORTHFIELD TOWNSHIP BOARD

By:_____

Kathleen Manley, Clerk

Agenda Item 12

MCKENNA

December 4, 2019

Township Board
Northfield Township
8350 Main Street
Whitmore Lake, MI 48189

# MEMORANDUM: Marihuana Facility Application Procedures

Honorable Trustees,

As requested, the Township Manager and Planner met with the appointed Board subcommittee to review the marihuana facility application procedures, discuss the Board and public comments, and issue revised materials for the December 10, Board Meeting.

Please find the following materials in your packet for review

**A: REQUESTED MATERIALS FOR DISCUSSION**
As requested by the Board, we have provided the following materials to review:

1. A revised document entitled "Notice of Application Procedures"
    a. This document outlines a procedure for receiving application on the date the Township chooses to begin accepting applications.
    b. It has been updated to define and update the application window description. The Proposed window for application submittal is December 26, 2019 to January 24, 2020, with a public random drawing for application order on January 28, 2020 at 6:00 P.M., prior to the Township Board meeting.
    c. A "lottery" process is not proposed, the Application window is being used to determine the order in which applications will be processed by the Township. Merit based evaluation criteria are included as part of the Townships Conditional Use approval process.
2. The proposed Marihuana Facility preliminary application and application
    a. Minor revisions were made based on board comments.
3. A document called "Marihuana Facility Voluntary Local Development Agreement (MFVLDA)"
    a. This document is a recommended voluntary applicant evaluation that will help ensure local benefit to Marihuana businesses siting in the Township
    b. This document has been revised to include references to the Marihuana Facility Scoring Evaluation.
    c. It is based on the Grand Rapids, Marihuana Industry Voluntary Equitable Development Agreement
    d. This is our recommended tool and it has been added to the application
4. An Updated "Marihuana Facility Scoring Evaluation"
    a. This is based on a system used in Buena Vista Township
    b. The Board subcommittee felt there was value in keeping many of the criteria included in prior drafts to help evaluate Marihuana Facilities during the Conditional Use review.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

c. This document has been simplified to 20 points total. Reduced from 83 total points in previous drafts. Eliminations were made by the Board subcommittee, as follows:
    1. Items already asked for by the State were eliminated
    2. Items required in the Northfield Application or development procedures were eliminated.
    3. Items that will be thoroughly vetted in the Township's site plan and conditional use review were eliminated.
    4. Criteria that was deemed difficult to measure, subjective, not useful or vague was eliminated.

***The Board may take any of the following actions:***

1. ***Authorize the Township Manager to post application materials for public review.***
2. ***Further, authorize the Township Manager to make further revisions to these documents, as needed, for clarification purposed. For example:***
    - ***i. Post an FAQ if the Township receives procedural questions***
    - ***ii. Develop a checklist to assist Township Administration in receiving applications***
    - ***iii. Place links to relevant document materials within the materials when they are posted on the Township website.***
3. ***Authorize the Township Manager to convene the Board Subcommittee, as needed.***

**B: MCKENNA ASSISTANCE**

McKenna can make staff available to the Township to assist in accepting applications at the hourly Zoning Administrator rate ($60) according to our contract with the Township. We recommend authorizing 2 staff persons for 8 hours each, on the day of application closing (January 24), totaling $960. Director, Paul Lippens is likely not needed but can also be available on call. McKenna's talented staff of professionals will be available to quickly and comprehensively process the applications. All costs incurred by the Township can be covered by the application fees.

# Northfield Township Marihuana Facility
# Notice of Application Procedures, 12/4/19

The following administrative procedures are here-by established by the Northfield Township Manager for the purposes of receiving and evaluating applications to establish Marihuana Facilities. These procedures ensure the fair application of Ordinance 19-66 and Ordinance 19-67.

**Township Application Window* Procedure**

1. The Township window* will begin accepting applications on December 26, 2019 at 8:00 A.M. at the Township Offices, 8350 Main Street, Whitmore Lake, MI, 48189. Applications will be accepted until 4:30 P.M. on January 24, 2020.
2. The application packet must be submitted in hard copy; no electronic materials will be accepted. The Township will time-stamp the Pre-Application Questionnaire, which is the first page of the packet, at the time of submittal.
3. The application materials are available on the Township website, at the link below: http://www.twp-northfield.org/services_and_departments/documents_-_building_and_zoning.php#revize_document_center_rz221
4. One application is required per site. Applicants may request multiple permits per site. A fee of $5,000 is required per permit. Applicants may file multiple applications.
5. The window closes at 4:30 P. M. on January 24, 2020. All applications submitted in the application window will be assigned by random drawing** for processing at a special public meeting on January 28, 2020 at 6:00 P.M.
6. Applicants will be notified via email of the results of the January 28, 2020 draw, including number of applications received during the application window and their application randomly assigned order.
7. Applicants do not need to line up prior to December 26, at 8:00 A. M. to secure a place in line.
8. Any applicant wishing to submit a Marihuana Facilities application must have all application materials completed and provided in the application packet, including:
    a. A completed Marihuana Pre-Application Questionnaire
    b. A completed Northfield Township Marihuana Facilities Permit application
        i. Including a non-refundable $5,000 fee per permit; which shall be made by cashier's check, money order or certified check
    c. A completed non-refundable Zoning Compliance application
        i. Including a non-refundable $200 fee per application; which shall be made by separate cashier's check, money order or certified check
    d. Note: Site Plan and Conditional Use applications and fees will be required upon a positive determination of complete Marihuana Facilities Application AND Zoning Compliance.
9. The Township intends to notify persons submitting applications of application completeness on or before February 28, 2020.

**Post Township Application Window*** Procedure**

1. Applicants arriving after 4:30 P.M on January 24, 2020 will be processed in the order received and will not be processed until the Township completes the processing of applications received during the December 26, 2019 to January 24, 2020 application window.

** The Township application window procedure is the initial application process that starts on December 26, 2019 and runs through January 24, 2020. This window is created to protect and preserve public health, safety and welfare and ensure a safe and fair procedure for all applicants.*

*** Random drawing – random drawing procedure will commence at the special public meeting prior to the Township Board Meeting on 1/28/2020 after the close of the Township Window on 1/24/2020.*

**** Post Township Application Window Procedure is the application process that will commence for all applicants following January 24, 2020 at 4:30 P.M. After this time applications will be processed in the order received following completion of processing the applications submitted prior to January 24, 2020 at 4:30 P.M.*

**Township of Northfield**
**Marihuana Facilities Permit**
**PRE-APPLICATION QUESTIONNAIRE**

**Instructions to Applicants:** If you are applying for a Township of Northfield Marihuana Facilities Permit, this form must be completed prior to filling out the Marihuana Facilities Permit Application form. The Marihuana Facilities Permit Application form will not be accepted without this completed pre-application questionnaire.

Facility name: _____

Facility address: _____

Number permits requested at the site: _____ ($5,000 fee required per permit)

Please indicate, by checking YES or NO, if your establishment meets the following criteria. Proof via appropriate documentation must be attached, and is subject to Township review.

1. Has the business filed a Township *Zoning Compliance Application*? ❑ Yes ❑ No

2. Has the business received pre-approval for the required *State License*? ❑ Yes ❑ No

3. Does the business have legal possession or ownership of the business location? ❑ Yes ❑ No

_____ _____
Signature of Authorized Representative Printed Name

***If all of the above have been answered YES,*** the applicant may submit an application for a Marihuana Facilities Permit. Fill out the Township of Northfield permit application form. Attach this completed questionnaire to the permit application and submit with the $5,000.00 application fee per permit requested and all other attachments to the Township Planning Department, 8350 Main Street, Whitmore Lake, Michigan 48189-0576, (734) 449-5000, Fax: (734) 449-0123

***If any of the above have been answered NO,*** the Township may request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield.

**Submittal of an Application Does not Guarantee Receipt of a Marihuana Facility Permit.**

- Please see the reverse side of this pre-application questionnaire for important information regarding the permit application process.

Additional Information:

- The Zoning Compliance permit must be applied for and obtained from the Township Planning Department at 8350 Main Street, Whitmore Lake, Michigan 48189-0576, 734-449-5000, Fax: 734-449-0123. A Zoning Compliance permit is only issued following site plan approval and conditional use approval.

  Add hyperlink

- A Certificate of Occupancy Permit application will require an inspection and may trigger building code compliance for structural, electrical, plumbing, or other code issues. Applications can be obtained from and applied for at the Building Permit Desk at 8350 Main Street, Whitmore Lake, Michigan 48189-0576, 734-449-5000, Fax: 734-449-0123

- If your application is complete, you will receive official confirmation from Township staff. Issuance of a permit authorizes operation of the facility only after submission to the Township Clerk of a copy of the state license when issued.

- For more information on Township permit requirements, see Chapter 23 of the Township Ordinance

  Add hyperlink

- For more information on Township zoning requirements, see Chapter 36 of the Township Ordinance

  Add hyperlink

# TOWNSHIP OF NORTHFIELD
# MARIHUANA FACILITIES PERMIT APPLICATION

Please return completed application and **$5,000 permit fee** (per permit) to:
Northfield Township Office
8350 Main St., Ste. A
Whitmore Lake, MI 48189

Date Submitted: _____

Permit #: _____

❑ **NEW** ❑ **RENEWAL** – *Applications may be submitted 90 days prior to existing permit expiration.*

**Type and Number of Permits Requested (Check All That Apply) #_____**

❑ Grower – Maximum Number of Plants Requested:_____
Recreational: Class A ❑ Class B ❑ Class C ❑ Stacking # _____
Medical: Class A ❑ Class B ❑ Class C ❑ Stacking # _____

❑ Adult Use (Recreational Retail) ❑ Provisioning Center ❑ Microbusiness
❑ Processor ❑ Secure Transporter ❑ Safety Compliance Facility

| | |
|---|---|
| **FACILITY NAME & LOCATION** | *Business Name*<br>*Address* *Zip* *Website* *Ph*<br>*Suite or Unit #* |
| **PROPERTY OWNER(S)** | *Name* *Ph* *Fax*<br>*Address* *Zip* *Email*<br>Are there additional property owners? ❑ Yes ❑ No<br>If **yes**, attach a separate sheet listing this information for each additional owner. |
| **FACILITY OWNER(S)** | *Name* *Ph* *Fax*<br>*Address* *Zip* *Email*<br>This facility is owned by: (check one)<br>❑ me as the individual owner ❑ corporation ❑ limited liability company ❑ partnership<br>❑ sole proprietor with an assumed name<br>**For any other than** "me as the individual owner," attach a separate sheet listing this information for all directors, officers, members, partners, and individuals. |
| **FACILITY or BUSINESS MANAGER(S)** | *Name* *Ph* *Fax*<br>*Address* *Zip* *Email*<br>Are there additional facility managers? ❑ Yes ❑ No<br>If **yes**, attach a separate sheet listing this information for each additional person. |

## FELONY CONVICTIONS

Each person named on the application (i.e. facility owners including all names associated with a corporation, facility managers, and property owners) must fill out the following statement. Please duplicate this sheet and attach one copy for each person named on the application.

*Name*

Have you ever been convicted of a felony involving controlled substances as defined under the Michigan public health code, MCL 333.1101, et seq, the federal law, or the law of any other state? ❑ Yes ❑ No

If yes, what is the date of the conviction(s) and the law(s) under which you were convicted?

Have you ever been convicted of any other type of felony under the law of Michigan, the United States, or another state? ❑ Yes ❑ No

If yes, what is the date of the conviction(s) and the law(s) under which you were convicted?

I hereby certify that the felony conviction information provided is true and correct.

*Signature:* _____ *Date:* _____

*Print Name of Signature and Title:* _____

| SECURITY MEASURES |
|---|
| Have the security measures required under Section 36-761 Standards for Marihuana Establishments and Facilities of Chapter 36 been installed?<br>☐ Yes ☐ No<br><br>If no, what is the anticipated date of installation: _____ |
| **MARIHUANA FACILITY VOLUNTARY LOCAL DEVELOPMENT AGREEMENT (MFVLDA)** |
| Does the application include a signed MFVLDA? ❑ Yes ❑ No |
| **PROOF OF CONTROL OF PREMISES** |
| Proof of the applicant's ownership or legal possession of the premises (such as a deed, lease, or other legally binding document) is attached. ❑ Yes ❑ No |
| **ZONING COMPLIANCE** |
| The facility's Zoning Compliance Permit application for Marihuana Facilities is attached. ❑ Yes ❑ No |
| **CERTIFICATE OF OCCUPANCY** – STAFF USE ONLY |
| The facility's Certificate of Occupancy is attached. ❑ Yes ❑ No Date Received: _____<br>The facility's Zoning Compliance Permit is attached. ❑ Yes ❑ No Date Received: _____<br>The facility's State Permit is attached. ❑ Yes ❑ No Date Received: _____ |

I, the undersigned, have the authority to sign this Application on behalf of _____(the "Facility"). I have read all of the above answers and they are true and correct. The Facility agrees to comply with all terms and conditions of a permit as it may be issued. This signature certifies applicant consent to the Township application procedures and indemnifies the Township, Township employees, Township officials, and Township contractors from all liability related to the proposed facility.

*Signature:* _____ *Date:*_____

*Printed Name and Title:* _____

*Business Name:* _____

**Attachments Required at time of Application:**

- Zoning Compliance Permit application
- Proof of legal owner of facility (e.g. lease, deed, purchase agreement, etc.)
- Additional owner/manager pages (if necessary)
- Prequalification Application Documents from LARA
- Facility Plan as Required by LARA
- Security Plan as Required by LARA

**Applications and fees required upon successful determination of a completed Marihuana Facility Application and Zoning Compliance Application:**

- Site Plan application
- Conditional Use application

**Documents Required prior to Legal Operation of the facility under a permit that has been issued:**

- Copy of State License
- Zoning Compliance Permit
- Certificate of Occupancy
- Insurance Documentation

**OFFICE USE ONLY**

**POLICE / FIRE**

Notes: _____

Recommendation: _____ Date: _____

**PLANNING AND ZONING**

Notes: _____

Recommendation: _____ Date: _____

**ATTORNEY**

Notes: _____

Recommendation: _____ Date: _____

**TOWNSHIP MANAGER**

Notes: _____

Recommendation: _____ Date: _____

| CLERK |
| --- |
| Permit Expiration Date: _____ |
| Approved by Township Clerk's Office: _____ |
| Comments: _____ |
| Copy: Applicant/Planning/Township Clerk's Office (retains original) |

Draft 12/4/19

Applicant:
Address:
License:

# Northfield Township
# Marihuana Facility Voluntary Local Development Agreement (MFVLDA), December 4, 2019

This document is for voluntary use by any and all applicants applying to open a Marihuana Facility in Northfield Township. Participation in the MFVLDA program is voluntary. The selection by the Applicant of any voluntarily-offered conditions on the form is at the applicant's own discretion. However, once a completed, signed MFVLDA form has been submitted with a Marhuana Facilities Permit Application, it is legally enforceable. All voluntarily-offered conditions selected on the form will be required for the final approval of the project.

Each voluntarily-offered condition listed across 3 categories is of equal value. For example, if an applicant checks B. and C. under Category 1 (Local Residency), that applicant has two voluntarily offered conditions. The application with the highest number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application.

The selected voluntarily-offered conditions will be required to be shown on any/all required plans including the site plan and building/trade permit application and plans. If the checked voluntarily-offered conditions are not shown on the applicable plans, the Township may not grant approval of said plan/permits. Additionally, throughout construction and/or inspection subject to an approved permit, the Township Zoning Administrator shall confirm fulfillment of the selected voluntarily-offered conditions. Failure to comply may result in the denial of a Certificate of Occupancy and in all cases will result in the denial of the final permit.

**Please read this entire document carefully.**

By signing below, the applicant acknowledges all of the following:

- The applicant has read and understands all information contained in this document regarding the use and purpose of the MFVLDA.
- The applicant is choosing to participate in MFVLDA.
- The applicant understands that, once submitted this is a legally binding document and failure to comply shall result in the denial of plan approvals, permit issuance, inspection approvals, and/or the denial of a Certificate of Occupancy.

| For Office Use Only |
| --- |
| |

**Signature of Applicant**

**Date**

**Instructions:** Initial any of the following voluntarily-offered conditions you, as the applicant, will disclose, commit to, and/or include within the scope of the project. Applicants who are initialing and submitting this form as part of a Conditional Use (CU) application shall be the applicant/s for the CU request and shall be included on all State licensing applications. Please submit any supplemental documentation to the list as described below.

1) **Local Residency** (choose all that apply)

**Verification Commitment:** I understand that the Township of Northfield will verify adherence to these criteria annually for a minimum of three years, measured from the date of marihuana facility license issuance by LARA. I agree to provide the Township of Northfield information that the Township, in its sole discretion, deems necessary to verify satisfaction of these elements. I agree to self-report compliance using a form provided by the Township upon request.

_____Signature of applicant/s

Owner-applicant/s (having a minimum 25% ownership interest in the marihuana facility seeking CU approval) has/have resided for at least 1 of the last 5 years (minimum of 12 months) in:

| APPLICANT INITIAL | APPLICANT √ | VOLUNTARILY-OFFERED CONDITION TO BE INCLUDED IN PROJECT: |
|---|---|---|
| | | **A. Northfield Township** |
| | | **C. Washtenaw County** |
| | | **D. State of Michigan** |

*Submittal: Driver's license or State of Michigan ID with an affidavit that includes years and address/es.*

2) **Local Economy** (choose all that apply)

| APPLICANT INITIAL | APPLICANT √ | VOLUNTARILY-OFFERED CONDITION TO BE INCLUDED IN PROJECT: |
|---|---|---|
| | | **A. Commitment to hire 15% of employees or more who are Northfield Township residents, working more than 30 hours/week** |
| | | **B. Commitment to hire 30% of employees or more who are Northfield Township residents, working more than 30 hours/week** |
| | | **C. Commitment to hire 50% of employees or more who are Northfield Township residents, working more than 30 hours/week** |

*Submittal: (A) Business tax records that demonstrate percent employees as Township or non-Township residents. By offering condition 2 (A and B), the applicant consents to the Township obtaining employee residency income tax percentages from the Income Tax Department. (C) Business records that demonstrate number of employees. By offering condition 2(C), the applicant consents to the Township obtaining withholding information from Income Tax Department to verify number of employees.*

3) **Streamlined Applications**

| APPLICANT INITIAL | APPLICANT √ | VOLUNTARILY-OFFERED CONDITION TO BE INCLUDED IN PROJECT: |
|---|---|---|
| | | **A. No landscaping, parking, or other Planning Commission waivers or Zoning Board of Appeals variances will be requested.** |
| | | **B. Applicant volunteers to participate in Marihuana Facility Scoring Evaluation as part of the Conditional Use approval process.** |

*Submittal: (A) Affidavit and documentation establishing that no sensitive use separation distance waivers are required for the property at issue.*

Applicant:
Address:
Permit:

# Marihuana Facility Scoring Evaluation

| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **I. Business Ownership** | | | |
| Ownership Structure | Content and Sufficiency of information; Professionalism of submitted documentation including clear labeling of required items. | 1 | |
| Organizational Chart Provided | | 1 | |
| Detailed Business Plan | Plan must be detailed with at least 3 year valid pro forma included. | 1 | |
| **Total - Business Ownership** | | 3 | |

| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **II. Financial Stability** | | | |
| Applicant has disclosed and documented sources and total amount of capitalization, dedicated to this application, to operate and maintain the facility of: | At least $300,000 | 1 | |
| | At least $500,000 | 1 | |
| | At least $1,000,000 | 1 | |
| Sufficient Financial Resources | CPA attested financial statements attached | 1 | |
| **Total - Financial Stability** | | 4 | |

| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **III. Business Experience** | | | |
| Documented Business History | Nature and type of prior business, years of operation, etc. | 1 | |
| Cannabis Business Ownership Documentation | Description of experience with cannabis business ownership | 1 | |
| Compliance History | Documented history or regulatory compliance at local level | 1 | |
| Business Litigation | Applicant has not been involved and is currently not involved in any business litigation | 1 | |
| **Total - Business Experience** | | 4 | |

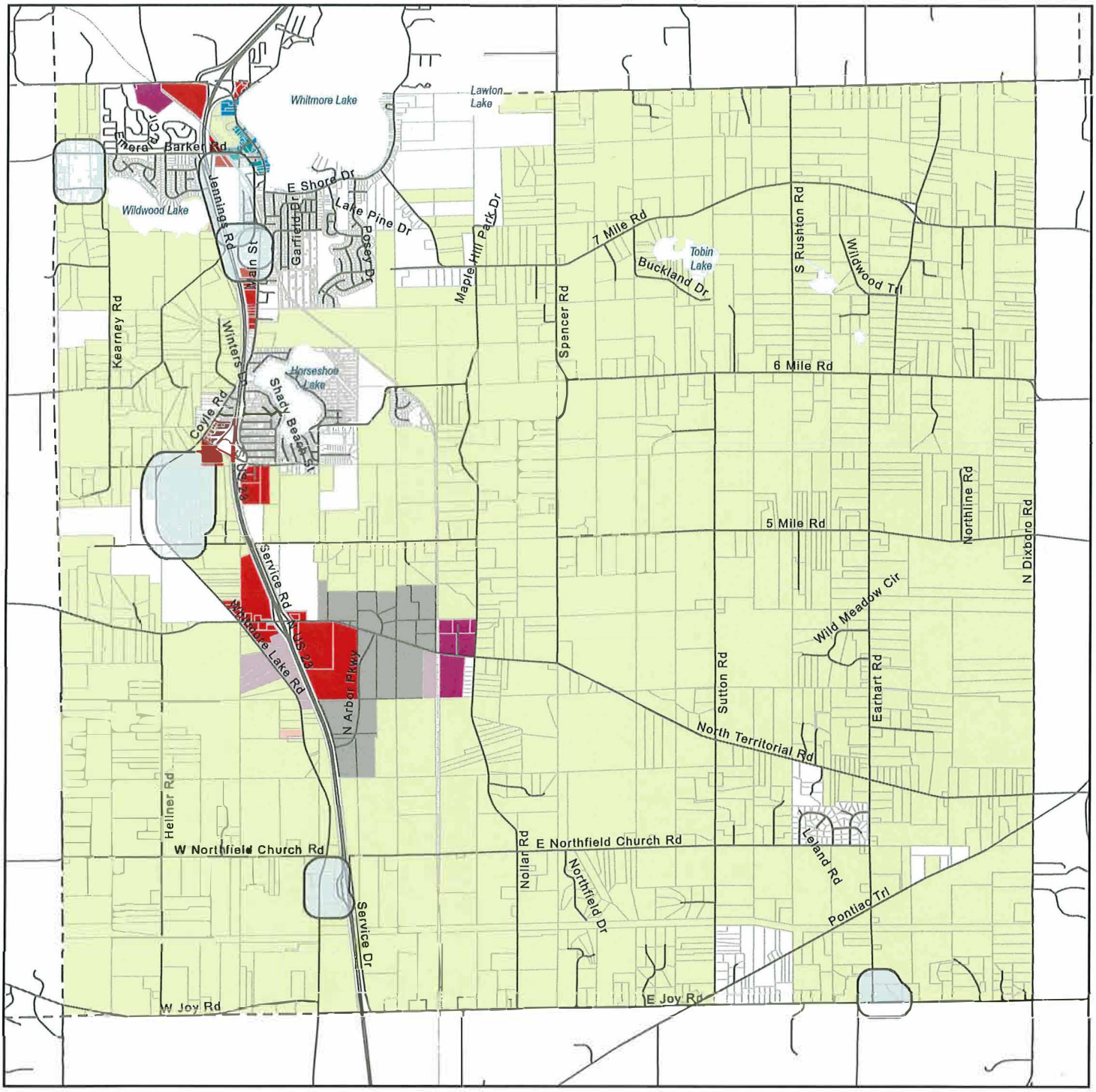
| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **V. Business Operations** | | | |
| Applicant Describes a Staffing Plan to: | Provide training and educational opportunities for employees including best practices for patient confidentiality, tracking, fraud etc. | 1 | |
| | Requires employees to take cannabis training courses | 1 | |
| Employee Compensation | Applicant proposes to pay a living wage, as defined by Washtenaw County | 1 | |
| **Total - Business Operations** | | 3 | |

| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **V. Community Outreach** | | | |
| Applicant has Demonstrated and Described: | A plan to meet with neighborhood organizations, business association, crime watch and other neighborhood organizations to provide contact information for questions, concerns, issues, etc. | 1 | |
| | A plan to provide on-going public information program to inform Township residents ofcannabis issues and proper/safe/legal use of cannabis products | 1 | |
| | A community commitment program | 1 | |
| Applicant has identified: | A specific owner and/or employee to serve as a liaison with the Township | 1 | |
| **Total - Community Outreach and Relations** | | 4 | |

| Marihuana Facilities Scoring Criteria | | | |
|---|---|---|---|
| **Description** | **Criteria** | **Maximum Points** | **Earned Points** |
| **VI. Public Safety** | | | |
| Public Safety | At least 1,000 feet from a school | 1 | |
| | At least 1,000 feet from a library, day care, or park | 1 | |
| **Total - Master Plan** | | 2 | |

## Summary Marihuana Facility Evaluation Results

| Criteria | Maximum Points Available | Earned Points |
|---|---|---|
| Business Ownership | 3 | |
| Financial Stability | 4 | |
| Business Experience | 4 | |
| Business Operations | 3 | |
| Community Outreach and Relations | 4 | |
| Public Safety | 2 | |
| FINAL TOTAL: | 20 | |




# Permitted Marihuana Facilities

Northfield Township

December 4, 2019

DRAFT

LEGEND

- LC Local Commercial
- GC General Commercial
- LI Limited Industrial
- GI General Industrial
- RTM Research/Technology/Mnfc.
- WLD Whitmore Lake Downtown
- WLD-NV Whitmore Lake North Village
- WLD-W Whitmore Lake Waterfront
- AR Agricultural
- 500ft School Parcel Buffer
- Zones Prohibiting Marihuana Facilities

Zones Prohibiting Marihuana Facilities: LR, MR, MHP, SR-1, SR-2, RO, PSC, RC

**Districts Where Marihuana Facilities Are Permitted:**

| Districts | Grower** | Micro business | Processor | Retailer | Secure Transport | Prov. Center | Safety Comp. |
|---|---|---|---|---|---|---|---|
| LC | | | | X | | X | |
| GC | | | | X | X | X | X |
| LI | X | X | X | | X | | X |
| GI | X | X | X | | X | | X |
| RTM | X | | X | | | | X |
| WLD | | | | X | X | X | |
| WLD-NV | | | | | X | | |
| WLD-W | | | | X | X | X | |
| AR | X | | | | | | |

*Where zoning districts are not listed marihuana facilities are not permitted, with the exception of primary caregivers

**For information on the Growing licenses permitted in each district see zoning ordinance

0 2,000 4,000

Feet

*SOURCES*
*Basemap Source: Michigan Center for Geographic Information, Version 17a.*
*Data Source: Northfield Township, McKenna 2019*

MCKENNA

Agenda Item 13

# Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Policy and Guidelines for Property Tax Poverty Reductions

Date: December 3, 2019

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Each year the Board establishes Poverty Guidelines to evaluate homeowner requests for relief from property taxes. These guidelines are based on Northfield Township Resolution #13-486 adopted by the Northfield Township Board of Trustees on January 23, 2013 which set 115% of the federal poverty level or below as the threshold for qualifying for a reduction in taxes.

Last year, an additional criteria required that the home's value be less than the median value of all homes in the Township. That additional criteria has been ruled to be improper and as a result has been eliminated from this year's requirement to qualify for a Property Tax Poverty Reduction.

I recommend approval of Resolution Number #19-617.

Thank you for your consideration.

Marlene Chockley

# RESOLUTION #19-617

# NORTHFIELD TOWNSHIP POLICY AND 2020 GUIDELINES FOR PROPERTY TAX POVERTY REDUCTIONS

WHEREAS, pursuant to MCL 211.7u, the Township Board is authorized to adopt Policy Guidelines for granting poverty exemptions on a principal residence in the Township, in whole or in part on grounds that a property owner is unable to contribute to the public charge due to a temporary financial poverty;

NOW, THEREFORE, IT IS RESOLVED that to be eligible for such poverty exemptions in whole or in part, more clearly described as property tax reductions in the Township of Northfield, a property owner shall do all of the following on an annual basis:

1. Own and occupy a principal residence on the property for which a Poverty Exemption is requested, for at least the last six months of the preceding calendar year.

2. The applicant shall complete a Poverty Exemption Application form, accompanied by federal and state income tax returns for all persons residing in the homestead in the immediately preceding year or current year including form (MI-I040CR) Homestead Property Tax Credit. In the event federal and/or state tax returns were not filed, the applicant must submit all 1099 forms, such as SA-1099 for Social Security, and all W-2 Forms for the preceding year for all of the occupants of the homestead. Regardless of income status, federal 1040 and form (MI-I040CR) Homestead Property Tax Credit must be filed for the immediately preceding year for the applicants to be considered for a poverty reduction under the township guidelines.

3. An explanation will be required for all household members over 18 years of age who are not cited as contributing to the household income.

4. All applicants MUST submit a copy of a Valid Driver's License or other photographic identification as allowed by statute.

5. All applicants MUST submit three (3) documents proving occupancy of the principal residence by the applicant during the last six months of the preceding year. Such documents must include the owner's name, the owner's principal residence address, and the dates of occupancy (example: utility bills, bank statements).

6. Applicants will produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested ONLY if not already on file with the Township Assessor's office.

7. To be eligible for exemption the applicant must meet ALL of the following income and asset standards:
   a. Household income cannot exceed 115 % of the Federal Poverty threshold as published annually by the Michigan State Tax Commission. For example, the Federal Guideline for

2020 is $12,490 for a single person household, which would make the Northfield Township poverty level at or below $14,364 for a single person household. For varying family size, the township poverty levels shall be calculated by multiplying the Federal Poverty levels by 1.15 - example calculations are shown in the table below.

b. Maximum Limit on total worth of all assets, **excluding** the 'net asset value' of the homestead property, cannot be more than 2 times the federal poverty income level.

*Note: For the Asset Test, values from the prior calendar year are used, similar to the income of applicants from the prior calendar year are used for the income standard.*

c. May NOT own or have interest in property other than the homestead for which the poverty exemption is applied for ("homestead" includes adjacent parcels granted an "adjacent" Principal Residence Exemption).

*Note: For the Asset Test, figures from the prior calendar year to be used as the verifiable income of applicants would be from prior calendar year as well.*

Applying the above rule for 2020, the maximum limit on the worth of all assets would be calculated as follows:

SINGLE PERSON HOUSEHOLD CALCULATION
2 x 2020 Federal income limit $12,490 = $ 24,980

The term "assets" may include, among others, the following:

- Second home or buildings other than the residence
- Vacant land
- Equipment or other personal property not part of household furnishings
- Vehicles
- Bank Deposits
- Antiques
- Artwork
- Stocks

8. Submit the above, a fully completed application for an annual exemption, including a witnessed signature, and all of the required income and income tax forms after January 1 of the tax year in question, **but no later than three weeks** prior to the last day of the March, July or December Board of Review to enable assessing staff to verify applications for completion and eligibility.

POVERTY EXEMPTION - ANNUAL INCOME OUALIFICATIONS

Each year exemption limits for annual income shall be revised based on the Federal Poverty Income Guidelines published annually by the Michigan State Tax Commission, as in the following EXAMPLES:

Northfield Township poverty threshold is at a rate of 15% over the Federal Poverty Guidelines as published annually by the Michigan State Tax Commission, allowing a higher income family eligibility for relief in case of poverty. Examples:

| Size of Family Unit | 2020 Federal Guideline | 2020 Township Guideline |
|---|---|---|
| 1 | $12,490 | $14,364 |
| 2 | $16,910 | $19,447 |
| 3 | $21,330 | $24,530 |
| 4 | $25,750 | $29,613 |
| 5 | $30,170 | $34,696 |
| 6 | $34,590 | $39,779 |
| 7 | $39,010 | $44,862 |
| 8 | $43,430 | $49,945 |
| For Each Additional Person | $ 4,420 | $ 5,083 |

These Poverty Guidelines are based on Northfield Township Resolution #13-486 adopted by the Northfield Township Board of Trustees January 23, 2013.

Revised for the 2020 Assessment and Tax year on November 26, 2019.

By Thomas D. Monchak, Northfield Township Assessor.

AYES:

NAYS:

DULY RESOLVED AND ORDAINED THIS 10th DAY OF DECEMBER 2019

Marlene Chockley, Township Supervisor

ATTEST:

Kathleen Manley, Northfield Township Clerk

NORTHFIELD TOWNSHIP
MICHIGAN

# POVERTY EXEMPTION APPLICATION INSTRUCTIONS

The Application for a One Year Poverty Reduction has been modified to comply with requirements of the State of Michigan and Northfield Township policy regarding the poverty exemption.

To be considered for a Poverty exemption, the following information **MUST** be provided:

1. Complete all sections of this application in full; be sure to sign the application.

2. Submit a completed and signed copy of the following **three weeks prior** to a Board of Review meeting:

   Most recent **signed** and **filed**:

   Michigan Income Tax Return **and** Homestead Property Tax Credit Claim (MI 1040 CR)
   **this form is required to file a claim for poverty exemption.
   Federal Income Tax Return (1040)
   **this form is required to file a claim for poverty exemption.
   Federal Income Tax Return (1040) for all occupants of the household.
   **these forms are required to file a claim for poverty exemption.

3. When an occupant of the household is not employed but has income from another source, you must list the income in "Annual Income" on page 1 of your application and it must also be shown on page 3 under the "Household Income" section.

4. When indicating that you have "major or unusual out-of-pocket expenses", you must provide copies of documents verifying these expenses. Please note this does not include "everyday living expenses".

5. The application must be legible and complete. If you need or want to provide additional information, please attach a separate sheet(s); do not write in the margins of the application.

6. All documents submitted must be kept as part of the Board of Review record and **will not** be returned to you. Do not submit originals of supporting documents.

7. If the application is incomplete or does not include copies of the required financial documents, the application will be considered incomplete and not considered for a poverty exemption.

Applicants must provide a valid phone number, in the event of a question, it may be used.

Revised 2019/11/26



8350 Main Street • Whitmore Lake, Michigan 48189-0576
Telephone: (734) 449-2880 • Fax: (734) 449-0123 • Web Site: www.twp-northfield.org

## APPLICATION FOR ONE-YEAR 2020 POVERTY EXEMPTION - NORTHFIELD TOWNSHIP

Year _____ Parcel I.D. # B-02-_____ A.V._____ T.V. _____

Property Owner Name: _____ Age_____

Name of Spouse (if applicable) _____ Age_____

Property Address:_____ Is your Principle Residence? ___Yes ___No

Telephone Number (_____) _____-_____

Are you a military veteran? ____ Yes ____ No

Is your spouse a military veteran? ____ Yes ____ No

Employment Status and Name of Employer:

| | Employed | | | Employer |
|---|---|---|---|---|
| Applicant | (__) Yes | (__)No | (__) Full Time<br>(__) Part Time | |
| Spouse | (__) Yes | (__)No | (__) Full Time<br>(__) Part Time | |

| | Are you disabled? | |
|---|---|---|
| Applicant | (__) Yes | (__)No |
| Spouse | (__) Yes | (__)No |

Nature of Disability

_____

Please provide documentation of disability.

Do you have any MAJOR OR UNUSUAL OUT-OF-POCKET expenses? If yes, please list them below and provide verification documents.

| Type of Expense | Amount Per Year |
|---|---|
| | |
| | |
| | |

List all persons living in the home other than you and your spouse:

| | 1 | 2 | 3 | 4 |
|---|---|---|---|---|
| Name | | | | |
| Age | | | | |
| Relationship | | | | |
| Occupation | | | | |
| Annual Income | | | | |
| Claimed as Dependent | (__) Yes (__) No | (__) Yes (__) No | (__) Yes (__) No | (__) Yes (__) No |

Attach additional sheet, if needed.

**PROPERTY INFORMATION**:

Purchase Date: _____Purchase Price: $_____ (if purchased in last 3 years)

Any improvements, changes, or additions made to the property in the last two (2) years? (__) Yes (__) No

Do you own this property free and clear? (__) Yes (__) No If not, amount of monthly payment:$_____

Are the taxes included in payment? (__) Yes (__) No

Are property taxes current? (__) Yes (__) No

If not, amount past due $_____

**ASSET INFORMATION**

Do you have an ownership interest in any other real estate (including ownership via partnerships, corporations, etc.) in Michigan or anywhere else? (__) Yes (__) No If yes, please list (attach additional sheet if needed).

| Location | Value | Type of Use | Purchase Date | Purchase Price |
|---|---|---|---|---|
| | | | | |
| | | | | |

What are your assets in addition to real estate? (Do not include sheltered retirement plans such as IRA, 401(K), 403(B), Keogh, 457, annuities, or company pension programs)

Cash $_____

Savings Accounts/Certificates & Money Markets $_____

Checking Accounts $_____

Stocks/Bonds/Treasury Bills $_____

Insurance - Cash Value $_____

Other Personal Property, gems, jewelry, $_____

Investments $_____

Vehicles: Cars, Trucks, Boats, Trailers, etc.

| Make | #1 | #2 | #3 |
|---|---|---|---|
| Model | | | |
| Year | | | |
| Value | | | |
| Balanced Owed | | | |

**EXPENSE INFORMATION**

Please list all sources of household expenses on a **MONTHLY** basis.

| | |
|---|---|
| House Payment (principal & interest) | |
| Association/Condo Fees | |
| Taxes on other property | |
| Special Assessments | |
| Home Insurance | |
| Car Payment 1st car | |
| Car Payment 2nd car | |
| Auto Insurance | |
| Health Insurance (include prescription coverage) | |
| Medical Bills (not covered by insurance) | |
| Prescriptions (not covered by insurance) | |
| Child Care/Day Care | |
| Cable | |
| **Utilities & Phone**_____<br>Other, (please explain) _____ | |

Mortgage/Land Contract Balance $_____ Monthly Payment $_____

Does this payment include taxes? Yes_____ No _____

Does this payment include insurance? Yes_____ No _____

Have your expenses significantly changed in the last year? Yes _____ No _____ If yes, please explain _____

_____

_____

**DEBT INFORMATION**

Please list any outstanding loans, credit cards, and personal debts.

(attach additional sheet if necessary)

| | TO WHOM | FOR WHAT | MONTHLY PMT | BALANCE |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## INCOME INFORMATION:

| Source | Amount Per Year<br>PRIOR YEAR | CURRENT YEAR |
|---|---|---|
| Wages, Salaries, Tips, Sick, Strike, and sub-pay, etc. | $ | |
| Social Security/SSI | $ | |
| Retirement Pension or Annuity Benefits (Military Retir. Pay) | $ | |
| Interest and/or Dividends (includes non-taxable interest) | $ | |
| Rent/Business or Royalty Income | $ | |
| Disability Payments (Workers Comp, Veterans Disability, | $ | |
| ADC, SFA, SDA, RAP/REP (copy of DSS Annual Stmt) | $ | |
| Alimony | $ | |
| Child Support | $ | |
| Unemployment Benefits | $ | |
| Other Nontaxable Income (Military Family Allotments Etc.), | $ | |
| Amount YOU Pay for Medical (Health) Insurance | $ | |
| YOUR TOTAL INCOME | $ | |
| ADD INCOME FOR ALL MEMBERS OF HOUSEHOLD (not claimed as dependents) AS SHOWN ON FIRST PAGE OF APPLICATION | $ | |
| **TOTAL HOUSEHOLD INCOME FOR** | $ | |

I declare under the penalties of perjury, that all information submitted in my application for Poverty exemption is true.

Signed:_____ Date:_____

**FOR OFFICE USE ONLY**

Income x ____% = Non-refundable Taxes _____

Senior: Non-refundable + 1200 = _____ - _____ =

_____

All Other: Non-refundable + 1200 = _____ - _____ =

_____

Income _____ Estimated Net Tax _____ % of Income _____

BOR Recommendations/Decisions _____

**APPLICANT CERTIFICATION**

**I / We understand that the statements contained in this application are true to the best of my/our knowledge. I / We also understand that this application will be denied or revoked if the information contained is found to be false or incomplete.**

**I also authorize a representative of the Northfield Township Assessor and or Board of Review member to physically inspect my property at some point during the course of this year to ensure accuracy of the property appraisal record card.**

Applicant Signature _____

Spouse Signature_____

IF AN EXEMPTION IS GRANTED, IT WILL BE IN EFFECT FOR THE CURRENT YEAR ONLY.

**I / We have received and understand a copy of the POVERTY guidelines.**

Applicant Signature _____

Spouse Signature _____

Name of Preparer if other than applicant: _____

## TO BE CONSIDERED FOR POVERTY EXEMPTION, COPIES OF THE FOLLOWING ITEMS MUST BE INCLUDED WITH THIS APPLICATION. YOU MUST MAKE SURE TO FILE THESE.

_____ **Federal income tax returns.**

_____ **Federal income tax return supporting documents.**

_____ **State income tax returns.**

_____ **Michigan property tax credit form (MI 1040CR)**

_____ **Federal & State income tax returns for all other individuals residing in the homestead.**

_____ **Eligibility notice from Michigan Department of Social Services for anyone residing in the household.**

_____ **Proof of property ownership (deed for property) if requested.**

_____ **Other**

**The above required information must be filed with the Board of Review for the application to be considered by the Board of Review.**

# WAIVER OF CONFIDENTIALITY

**Parcel Number #: _____**

**Property Address: _____**

**I (we), _____, hereby consent to the examination of copies of my income tax returns and related financial documents, including but not limited to those listed below, by the Northfield Township Assessor and or designate agent and by the members of the Northfield Township Board of Review:**

**Federal Income Tax Returns**

**Michigan Income Tax Returns**

**Senior Citizens Homestead Property Tax Form**

**General Homestead Property Tax Claim Form**

**Statements from Social Security Administration**

**Furthermore, I consent to the discussion of the information contained in my income tax returns and related financial documents at a duly convened public meeting of the Northfield Township Board of Review. By signing this Waiver of Confidentiality, I understand and acknowledge that I am forever giving up any and all possible claims I may have relative to the disclosure of information contained in said tax returns and related financial documents, which claims may arise pursuant to Internal Revenue Code Section 6103, and/or any other federal, state or local statute or regulation.**

**I have read this document in its entirety and sign this document of my own free will.**

**Dated: _____**

**_____**
**Applicant Signature**

**_____**
**Spouse / Co-Applicant Signature**

# Supervisor's Report

From: Marlene Chockley

Date: December 5, 2019

---

Trustees,

In April, my report included many items on which I believed we should focus in order to leave our community better equipped for the future and with a better quality of life then when we took office. With 11 months remaining of our terms, what can we all (or at least a majority) get behind so the township can prosper? Please share your thoughts on these and any other items. Thank you.

**Here are the several recommendations I made in April (in no particular order) to move us forward and the progress on them we have made since then:**

**Develop the Community Park**

I proposed that we retain an architect to design the beachfront park. That will allow us to obtain a grant from the Department of Natural Resources to build it out. The cost of the architect can be applied to the Township's matching funds.

The deadline for application to the Michigan Department of Natural Resources for a state grant to assist in developing the park is April 1. We need to get this moving if we want their help. We should also explore assistance and/or development and operation of the park with Washtenaw County Parks and Recreation.

**Fix the roads**

Each year the Township receives matching funds from the Road Commission for road improvements and maintenance. This year's allocation, when matched by the Township, will yield a total of $137,446 to care for the rural roads. The roads are so bad that it will only rebuild maybe a mile of 6 Mile from Earhart to Rushton, for instance, leaving nothing for the rest of the township. We will pay an additional $55,000 for 3 applications of dust control. This funding level cannot continue if our citizens are to be served well.

The Township itself cannot provide funding at a level that will stop the decline unless a special assessment district or some other creative financing is considered.

The committee I suggested be set up, led by the Township Manager, has met several times. They evaluated the roads. I look forward to their report of the needs and a plan to deal with them.

**Stem the business hemorrhage and recruit new ones to the Township**

The Downtown Development Authority recommended holding a Business Fair to allow interested individuals or businesses to inquire about opportunities in the Township. As a prelude to this, the DDA is sponsoring a "Meet and Greet" event on Wednesday, January 29, 2020 at

6:00-8:00 PM at the Northfield Township Area Library, 125 Barker Road. This is an effort to get to know all of the business owners, build new relationships, and to create a "business inventory" for our township. We hope to have business representatives bring business cards and any brochures or description of services offered that they might have. The DDA will share our goals to support business in the Township and would like to hear from business representatives as to how we can best support them.

**Land preservation protects our rural heritage, respects the environment, and keeps it healthy**

I recommended the Township implement a modest program to preserve agricultural and natural areas in the Township. The Township has been slowly acquiring wetland parcels that have gone into foreclosure for a natural park behind the Public Safety Building. We recently provided $2000 to keep 75 acres in agriculture in perpetuity in the Township. It was matched by over $400,000 of Federal, County, and Ann Arbor funds.

On this week's agenda I have placed a resolution to establish the Horseshoe Lake Wetland Preserve to protect the groundwater recharge source for our residents' drinking wells and to help moderate flooding in Horseshoe Lake each spring. Because water from Horseshoe Lake makes its way to the Huron River, this will also help protect drinking water for the city of Ann Arbor.

**Maintain and improve public assets—buildings, equipment and parks**

I am pleased to report that the Community Center and Fire Station #2 have had their roofs replaced. The Community Center will have its flooring and outdoor lighting replaced as soon as we finalize the details of the grant awarded by the Washtenaw County Urban County Executive Committee. The Public Safety Building's heating and cooling system is still abominable, but the cost to correct it is likely over $250,000—not currently in the budget. We have received several offers for 75 Barker due to the Township approving marihuana establishments. However, that property is the only public parking currently in the downtown. I oppose selling the parking portion of that parcel since it is critical to the businesses that will settle downtown in the future.

**Reverse the decline of the downtown**

We need viable businesses that people would like to frequent. The Downtown Strategic Action Plan provides a lot of guidance, but <u>we must have public parking.</u> The planning commission has provided a lot of flexibility for businesses and site plans. One of which is removing the requirement to have parking on site. This helps restaurants especially, but we must ensure it is provided conveniently downtown. Please visit Dexter or Saline—thriving downtowns with public parking. We need a payment in lieu of parking ordinance so we can provide it and we need to keep the current public parking lot or negotiate a deed restriction if the building is sold.

We also need to get into the Redevelopment Ready Communities (RRC) Program. We would have had help marketing North Village and improving our development processes, too. The Board was concerned that it would cost some staff time to fill out the forms, but the benefits outweigh that. The DDA is having a workshop meeting to work on the RRC forms.

**Foster residential development in accordance with the Master Plan**

Most building has occurred in the agricultural area in recent years, but quality residential development in the sewer district would allow more efficient use of land, ready access to the expressway, and more affordable price points. I recommend that we take a more aggressive approach to communicate with the realtors and landowners and discuss the options we see for that land as shown in the Master Plan.

With that said, the Township has contracted for the design for an equalization basin to protect the environment and provide capacity for those areas in the sewer district that the Township is contractually obligated to serve. Once that is received in the next month or so, we should take the next steps to move it forward.

**Match our personnel to the needs of the Township**

I believe we need to evaluate the positions that the Township is paying for and determine if those positions are meeting our needs. Is the skill set a good match for the job? Having the right personnel is very important. With the right people, our citizens are well-served and the office runs smoothly. We must train and value them or face the turnover that disrupts Township service to our citizens. Compensation should be appropriate.

Some questions to consider: How well do the job descriptions of each of our staff members match their jobs? There have been some minor adjustments, but more is needed. Are their positions meeting the needs of our citizens and the board? Do we have enough staff and do they have enough work space? What support do they need to grow in their positions? Are their jobs satisfying and adequately compensated? Would reorganizing the office staff move us forward toward performing our statutory duties better and meeting the Township's needs? And one of the big ones. . . are our processes clear and customer friendly?

Most of these questions can be answered by asking staff and taking to heart the feedback we have received from the public. Many of the solutions are administrative, but will need funding and board approval.

The personnel committee will be meeting this week to discuss opportunities for improvements and will hopefully be able to agree on a path forward.

**Goal setting is needed!**

The list of projects, efforts, discussion, actions, and exploration of options seems endless. The Board has not prioritized its goals. In addition to items mentioned above, below is a list of some very important and some not-so-important ideas that we should discuss, prioritize, and methodically tackle (in no particular order).

- Economic development. No one is doing that consistently.
- An in-house zoning administrator/planner to improve accessibility and project turnaround. We should explore this.
- Administrative Issues
    - Personnel
    - Office Space Use

    - Website Update
    - Document Scanning Project
    - Sale of Township-owned Properties
    - Employee Handbook (PTO, concealed weapons, harassment policies)
    - Code Enforcement Process
    - Sidewalk Maintenance
- Ethics Policy
- Code Enforcement Litigation
- Rental Unit Registration and Inspection

These subjects will continue to be on our plate for some time to come and more will arise. Let's prioritize them early in the new year keeping in mind the health, safety and welfare or our citizens—and businesses.

Respectfully submitted,

Marlene Chockley

# MEMO

To: Northfield Township Board

From: Lenore Zelenock, Treasurer and Emily Hofsess, Deputy Treasurer

Date: 12/02/2019

Re: Team Treasurer Tidbits

- **Tax Update**: 2019 Winter taxes were mailed the last week of November and we are accepting payment for them. The Winter taxes are due Friday, February 14th 2020 to avoid interest and penalty. The Township office will be open until **5:00pm on Monday December 30th 2019** for payment. **Please note: this is the last day the office will be open in 2019.**

- **Delinquent Personal Property Update:** First notice letters of Delinquent Personal Property were mailed at the beginning of May with payoff dates from May-July. Second notice letters were mailed August 1st with payoff dates from August-October. Delinquent Personal Property collected from 1st notice to current was $11,175.75 (no change since October). There are 18 businesses that we will be taking to small claims court for a total of approximately $16,079.40 in tax dollars. We have estimated approximately $720.00 in filing fees for small claims court. There is one Delinquent Personal Property tax payer that we will pursue when a new township attorney is hired to file in District Court. Reminder: the Township only receives a small portion of this collection. There are costs associated with these courts. One purpose of the Administration Fee is to cover the cost in the Treasurer's Office. There was a process developed November 7, 2013 to collect Delinquent Personal Property that we have been following for collection. Again, it is the Treasurer's statutory duty to collect all taxes.

- **Security of Bank Accounts:** We have secured the funds in the Tax account using ICS (Insured Cash Sweep) through 1st National Bank. With this final account security, all the township bank accounts are secure through ICS (Federal Narcotics, MIF, State Narcotics, Tax Account, and the Library), or through the FDIC (Trust & Agency, ACH, Library Credit Card, Library Flex Spending, Library Savings, Payroll, and the Health Account).

- **Other:** Training for Positive Pay for Lenore, Emily, Jennifer, and Cristina will be December 11th, 2019. Positive Pay is an added security for outgoing checks from the Township. We are working with Point & Pay to get the credit card forms filed and are looking at starting the implementation process in about six to eight weeks. Point & Pay will be the Township's new credit card company, replacing Official Payments.

- **Ongoing:**

    - It has been another busy month in receiving calls/e-mails from title companies that are closing on properties and needing payoff information. For November 2019 we fielded approximately 14 correspondences.

**Northfield Township**
**Financial Report**
**Month Ending, November 2019**

This report is a summary of the Township's investments and checking accounts at the end of November 2019.

| Type | Fund/Account | Issuer | Current Ending Balance | Interest Rate | Purchase Date | Maturity Date | Accrued Interest | Monthly Interest Income |
|---|---|---|---|---|---|---|---|---|
| CD | WWTP | The State Bank | 250,000.00 | 1.88% | 10/7/2019 | 4/6/2020 | Interested Paid at Maturity | |
| CD | WWTP | Flagstar Bank | 250,000.00 | 2.05% | 8/14/2019 | 2/10/2020 | Interested Paid at Maturity | |
| **Total WWTP** | | | **$500,000.00** | | | | | |
| **Total Investments** | | | **$500,000.00** | | | | | |

| | | | | | 2019 Interest Paid | Monthly Interest Earned |
|---|---|---|---|---|---|---|
| Checking | MIF | 1st National Bank | $4,673,297.85 | 0.25% | $9,889.16 | $957.31 |
| Checking | Federal Drug Forfeiture | 1st National Bank | 288,374.00 | 0.25% | 481.60 | 60.58 |
| Checking | Police Narcotics | 1st National Bank | 142,132.59 | 0.25% | 206.17 | 27.14 |
| Checking | Trust & Agency | 1st National Bank | 58,464.78 | | | |
| Checking | Health Account | 1st National Bank | 3,794.87 | | | |
| Checking | Payroll | 1st National Bank | 11,429.82 | | | |
| Checking | Tax Account | 1st National Bank | 18,541.31 | | | |
| Checking | ACH | 1st National Bank | 0.12 | | | |
| **Total Checking** | | | **$5,196,035.34** | | **$10,576.93** | **$1,045.03** |
| **Total Investments and Checking** | | | **$5,696,035.34** | | **$10,576.93** | **$1,045.03** |

This report is intended to satisfy the reporting requirements as established under Public Act 20 of 1943 as amended.

12/2/2019

Submitted by: Lenore Zelenock, Treasurer

**From:** Janet M. Chick
**Sent:** Wednesday, November 20, 2019 9:29 PM
**To:** Board of Trustees; Steven Aynes; Jennifer Carlisle
**Subject:** Plannng Commission Report

The Planning Commission met Novermber 20th

The Planning Commission recommended a Conditional Use for Whitmore Lake Climate Storage LLC 6684 Whitmore Lake Rd. be sent to the board for Approval, Approval with Conditions or Denial to allow mini wharehousing storage facilities.

The Planning Commission approved the site plan for Whitmore Lake Climate Storage LLC to add additional storage spaces.

Janet M. Chick

"Real character is revealed through adversity" ~ Tony Dungy

# Northfield Township Board of Trustees
# ZBA Report

## Memorandum

To: Northfield Township Board of Trustees
From: Jacqueline Otto, Trustee and ZBA Representative
Date: November 19, 2019

For November 18, 2019, the Zoning Board of Appeals met to review and determine approvals on three cases:

**Case #JZBA190008** – Paul VanBuhler, 985 Seven Mile Rd., Whitmore Lake, MI 48189 and Vacant Seven Mile Rd., South Lyon, MI 48178 is requesting a variance from Chapter 14, Section 14.23 Land Divisions and Subdivisions. The applicant proposes to split into five different parcels. Two of the parcels will require variance from depth to width ratio. The parcel numbers are B-02-04-300-008 and zoned SR-1 Single Family Residential.

Request for variance was made to split five parcels with a variance on depth to width ratio on two outside parcels. The parcel split and variance motion was passed and approved by the ZBA board. The builder plans to build 5 new homes in this area – all five homes will be in the Whitmore Lake School District.

**Case #JZBA190010** – Lauralyn Bottom, 8036 Lakeshore Dr., Whitmore Lake, MI 48189 is requesting front yard setback variances from Article IX, Section 36-248 (4) (a) Regulations and Standards along Lakeshore Drive and Maple Avenue. The applicant is proposing to build decks on the east and west sides of the existing dwelling, with frontages onto Lakeshore Drive and Maple (unimproved) Avenue. The parcel number is B-02-08-395-005 and zoned SR-2 Single Family Residential.

Request for variance was made for a backyard setback requirement with a 14 foot width deck and lot coverage requirements. Variance motion was passed and approved by the ZBA board.

**Case #JZBA190009** – Jabeen Bukhari (Maji Group), 43 Margaret Street, Whitmore Lake, MI 48189 is requesting a variance from Article IX, Section 36-248 (1) and 2 (b) Regulations and Standards. The applicant is proposing to develop the existing structure on the parcel as a duplex. The parcel number is B-02-05-328-006 and zoned SR-2 – Single Family Residential.

Due to the existing structure currently in place, the request for variance was made for the existing structure to be approved as a duplex. Variance motion was passed and approved by the ZBA board.

The next tentative ZBA meeting is scheduled for December 16, 2019.

# MEMO

To: Northfield Township Board

From: Lenore Zelenock, Land Preservation Committee (LPC)
Township Board Representative

Date: 12/02/2019

Re: Land Preservation Committee (LPC) Update

The next Land Preservation Committee (LPC) meeting is scheduled for Thursday, December 12th. (The LPC meetings are scheduled for the 2nd Thursday of the month at 7:00 PM at the Public Safety Building.)

As mentioned in the last LPC report, letters were sent to property owners on October 31, 2019 by Mr. Barry Lonik, the local land preservation consultant the Township hired. Below is a summary.

The number of letters sent to property owners were eight-six. So far twelve property owners (14%) have contacted Mr. Lonik. Two property owners are applying for the County program. One property owner is applying for the Greenbelt program. One property owner already applied to the Greenbelt before receiving the letter. Seven property owners are interested and considering applying to the County or Greenbelt programs. One property owner was not interested.

As mentioned in the last LPC report, there are three openings on the LPC. At this time, three people have applied. If you are interested in serving on the LPC, please apply. Below is information on where to find an application.

An application can be found on the the township website twp-northfield.org. At the Home Page of the website, go to the very bottom of the page and select JOB POSTINGS. This will take you to the Employment Opportunities page then select Board and Committee Application (located in the middle of the page). Once the application is complete, please email your application to the Township Board members. (There is link under Contact Us – located at the very bottom of the Home page. The same area you found the Job Postings). Please also include Jennifer Carlisle, carlislej@northfieldmi.gov, the Administrative Assistant to the Township Manager, on your email.