

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 improved 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 Iaquinto, 9876 Main, and Adam Olney, Whitmore Lake, commented on the marijuana ordinances. 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 Spinass, 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 Spinass 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 Compiled 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.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
November 26, 2019**

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 be 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.

Submitted by Lisa Lemble.

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

Approved by the Township Board on _____, 2019.

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.

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
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Mutual Aid Received: 4

Ann Arbor Township crashes	4
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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 1st 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 - Incurability	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 Time:
12/3/2019 2:05:57 PM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

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 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	100.0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST 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 -PURSES/NATCHING	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 Time:
12/3/2019 2:05:57 PM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

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%

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

Agency: Northfield Township
Police Department
ORI: MI8196400

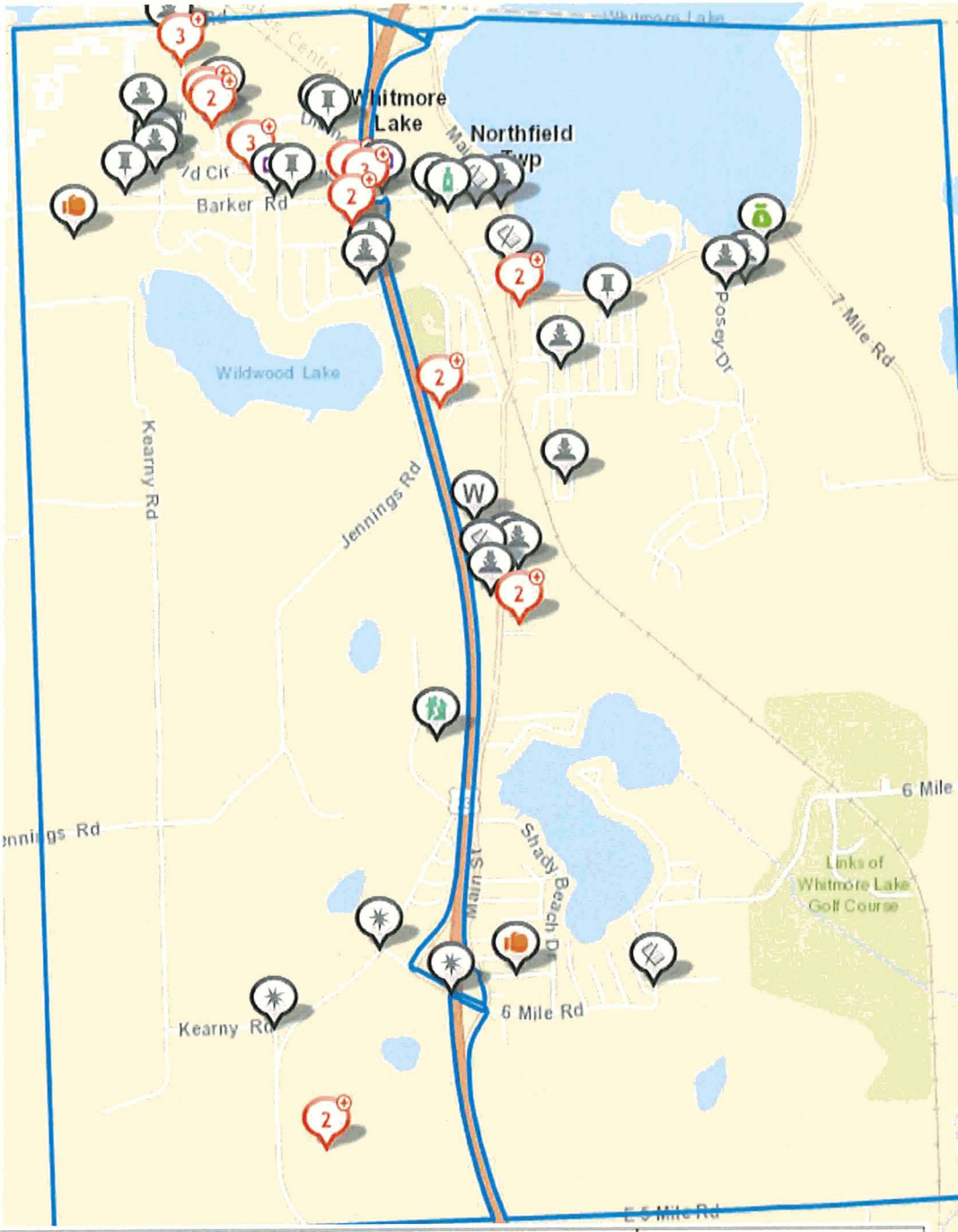
Classification	Nov/2019	Nov/2018	% Change
42000 DRUNKENNESS	0	0	-
48000 OBSTRUCTING POLICE	0	1	-100.0%
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	0	0	-
53001 DISORDERLY CONDUCT	0	0	-
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-
54002 OPERATING UNDER THE INFLUENCE 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 Time:
12/3/2019 2:05:57 PM

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

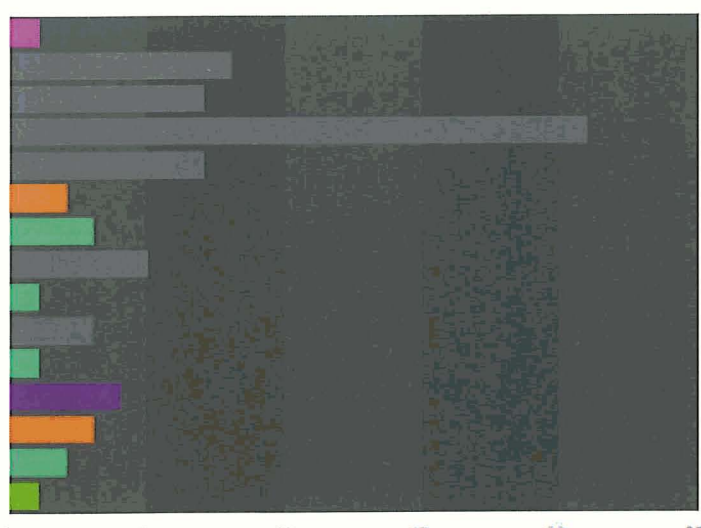
Agency: Northfield Township
Police Department
ORI: MI8196400

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%



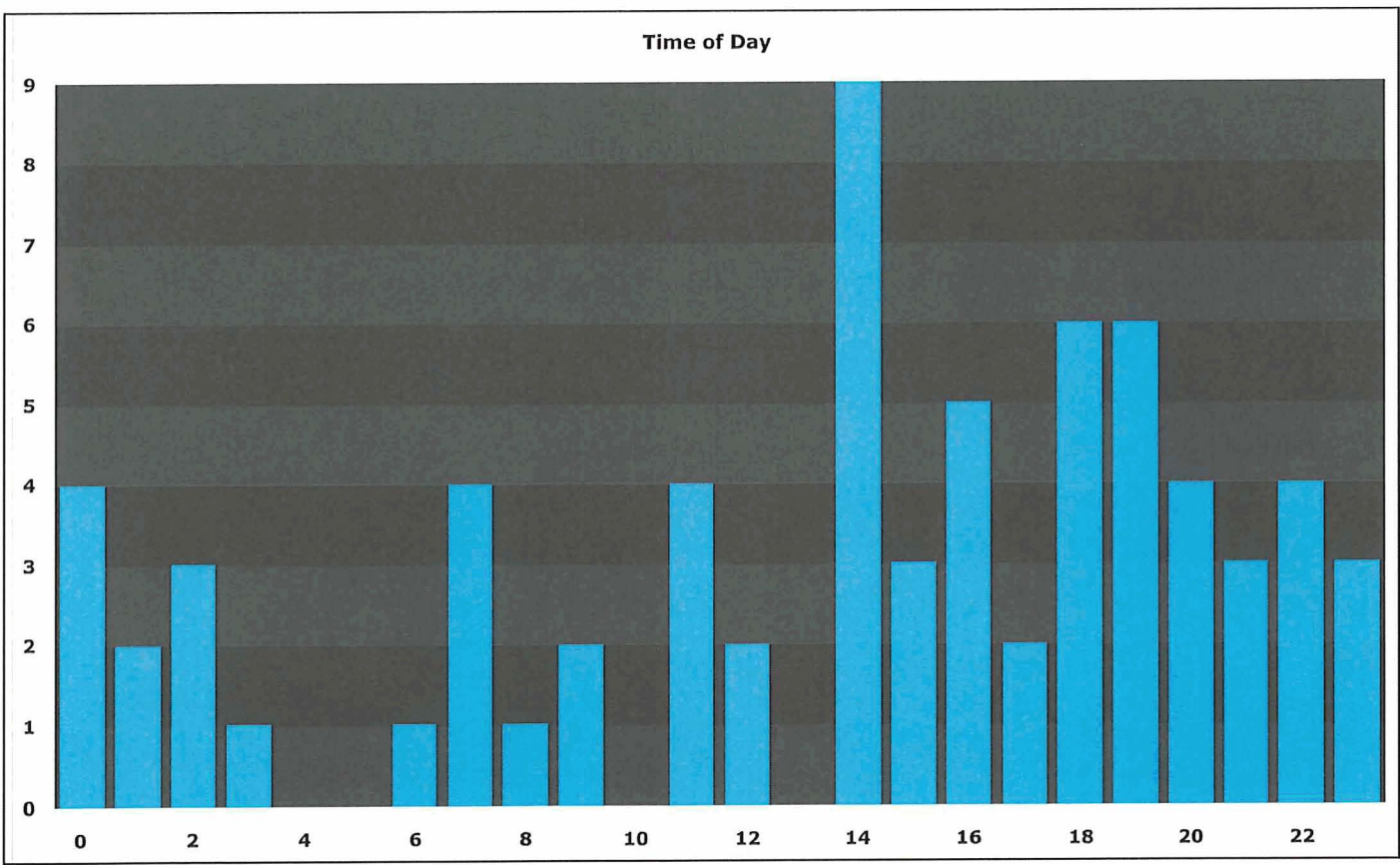
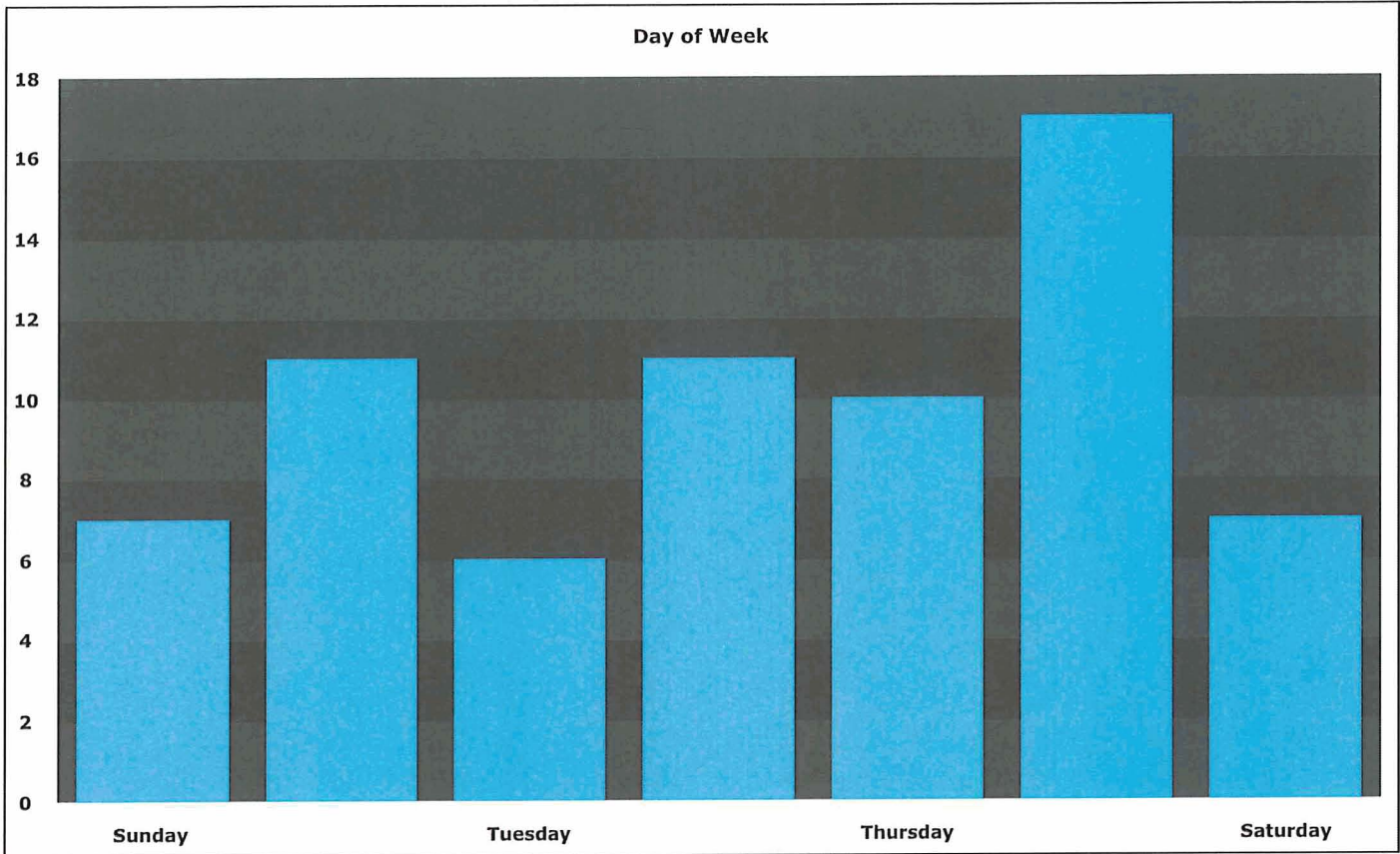
	1	SEX OFFENSES - CSC
	8	OTHER
	7	WARRANT
	21	SUSPICIOUS
	7	ACCIDENT
	2	ASSAULT - AGGRAVATED
	3	FAMILY OFFENSE
	5	CITATION
	1	LIQUOR LAW VIOLATION
	3	MISSING PERSON / RUNAWAY
	1	DRUG OFFENSES
	4	FRAUD
	3	ASSAULT - SIMPLE
	2	DAMAGE TO PROPERTY
	1	LARCENY - ALL OTHER

Incident Chart

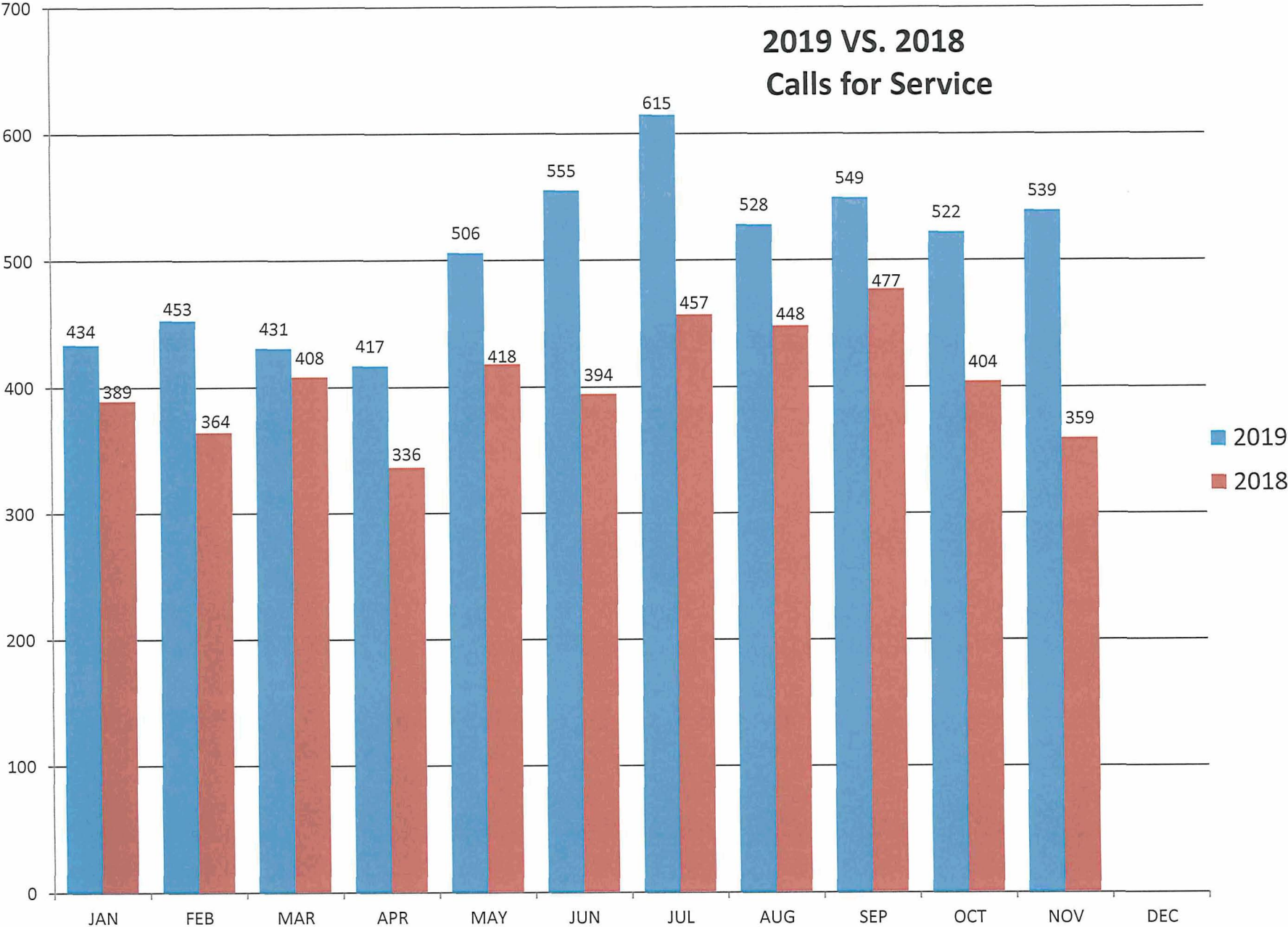


Legend

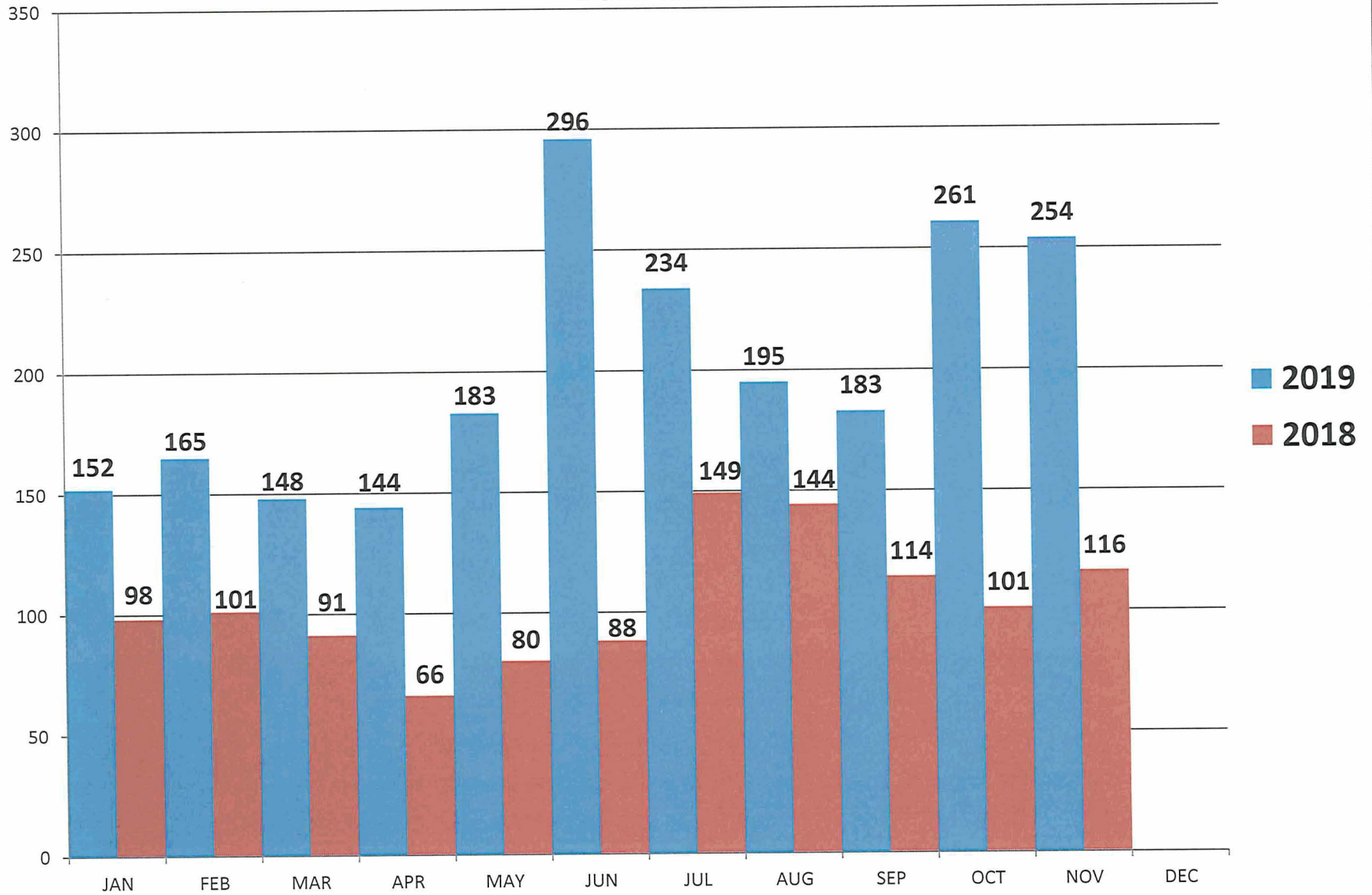
	1	SEX OFFENSES - CSC
	8	OTHER
	7	WARRANT
	21	SUSPICIOUS
	7	ACCIDENT
	2	ASSAULT - AGGRAVATED
	3	FAMILY OFFENSE
	5	CITATION
	1	LIQUOR LAW VIOLATION
	3	MISSING PERSON / RUNAWAY
	1	DRUG OFFENSES
	4	FRAUD
	3	ASSAULT - SIMPLE
	2	DAMAGE TO PROPERTY
	1	LARCENY - ALL OTHER



2019 VS. 2018 Calls for Service



NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2019 vs. 2018



TRAFFIC VIOLATIONS SUMMARY

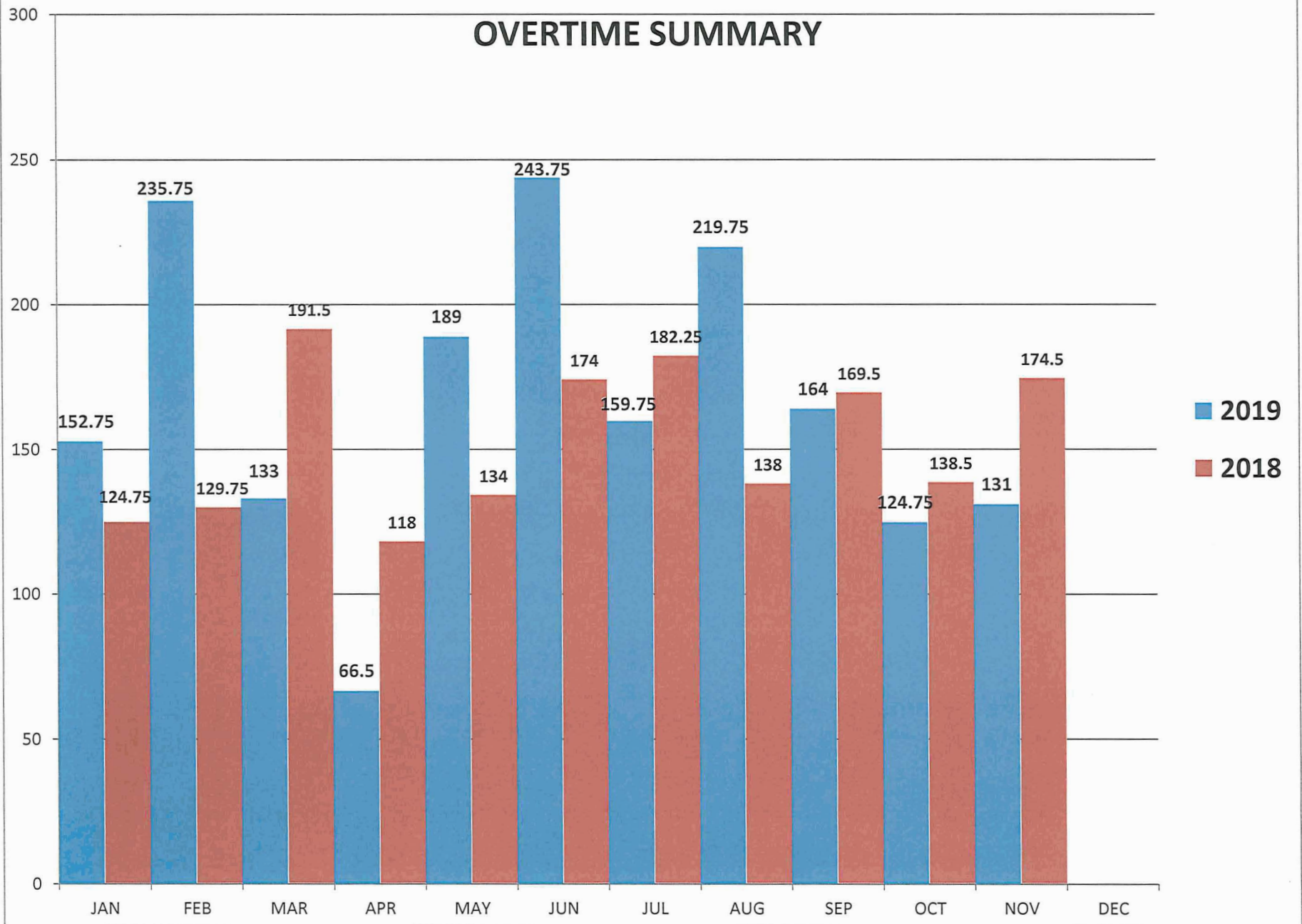
JANUARY 1, 2019 THROUGH DECEMBER 31, 2019													
2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	6	12	15	19	14	35	35	16	15	21	16		204
Hazardous	2	1	6	1	0	7	3	1	6	5	3		35
Non-Hazardous	4	6	12	3	8	39	15	11	2	19	20		139
Parking	0	0	0	0	0	0	0	0	0	1	0		1
Warning	140	144	112	117	159	215	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



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 station.
- 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 Blaszcak, 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.

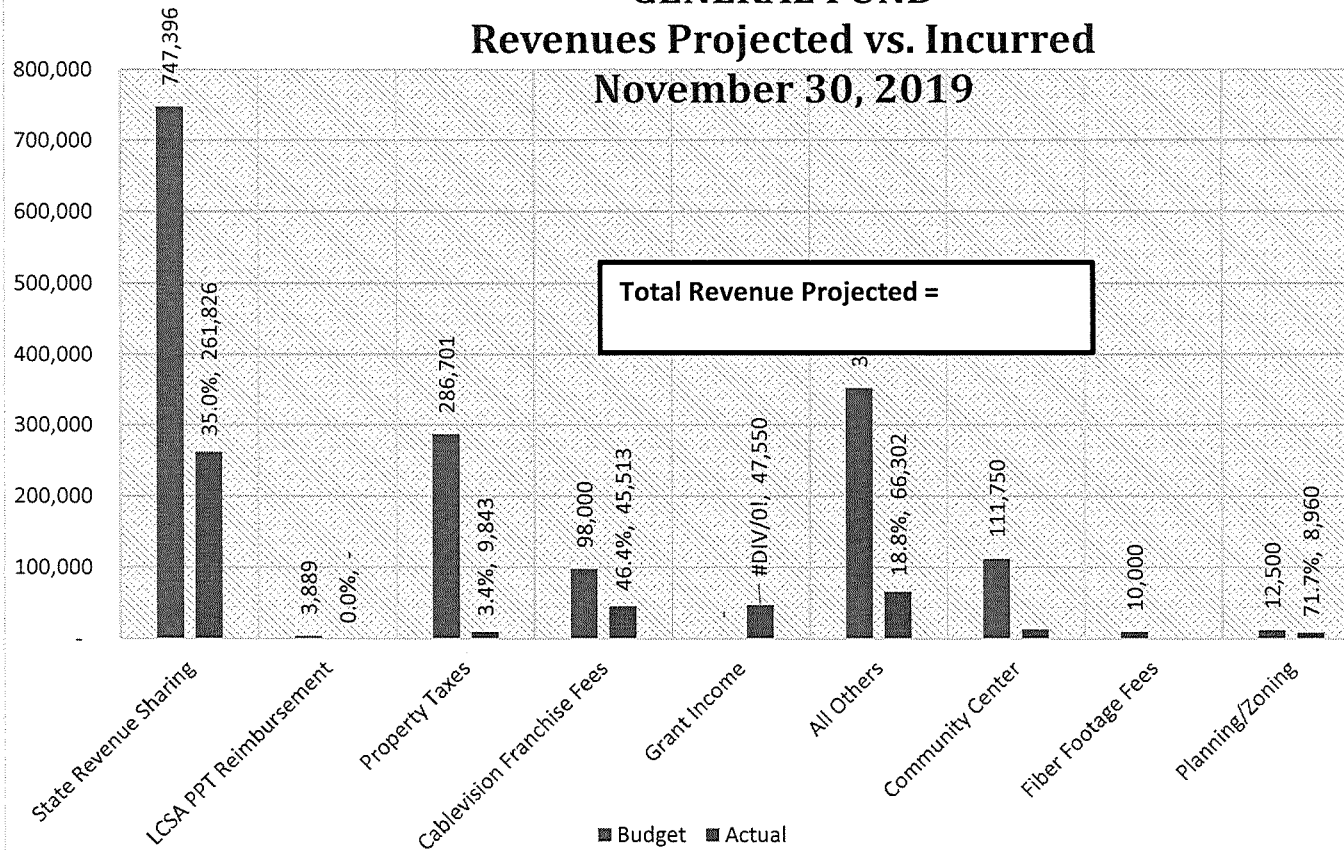
The property owner at 424 East Shore is continuing to work on the house and garage.

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

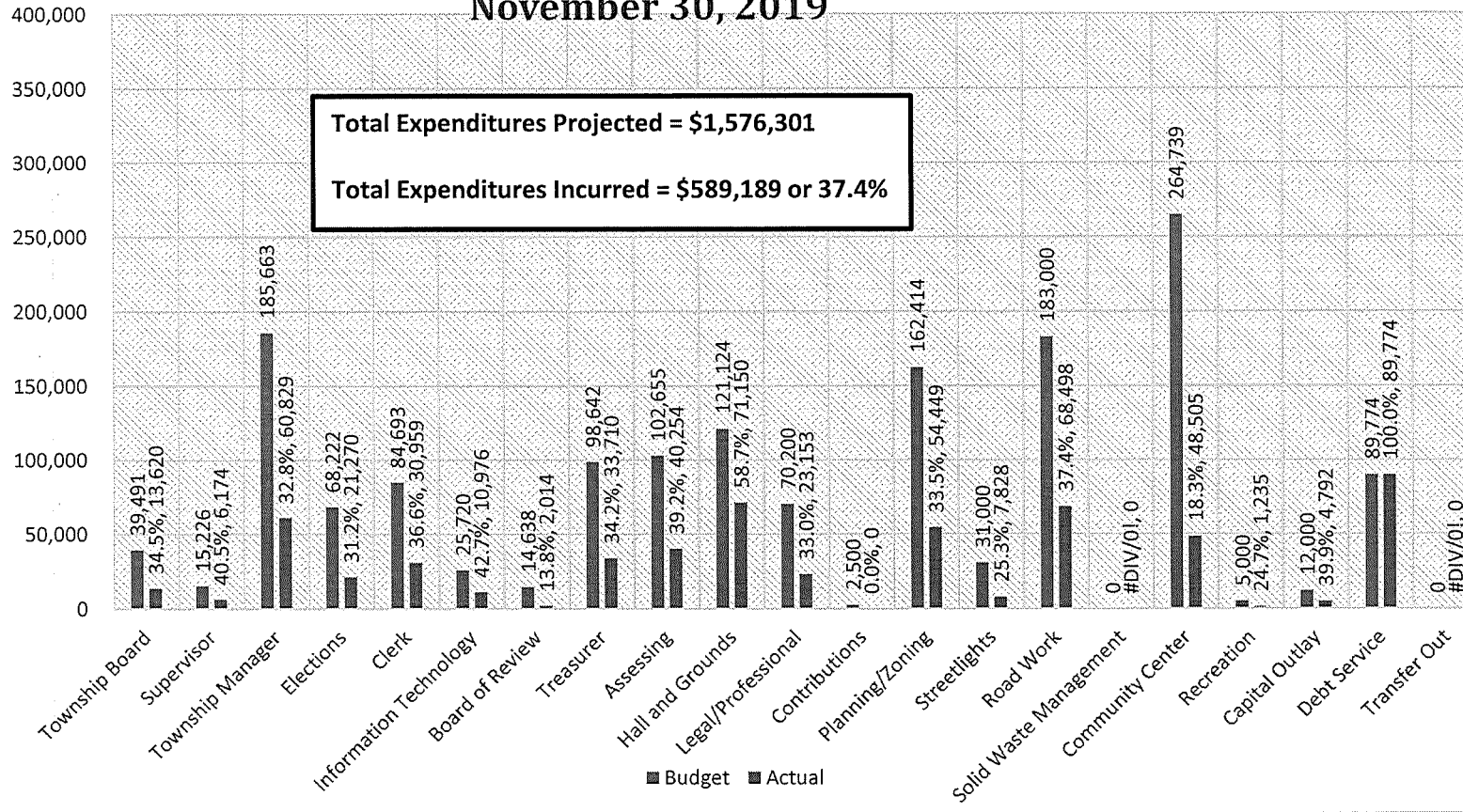
DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 AMENDED BUDGET
TOTAL REVENUES	1,298,501	1,387,068	1,603,114	1,443,816	1,622,068
TOTAL APPROPRIATIONS	1,245,166	2,201,219	1,246,574	1,360,345	1,576,701
NET OF REVENUES/APPROPRIATIONS - FUND 101	53,335	(814,151)	356,541	83,470	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

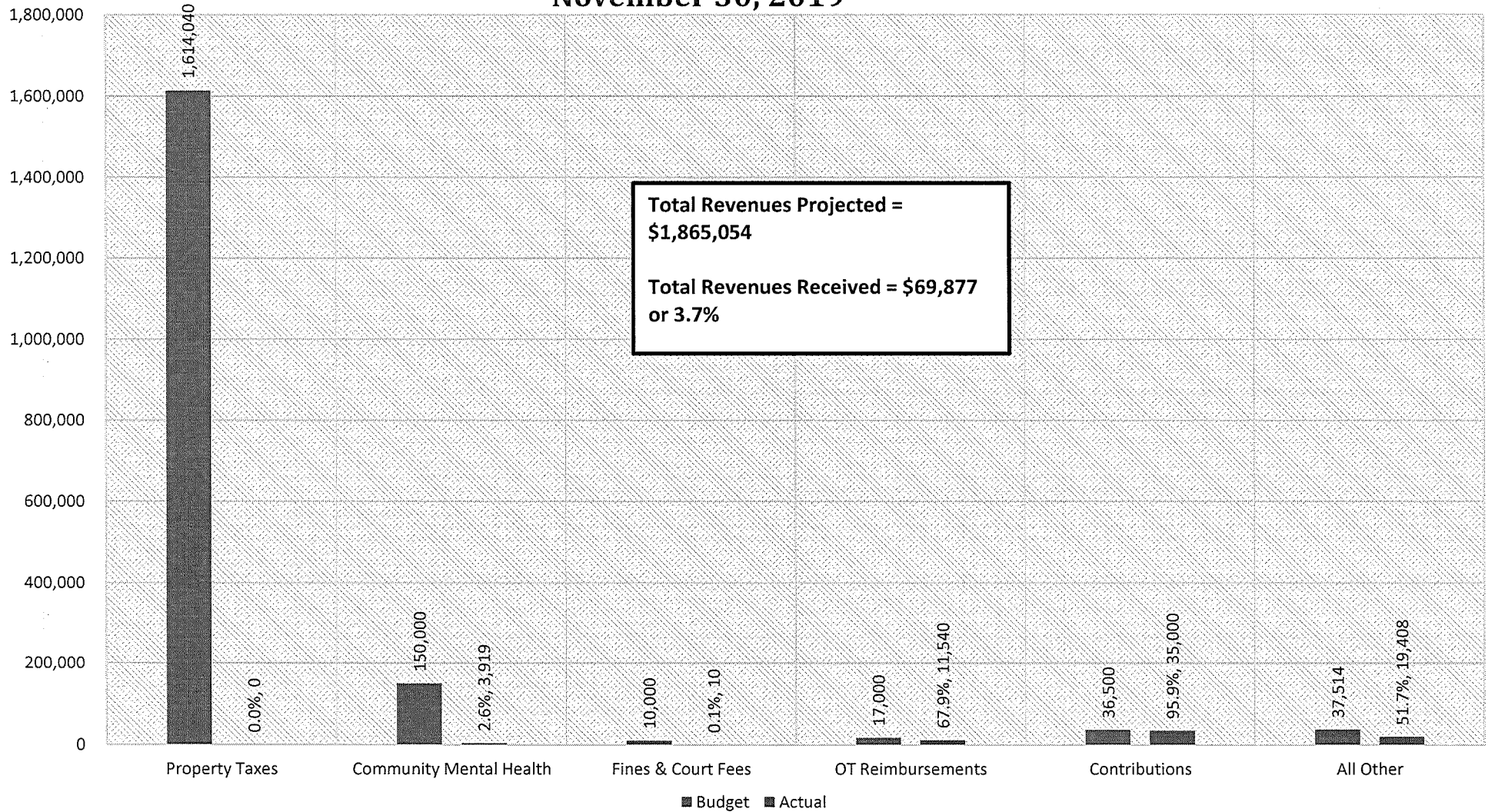
NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Incurred November 30, 2019



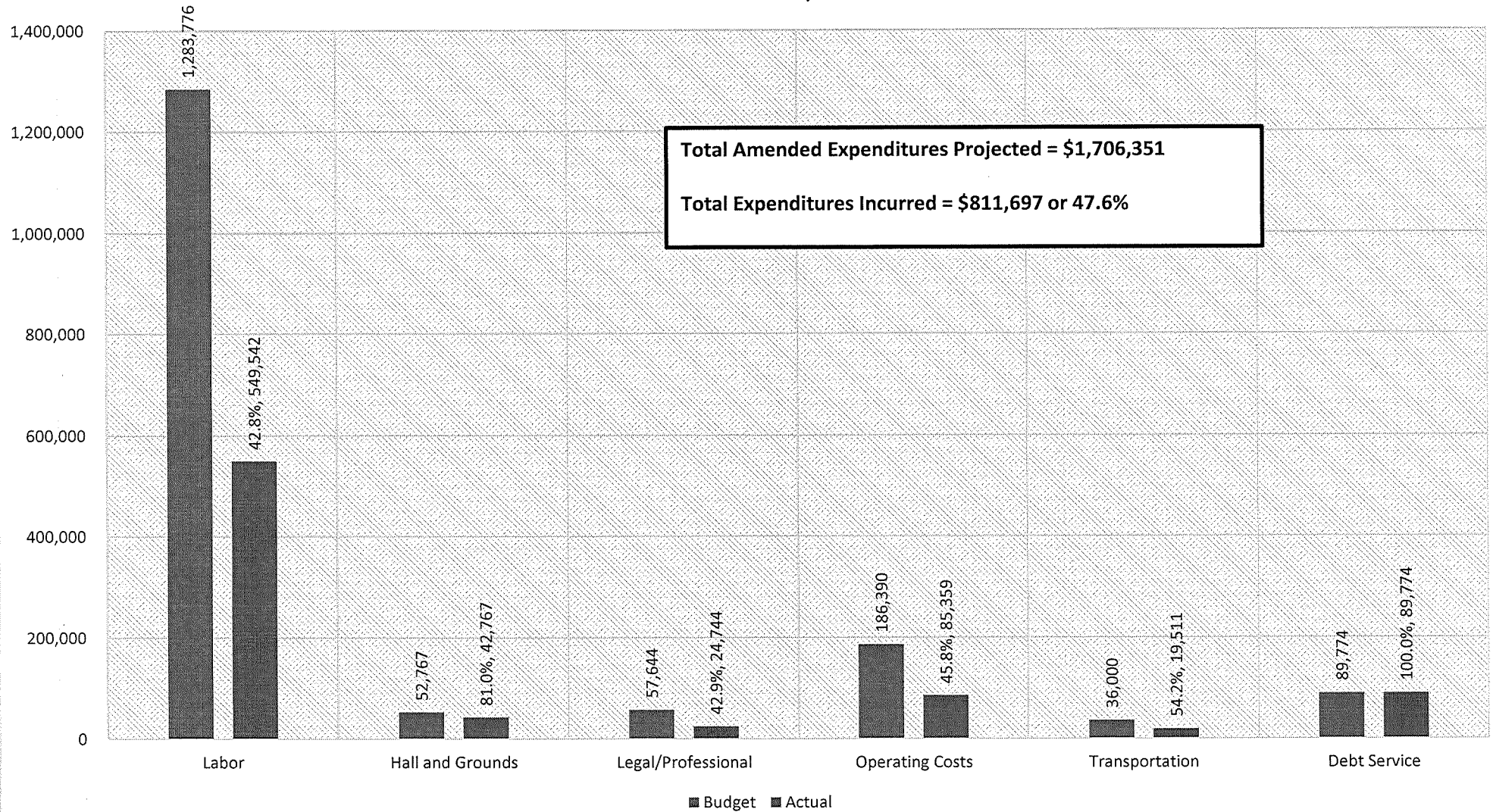
NORTHFIELD TOWNSHIP GENERAL FUND Expenditures Projected vs. Incurred November 30, 2019



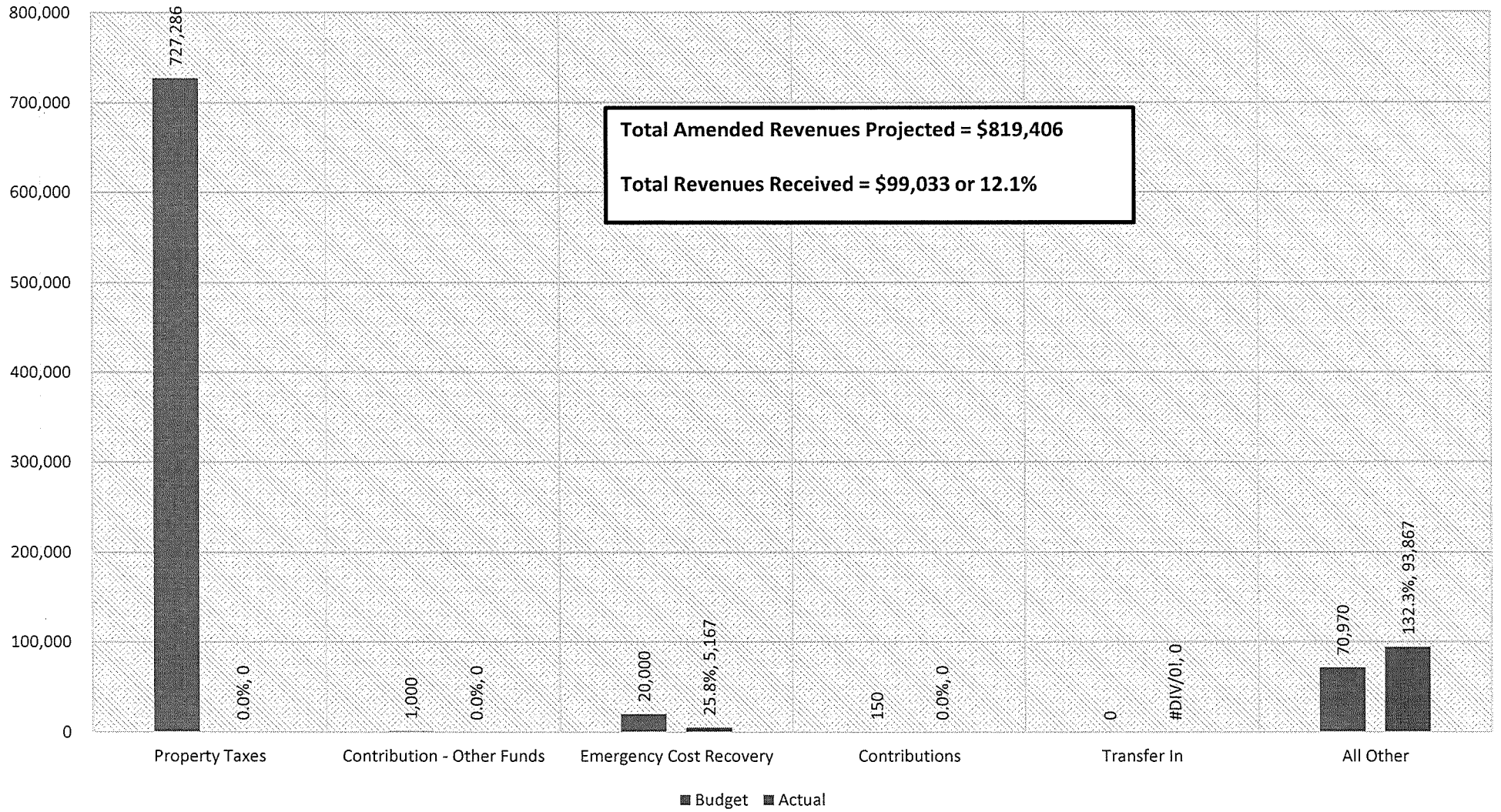
NORTHFIELD TOWNSHIP POLICE FUND Revenues Projected vs. Received November 30, 2019



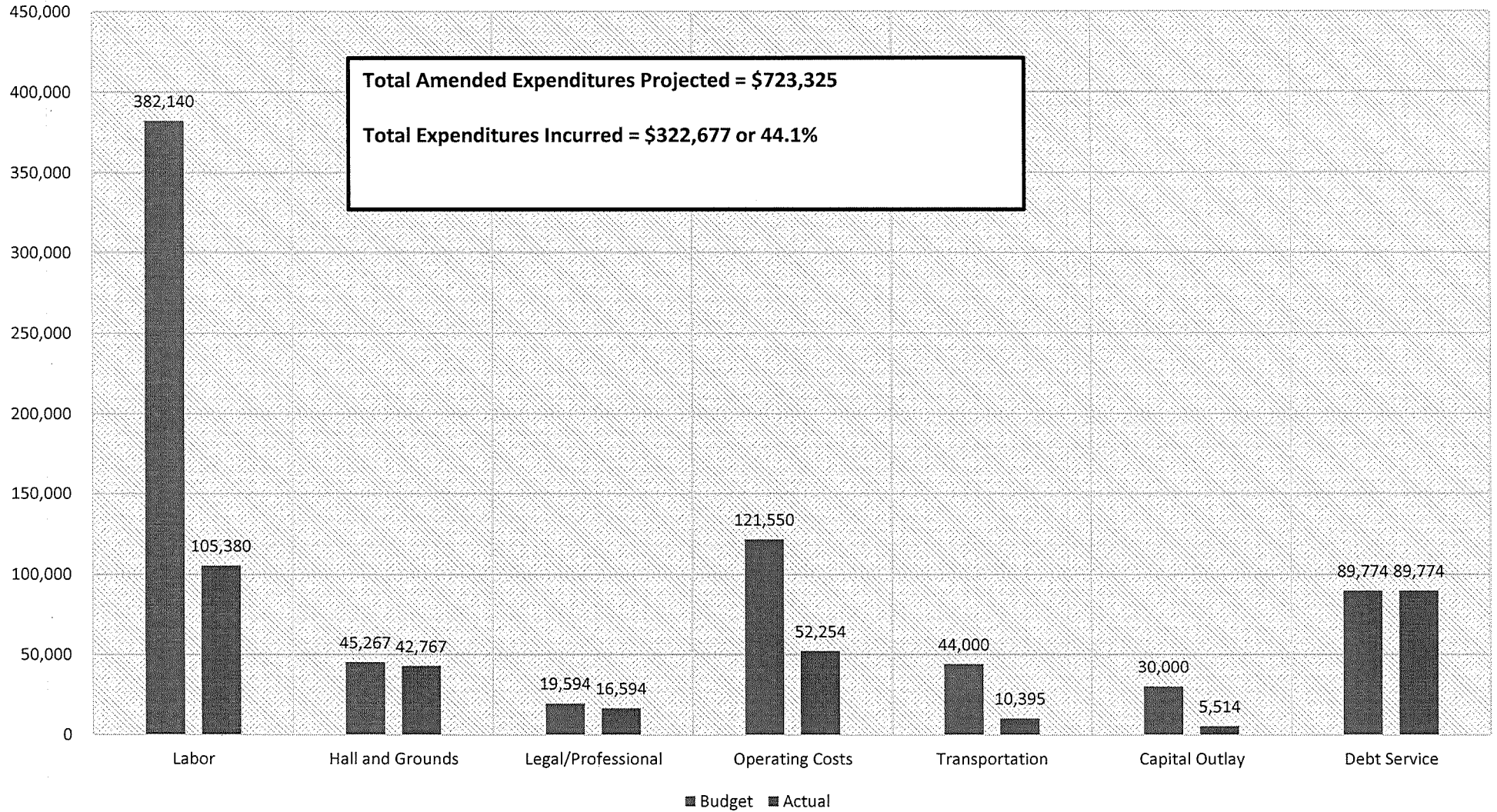
NORTHFIELD TOWNSHIP POLICE FUND Expenditures Projected vs. Incurred November 30, 2019



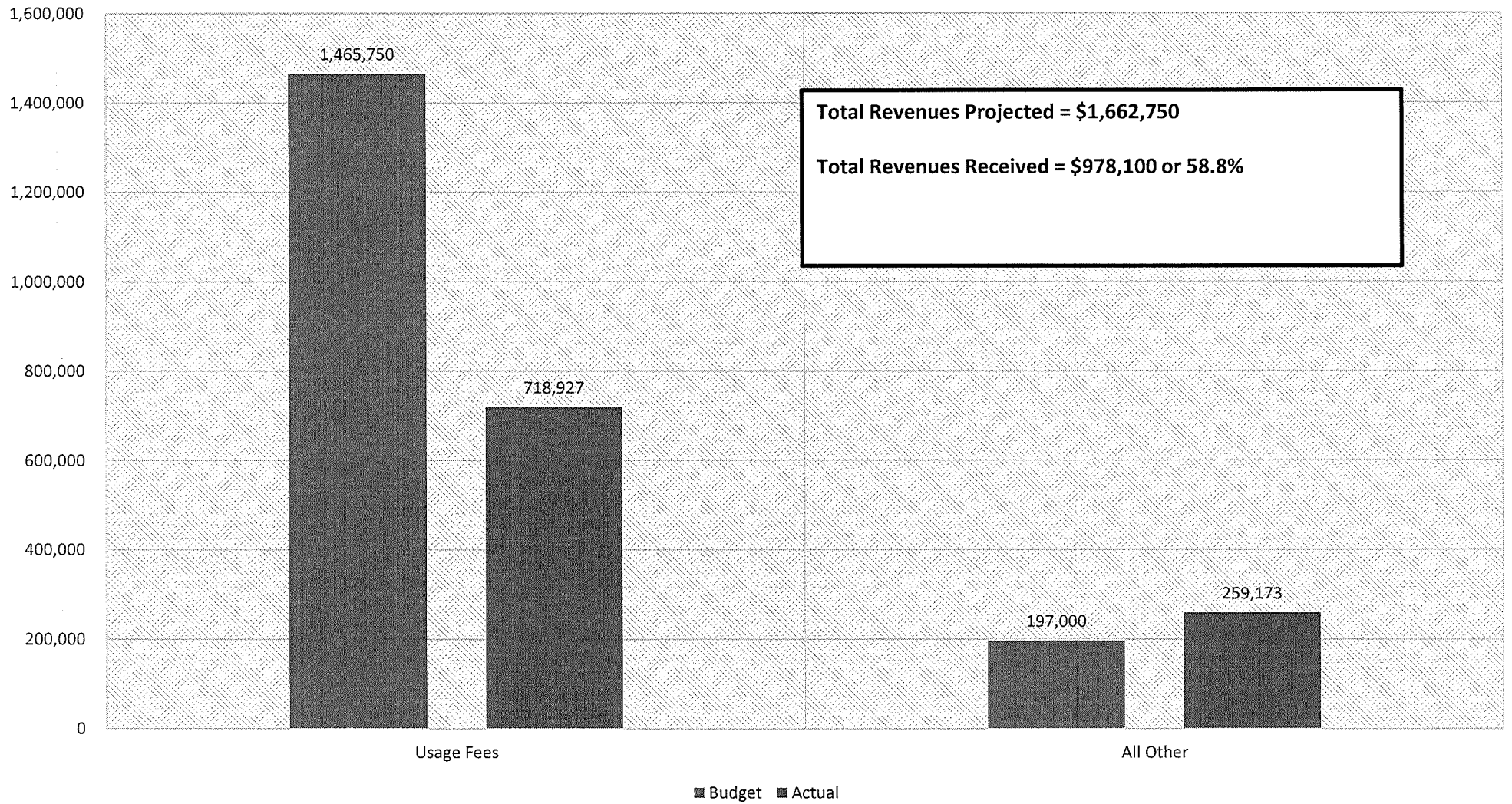
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Revenues Projected vs. Received November 30, 2019



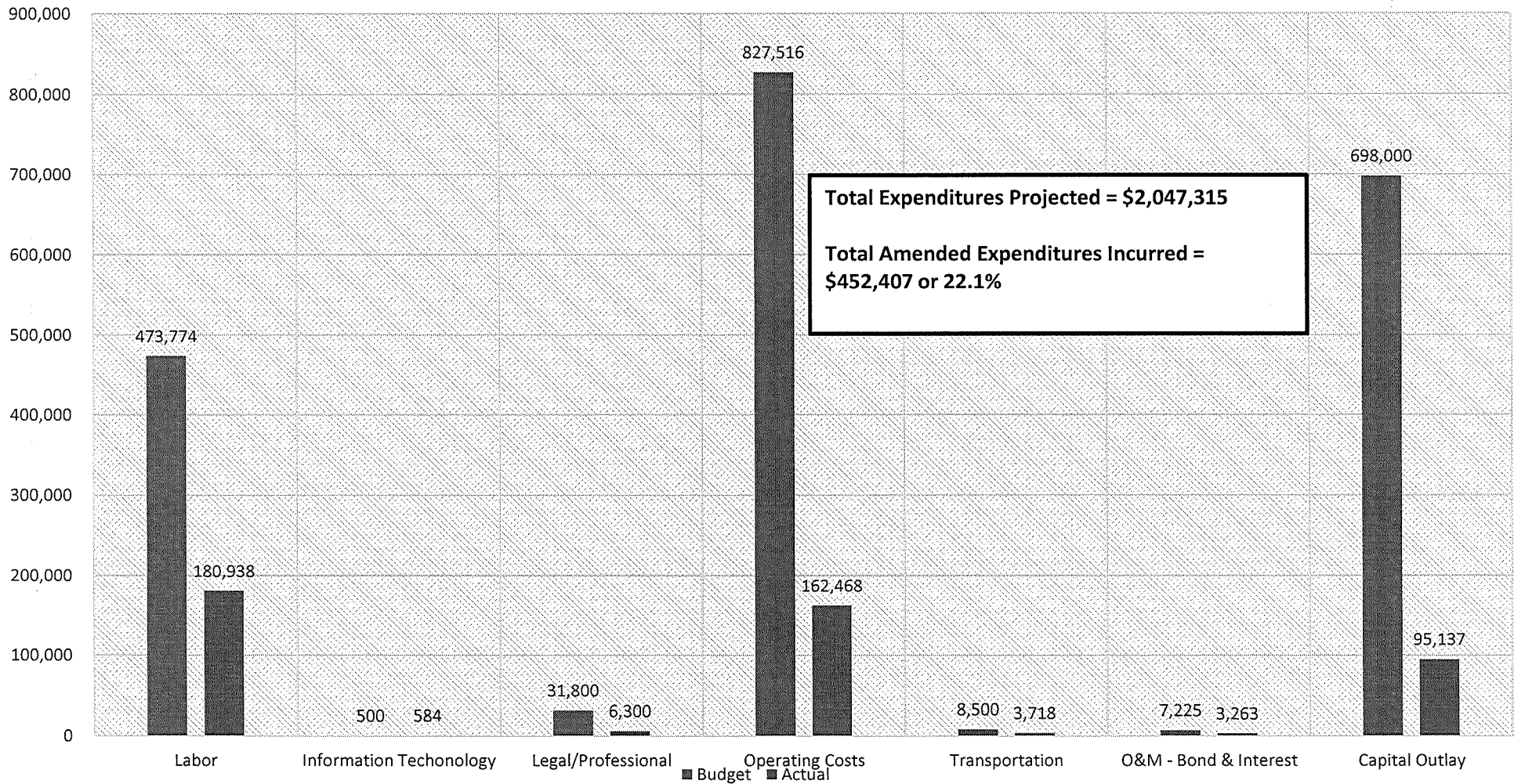
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Expenditures Projected vs. Incurred November 30, 2019



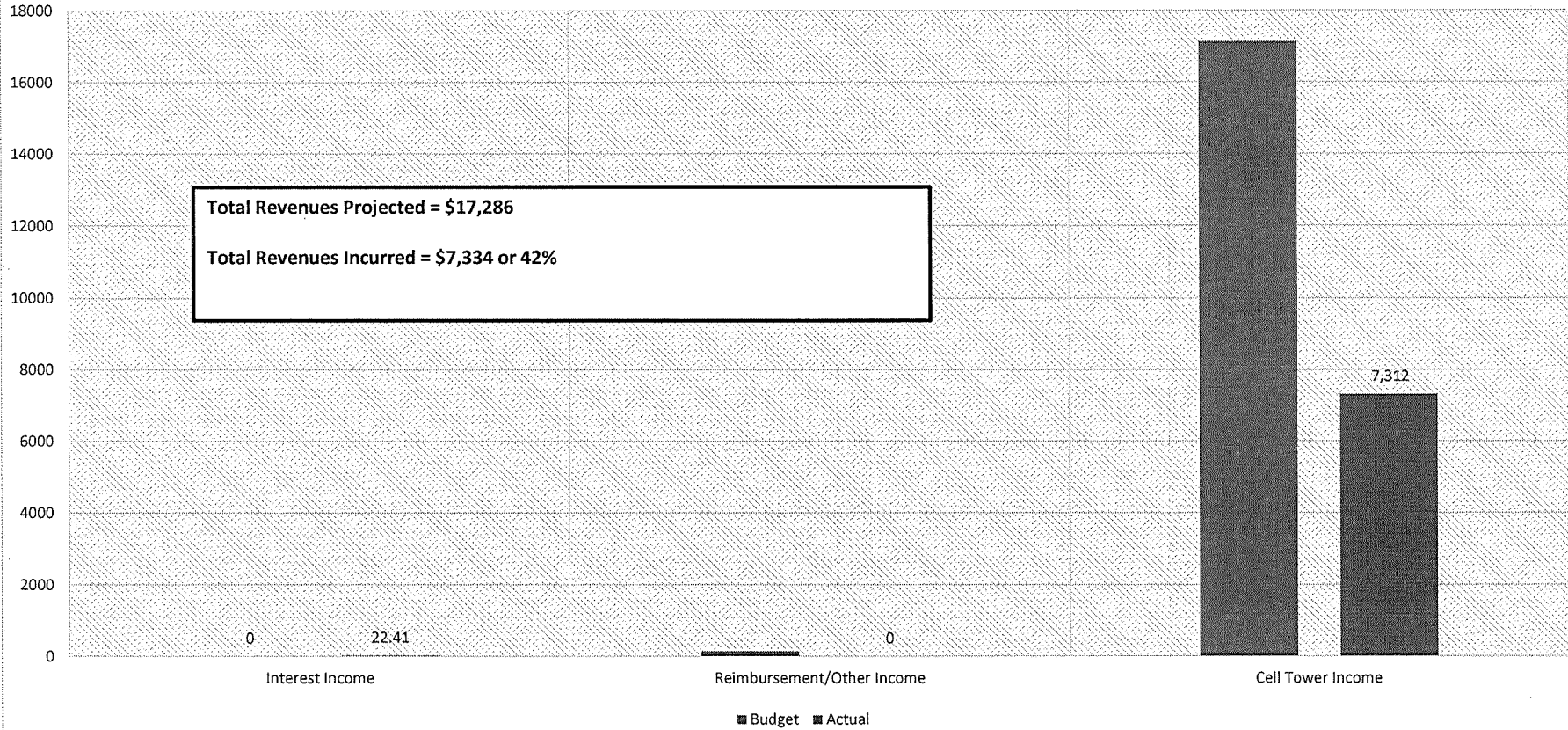
NORTHFIELD TOWNSHIP WWTP FUND Revenues Projected vs. Incurred November 30, 2019



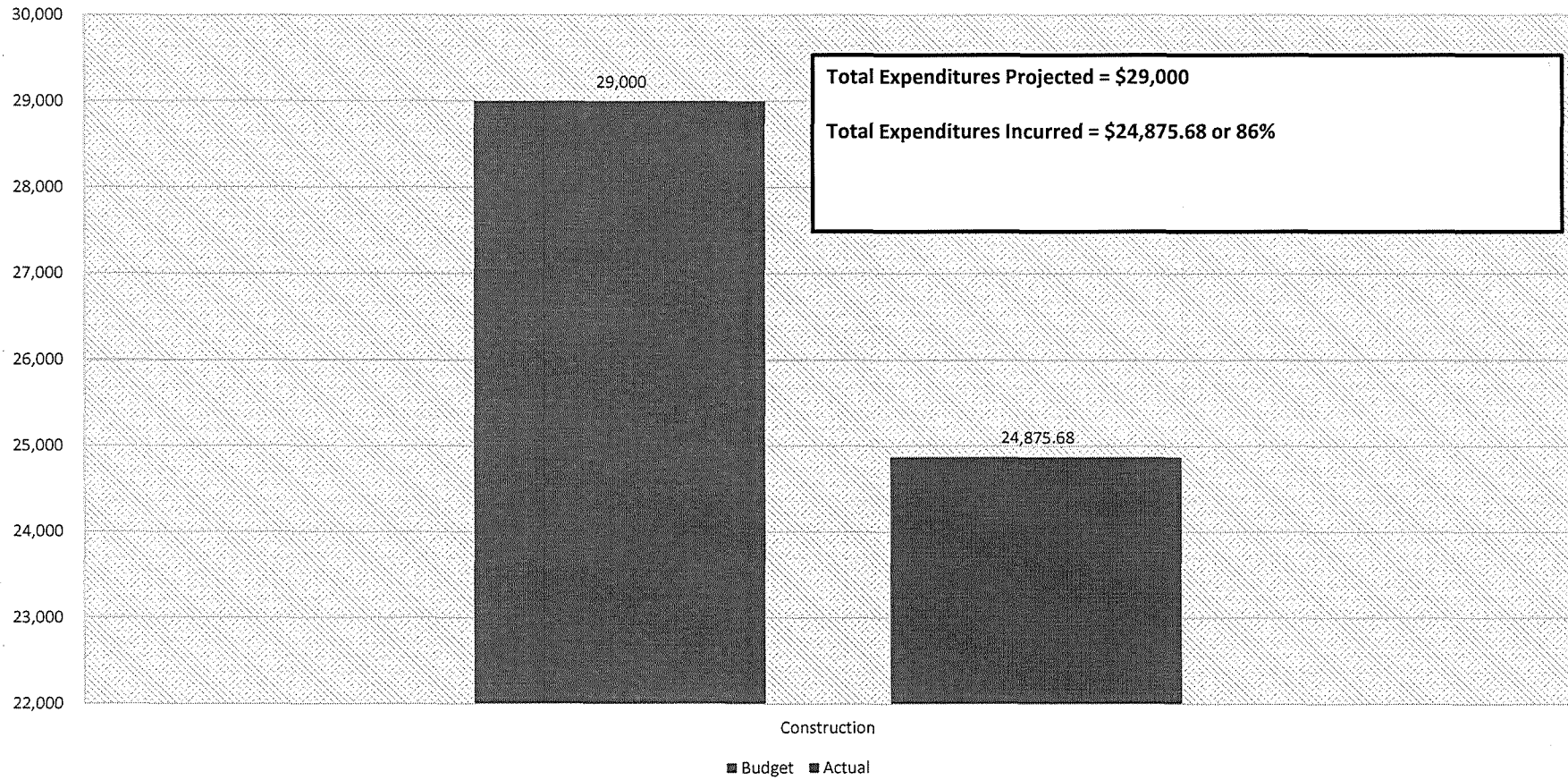
NORTHFIELD TOWNSHIP WWTP FUND Expenditures Projected vs. Incurred November 30, 2019



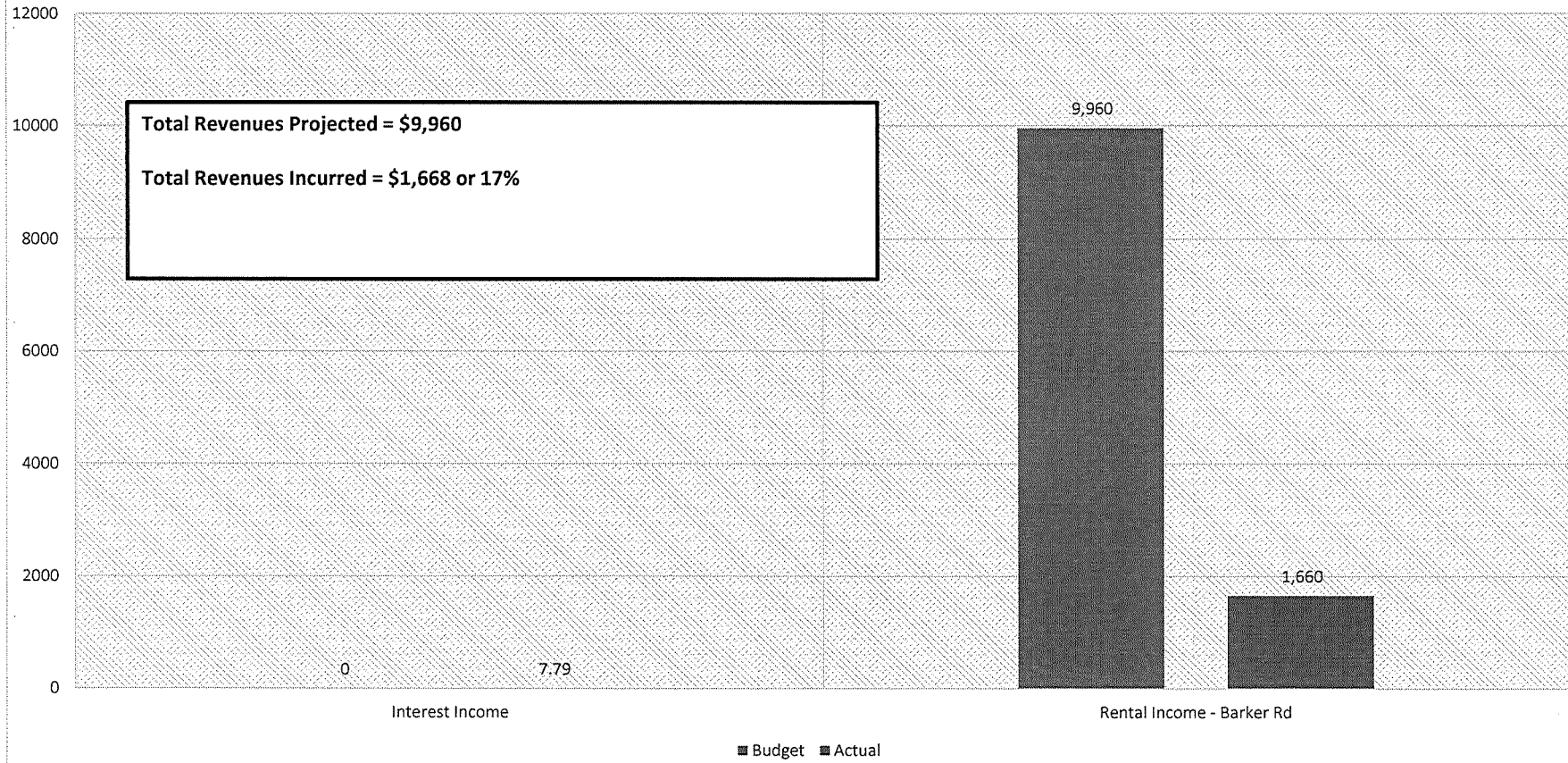
Northfield Township Fire Station # 2 Fund Revenues Projected vs. Incurred November 30, 2019



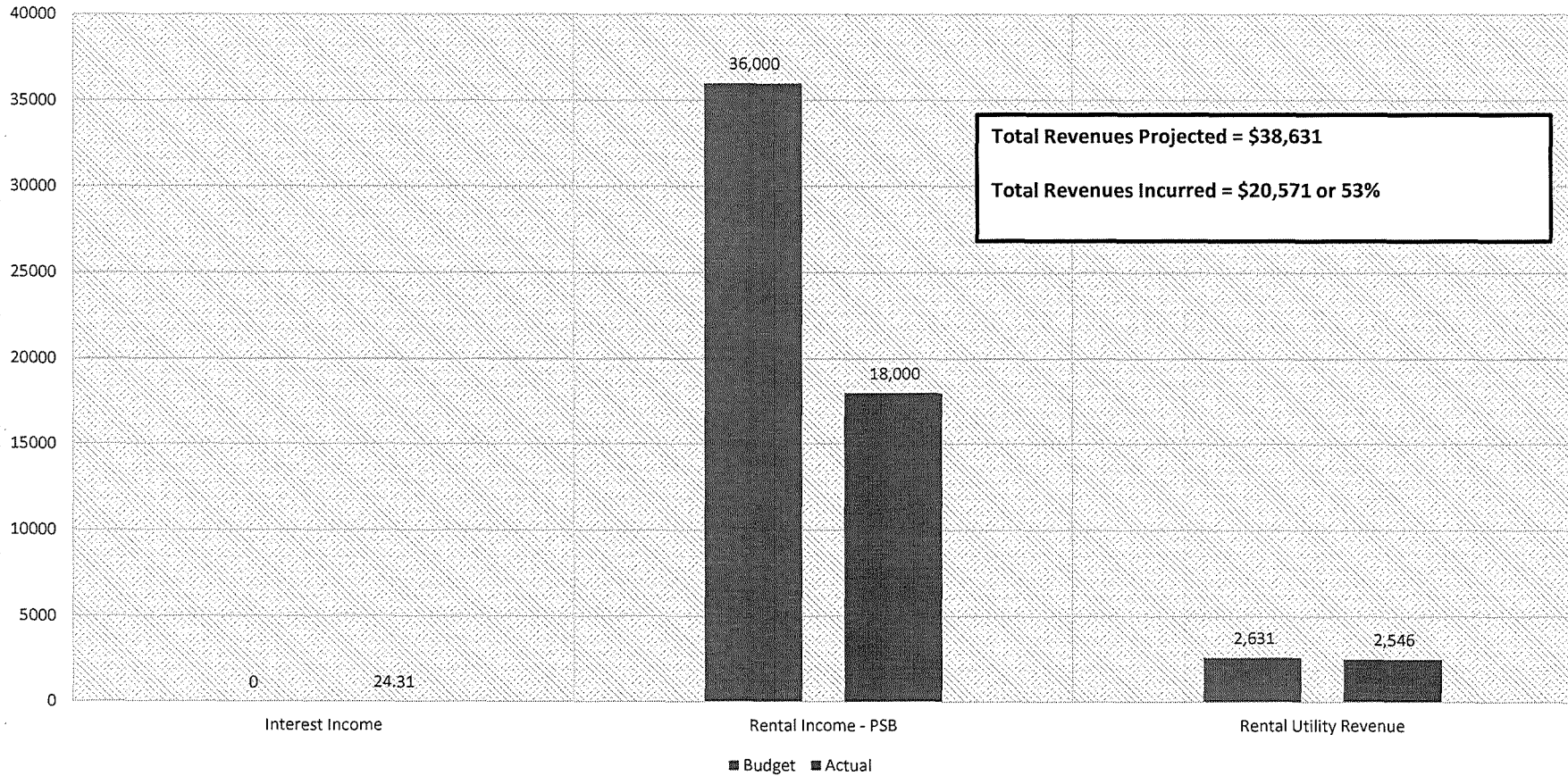
Northfield Township Fire Station #2 Fund Expenditures Projected vs. Incurred November 30, 2019



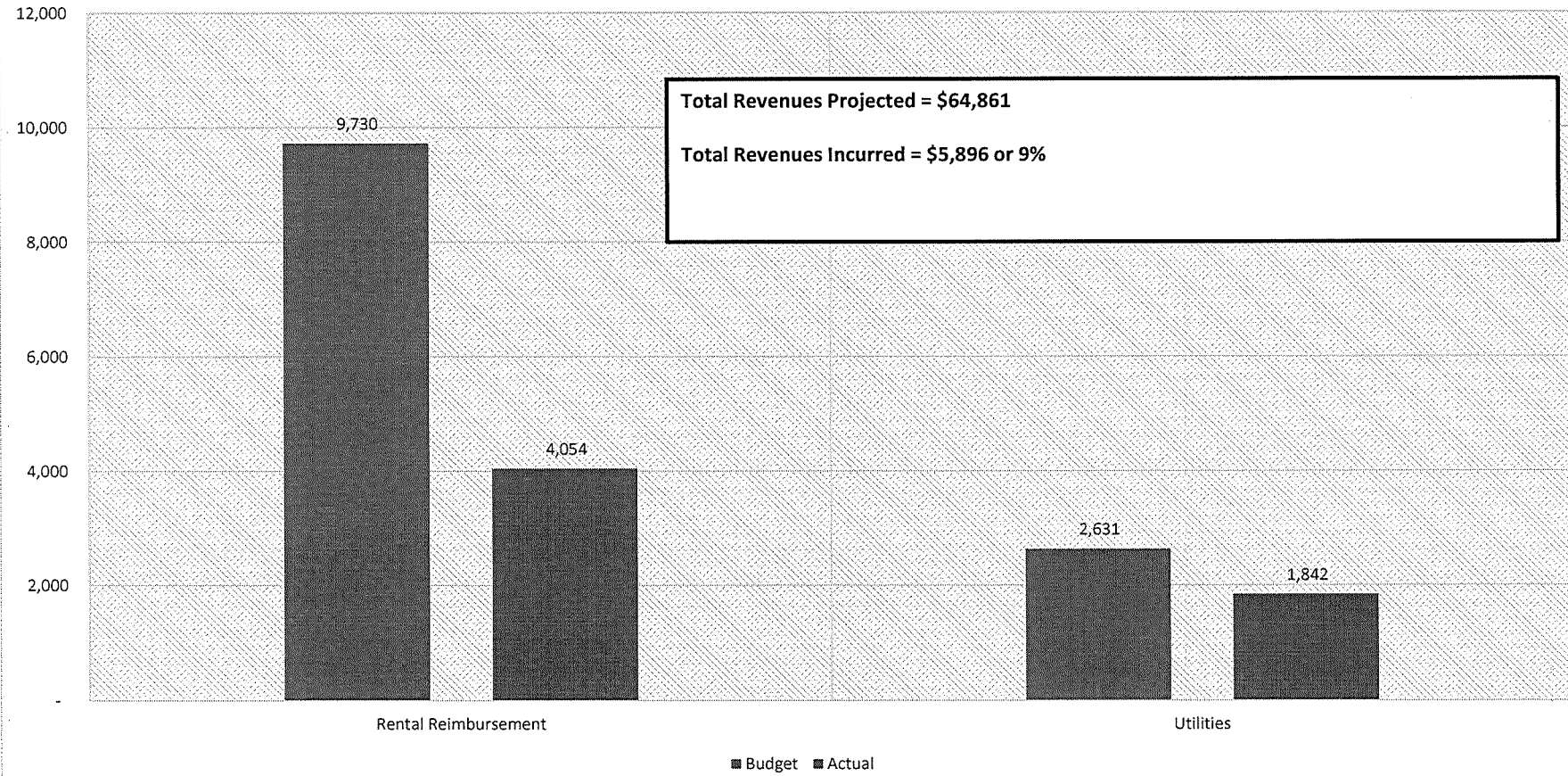
Northfield Township Barker Rd Rental Property Fund Revenues Projected vs. Incurred November 30, 2019



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



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%
	<u>1,622,068</u>	<u>453,366</u>	<u>27.9%</u>

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!
	<u>1,576,701</u>	<u>589,189</u>	<u>37.4%</u>

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%
	<u>1,865,054</u>	<u>69,877</u>	<u>3.7%</u>

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%
	<u>1,706,351</u>	<u>811,697</u>	<u>47.6%</u>

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%
	<u>819,406</u>	<u>99,033</u>	<u>12.1%</u>

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%
	<u>732,325</u>	<u>322,677</u>	<u>44.1%</u>

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%
	<u>1,662,750</u>	<u>978,100</u>	<u>58.8%</u>

Expenditures

	Budget	Actual	
Labor	473,774	180,938	38.2%

Information Technology	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%
	<u>2,047,315</u>	<u>452,407</u>	<u>22.1%</u>

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%
	<u>17,286</u>	<u>7,334</u>	<u>42%</u>

Expenditures

	Budget	Actual	
Grounds/Cleaning/Jan Svc	-	-	#DIV/0!
Utilities	-	-	#DIV/0!
Repairs & Maintenance	-	-	#DIV/0!
Construction	29,000	24,875.68	86%
	<u>29,000</u>	<u>24,875.68</u>	<u>1</u>

Barker Rd Rental Property Fund**Revenues**

	Budget	Actual	
Interest Income	0	7.79	#DIV/0!
Rental Income - Barker Rd	9,960	1,660	17%
	<u>9,960</u>	<u>1,668</u>	<u>17%</u>

Expenditures

	Budget	Actual	
Repairs & Maintenance	-	-	#DIV/0!
Other Professional Fees	-	-	#DIV/0!
	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>

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%
	<u>38,631</u>	<u>20,571</u>	<u>53%</u>

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%
	<u>64,861</u>	<u>5,896</u>	<u>9%</u>

User: YVETTE

PERIOD ENDING 11/30/2019

DB: Northfield

% 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

User: YVETTE

PERIOD ENDING 11/30/2019

DB: Northfield

% 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								
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

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PERIOD ENDING 11/30/2019

DB: Northfield

% 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								
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	4,000.00	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	718.10	511.46	772.00	50.28	358.01	413.99	46.37

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								
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

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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

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GL NUMBER	DESCRIPTION	ACTIVITY FOR			YTD BALANCE 11/30/2019	AVAILABLE BALANCE	% BDGT USED	
		2018-19 AMENDED BUDGET	END BALANCE 06/30/2019	2019-20 AMENDED BUDGET				MONTH 11/30/19
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 MAINTENANCE	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		

User: YVETTE
DB: Northfield

PERIOD ENDING 11/30/2019
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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 & PUBLI	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

PERIOD ENDING 11/30/2019
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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)		

User: YVETTE

PERIOD ENDING 11/30/2019

DB: Northfield

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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		

User: YVETTE

PERIOD ENDING 11/30/2019

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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		

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 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	GROUPS/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

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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		

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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		

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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		

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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		

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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		

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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		

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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

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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		

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
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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		

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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	% BDBG 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		

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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 DISPOSAL OF 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

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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		

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 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)		

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 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		

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PERIOD ENDING 11/30/2019

DB: Northfield

% 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		

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PERIOD ENDING 11/30/2019
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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								
TOTAL EXPENDITURES - ALL FUNDS								
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		

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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	

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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 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: 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 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: 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			<u>20,425.74</u>
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 DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
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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 DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
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Banks: MIF

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			<u>19,664.20</u>
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			<u>955.99</u>
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

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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				<u>355.07</u>
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				<u>41.00</u>
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				<u>865.03</u>
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				<u>322.20</u>
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

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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

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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

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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

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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

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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 SUPPLIES: 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

12/05/2019 03:25 PM

User: JEN
DB: Northfield

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: 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 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: 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 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: 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

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 DB: Northfield

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: 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				<u>208.05</u>
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				<u>877.98</u>
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				<u>28,536.01</u>
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				<u>50,451.70</u>

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

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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

12/05/2019 03:25 PM
User: JEN
DB: Northfield

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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				<u>67.14</u>
					Total for fund 571 WASTEWATER TREATMENT FUND			152,659.44

User: JEN
DB: Northfield

CHECK DATE FROM 11/13/2019 - 12/05/2019

Banks: MIF

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 0083748110919 0083771110719	CHARTER COMMUNICATIONS	PSB PHONE & INTERNET 11/1/19-11/30 BLDG DEPT PHONE, PSB PHONES & INTE PSB & OFFICE PHONES 11/7/19-12/6/1	850.000 850.000 850.000	301 301 301	174.97 234.94 119.97
				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 - ALL FUNDS				7,790.64 485,468.15

'*'-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	LEW GAL 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	LEW GAL SERVICE DEC 2019	6,605.00	
101-270-927.000	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEW GAL 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	

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 BOTH JOURNALIZED AND UNJOURNALIZED OPEN
 BANK CODE: MIF

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 MAINTINANCE	J & M LANDSCAPING	LAWN CARE SERVICES OCTOBER 2019	60.00	
101-753-931.000	PARK MAINTINANCE	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	LEW GAL 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	

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

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	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN CARE SERVICES OCTOBER 2019	50.00	
631-301-816.000	GROUND/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	

12/05/2019 03:25 PM
User: JEN
DB: Northfield

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

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	

12/05/2019 03:25 PM

User: JEN
DB: Northfield

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

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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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:	<u>55,571.42</u>
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**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.



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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

NORTH VILLAGE RFP SCORING MATRIX

Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>		Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score:</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>			<hr/> <hr/> <hr/> <hr/>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green</i> <i>Strongly Recommended: Red</i> <i>Encouraged: Yellow</i></p>	<p>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</p>		<hr/> <hr/> <hr/> <hr/>
	<p>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.</p>		<hr/> <hr/> <hr/> <hr/>
	<p>A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake.</p>		<hr/> <hr/> <hr/> <hr/>





	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.		



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



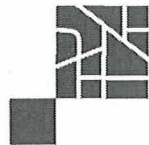


8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects.		<hr/> <hr/> <hr/>
9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. <i>Optional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

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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

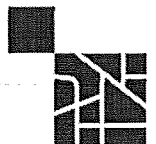
HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

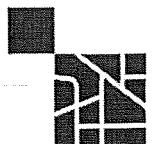
Communities for real life.

NORTH VILLAGE RFP SCORING MATRIX

Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>		Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score:</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>	<p>3, 5</p>		<hr/> <hr/> <hr/> <hr/>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green</i> <i>Strongly Recommended: Red</i> <i>Encouraged: Yellow</i></p>	<p>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</p>	<p>5, 5</p>	<hr/> <hr/> <hr/> <hr/>
	<p>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.</p>	<p>0, 5</p>	<hr/> <hr/> <hr/> <hr/>
	<p>A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake.</p>	<p>4, 4</p>	<hr/> <hr/> <hr/> <hr/>



	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	



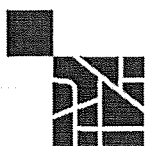
<p>3. Experience in developing projects with creative and innovative approaches.</p>	<p>5, 5</p>	<hr/> <hr/> <hr/>
<p>4. Experience of principals and team members.</p>	<p>5, 5</p>	<hr/> <hr/> <hr/>
<p>5. Evidence of financial capability and ability to finance project. Examples of similar project financing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



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

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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

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235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

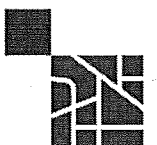
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NORTH VILLAGE RFP SCORING MATRIX

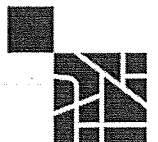
Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>		Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score.</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>	3, 5		<p>Livonia Builders rarely does a mixed use project</p> <hr/> <p>Brouwer has much experience with mixed use.</p> <hr/>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green</i> <i>Strongly Recommended: Red</i> <i>Encouraged: Yellow</i></p>	<p>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</p>	2, 5	<p>See above.</p> <hr/>
	<p>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.</p>	3, 5	<p>Both propose it, but only Brouwer plans to build it.</p> <hr/> <p>Livonia Builders claim to know a partner who could do it.</p> <hr/>
	<p>A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake.</p>	4, 4	<p>Pavilions could be altered in both plans.</p> <hr/>



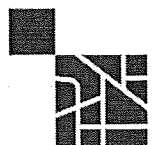
	<p>A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom.</p>	<p>4, 4</p>	<p>No mention of a restroom in either project.</p>
	<p>The circulation system should be restricted to the perimeters of the central open space and provide site access 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.</p>	<p>5, 5</p>	<p>Both projects are capable of this. The exit is not an option at this time.</p>
	<p>The four established woodland clusters shall be substantially preserved in the locating of site features and amenities.</p>	<p>1, 0</p>	<p>Livonia Builders may be able to save a couple of trees. Neither project can really accommodate this in order to build what they want.</p>
	<p>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.</p>	<p>2, 5</p>	<p>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.</p>
	<p>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.</p>	<p>2, 5</p>	<p>Livonia Builders pathway is not capable of doing this. Brouwer's pathway is more likely.</p>



	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.



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

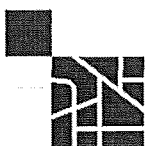


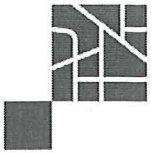
8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects.	5, 5	<hr/> <hr/> <hr/> <hr/>
9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. 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

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. Brouger**

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. Brouger (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

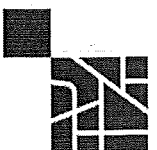
- Livonia Builders Score 75
- A. R. Brouwer Score 76

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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

NORTH VILLAGE RFP SCORING MATRIX

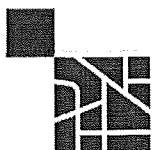
Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>		Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score:</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>	<p>5 L.B. 5</p>		<p>Both companies are good, Livonia Builders leans more towards residential, while Brouwer leans commercial.</p>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green Strongly Recommended: Red Encouraged: Yellow</i></p>	<p>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</p>	<p>5 L.B. 5</p>	<p>The 5 acres park requirement by the twp, up front near the water, will need to be met by any developer. LB had one larger green space designed. A.R. B had the park split in two sections originally.</p>
	<p>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.</p>	<p>0 L.B. not interested in commercial. 5 can offer commercial development.</p>	
	<p>A public stage / amphitheater on the north end of the site facing US 23 and</p>	<p>3 L.B. 3</p>	



	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 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 5	
	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-	5 5	



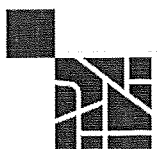
	of-way under US 23.		
	The passive recreation area should be usable for special event parking.	5 L.B. 5	
	Housing, of up to four stories, is encouraged to fill gaps between woodlands on the west edge of the site adjacent to US 23 to help create a sound barrier.		Neither offer has a wall of high rises 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. 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. 3	Livonia builders stressed that they would like to see the waterfront finished 1 st , 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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<p>3. Experience in developing projects with creative and innovative approaches.</p>	<p>5 L.B. 5</p>	<p>Again LB displays creativity regarding residential <u>Brouwer shows creativity regarding commercial projects</u></p>
<p>4. Experience of principals and team members.</p>	<p>5 L.B. 5</p>	<hr/> <hr/> <hr/> <hr/>
<p>5. Evidence of financial capability and ability to finance project. Examples of similar project financing experience strongly encouraged.</p>	<p>5 L.B. 5</p>	<hr/> <hr/> <hr/> <hr/>
<p>6. Demonstrated ability to deliver high quality projects on an established timeline.</p>	<p>5 L.B. 5</p>	<hr/> <hr/> <hr/> <hr/>
<p>7. Demonstrated ability to enter into a public / private partnership.</p>		<hr/> <hr/> <hr/> <hr/>
	<p>5 L.B.</p>	



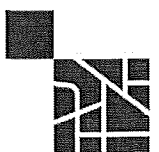
8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects.	5	<hr/> <hr/> <hr/> <hr/>
9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. <i>Optional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

TOTAL SCORE (Out of 100 possible points): _____

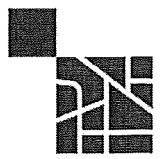
Additional Notes to Share with Reviewers:

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 appearance 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.



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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 SECCHI ST

- 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. <i>Note: Points are available for each stated design objective.</i>	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	5
7. Demonstrated ability to enter into a public / private partnership.	5	5	5
8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects.	5	5	5
9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5	X	90 80
Total possible out of 100	105		

HEADQUARTERS
 235 East Main Street
 Suite 105
 Northville, Michigan 48167

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 F 248.596.0930
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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 Aynes, 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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

NORTH VILLAGE RFP SCORING MATRIX

Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>		Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score:</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>	5		<p><i>Substantial experience - Broad experience by Project Team</i></p>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green Strongly Recommended: Red Encouraged: Yellow</i></p>	<p>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</p>	5	<p><i>shown on plan</i></p>
	<p>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.</p>	5	<p><i>Mixed use Buildings shown on two locations on Main St.</i></p>
	<p>A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake.</p>	3	<p><i>Not well placed for visibility and max use</i></p>



	A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom.	3	2 pavilions 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 Main St 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 design
	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



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



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. <i>Optional Bonus Points (1-5)</i>	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 Aynes, 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. <i>Note: Points are available for each stated design objective.</i>	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. <i>Note: evaluators may optionally award 5 bonus points with justification notes provided.</i>	5
Total possible out of 100	105

NORTH VILLAGE RFP SCORING MATRIX

Evaluation Criteria:	Qualitative Score 1 to 5: <i>1 is lowest and 5 highest, or best.</i>	Notes: <i>Please provide any notes to share with evaluators on your rezoning for your score:</i>
<p>1. Demonstrated development experience by the applicant in completing mixed-use projects and/or projects of a similar nature to that which is proposed.</p>	<p>5</p>	<p><i>See lists of prior projects & assets</i></p>
<p>2. Compatibility and appropriateness of the proposed project scope and design in relation to the Township's stated goals.</p> <p><i>Please rank how well you believe the proposal addresses each of the stated design objectives.</i></p> <p><i>Required: Green</i> <i>Strongly Recommended: Red</i> <i>Encouraged: Yellow</i></p>	<p>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</p>	<p>5</p> <p><i>Open to larger area about 5AC±</i></p>
	<p>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.</p>	<p>1</p> <p><i>No interest in Bus. mixed use along Main St.</i></p>
	<p>A public stage / amphitheater on the north end of the site facing US 23 and sited to complement views of the lake.</p>	<p>4</p> <p><i>Picnic Pavilion still beneficial</i></p>



	A central passive recreation area / field, corresponding to the existing glen with a pavilion structure and restroom.	5	Shows pavilion 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 3 on Main St. 2 of Main St. side are entrances to serving roads to project 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 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 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 parcel
	A community garden and farmers market event spaces should be integrated into the site design.	3	Open to discussion/locations



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



8. References – include up to three public agency references from communities or school districts where developer has successfully completed projects.	5	Provided none <hr/> <hr/> <hr/> <hr/>
9. Any other criteria deemed important by the Township as important to evaluation of proposals, in its sole discretion. <i>Optional Bonus Points (1-5)</i>	4	<hr/> <hr/> <hr/> <hr/>

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, rated lower on these items, but this could increase substantially 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%	
Implied 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	
Entrepreneurial profit		130.00%	130.00%	
Northfield Twp. Acquisition in 2016		\$329,000		
		\$11,544	per acre	

VacantLand Full Large w/Prop Hist & Rollouts

MLS# 219053323
Land

1.9 Jennings Road, Northfield Twp, Michigan 48189
Active

List Price: \$184,900



Property Information

Location Information

Acreage: **1.9** List \$/Acre: **\$97,315.79**
 Lot Dimen: **239x247x427x311**
 Road Frt Feet: **239**
 Mineral Rights: **No**
 Survey: **No**
 Units/Acre: **Multi-Family**
 Zoning: **whitmore lake exit, south on main st to Jennings(right) west of Main st**
 Directions: **whitmore lake exit, south on main st to Jennings(right) west of Main st**

County: **Washtenaw**
 Township: **Northfield Twp**
 Mailing City: **Whitmore Lake**
 MLS Area: **04041 - Northfield Twp**
 School District: **Whitmore Lake**
 Location: **s of town / e of US-23**

Listing Information

Listing Type: **ERTS** Level of Srvc: **FS** Trans Type: **Sale** List Date: **06/05/2019**
 Srvc 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**
 Contact: **DINA SABUDA**
 Listing Office: **Rock Realty LLC**
 Listing Agent: **DINA E SABUDA**
 Comp Arrange:
 Contact Phone: **7342169467**
 List Office Phone: **(734) 498-7625**
 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](#)

10/20/20

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
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Other Recordings

Obligee	Obligor	Record Date	Doc Date	Amount	Doc Type	Liber/Page
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Characteristics

1 Porch/Dimensions: / Storm Sewer:
Irregular: Acres: 1.90



☆ B -02-08-250-005



MATTHEWS, IRA
Address: JENNINGS RD
Assessed Value: \$90,700.00

[Detailed parcel info](#)
[View in Google Maps](#)

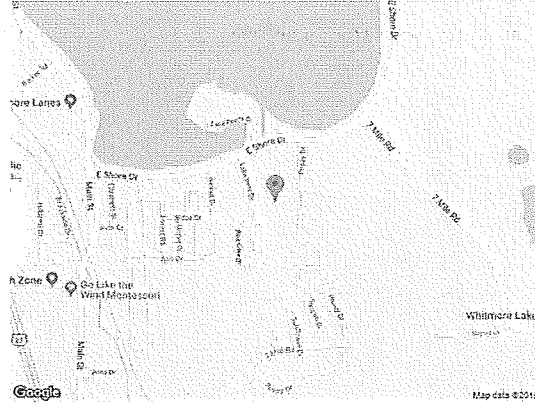
[Add to Results](#) | [View Additional Details](#) | [Run a Report](#)



MLS# 219007475
Land

260 E SHORE Drive, Northfield Twp, Michigan 48189-9442
Active

List Price: \$975,000



Property Information

Location Information

Acres: **16.86** List \$/Acre: **\$57,829.18**
 Lot Dimen: **193 X 1753 X 1732 X 400**
 Road Frt Feet: **193** Water Frt Ft: **100**
 Mineral Rights: Irrigation:
 Survey: **Yes** Perk:
 Units/Acre: SqFt Min Lot:
 Zoning: **Residential**
 Directions: **US-23 TO 8 MILE TO MAIN TO E SHORE DRIVE**

County: **Washtenaw**
 Township: **Northfield Twp**
 Mailing City: **Whitmore Lake**
 MLS Area: **04041 - Northfield Twp**
 School District: **Whitmore Lake**
 Location: **S of 8 MILE / E of US-23**

Listing Information

Listing Type: **ERTS** Level of Svc: **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**
 Contact: **DAN MULVIHILL**
 Listing Office: **Real Estate One-Brighton**
 Listing Agent: **DAN MULVIHILL**

Comp Arrange:
 Contact Phone: **810-227-8551**
 List Office Phone: **(810) 227-5005**
 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**
 Improvemnts:
 Water Facilities: **Lake Front**
 Soil Type:

Sewer: **Sewer at Street**
 Road Frontage: **Paved**
 Water Features: **All Sports Lake**
 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

Division: 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 OF SEC 5, T15-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

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
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Other Recordings

Obligee	Obligor	Record Date	Doc Date	Amount	Doc Type	Liber/Page
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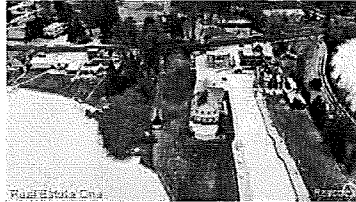
Characteristics

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



new_aero_20190121_dji_0647.jpg



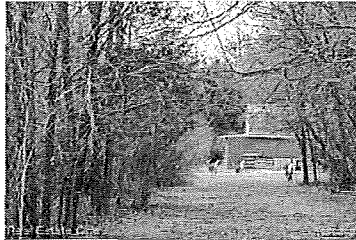
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new_aero_20190121_dji_0674.jpg



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57_71.jpg



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59_73.jpg



60_74.jpg



51_22.jpg



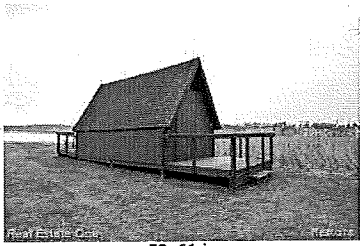
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53_61.jpg



63_63.jpg



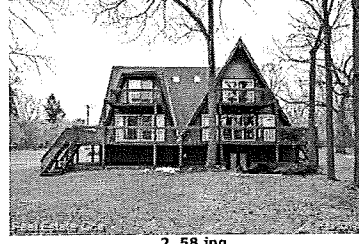
50_13.jpg



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](#)



B-5-NE

☆ B-02-05-403-002



THALACKER BRENDA

Address: EAST SHORE DR

Assessed Value: \$96,500.00

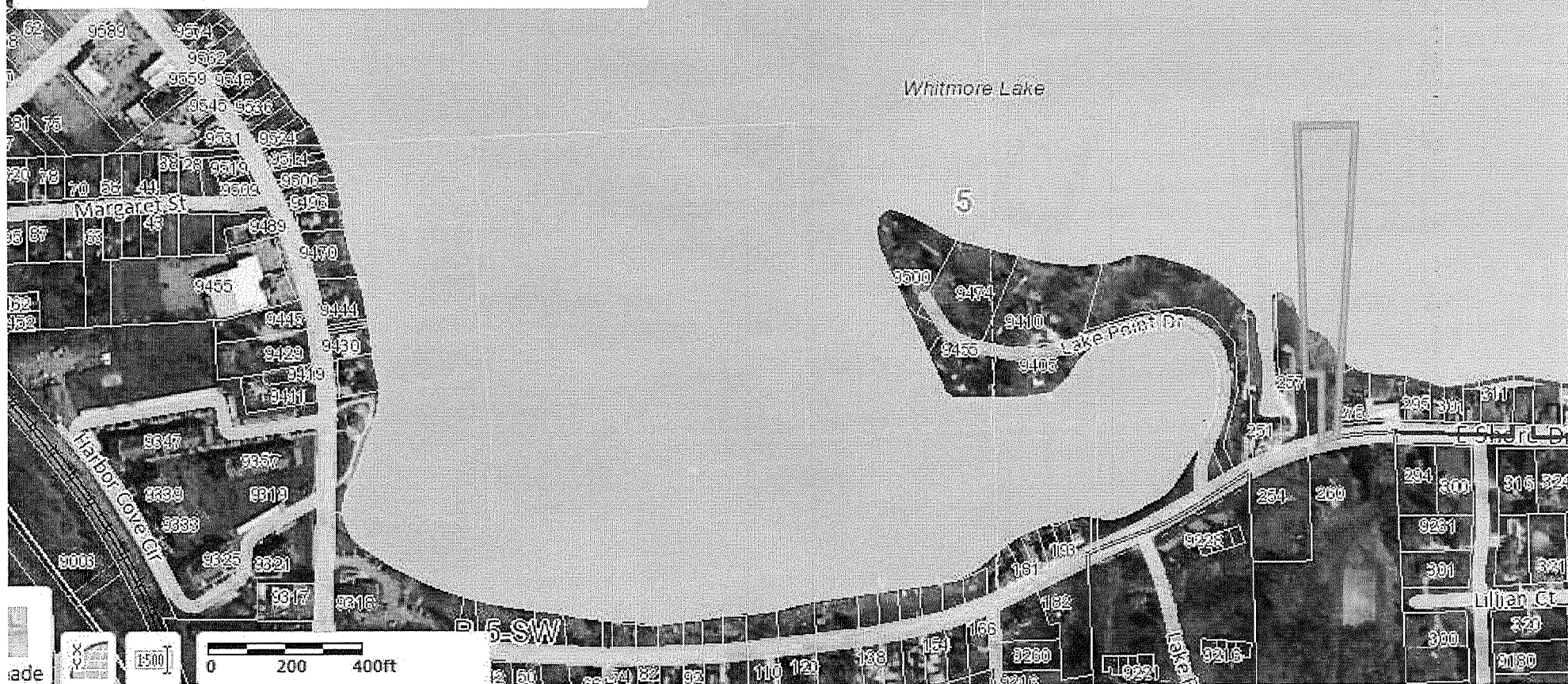
[Detailed parcel info](#)

[View in Google Maps](#)

[Add to Results](#)

[View Additional Details](#)

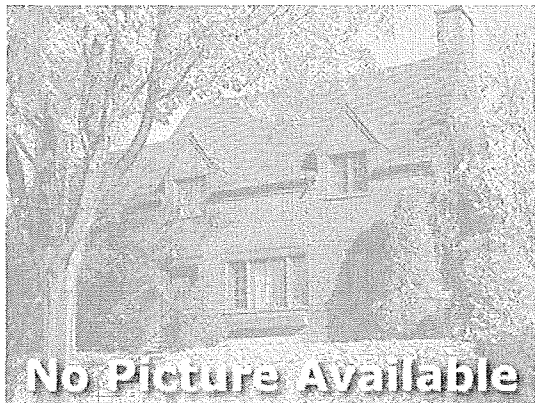
[Run a Report](#)



MLS# 214036317
Land

VACANT WHITMORE LAKE Road, Northfield Twp, Michigan 48189
Active

List Price: \$1,300,000



Property Information

Location Information

Acreage:	40	List \$/Acre:	\$32,500.00	County:	Washtenaw
Lot Dimen:	1311X1327X1313X1333	Water Frt Ft:		Township:	Northfield Twp
Road Frt Feet:	1,311	Irrigation:	No	Mailing City:	Whitmore Lake
Mineral Rights:	Yes	Perk:	Yes	MLS Area:	04041 - Northfield Twp
Survey:	No	SqFt Min Lot:		School District:	Whitmore Lake
Units/Acre:		Exclusions:	No	Location:	N of NORTH TERRITORIAL / W of US-23
Internet Avail:	Yes			Side of Street:	
Zoning:	Residential				
Directions:	US-23 TO NORTH TERRITORIAL TO WHITMORE 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	Days On Mkt:	N/2051/2051	Possession:	Negotiable	Orig Price:	\$1,300,000
Short Sale:	No	LC Int Rate:	%	LC Mthly Pay:		LC Term:	
LC DWP:		Pend Date:		MLS Source:	REALCOMP		
Terms Offered:	Cash, Conventional			Originating MLS#	214036317		
Protection Prd:	180						

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	Existing Lease:	
SEV:	201,700.00	Taxable Value:	\$25,593.00	Restrictions:	Yes
Ownership:	Private - Owned	Oth/Sp Asst:	0		
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	\$262.90	\$2.62	\$0.00	\$0.00	\$265.52
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
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Other Recordings

Obligee	Obligor	Record Date	Doc Date	Amount	Doc Type	Liber/Page
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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-26-NW

Whitmore Lake Rd

6525

6512

6480

6416

6434

6408

6371

6330

6281

6289

6270

6190

6162



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
			<i>MINIMUM:</i>	2.086	0.83	\$32,107	\$5,914
			<i>MAXIMUM:</i>	49.300	44.58	\$362,976	\$75,000
			<i>SIMPLE AVG.:</i>	12.666	11.62	\$149,327	\$21,224
			<i>WEIGHTED AVG.:</i>	---	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!

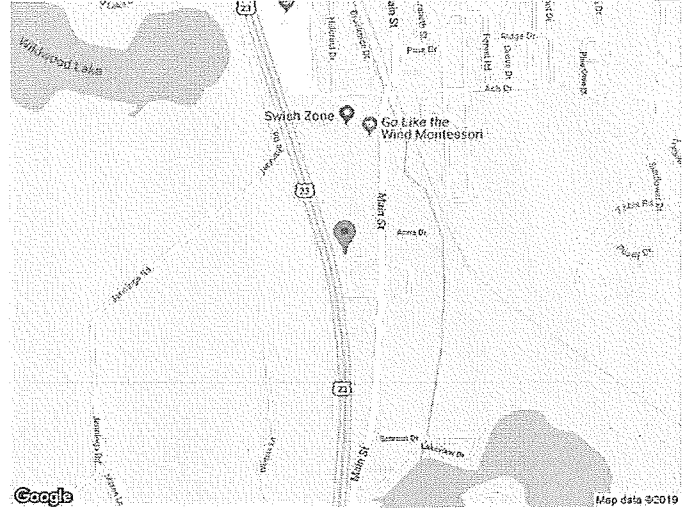
John R. Widmer, Jr., MAI
Frohm & Widmer, Inc.
33966 West 8 Mile Rd., Suite 108
Farmington Hills, Michigan 48335
jwidmer@frohmwidmer.com
Phone 248.471.6767, ext. 11
Fax 248.471.5441
Mobile 734.751.2607

Commercial Full Large w/Map & Rollouts

MLS# 5031371615
Commercial

8711 MAIN STREET, NORTHFIELD TWP, Michigan 48189
Sold

List Price: **\$325,000**



[Report Bad Data](#)

[Remine](#) [PRR](#) [Co-op](#)

[Start a Transaction](#) [View Documents](#)

Property Information

Location Information

Tot Units/%Lsd: / -%
of Loft Units:
Eff/Std Units:
of 1 BR Units: **0**
of 2 BR Units: **0**
of 3 BR Units: **0**
of 4 BR Units:
Acreage: **1.03**
LP/Acre:
Lot Dimensions: **120x247x422x422**

Est Sqft Ttl: **4,800**
LP/SqFt: **\$67.71**
Est Sqft Main:
Est Sqft Office:
Sqft Source:
Yr Blt/Remod: **1967 /**
Road Frnt Ft:
Water Frnt Ft:

County: **Washtenaw**
City: **NORTHFIELD TWP**
Mailing City: **Whitmore Lake**
MLS Area: **04041 - Northfield Twp**
Side of Street:
Location:
School Dist:
Directions: **US 23 to Whitmore Lake. East to Main St. South to 8711 Main Steet. North of Six Mile**

Listing Information

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

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 Ofc Phone: (734) 320-1637
Sale Agent: Charles Koenn	Sale Agt Phone: (734) 926-0230	Sale Agt Phone: (734) 926-0230

Business Information

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

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**
Ownership: **Private - Owned**

Taxes (S/W): **\$5,251 / \$1,095**
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
LUPI ANTHONY V

KANTNER PERRY M
FISRT OF AMERICA BANK ANN ARBO

08/01/2012 07/26/2012

\$200,000 PREF

DOC

04920/0262

04411/0167

Characteristics

Living Area SF: **4800**
Year Built: **1967**
#1 Porch/Dimensions: /
Irregular:

Bedrooms:
Pool:
Storm Sewer:
Acres: **1.03**

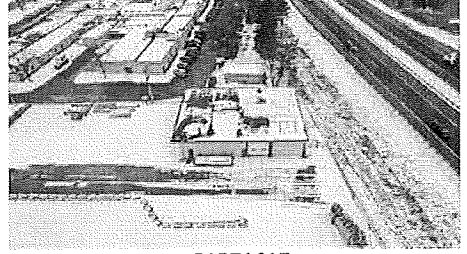
Additional Photos



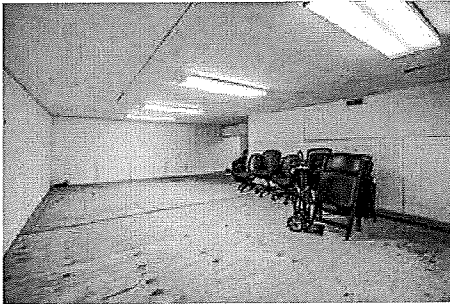
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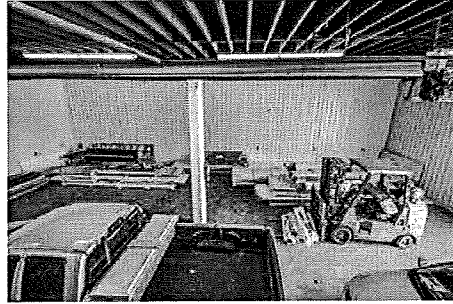
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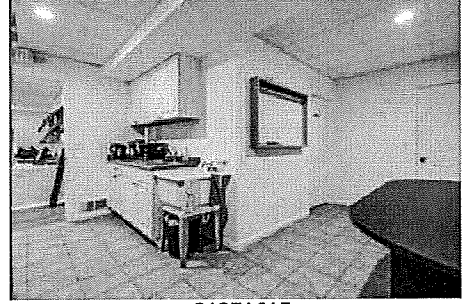
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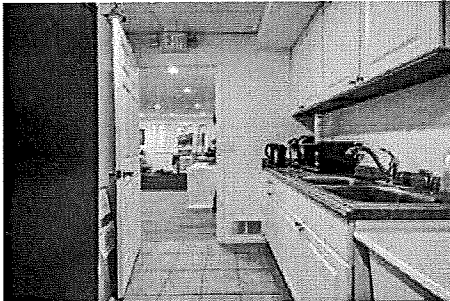
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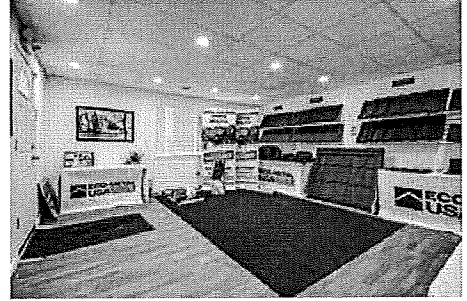
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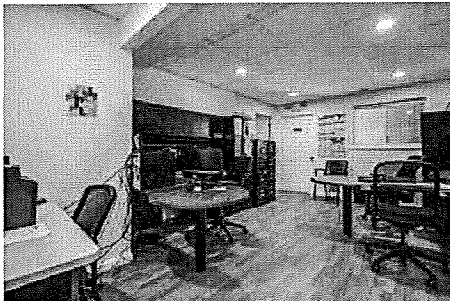
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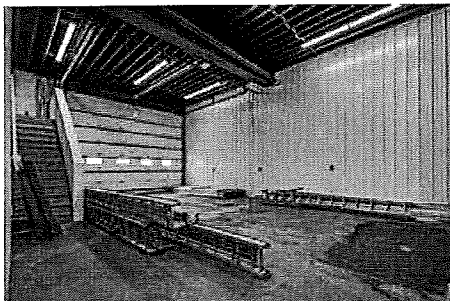
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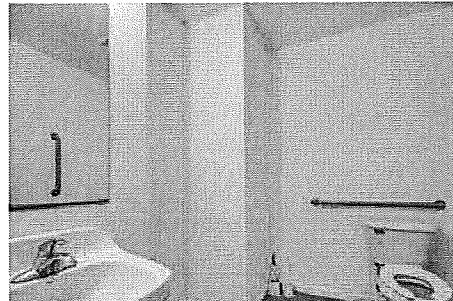
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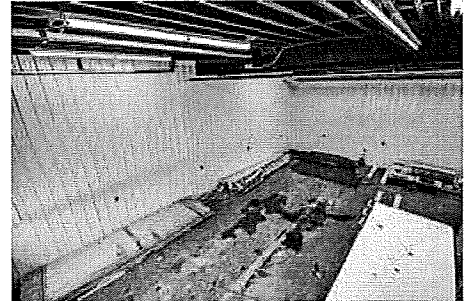
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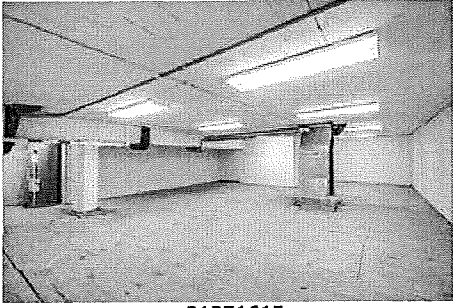
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75 Barker Rd

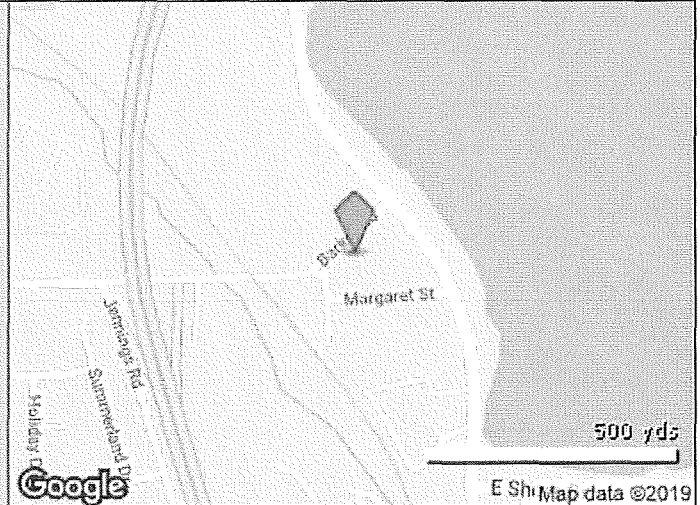
FOR SALE

1

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**

37000 Grand River Ave
Farmington, MI 48335

(248) 476-3700

Sales Contact 1: **Michelle Grobler**
(248) 476-3700

Sales Contact 2: **John Porth**
(248) 476-8661

For Sale Data

Asking Price: **\$275,000**
Price/SF: **\$60.16**
Days on Market: **211**
Sale Status: **Active**
Percent Leased: **0.0% (4,571 SF Avail)**
Tenancy: **Single**

Parcel No: **02-05-254-002**

Sale Type: **Owner User**
Bldg Status: **Existing**
GLA: **4,571 SF**

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.

75 Barker Rd**FOR SALE**

Property is for sale at \$275,000 (\$60.16/SF) (con't)

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**

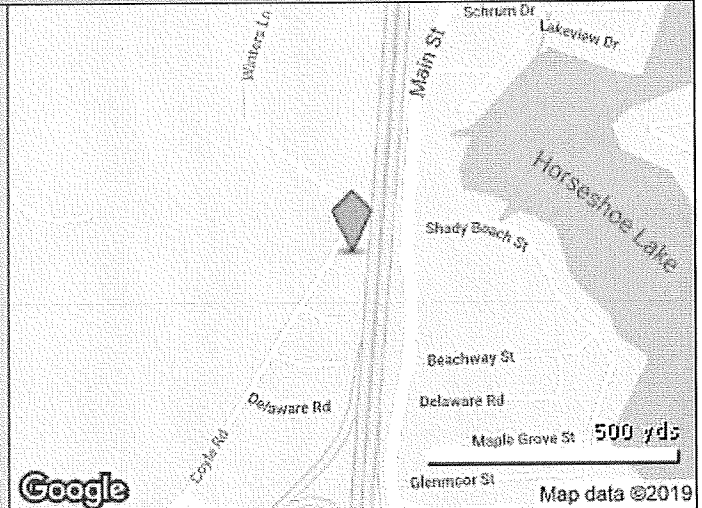
2

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**
775 N 2nd St
Brighton, MI 48116

Recorded Seller: **Ryan Scott Llc**

Transaction Details

ID: 4730973

Sale Date: **03/06/2019**
Escrow Length: -
Sale Price: **\$300,000**
Asking Price: -
Price/SF: **\$78.80**
Price/AC Land Gross: **\$681,818.18**

Sale Type: -
Bldg Type: **Retail - Auto Repair**
Year Built/Age: -
GLA: **3,807 SF**
Land Area: **0.44 AC (19,166 SF)**

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**

7986 Coyle Rd**SOLD**

3,807 SF Retail Auto Repair Building (cont)

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**

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**
7588 E MI State Road 36
Hamburg, MI 48139
Samantha Deyarmond

Recorded Seller: **Silay Mehmet**

Transaction Details

ID: 4647467

Sale Date: **12/14/2018**
Escrow Length: -
Sale Price: **\$155,000**
Asking Price: -
Price/SF: **\$86.11**
Price/AC Land Gross: **\$155,000.00**

Sale Type: -
Bldg Type: **Retail - Freestanding**
Year Built/Age: **Built in 1970 Age: 48**
GLA: **1,800 SF**
Land Area: **1 AC (43,560 SF)**

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**
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

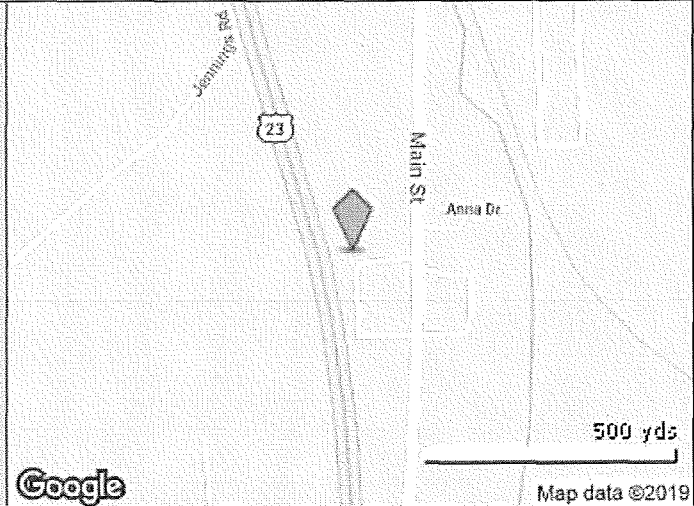
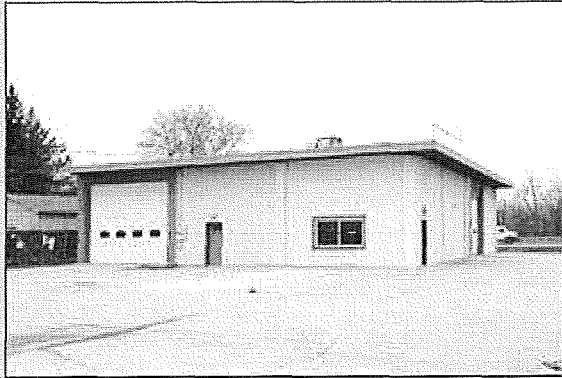
Metro Market: **Detroit**
 Submarket: **Livingston/W Oakland/Howell/Brighton Area**
 County: **Livingston**
 CBSA: **Detroit-Warren-Dearborn, MI**
 CSA: **Detroit-Warren-Ann Arbor, MI**
 DMA: **Detroit, MI**

Property Notes

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

8711 Main St**SOLD****5****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**
 8711 Main St
 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%	Percent Improved:	-
Tenancy:	Multi	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)

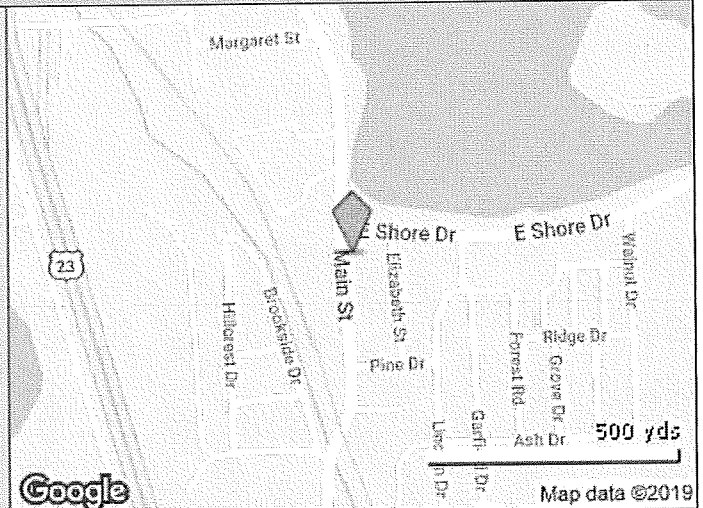
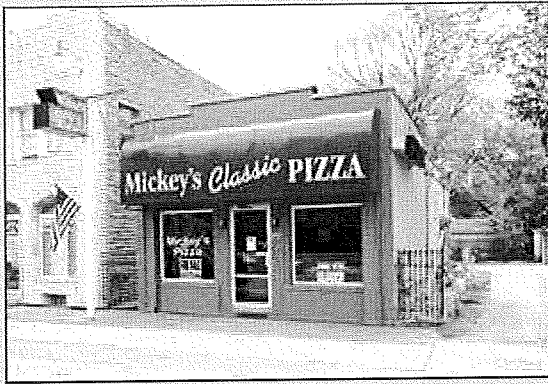
Current Industrial Information

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**

9230 Main St**SOLD****6****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**
684 Oak View Ln
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%	Percent Improved:	-
Tenancy:	Multi	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**

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

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
4 TH 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___

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:

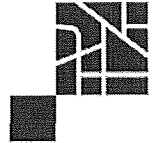
On June 5, 2019, Planning Commission held a public hearing and recommended Board approval of a conditional use for National Fiber for the specific uses and conditions noted in the McKenna Conditional Use review letter as described in PC minutes.

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

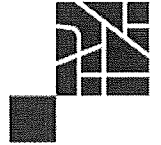
Communities for real life.



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:

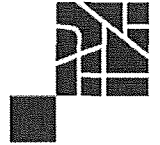
- A. **Section 36-838. General Conditional Use Approval Requirements.** For conditional use approval to be granted, the Planning Commission and Township Board must find that the proposed use satisfies the following general criteria:
1. ***Will be harmonious with and in accordance with the general objectives, 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 within 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 matches 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

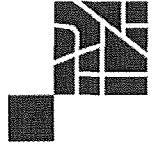
1. Where outdoor storage is permitted, within an area surrounded by a ***solid, unpierced fence or wall at least seven feet*** in height and not less in height than the materials located or stored therein, and not closer to the lot lines than the minimum yard requirements for said districts. Such storage 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

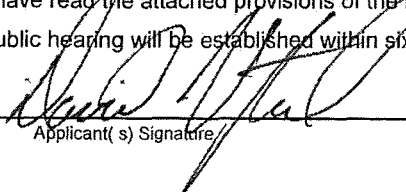
Irvin Wyche
Assistant Planner

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 Site: www.twp-northfield.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 Information:	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 LCHC GC <input checked="" type="checkbox"/> LI GIRTME SPUD PSC RC RO WLD- _ W.L./N.T. Overlay OTHER:	
AN APPLICATION FOR CONDITIONAL USE MUST CONTAIN THE FOLLOWING INFORMATION:	
___ Proof of Ownership	
___ 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, Conditional 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.

Northfield Township Planning Commission
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
June 5, 2019

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.

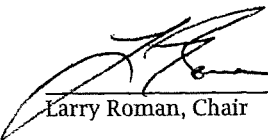
16. ADJOURNMENT

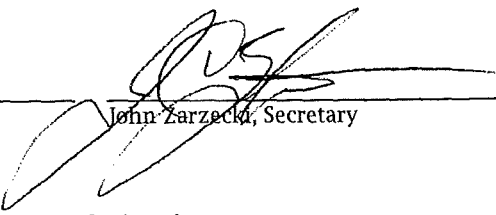
► **Motion:** Roman moved, Iaquinto supported, that the meeting be adjourned.
Motion carried 6—0 on a voice vote.

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/>

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
NORTHFIELD TOWNSHIP
MICHIGAN

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COPY

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PRINT SMART OVERVIEW	16
DOCSMART / NETSMART OVERVIEW	17
Sample Lease & Maintenance Agreements	Inserted
BROCHURES FOR ALL PROPOSED RICOH EQUIPMENT	Inserted

↳ not included in packet, available for viewing in office.

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.

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.

- 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

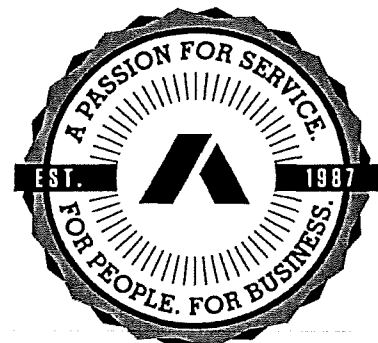
Our incredible growth is contributed to our simple **client centric** philosophy – "to partner with our clients by providing expertise and innovation ***tailored to their unique business challenges and processes.***"

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,

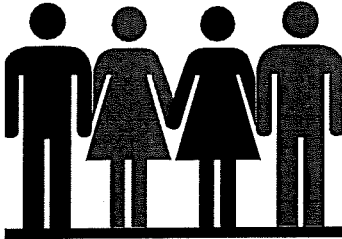
Daniel Reynolds
Major Accounts



APPLIED CHEMISTRY

Elements of Success

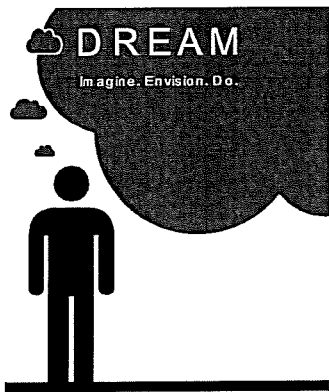
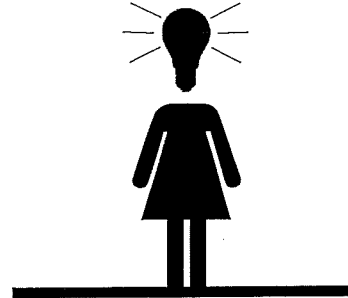
BTU
Build team unity



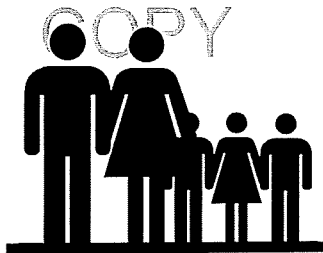
COMMUNITY
Pay it forward



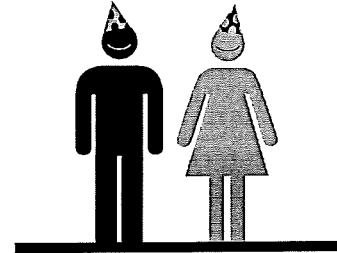
CREATIVITY
Cultivate, sow, create, grow



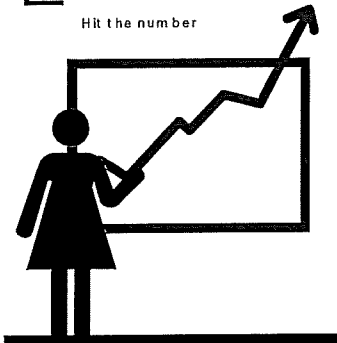
FAMILY
Committed to supporting family



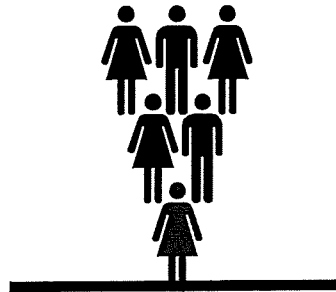
FUN
Fun is good



HTN
Hit the number



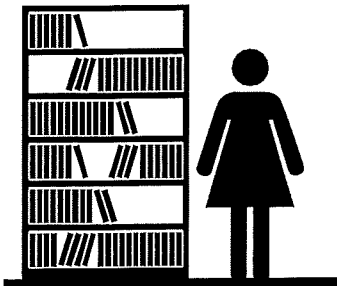
HUMILITY
Modest yet courageous
Humble yet fearless



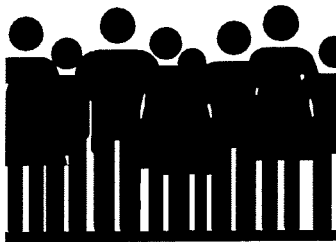
INTEGRITY
Do the right thing - always



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.

Uptime Performance Guarantee

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.

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:

- ✓ 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:

- 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:

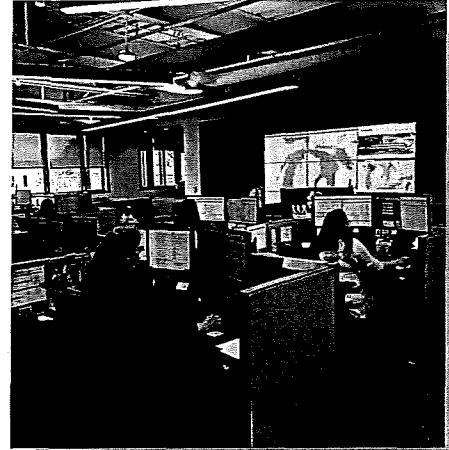
- ✓ Our Applied Imaging branded recycling program allows our clients to recycle ANY and ALL toner types.
- ✓ We provide pre-paid postage recycling boxes to be strategically placed around our client's location for easy access. Once filled, simply close, tape and send.

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.

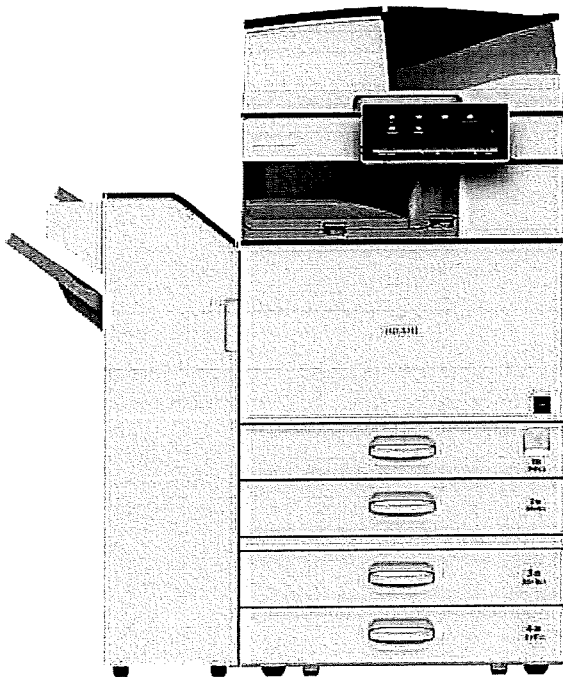
Current Technology Environment

COPY

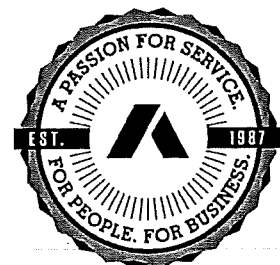
# needed	Similar/Comparable to: (Any references to a particular product by name, manufacturer, make, or catalogue number, shall be interpreted as establishing a standard of quality or design and SHALL NOT be construed as limiting competition.)	Monthly Color Volume	Monthly B&W Volume
1 Current Lease Expires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

# 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) Functions: Print, Copy, Scan, Fax 50 pages per minute B&W 1200 x 1200 dpi print resolution (4) 550 Sheet Paper Drawers Stacking External Finisher with Staple option Duplex Single Pass Document Feeder – scan minimum 180 Images per minute at 600 dpi Scan to folder capabilities 10.1" Display Screen Integrated Keyboard	-	12,000

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



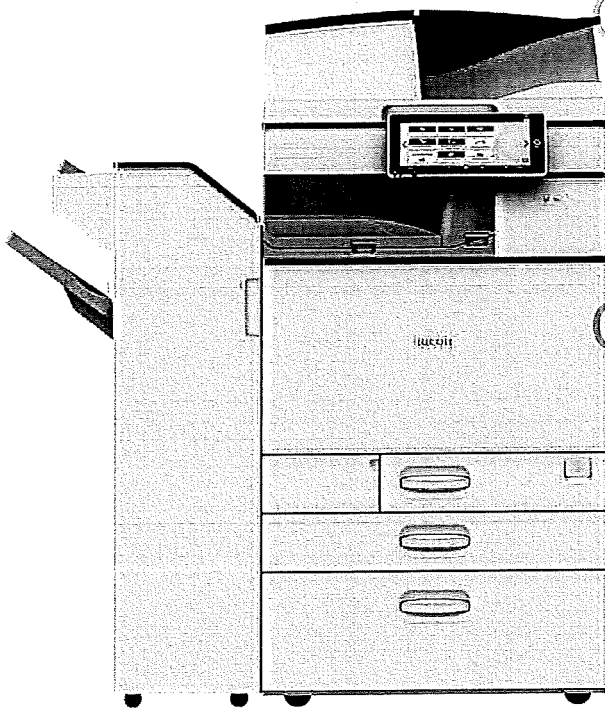
- Print / Copy / Scan / Fax
- 50 pages per minute (B&W)
- 1200 x 1200 dpi print resolution
- (4) 550 Sheet Paper Drawers
- 1,000 Sheet External Finisher w/ Staple
- Single Pass Document Feeder (one or two-sided) – 110 images per minute
- Scan to Folder / Scan to E-mail
- 10.1" Smart Operation Panel
-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



New Proposed Technology - RICOH IM C3000

<p>2 1 Lease expires Dec. 2019, 1 lease expires Jan. 2020</p>	<p>Ricoh MPC3004 (PD & Com. Ctr. copier) Functions: Print, Copy, Scan, Fax 30 pages per minute Color and B&W 1200 x 1200 dpi print resolution (2) 550 Sheet Paper Drawers Stacking External Finisher with Staple option Duplex Single Pass Document Feeder – scan minimum 200 Images per minute at Scan to folder capabilities 10.1" Display Screen Integrated Keyboard</p>	<p>500</p>	<p>1,500</p>
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(2) RICOH IM C3000 – PD & Com. Ctr. Copier



COPY

- 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

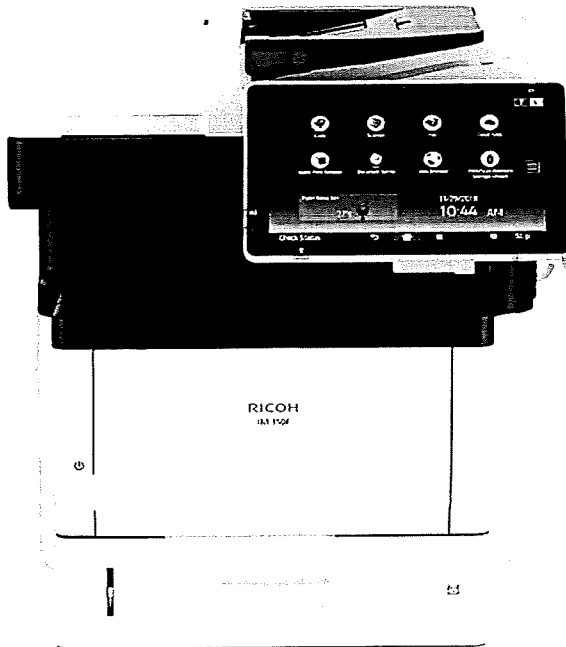


New Proposed Technology - RICOH IM 350IF



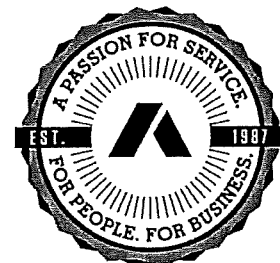
<p>1 Current Lease expires Feb. 2020</p>	<p>Ricoh MP305spf (Twp. Office secondary copier) Functions: Print, Copy, Scan, Fax 30 pages per minute B&W 600 x 600 dpi print resolution (1) 550 Sheet Paper Drawer Center Exit Tray Duplex Single Pass Document Feeder – scan minimum 30 Images per minute at 300 dpi 10.1" Display Screen Integrated Keyboard</p>	<p>–</p>	<p>1,600</p>
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(1) RICOH IM 350F – Twp. Office Secondary Copier



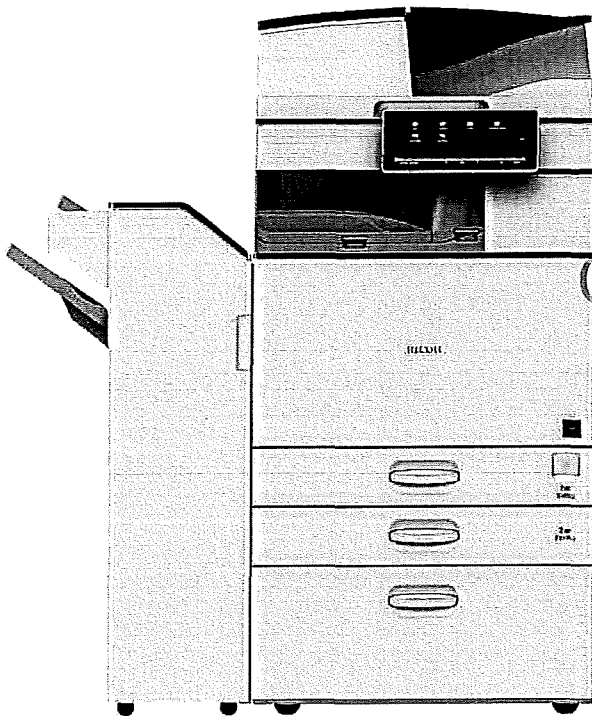
➤ Print / Copy / Scan / Fax

- 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



<p>1 Current Lease expires Jan. 2020</p>	<p>Ricoh MP3054SP (WWTP copier) Functions: Print, Copy, Scan, Fax 30 pages per minute B&W 1200 x 1200 dpi print resolution (2) 550 Sheet Page Drawers Stacking External Finisher with Staple option Duplex Single Pass Document Feeder – scan minimum 80 Images per minute at 300dpi 10.1" Display Screen Integrated Keyboard</p>	<p>-</p>	<p>300</p>
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(1) RICOH MP 3055SP – WWTP Copier



- 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



COPY
RICOH

MITN COOPERATIVE LEASE & PURCHASE INFORMATION

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

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 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						

Current equipment

New Proposed solution

Should say New proposed Models

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 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 4551F 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 C3530F III					\$0.0042	\$0.0420						
CANON IR 1643IF					\$0.0042	\$0.0420						
CANON IR 4535F III					\$0.0042	\$0.0420						
CANON IR C3530F III					\$0.0042	\$0.0420						

Current equipment

New Proposed solution

Should say New proposed Models

COPY



REFERENCES

1) **City of Farmington Hills**

Kelly Monico
Director of Central Services
Tel: (248) 871-2400
kmonico@fhgov.com

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2) **City of Novi**

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

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3) **Oakland County**

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

COPY



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?

<p>BUSINESS REVIEWS</p>	<p>WORKFLOW OPTIMIZATION</p>	<p>DEPLOYMENT MANAGEMENT</p>	<p>CLOUD MONITORING</p>	<p>USAGE ANALYTICS</p>
<p>AUTOMATIC TONER</p>	<p>PRODUCTION MANAGEMENT</p>	<p>CONTENT MANAGEMENT</p>	<p>MOBILE PRINTING</p>	<p>DOCUMENT SECURITY</p>



COPY



■ 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.

COPY

■ In today's 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.

COPY

■ **GET NETWORK UPTIME 24/7!**

■ **GO GREEN. GO PAPERLESS.**

COPY



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
		\$ -	\$ -			

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.

Network Contact _____	Phone _____	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 have 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.



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

Form fields for CUSTOMER INFORMATION including FULL LEGAL NAME, STREET ADDRESS, CITY, STATE, ZIP, PHONE, FAX, BILLING NAME, BILLING STREET ADDRESS, CITY, STATE, ZIP, E-MAIL, and EQUIPMENT LOCATION.

EQUIPMENT DESCRIPTION

Form fields for EQUIPMENT DESCRIPTION including MAKE/MODEL/ACCESSORIES and SERIAL NO.

See the attached Schedule A

TERM AND PAYMENT SCHEDULE

Form fields for TERM AND PAYMENT SCHEDULE including Payments* of \$ and The lease contract payment ("Payment") period is monthly unless otherwise indicated.

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.

- Options for END OF LEASE OPTIONS: 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.

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

LESSOR ACCEPTANCE

Form fields for LESSOR ACCEPTANCE including Applied Imaging, LESSOR, SIGNATURE, TITLE, and 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.

Form fields for CUSTOMER ACCEPTANCE including CUSTOMER (as referenced above), SIGNATURE, TITLE, and DATED.

FEDERAL TAX I.D. # and 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.

Form fields for ACCEPTANCE OF DELIVERY including CUSTOMER (as referenced above), SIGNATURE, TITLE, and 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.

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: _____

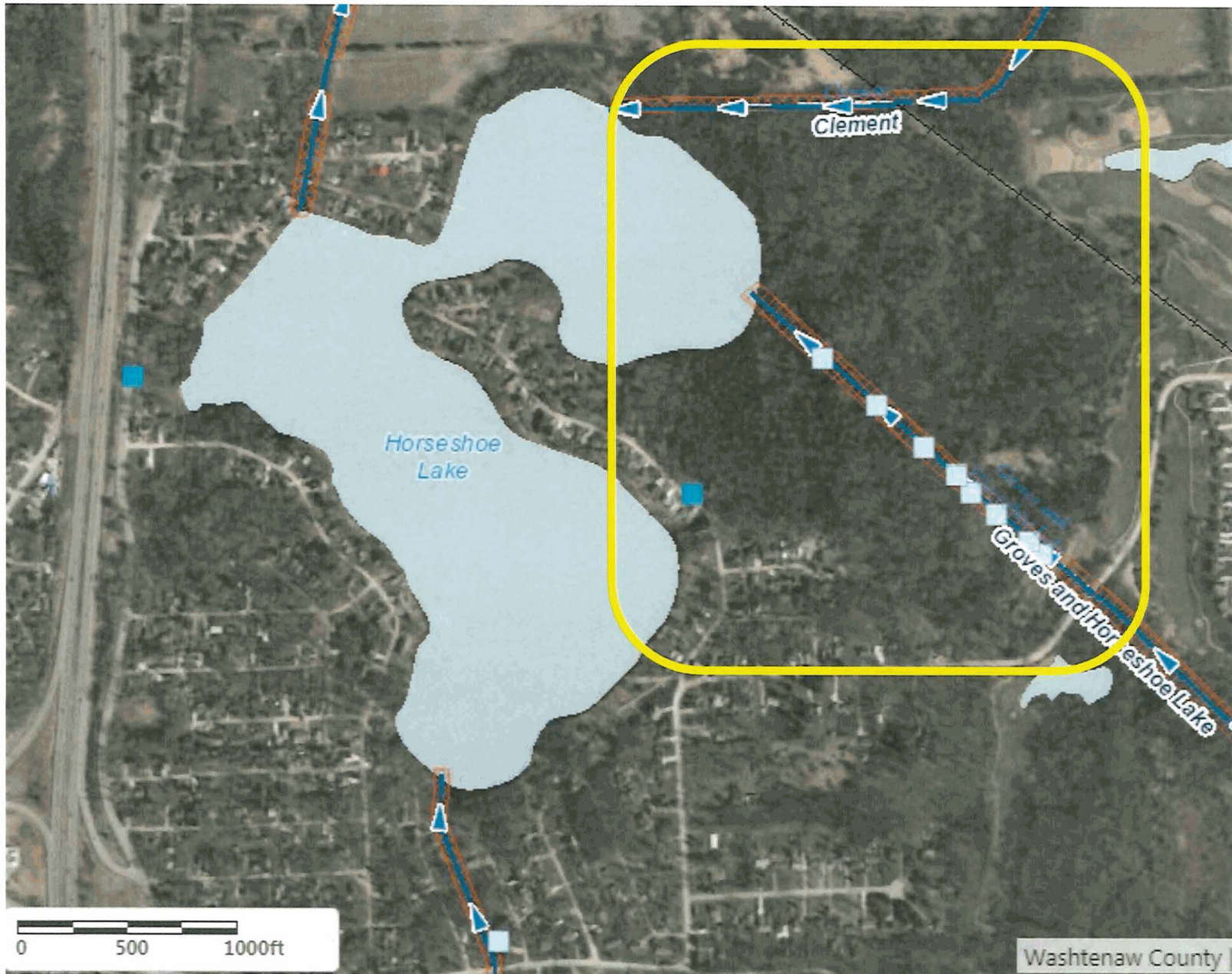
ABSENT: _____

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.

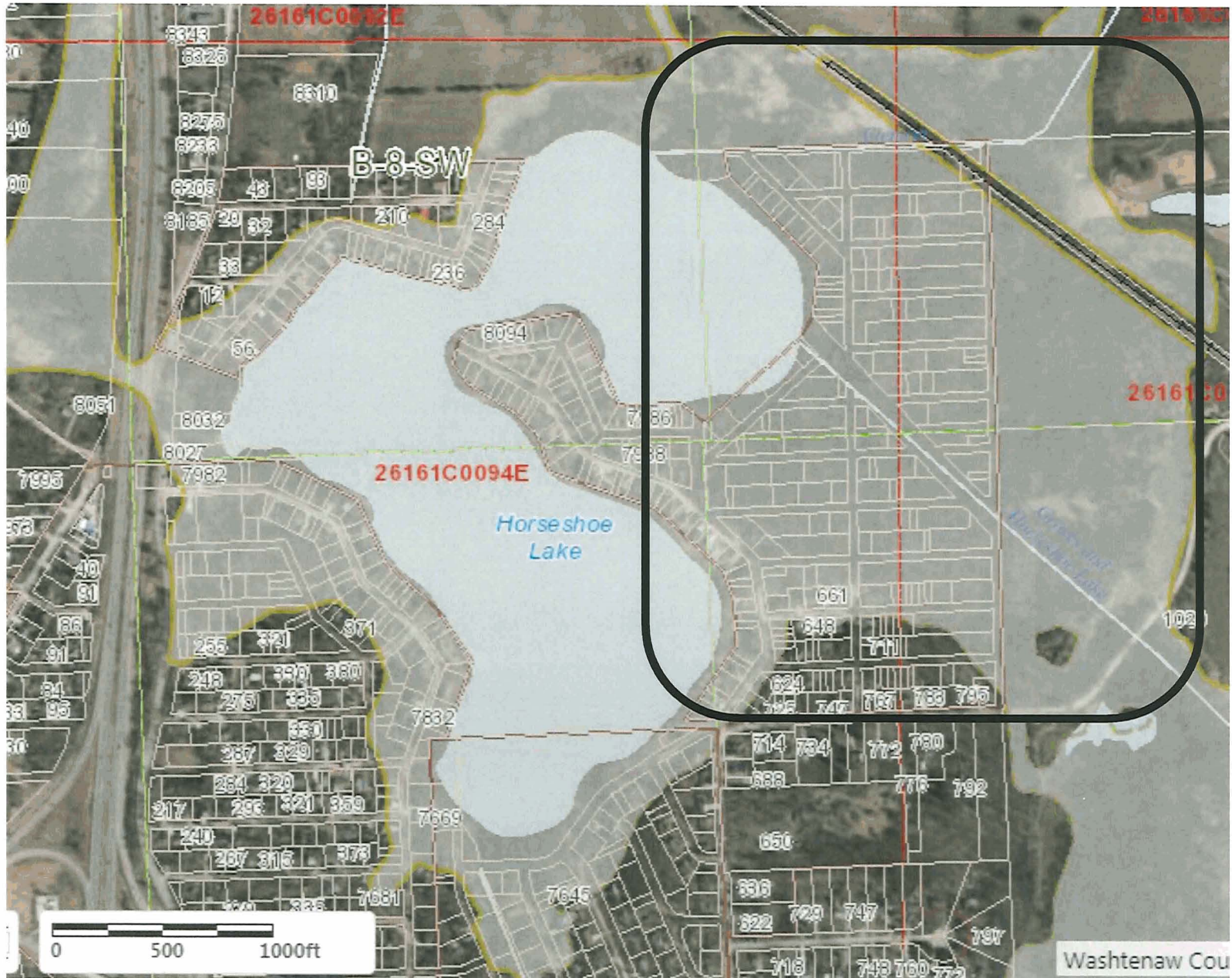
Marlene Chockley,
Northfield Township Supervisor

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: _____

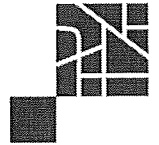
B. A true copy of the above Ordinance was published in Ann Arbor News, a newspaper circulating within the Township, on the _____ day of _____, 2019 and;

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

NORTHFIELD TOWNSHIP BOARD

By: _____

Kathleen Manley, Clerk



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.

- 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](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	<i>Business Name</i>		
	<i>Address</i>	<i>Zip</i>	<i>Website Ph</i>
	<i>Suite or Unit #</i>		
PROPERTY OWNER(S)	<i>Name</i>		<i>Ph</i>
			<i>Fax</i>
	<i>Address</i>	<i>Zip</i>	<i>Email</i>
Are there additional property owners? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , attach a separate sheet listing this information for each additional owner.			
FACILITY OWNER(S)	<i>Name</i>		<i>Ph</i>
			<i>Fax</i>
	<i>Address</i>	<i>Zip</i>	<i>Email</i>
This facility is owned by: (check one) <input type="checkbox"/> me as the individual owner <input type="checkbox"/> corporation <input type="checkbox"/> limited liability company <input type="checkbox"/> partnership <input type="checkbox"/> sole proprietor with an assumed name 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)	<i>Name</i>		<i>Ph</i>
			<i>Fax</i>
	<i>Address</i>	<i>Zip</i>	<i>Email</i>
Are there additional facility managers? <input type="checkbox"/> Yes <input type="checkbox"/> No 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?

Yes No

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: _____

The facility's Zoning Compliance Permit is attached. Yes No Date Received: _____

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.

Signature of Applicant

Date

For Office Use Only

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	

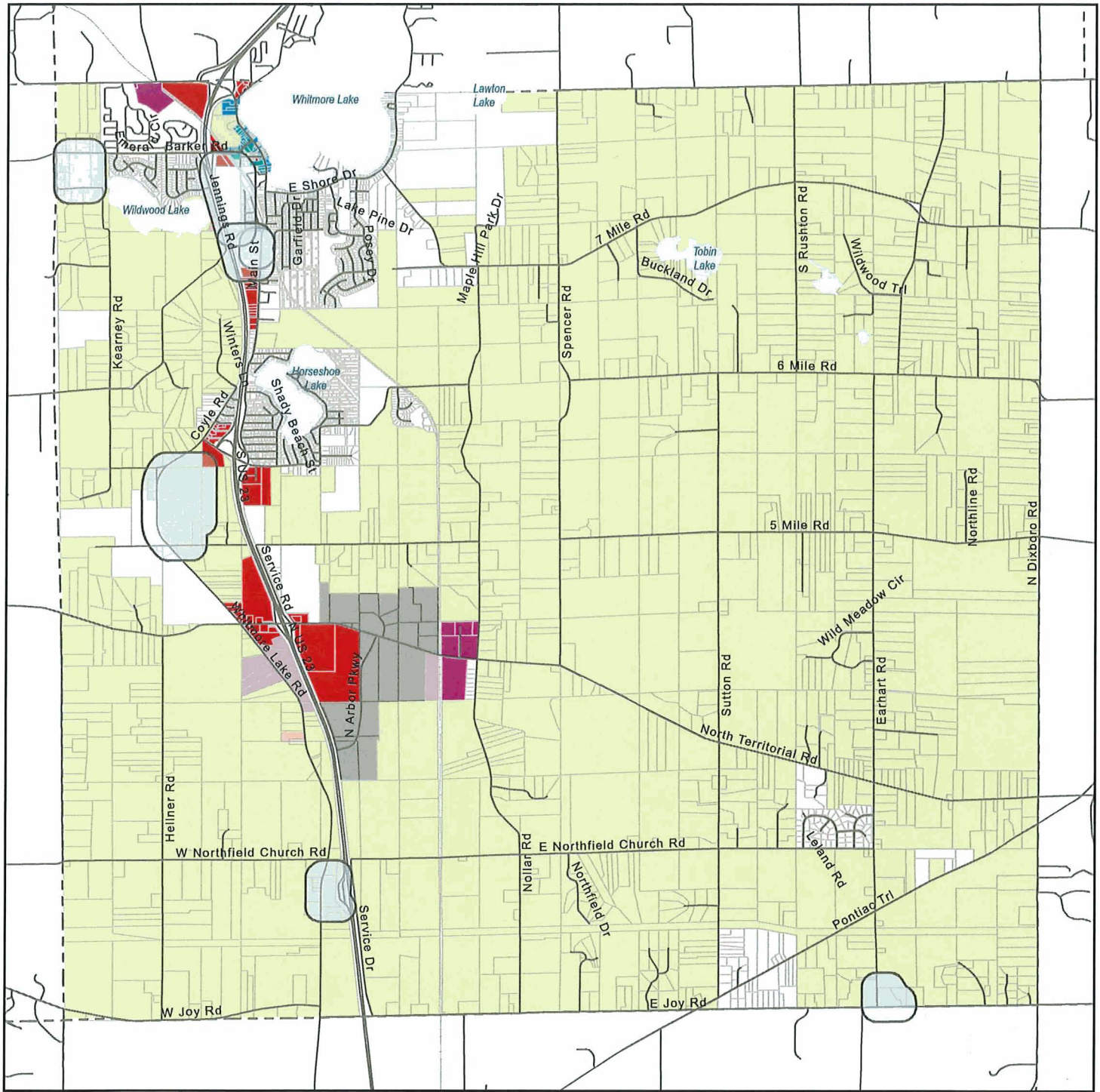
Marihuana Facilities Scoring Criteria			
Description	Criteria	Maximum Points	Earned Points
IV. Business Operations			
Applicant Describes a Staffing Plan to:	Provide training and educational opportunities for employees including best practices for patient confidentiality, tracking, fraud etc.	1	
	Requires 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 of cannabis 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 Marijuana Facilities

Northfield Township

December 4, 2019

DRAFT

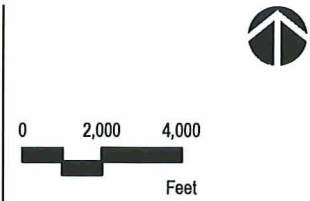
- LEGEND**
- LC Local Commercial
 - GC General Commercial
 - LI Limited Industrial
 - GI General Industrial
 - RTM Research/Technology/Mnfc.
 - WLD Whitmore Lake Downtown
 - WLD-NV Whitmore Lake North Village
 - WLD-W Whitmore Lake Waterfront
 - AR Agricultural
 - 500ft School Parcel Buffer
 - Zones Prohibiting Marijuana Facilities
- Zones Prohibiting Marijuana Facilities: LR, MR, MHP, SR-1, SR-2, RO, PSC, RC

Districts Where Marijuana 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 marijuana facilities are not permitted, with the exception of primary caregivers

**For information on the Growing licenses permitted in each district see zoning ordinance



SOURCES
 Basemap Source: Michigan Center for Geographic Information, Version 17a.
 Data Source: Northfield Township, McKenna 2019



Memo

To: Northfield Township Board of Trustees
From: Marlene Chockley, Supervisor
RE: Policy and Guidelines for Property Tax Poverty Reductions
Date: December 3, 2019

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:

$$\begin{aligned} & \text{SINGLE PERSON HOUSEHOLD CALCULATION} \\ & \underline{2 \times 2020 \text{ Federal income limit } \$12,490 = \$ 24,980} \end{aligned}$$

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

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		Are you disabled?		
Applicant	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Full Time		Applicant	<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Part Time				
Spouse	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Full Time		Spouse	<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Part Time				

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	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> 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).

<u>Location</u>	<u>Value</u>	<u>Type of Use</u>	<u>Purchase Date</u>	<u>Purchase Price</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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 1 st car	
Car Payment 2 nd 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 _____	
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	
	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 than 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 we must have public parking. 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 of 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			<u>\$500,000.00</u>					
Total Investments			<u>\$500,000.00</u>					
							2019 Interest	Monthly
							Paid	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			<u>\$5,196,035.34</u>				<u>\$10,576.93</u>	<u>\$1,045.03</u>
Total Investments and Checking			<u>\$5,696,035.34</u>				<u>\$10,576.93</u>	<u>\$1,045.03</u>

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 warehousing 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.