

**NORTHFIELD TOWNSHIP BOARD AGENDA**  
**April 14, 2015 - - 7:00 PM**  
**8350 Main Street, 2<sup>nd</sup> Floor**

CALL TO ORDER

PLEDGE/INVOCATION

ROLL CALL

CONSENT AGENDA: Minutes, Bills, Authorization of Settlement for Michigan Tax Tribunal Lawsuit for Whitmore Lanes

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

- |                              |                             |
|------------------------------|-----------------------------|
| • Department Head Reports    | • Parks and Rec Report      |
| • ZBA Report                 | • Financial Report          |
| • Planning Commission Report | • Township Manager's Report |

AGENDA ITEMS

1. Earnhardt Road / Drainage Special Assessment District
2. Washtenaw County Road Commission Projects
3. Waste Water Treatment Plant request for Rebuild of Tertiary Sand Filters (in Tim Hardesty's report)
4. Civic Event Permit – Meet on Main
5. Civic Event Permit – German Park
6. Peoples Express Contract Revisions
7. Board Room Construction - Construction Manager
8. Planning Commission Survey

2<sup>nd</sup> CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

ADJOURNMENT

\* Denotes previous backup; + denotes no backup in package

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.

**NORTHFIELD TOWNSHIP BOARD AGENDA**  
**April 14, 2015 - - 6:30 PM**  
**8350 Main Street, 2<sup>nd</sup> Floor**

CALL TO ORDER  
PLEDGE/INVOCATION  
ROLL CALL  
ADOPT BALANCE OF AGENDA  
CALL TO THE PUBLIC

CLOSED SESSION PER MCL 15.268(8)(e) –To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation(e) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation

BOARD MEMBER COMMENTS  
ADJOURNMENT

Regular Business Meeting Begins at 7:00 pm

\* Denotes previous backup; + denotes no backup in package

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# NORTHFIELD TOWNSHIP

## Township Board Workshop

### Minutes

### March 24, 2015

#### CALL TO ORDER/PLEDGE

The workshop was called to order at 7:00 P.M. by Supervisor Engstrom at 8350 Main Street.

Supervisor Engstrom led those present in the Pledge of Allegiance.

#### ROLL CALL

Marilyn Engstrom, Supervisor	Present
Kathy Braun, Treasurer	Present
Angela Westover, Clerk	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Absent with notice

Also present:

Township Manager Howard Fink  
Township Attorney Brad Maynes  
Township Engineer Brian Rubel  
Members of the community

#### ADOPT AGENDA

- **Motion:** Engstrom moved, Chick supported, that the agenda be adopted as presented.  
**Motion carried 6—0 on a voice vote.**

#### FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, thanked Averill and those at the Senior Center, and made comments about Proposal 1 regarding road funding and sales tax. Dale Brewer, 11548 East Shore Drive, made comments about the sewer capacity report and the Whitmore Lake sewer assessment district. David Gordon, 5558 Hellner Road, made comments on Township spending related to growth: for sewer repairs and expansion, Public Safety Building lighting and a meeting room, and local road maintenance.

#### BOARD MEMBER COMMENTS

Dockett said he will be voting against State Proposal 1 because it will raise sales tax forever. He also agreed that the Whitmore Lake Sewer district should not be delayed any further. Fink said a critical easement is required for this project and he anticipates that will be signed this Friday which will allow the project to move forward.

#### CORRESPONDENCE & ANNOUNCEMENTS

Fink reported that the Michigan Department of Transportation (MDOT) has indicated that if the Washtenaw Area Transportation Study (WATS) advisory committee does not approve the Active Transportation Management (ATM) part of the US-23 project (additional lanes to be used during heavy traffic periods) MDOT will pull the \$60 million of the \$80 million designated for that part of the project and use it for other projects in the state. Dockett said if that happens the Township should not pay any more dues to WATS.

#### DISCUSSION ITEMS

##### 1. Annual Report from Washtenaw County Road Commission (WCRC)

Roy Townsend, Managing Director of the WCRC reviewed the written report and noted that the 2015 matching program will provide \$25,000 for road projects and about \$13,700 for drainage management projects in Northfield Township. He noted the Township needs to inform the WCRC by May 22<sup>nd</sup> how they would like these funds spent.

WCRC Foreman Mike Mastie reviewed proposed local road projects, including those involving shared costs with neighboring townships. Fink said Township roads are in better condition this year than last so perhaps the best approach is to use funding for limestone on various roads. Townsend noted North Territorial from Spencer and Earhart will be rebuilt starting in May or June using the .5 mill raised by the County Board using Public Act 283.

Otto said the County needs to maintain ditches better to protect the investment made in creating them. Dockett said the WCRC needs to better supervise the work done by subcontractors.

##### 2. Sewer Capacity Study Presentation

Township Engineer Brian Rubel of Tetra Tech reviewed the capacity study and said:

- This is a very concise evaluation of commitments the Township has made regarding sewers, not a master plan.
- Northfield Township has two agreements with Green Oak Township: A 2001 agreement for 124 Residential Equivalent Units (REUs) on the north side of Whitmore Lake (about 20 of which have been added since then), and a 2004 agreement to provide 200,000 gallons/day

**Northfield Township Board Meeting  
Minutes of Workshop Meeting  
Public Safety Building; 8350 Main Street  
March 24, 2015**

for an area around Silver Lake Road. The total of these is 873 REUs or 227,000 gallons/days.

- The Township has commitments to four special assessment districts (SADs): Lake Point, North Territorial, Seven Mile Road, and Whitmore Lake Road, and the remaining commitment in excess of those that have already hooked up is 1,865 REUs and an additional 485,000 gallons/day.
- The total remaining commitment for capacity to Green Oak Township and the four SADs is 2,738 REUs and 700,000 gallons/day.
- A 2002 agreement rescinded a prior commitment to Hamburg Township.
- Because water gets into the system for 100-200 hours per year, building storage allows the excess at those times to be treated later over a longer period of time.
- The current capacity of—and the State permit for—the WWTP plant is 1.3 million gallons/day (MGD), and if storage during wet times were available the capacity could be increased to 1.5 MGD. The State requires that when treatment reaches 85% of capacity—which would be 1.1 MGD for the WWTP today—additional capacity must be built or storage must be provided.
- The current 365 day average being treated is .7 MGD, but in the spring it is closer to .9 MGD, so an additional .2 MGD or 800 REUs could be handled without additional storage or .4 MGD or 1500 REUs with building additional storage.
- A 2002 Department of Environmental Quality (DEQ) policy requires sewer systems to handle a 3.9" storm in one day, which means Northfield Township's WWTP would have to build 1.7 million gallons of storage for its current operations and to serve for many additional years.
- Storage could be above or below ground, could be made of steel or concrete, and would require upgrades to pumps.
- It has been challenging for the WWTP plant to handle peak flows, so the storage tanks would be useful immediately and may be necessary after another 200 or so REUs are added.
- With only 800-1500 REUs available before capacity must be increased, but having commitments for an additional 2,738 REUs, the Board needs to consider what its policy will be regarding proposals for additional growth in the Township.
- Next steps include investigating financing for the tank and considering increasing connection fees to cover this cost.

Fink noted the vast majority of the capacity already committed in Northfield Township is in the North Territorial SAD, but that area may not develop fully for decades, so the question is whether all or some of the capacity for that development should be reserved or whether it could be used by developments in other areas. He said there is no right or wrong answer to this, but if the Board were to decide that WWTP capacity should be reserved for all of the commitments, that would mean implementing a development moratorium until the plant

capacity is increased. He said what is done in other communities can be looked at for guidance.

Rubel said Saline is facing this same issue, and they are considering providing service to new development beyond their current commitments, and would use the connection fees toward future plant expansion.

In answer to questions, Fink and Rubel said:

- There is no end date for the commitments to Green Oak Township.
- Land is available to expand the WWTP.
- Advantages of above-ground tanks include easier inspection and maintenance.
- If a storage tank were built today but not used for five years it would still have great value at that time.

**3.  
Wastewater Treatment Plant (WWTP) Request for  
Rebuild of Tertiary Sand Filters**

Wastewater Treatment Plant Superintendent Hardesty said the tertiary sand filters are at the end of their life, and while it will be expensive, the Controller confirms funds are available. He asked that this project be put in the next fiscal year's budget. Dockett said he will not support a project without other bids being sought.

**4.  
Board Room Construction:  
Construction Manager Quotes**

Fink referred to three quotes provided for construction management for the board room project. He recommended using DeMattia Construction LLC because of their experience with small projects of this type, and said his second choice would be Shaw Construction. Dockett noted the third bidder indicates they will not be available this spring so there are actually only two bids.

In answer to questions from Otto and Dockett, Fink said a \$150,000 estimate has been given for the project, but he thinks it can be closer to \$100,000. He explained that the construction manager method is more transparent than using a general contractor, and the actual cost cannot be known until a construction manager is hired and bids are requested.

It was agreed additional information should be presented at the next workshop meeting.

**5.  
Code Enforcement Contract Renewal**

In answer to questions, Fink said the contract provided is unchanged from the one currently being used. He referred to his memo and said the Board needs to set code enforcement priorities, and once that is done enforcement would be done without bringing individual cases to the Board. Otto said serious cases of blight are most important

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to her. Fink said that is what Lenaghan has been focusing on. Dockett said the Township should leave people alone. Braun said Lenaghan's work probably follows the complaints he receives. Fink said that is exactly right and gave a couple examples.

Otto suggested that Lenaghan be scheduled to have Lenaghan present information at the next Board workshop session about the work he has been doing without providing details about the people or property owners involved. Dockett said the Board and the public should be given details. Fink said that would not be appropriate.

**6.  
Board Retreat Goals Discussion**

Postponed.

**SECOND CALL TO THE PUBLIC**

David Gordon expressed concern about the expenses the Township would incur to build a sewer retention tank and/or to expand the wastewater treatment plant if development is allowed outside the areas where sewer service commitments already exists. He also objected to spending money on construction of a Board meeting room.

**BOARD MEMBER COMMENTS**

Dockett said he is not in favor of spending money on a Board room, and he encouraged voters to reject Proposal A on the May ballot. Otto announced two Kiwanis events: an Easter egg hunt on April 4<sup>th</sup>, and a pancake breakfast on April 25<sup>th</sup> to support the 4<sup>th</sup> of July events.

**ADJOURNMENT**

Engstrom adjourned the meeting at 9:45 P.M.

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Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Approved by the Township Board on \_\_\_\_\_, 2015.

\_\_\_\_\_  
Angela Westover, Clerk

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# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

### March 10, 2015

#### CALL TO ORDER

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

#### PLEDGE

Supervisor Engstrom led those present in the Pledge of Allegiance.

#### ROLL CALL

Marilyn Engstrom, Supervisor	Present
Angela Westover, Clerk	Present
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink  
Wastewater Treatment Plant Superintendent  
Tim Hardesty  
Public Safety Director William Wagner  
Community Center Director Tammy Averill  
Township Attorney Paul Burns  
Members of the community

#### CONSENT AGENDA:

- Minutes of February 10 & 24, 2015
- Bills
- Tax Tribunal Lawsuit Resolution

Dockett and Chick made corrections to the February 10<sup>th</sup> and February 24<sup>th</sup> minutes. Dockett said the refund the Township is making to a taxpayer shows it is sometimes worthwhile to make an appeal to the State Tax Tribunal.

- **Motion:** Engstrom moved, Thomas supported, that the items in the consent agenda be approved, with revisions to the minutes as stated.  
**Motion carried 7—0 on a voice vote.**

#### ADOPT BALANCE OF AGENDA

Engstrom noted the addition of agenda item *Northfield Library Conditional Use Permit* as item 5b.

- **Motion:** Engstrom moved, Thomas supported, that the balance of the agenda be adopted as amended.  
**Motion carried 7—0 on a voice vote.**

#### FIRST CALL TO THE PUBLIC

Chuck Steuer, 760 Six Mile Road, made comments about Horseshoe Lake sewer fund refunds.

David Gordon, 5558 Hellner Road, commented on the Board Retreat.

#### BOARD MEMBER COMMENTS

**Township Board Priorities.** Dockett listed Township commitments for projects including sidewalks, the motorized path, a Board meeting room, the community center parking lot, fire trucks, employee raises, and extended employee hours. He said there will not be any extra money after those expenses, and paying down the debt would be his priority. Otto noted that paying down the debt on the Public Safety Building would result in a prepayment penalty on the bond.

Chick said at the retreat the Board agreed they want to make sure there are controls in place to protect open space and farming.

#### REPORTS

##### Department Heads

**Fire.** Chief Wagner summarized the written February report and answered questions from Dockett about repairs to the Public Safety Building sprinkler system. Fink responded to question from Dockett about health coverage expenses.

**Police.** Chief Wagner summarized the written February report and answered questions from Dockett about overtime and a new gun licensing law.

- **Motion:** Chick moved, Otto supported, that the purchase of a 2015 Ford Police Interceptor sedan by the Northfield Township Police Department at a cost of \$25,288, to be paid from the Federal Forfeiture Funds. **Motion carried 7—0 on a voice vote.**

**Wastewater Treatment Plant.** Hardesty referred to his written report.

- **Motion:** Engstrom moved, Chick supported, that the installation of an eight inch valve in the sewer line by Midwest Power Systems be approved at a cost of \$8,750.00. **Motion carried 7—0 on a voice vote.**

**Senior Center.** Averill referred to his written report and added that in-house lunches under the Senior Nutrition Program will begin on March 16<sup>th</sup>.

**Treasurer.** Braun referred to her written report.

**Manager's Report.** Fink referred to his written report and answered questions from Otto and Dockett about the proposed WALLY rail line noting this a long-term project and it is important for the Township to be involved in considering it and other long-term projects.

#### Other

**Parks and Recreation.** Thomas referred to information in the Manager's Report.

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Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
March 10, 2015**

*Zoning Board of Appeals.* Otto reported that the ZBA granted variances to allow an addition to a house.

*Planning Commission.* Chick reported that the Commission took action on their goals, annual report, and moving forward with a revision to the Master Plan.

**AGENDA ITEMS**

**1.**

**Assessing/Building Department Offer:  
Mary Bird**

Fink answered questions from Dockett about the benefits that would be offered and whether this would be a salaried or hourly position.

- **Motion:** Engstrom moved, Westover supported, to approve the hiring of Mary Bird as Assessing and Building Assistant at the hourly wage of \$18.00, increasing to \$18.50 after six months contingent upon a positive performance review.

Dockett said he would not support this because he is opposed to the position being full-time.

**Motion carried 6—1 on a voice vote, Dockett opposed.**

**2.**

**Resignation of Deputy Clerk:  
Jewelie Bruestle**

- **Motion:** Westover moved, Thomas supported, that the resignation of Jewelie Bruestle from the position of Deputy Clerk be accepted with regret.  
**Motion carried 7—0 on a voice vote.**

**3.**

**Changes to Deputy Clerk Position**

Dockett said he is opposed to this position being made full-time.

- **Motion:** Westover moved, Chick supported, that the Deputy Clerk position be changed from part-time hourly to full-time exempt. **Motion carried 6—1 on a voice vote, Dockett opposed.**

**4.**

**Deputy Clerk Offer:  
Cristina Wilson**

- **Motion:** Westover moved, Engstrom supported, that the Cristina Wilson be hired as the Deputy Clerk at a starting rate of \$15.75 per hour.

In answer to a question from Dockett, Westover said Wilson has not previously worked on elections, but she is confident she will be able to handle that responsibility.

**Motion carried 6—1 on a voice vote, Dockett opposed.**

**5a.**

**Resolution for Liquor License  
for Rolling Meadows**

- **Motion:** Engstrom moved, Dockett supported, that the liquor license for the Rolling Meadows Golf Course be supported.

In answer to a question from Otto, Fink said this is the last liquor license available from the State in the Township.

**Motion carried 7—0 on a voice vote.  
Resolution adopted.**

**5b.**

**Northfield Township Library  
Conditional Use Permit**

- **Motion:** Chick moved, Otto supported, to approve the Conditional Use Permit to allow an expansion of the Northfield Library facilities within the Whitmore Lake Downtown District pursuant to Section 30.04 of the Northfield Township Zoning Ordinance, located at 125 Barker Road, Parcel B-02-06-401-009.

Kate Bond with Boss Engineering reviewed the application, confirmed that the Planning Commission unanimously recommended approval.

**Motion carried 7—0 on a voice vote.**

**6.**

**Kiwanis Request to Use 75 Barker Road  
for Rummage Sale**

- **Motion:** Engstrom moved, Chick supported, to approved the request by Kiwanis to use 75 Barker Road for a rummage sale April 26 through May 4, 2015. **Motion carried 7—0 on a voice vote.**

**7.**

**HVA/Emergent Health Partners Contract**

- **Motion:** Chick moved, Braun supported, that the 2-year fire dispatching service contract between Northfield Township and HVA/Emergent Health Partners be approved for a period beginning July 1, 2015, through June 30, 2017, at a cost to the Township of \$11,792.76 for contract year 1 and \$12,026.07 for contract year 2.  
**Motion carried 7—0 on a voice vote.**

**8.**

**Lighting Project for Public Safety Building**

Firefighter Shaun Barrows, Wagner, and Fink reviewed the proposals from Green Electric (\$83,691) and EDSS (\$41,050) for LED light retrofitting, noting that Phase I represents the highest return on investment with a 2-3 year payback. Fink said it will be paid for from the Public Safety Building fund balance of \$54,214.

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Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
March 10, 2015

- **Motion:** Engstrom moved, Braun supported, to approve the EDSS contract for a total cost of \$41,050. **Motion carried 6—1 on a voice vote, Dockett opposed.**

9.

**Amendments to Zoning Ordinance Article 26.0;  
MHC—Manufactured Housing Community District**

- **Motion:** Chick moved, Engstrom supported, to approve amendments to the Zoning Ordinance Article 26.0 MHC Manufactured Housing Community District which will bring the ordinance up to standards dictated in the State's Mobile Home Act. **Motion carried 7—0 on a voice vote.**

10.

**Township Distribution to  
BC/BS Bronze Plan HSA for Couples**

Fink said this was left out of the original medical coverage, probably because there were not any couples choosing that plan, but it should be included as an option. In answer to a question from Dockett, Fink said this is part of the \$40,000 previously approved.

- **Motion:** Otto moved, Chick supported, to have the Township contribute \$5,000 to the Bronze Plan for couples. **Motion carried 6—1 on a voice vote, Dockett opposed.**

11.

**Title Search Quote**

In answer to questions from Dockett, Fink said this is a Township expense, as is the engineering, and he does not believe it is something that needs to be sent out for bids.

- **Motion:** Otto moved, Thomas supported, to approve \$175 per property for the title search of 13 properties for Phase 3 of the Barker Road Non-Motorized Pathway at total cost of \$2,275 by Select Title Agency. **Motion carried 7—0 on a voice vote.**

12.

**Soil Borings Quote**

Fink reported design is complete on the project, so soil borings and obtaining easements will be next. He recommended approval of the bid from G2 Consulting for soil borings.

- **Motion:** Otto moved, Chick supported, to approve soil borings for Phase 3 of the Barker Road Non-Motorized Pathway by G2 Consulting Group at a cost of \$2,500. **Motion carried 7—0 on a voice vote.**

13.

**Capital Improvements Plan (CIP)**

Fink noted that the Planning Commission prepared the CIP last year, but he recommends that the Board prepare it this year since it concerns how money is allocated for capital improvements.

- **Motion:** Chick moved, Otto supported, to authorize the Northfield Township Board of Trustees to develop the Township's 2016 Capital Improvement Plan. **Motion carried 7—0 on a voice vote.**

14.

**Resolution in Support of the US-23 Project**

Fink said it is important for the Township to participate in the planning for infrastructure, and he will take this resolution to the Policy Committee of the Washtenaw Area Transportation Study (WATS) where an amendment to the Tax Increment Financing (TIF) plan will be voted on to allow this project to proceed.

- **Motion:** Engstrom moved, Chick supported, that the *Resolution of the Northfield Township Board of Trustees Supporting the US-23 Construction Improvements and Transportation Systems Management* be approved. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

**SECOND CALL TO THE PUBLIC**

No comments.

**BOARD MEMBER COMMENTS**

Dockett said he appreciated the time Assessor Tom Monchak spent speaking to him today about his property assessment.

Otto noted the 4<sup>th</sup> of July Parade Committee's funding is starting and can be found on GoFundMe.

**ADJOURNMENT**

- **Motion:** Engstrom moved that the meeting be adjourned. **Motion carried 7—0 on a voice vote.**

The meeting adjourned at 8:55 P.M.

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 \_\_\_\_\_, 2015.

\_\_\_\_\_  
Angela Westover, Clerk

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# NORTHFIELD TOWNSHIP Township Board Retreat Minutes February 27, 2015

## CALL TO ORDER/PLEDGE

The workshop was called to order at 4:10 P.M. by Supervisor Engstrom at 1111 Six Mile Road.

Fink led those present in the Pledge of Allegiance.

## ROLL CALL

Marilyn Engstrom, Supervisor	Present
Kathy Braun, Treasurer	Present (arrived 4:23 P.M.)
Angela Westover, Clerk	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Absent
Jacki Otto, Trustee	Present (arrived 4:18 P.M.)
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink  
Township Attorneys Paul Burns and Brad Maynes  
Recording Secretary Lisa Lemble  
Members of the community

## FIRST CALL TO THE PUBLIC

No comments.

## INTENTIONS

The Board reviewed their intentions about what they expected to accomplish at the retreat.

## GOALS

The Board listed possible goals to work on, then each person indicated their top five:

Highest priorities:

- Develop appropriate fiscal priorities
- Framing the development debate more concretely and specifically. "Growth," "no growth," "smart growth," etc., all mean different things to different people

Other high priorities:

- Schools
- Economic development—acquisition or disposition of real property, what to do with 75 Barker Road, Van Curler property, etc.
- Foundation for infrastructure (sewers)

Lower priorities:

- Administrative
- Consolidation of government services
- Regulatory priorities
- Maintaining existing facilities (e.g. Public Safety parking lot)
- Making sure the necessary infrastructure is in place—utilities, administration, etc.
- Review Police and Fire

## PRIORITIZING/ GOAL RELATED PROJECTS/ ACTION ITEMS

### Develop appropriate fiscal priorities

The Board discussed how \$400-500K (the balance in excess of 85% of annual expenditures) could be spent:

Votes	Est. cost
5 Board Room construction .....	\$100-150K
6 Parking lot for Community Center .....	\$100-150K
Create reserves for infrastructure maint .....	***
0 Community Garden .....	3K
People's Express service .....	\$20K****
4 Property acquisition.....	5K
1 Buying down debt.....	*
5 General Parks & Rec (ball fields, etc.).....	\$10-20K
0 Roads .....	essentially unlimited**
0 Reduce taxes.....	? *
4 Salaries of elected officials .....	Put in budget
1 Downtown development incentives .....	10K

\* Township has little debt, and debt that is bonded has a prepayment penalty. The Township can, however, give money to the Fire Department to pay down its debt on their fire truck.

\*\* Millions could be spent. It would be good to have all main roads paved because they are cheaper to maintain than dirt roads. There is no funding available from the State; Michigan is 50<sup>th</sup> of 50 states in road funding. Going to the Road Commission with \$1M in funding from a millage changes the conversation. Consider creating a Roads Reserve

\*\*\* Should be in the budget each year. Will be an action item.

\*\*\*\* Currently in legal review.

@ The Township probably cannot give money to the public schools or do work on their behalf.

### Framing the development debate more concretely and specifically

Fink cautioned that the Planning Commission needs to allow the Planning Commission to operate as an independent body, and whatever they send to the Board the Board can adopt or not. However, it is totally appropriate for the Board to say it wants the Commission to work on certain things, e.g. reviewing the Master Plan, revising zoning districts, without giving instructions about specifics.

The Board discussed zoning and development mechanisms and pressures in general.

A member of the public asked what the goal of more development is. Responses included:

- It is not clear whether residential development pays for itself or not, but it probably is at the bottom of the list of net positive tax producers. However, people create the demand for uses that do become a significant net positive.

**Northfield Township Board Meeting  
Minutes of Retreat  
The Links at Whitmore Lake; 1111 Six Mile Road  
February 27, 2015**

- More residential and shopping opportunities for the people who are already here are desired.
- The Township is too spread out; it would bring people together.
- We want to remain Northfield Township while being more desirable.
- There is a sense that rather than just staying the same we are losing ground in desirability, housing values, etc., while areas around are doing better.
- When residents become successful and want to buy a more expensive house they move out of the Township. (Brain drain).

Action items:

- Do a legal analysis of the master plan amendment request.
- Prepare a land conditions map showing large percable parcels.
- Research models of good development following community disagreements about growth.

- Consider allocating funds for a full review of the Master Plan.

It was also agreed to consider making the Deputy Clerk a full-time position.

**SECOND CALL TO THE PUBLIC**

No comments.

**ADJOURNMENT**

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

The meeting adjourned at 8:03 P.M.

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Submitted by Lisa Lemble.

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

Approved by the Township Board on \_\_\_\_\_, 2015.

\_\_\_\_\_  
Angela Westover, Clerk

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OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 TOWNSHIP BOARD					
101-101-807	MEMBERSHIP DUES	HURON RIVER WATERSHED CO	MEMBERSHIP DUES 1/1/15-12/31/15	250.00	
Total For Dept 101 TOWNSHIP BOARD				250.00	
Dept 215 CLERK					
101-215-723	RECORD SEC	LISA LEMBLE	PREPARING MINUTES JAN-APR 2015 FOR BO	2,760.00	
Total For Dept 215 CLERK				2,760.00	
Dept 257 ASSESSING					
101-257-727	SUPPLIES	MICHIGAN OFFICE SOLUTION	BILLING PERIOD 1/1/15-3/31/15	49.39	
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	ASSESSOR SERVICES 3/16/15-4/15/15	4,833.33	
Total For Dept 257 ASSESSING				4,882.72	
Dept 265 HALL AND GROUNDS					
101-265-727	SUPPLIES	MICHIGAN OFFICE SOLUTION	BILLING PERIOD 1/1/15-3/31/15	22.86	
101-265-727	SUPPLIES	QUILL CORP	2015 MONTHLY PLANNERS	25.98	
101-265-727	SUPPLIES	QUILL CORP	ORDER # 78445973	350.35	
101-265-727	SUPPLIES	QUILL CORP	ORDER # 78554546 - MESSAGE PADS	54.95	
101-265-727	SUPPLIES	QUILL CORP	SCISSORS	8.49	
101-265-850	COMMUNICATION	CHARTER COMMUNICATIONS	SERVICE 4/9/15-5/8/15	44.26	
101-265-930	REPAIRS & MAINTENANCE	BS&A SOFTWARE	. NET - 2ND INSTALLMENT	16,603.34	
Total For Dept 265 HALL AND GROUNDS				17,110.23	
Dept 412 PLANNING/ZONING DEPT					
101-412-723	RECORD SEC	LISA LEMBLE	PREPARING MINUTES JAN-APR 2015 FOR BO	1,560.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	ZONING DISTRICT REVIEW 2/10/15	35.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	RETAINER FEB 2015	450.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	PLANNING CONSULTATION FEB 2015	1,840.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	GENERAL CONSULTATION FEB 2015	945.00	
Total For Dept 412 PLANNING/ZONING DEPT				4,830.00	
Dept 666 COMMUNITY CENTER					
101-666-727	SUPPLIES	MICHIGAN OFFICE SOLUTION	COM CTR 3/1/15-3/31/15	51.33	
Total For Dept 666 COMMUNITY CENTER				51.33	
Total For Fund 101 GENERAL FUND				29,884.28	
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
207-000-206	JUSTICE TRAINING FUND #302	PSTGP, LLC	POLICE SUPERVISOR LEGAL LIABILITY TRA	150.00	
207-000-214	DUE TO OTHERS	MICHIGAN STATE POLICE	LIVE SCAN KIMLER, MCCORMICK, IAQUINTO	268.50	
Total For Dept 000				418.50	
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	CRUISERS	BATTERY ELIMINATOR FOR THE ZEBRA PRIN	425.00	
Total For Dept 333 TRANSPORTATION				425.00	
Total For Fund 207 LAW ENFORCEMENT FUND				843.50	
Fund 266 FEDERAL NARCOTICS FUND					
Dept 301 OPERATING COSTS					
266-301-727	SUPPLIES	LYNN PEAVY COMPANY	ORDER # 0315PD	141.75	
Total For Dept 301 OPERATING COSTS				141.75	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 266 FEDERAL NARCOTICS FUND					
Total For Fund 266 FEDERAL NARCOTICS FUND				141.75	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-920	UTILITIES	DTE ENERGY	8350 MAIN ST 2/25/15-3/27/15	1,452.66	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 3/26/15	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 4/9/15	10.00	
370-301-930	REPAIRS & MAINTENANCE	TERMINIX	PSB PEST CONTROL 3/24/15	50.00	
Total For Dept 301 OPERATING COSTS				1,522.66	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				1,522.66	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 000					
571-000-214	Sewer	NORTHFIELD ESTATES	UB refund for account: 673596	92.40	
571-000-214	Sewer	NORTHFIELD ESTATES	UB refund for account: 673117	100.80	
571-000-302	BOND PAYABLE - 1992	US BANK, N.A.	MICHIGAN FINANCE AUTHORITY LOAN PAYME	35,000.00	
Total For Dept 000				35,193.20	
Dept 270 LEGAL/PROFESSIONAL					
571-270-806	ENGINEER	TETRA TECH INC	NORTHFIELD CAPACITY INVENTORY	8,230.64	
Total For Dept 270 LEGAL/PROFESSIONAL				8,230.64	
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	CHEMCO PRODUCTS INC	P-407, 55 POUNDS	440.00	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	HYDROCHLORIC ACID, POTASSIUM SULFATE,	1,410.17	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	SELENIUM & DISSOLVED OXYGEN	30.00	
571-301-850	COMMUNICATION	AT&T	WWTP 2/26/15-3/25/15	277.95	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	CHARGES 2/24/15-3/23/15	246.07	
571-301-920	UTILITIES	DTE ENERGY	10201 ELMCREST 2/27/15-3/31/15	17.46	
571-301-920	UTILITIES	DTE ENERGY	925 8 MILE RD. 2/27/15-3/27/15	347.30	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER, INC.	ITEM # 6VNU3: RUBBER, BUNA, 3/8 IN	384.08	
571-301-930	REPAIRS & MAINTENANCE	PARKSON CORP	4L SCREEN BASKET	5,559.07	
571-301-930	REPAIRS & MAINTENANCE	QUILL CORP	BRAWNY PAPER TOWELS	47.97	
571-301-930	REPAIRS & MAINTENANCE	T.H. EIFERT	INSPECTION ON BOILER 3/18/15	178.00	
571-301-930	REPAIRS & MAINTENANCE	WARD'S DO IT CENTER	CHARGES 3/03/15-3/25/15	56.75	
Total For Dept 301 OPERATING COSTS				8,994.82	
Dept 528 O & M - BOND & INTEREST					
571-528-989	INTEREST 1992 BOND	US BANK, N.A.	MICHIGAN FINANCE AUTHORITY LOAN PAYME	7,669.38	
Total For Dept 528 O & M - BOND & INTEREST				7,669.38	
Total For Fund 571 WASTEWATER TREATMENT FUND				60,088.04	
Fund 701 TRUST AND AGENCY					
Dept 000					
701-000-214	DUE TO OTHERS	CHASE ROBERT & DENISE M	DLQ TAX OVRPMT	14.62	
701-000-214	DUE TO OTHERS	CURTIS DAN D & DEBRA L	DLQ TAX OVERPAYMENT	33.85	
701-000-248	NORTHFIELD LIBRARY ADDITION	CARLISLE, WORTMAN ASSOCI	LIBRARY SITE PLAN REVISION 2/18/15	395.00	
701-000-278	O'Donnell Electric	CARLISLE, WORTMAN ASSOCI	O'DONNELL ELECTRIC PLAN REVIEW 11/10/	275.00	
Total For Dept 000				718.47	
Total For Fund 701 TRUST AND AGENCY				718.47	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	29,884.28	
			Fund 207 LAW ENFORCEME	843.50	
			Fund 266 FEDERAL NARCO	141.75	
			Fund 370 PUBLIC SAFETY	1,522.66	
			Fund 571 WASTEWATER TR	60,088.04	
			Fund 701 TRUST AND AGE	718.47	
			Total For All Funds:	93,198.70	

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## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIPS

CHECK DATE FROM 03/10/2015 - 04/07/2015

Banks: MIF

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/10/2015	MIF	297(E)*#		PAYROLL	SALARIES	701	171	480.76
					SOCIAL SECURITY	715	171	(32.75)
					SALARIES	701	172	2,961.54
					CLERICAL/DEP /SUPER/ELECTION	704	172	1,096.00
					SOCIAL SECURITY	715	172	490.95
					PENSION	718	172	296.14
					CONTROLLER	722	172	2,360.12
					SALARIES	701	215	480.76
					DEPUTY SALARIES	703	215	1,342.05
					SOCIAL SECURITY	715	215	139.44
					SALARIES	701	253	480.76
					DEPUTY SALARIES	703	253	1,624.23
					CLERICAL/DEP /SUPER/ELECTION	704	253	928.00
					SOCIAL SECURITY	715	253	232.02
					PENSION	718	253	162.42
					ASST ASSESSOR	709	257	404.63
					SOCIAL SECURITY	715	257	30.95
					SOCIAL SECURITY	715	412	30.60
					PLANN COMM	726	412	400.00
					SALARIES	701	666	1,442.30
					SOCIAL SECURITY	715	666	110.34
					PENSION	718	666	144.22
								15,605.48
CHECK MIF 297(E) TOTAL FOR F								
03/10/2015	MIF	298(E)*#		PAYROLL	SUPPLIES	727	265	17.40
03/11/2015	MIF	39265*#	734449288002	AT&T	COMMUNICATION	850	265	214.44
			734449229502	COMMUNICATION		850	666	190.48
				CHECK MIF 39265 TOTAL FOR FU				404.92
03/11/2015	MIF	39266*#	822375300-0	AT&T LONG DISTANCE	COMMUNICATION	850	265	576.97
			822375300-0	COMMUNICATION		850	666	6.75
				CHECK MIF 39266 TOTAL FOR FU				583.72
03/11/2015	MIF	39268	2134716	CARLISLE, WORTMAN ASSOCIATES	PLANNER FEES			
			2134718	PLANNER FEES				
			2134714	PLANNER FEES				

\*\* VOIDED \*\*

\*\* VOIDED \*\*

\*\* VOIDED \*\*

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/11/2015	MIF	39271	2134713		PLANNER FEES	850	265	** VOIDED **
03/11/2015	MIF	39272	2134721		PLANNER FEES			** VOIDED **
03/11/2015	MIF	39272	2134715		PLANNER FEES			** VOIDED **
03/11/2015	MIF	39272	2134720		PLANNER FEES			** VOIDED **
03/11/2015	MIF	39271	8245 12 485 007512	CHARTER COMMUNICATIONS	COMMUNICATION	850	265	44.26
03/11/2015	MIF	39272	MEMBERSHIP	COSTCO WHOLESALE	MEMBERSHIP DUES	807	666	110.00
03/11/2015	MIF	39275*#	2689 463 0005 3	DTE ENERGY	UTILITIES	920	666	56.87
03/11/2015	MIF	39277#	242692	KENT COMMUNICATIONS INC	PRINTING & PUBLICATIONS	900	101	401.15
			241420		SUPPLIES	727	257	315.00
			242692		POSTAGE	851	257	564.20
			242692		POSTAGE	851	257	(71.06)
			241420		POSTAGE	851	257	(38.21)
			242692		PRINTING & PUBLICATIONS	900	666	401.15
03/11/2015	MIF	39279	FEB 2015	LINDA HARTLEY	SCC TRIPS/PROGRAMS	812	666	1,572.23
03/11/2015	MIF	39282	IN624666	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	666	70.00
03/11/2015	MIF	39283	29675	MICRO TECH SERVICES INC	REPAIRS & MAINTENANCE	930	265	26.50
03/11/2015	MIF	39286*#	FEB 2015	PAUL E BURNS	LEGAL	803	253	90.00
			FEB 2015		LEGAL	803	270	500.00
			FEB 2015		ALLOCATE TO DEPARTMENTS	927	270	7,040.00
								(3,800.00)
								3,740.00
03/11/2015	MIF	39287	491959	PITNEY BOWES INC	SUPPLIES	727	265	81.58
03/11/2015	MIF	39288	4436 0370 3800 133	PNC BANK	SUPPLIES	727	666	195.26
			4436 0370 3800 133		SCC TRIPS/PROGRAMS	812	666	104.26
				CHECK MIF 39288 TOTAL FOR FU				299.52
03/11/2015	MIF	39289*#	1737458	QUILL CORP	SUPPLIES	727	265	52.96
			1538242		SUPPLIES	727	265	231.47
			1829158		SUPPLIES	727	265	20.98
			1860988		SUPPLIES	727	265	24.98

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## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIPT

CHECK DATE FROM 03/10/2015 - 04/07/2015

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND			1737458		SUPPLIES	727	265	(12.99)
				CHECK MIF 39289 TOTAL FOR FU				317.40
03/11/2015	MIF	39290	REIMBURSE	REBECCA LAYMON	CONTRIBUTIONS - SCC	676	666	54.79
03/11/2015	MIF	39292	REIMBURSE REIMBURSE	TAMI AVERILL	SCC TRIPS/PROGRAMS PRINTING & PUBLICATIONS	812 900	666 666	113.01 59.66
				CHECK MIF 39292 TOTAL FOR FU				172.67
03/11/2015	MIF	39293*#	342817648	TERMINIX	REPAIRS & MAINTENANCE	930	666	39.00
03/11/2015	MIF	39296*#	100307	WASHTENAW COUNTY TREASURER	TRIBUNALS AND DRAINS	959	247	8,489.98
03/12/2015	MIF	39297#	4436 0370 3800 132 4436 0370 3800 132	PNC BANK	TRAINING & DEVELOPMENT TRAINING & DEVELOPMENT	957 957	171 172	285.58 410.87
				CHECK MIF 39297 TOTAL FOR FU				696.45
03/13/2015	MIF	39298	PAYCHECK	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	400.00
03/18/2015	MIF	39301*#	1544548	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	265	11.50
03/18/2015	MIF	39303	3915	ASSESSMENT ADMIN. SERVICES,	CONTRACTUAL SERVICES	818	257	4,833.33
03/18/2015	MIF	39306*#	007011521710-001 007011521710-001	BLUE CROSS BLUE SHIELD OF MI	HOSPITALIZATION	716 716	253 666	844.04 555.52
				CHECK MIF 39306 TOTAL FOR FU				1,399.56
03/18/2015	MIF	39310	2134431	CARLISLE, WORTMAN ASSOCIATES	PLANNER FEES	801	412	440.00
03/18/2015	MIF	39315	SERVICES	DARRYL MICKENS	SCC TRIPS/PROGRAMS	812	666	100.00
03/18/2015	MIF	39323*#	51029300	INTEGRYS ENERGY SERVICES, IN	UTILITIES	920	666	71.26
03/18/2015	MIF	39324*#	1282 1282 1282	J & M LANDSCAPING	GROUNDS/CLEANING/JANITORIAL GROUNDS/CLEANING/JANITORIAL GROUNDS/CLEANING/JANITORIAL	816 816 816	265 265 666	1,000.00 600.00 1,270.00
				CHECK MIF 39324 TOTAL FOR FU				2,870.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/18/2015	MIF	39325#	0001655788	MLIVE MEDIA GROUP	PRINTING & PUBLICATIONS	900	101	307.97
			0001655788		PRINTING & PUBLICATIONS	900	247	682.00
			0001655788		PRINTING & PUBLICATIONS	900	412	239.46
								<u>1,229.43</u>
CHECK MIF 39325 TOTAL FOR FU								
03/18/2015	MIF	39327*#	LEGAL	PAUL E BURNS	LEGAL	803	253	500.00
			LEGAL		LEGAL	803	270	7,692.93
			LEGAL		ALLOCATE TO DEPARTMENTS	927	270	(3,800.00)
								<u>4,392.93</u>
CHECK MIF 39327 TOTAL FOR FU								
03/18/2015	MIF	39329*#	0000001905	PITTSFIELD TOWNSHIP	CODE ENFORCEMENT	809	412	461.64
03/18/2015	MIF	39330	1910753	QUILL CORP	SUPPLIES	727	265	8.99
			2035178		SUPPLIES	727	265	181.39
			2099040		SUPPLIES	727	265	30.99
								<u>221.37</u>
CHECK MIF 39330 TOTAL FOR FU								
03/18/2015	MIF	39331	MULTIPLE	RED CARPET TRAVEL CLUB	SCC TRIPS/PROGRAMS	812	666	711.36
03/18/2015	MIF	39332*#	MULTIPLE	STAPLES CREDIT PLAN	SUPPLIES	727	265	436.39
03/18/2015	MIF	39333*#	50891653	TETRA TECH INC	GRANT EXPENSE	929	449	2,385.00
03/18/2015	MIF	39335	1230178	TRANSACT TECHNOLOGIES INC.	SUPPLIES	727	265	85.21
03/18/2015	MIF	39338*#	5001976238	WELLS FARGO FINANCIAL LEASIN	RENTAL EQUIPMENT	940	265	206.74
03/18/2015	MIF	39341	MILEAGE	WILLIAM J. LENAGHAN	FUEL & MILEAGE	860	412	78.00
03/19/2015	MIF	299(E)*#	PAYROLL		SALARIES	701	171	480.76
					SOCIAL SECURITY	715	171	(13.41)
					SALARIES	701	172	2,961.54
					CLERICAL/DEP /SUPER/ELECTION	704	172	1,200.00
					SOCIAL SECURITY	715	172	479.74
					PENSION	718	172	296.14
					CONTROLLER	722	172	2,109.60
					SALARIES	701	215	480.76
					DEPUTY SALARIES	703	215	1,462.73
					SOCIAL SECURITY	715	215	148.68

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CHECK DISBURSEMENT REPORT FOR NORTHFIELD COMMUNITY  
CHECK DATE FROM 03/10/2015 - 04/07/2015  
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
					SALARIES	701	253	480.76
					DEPUTY SALARIES	703	253	1,624.23
					CLERICAL/DEP /SUPER/ELECTION	704	253	949.75
					SOCIAL SECURITY	715	253	233.69
					PENSION	718	253	162.42
					ASST ASSESSOR	709	257	175.50
					SOCIAL SECURITY	715	257	13.43
					JANITORIAL SALARIES	710	265	360.00
					SOCIAL SECURITY	715	265	27.54
					SUPPLIES	727	265	17.72
					SOCIAL SECURITY	715	412	53.55
					PLANN COMM	726	412	700.00
					SALARIES	701	666	1,442.30
					SOCIAL SECURITY	715	666	110.34
					PENSION	718	666	144.22
CHECK MIF 299(E) TOTAL FOR F								16,101.99
03/25/2015	MIF	39342	DJ SERVICES	AMIE DAVIS	SCC TRIPS/PROGRAMS	812	666	200.00
03/25/2015	MIF	39343*#	616T48700303	AT&T	COMMUNICATION	850	265	6.93
03/25/2015	MIF	39344	2134872	CARLISLE, WORTMAN ASSOCIATES	PLANNER FEES	801	412	90.00
03/25/2015	MIF	39346	PAYMENT	DARREYL MICKENS	SCC TRIPS/PROGRAMS	812	666	153.60
03/25/2015	MIF	39347*#	1287	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	265	375.00
			1287		GROUNDS/CLEANG/JANITORL SERVIC	816	265	750.00
			1287		GROUNDS/CLEANG/JANITORL SERVIC	816	666	455.00
CHECK MIF 39347 TOTAL FOR FU								1,580.00
03/25/2015	MIF	39350	4436 0370 3800 132	PNC BANK	TRAINING & DEVELOPMENT	957	101	76.31
03/25/2015	MIF	39351	2207900	QUILL CORP	SUPPLIES	727	666	94.97
03/25/2015	MIF	39352	REIMBURSE	RUTH HAGUE	SCC TRIPS/PROGRAMS	812	666	21.00
03/25/2015	MIF	39353*#	9741856740	VERIZON WIRELESS MESSAGING S	COMMUNICATION	850	172	50.42
03/25/2015	MIF	39355	2134718	CARLISLE, WORTMAN ASSOCIATES	PLANNER FEES	801	412	697.50
			2134714		PLANNER FEES	801	412	1,860.00
			2134721		PLANNER FEES	801	412	570.00
			2134715		PLANNER FEES	801	412	375.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND			2134720		PLANNER FEES	801	412	450.00
				CHECK MIF 39355 TOTAL FOR FU				3,952.50
03/27/2015	MIF	39357	PAYCHECK	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	400.00
04/03/2015	MIF	39361	338886	ALL AMERICAN CLEANING CO.	REPAIRS & MAINTENANCE	930	666	350.00
04/03/2015	MIF	39362*	734449288003 734449229503	AT&T	COMMUNICATION	850	265	215.19
				CHECK MIF 39362 TOTAL FOR FU	COMMUNICATION	850	666	190.48
								405.67
04/03/2015	MIF	39363	124681763-1	AT&T - UVERSE	COMMUNICATION	850	666	45.00
04/03/2015	MIF	39364*	822375300 822375300	AT&T LONG DISTANCE	COMMUNICATION	850	265	818.42
				CHECK MIF 39364 TOTAL FOR FU		850	666	20.99
								839.41
04/03/2015	MIF	39367*	51837909	CONSTELLATION ENERGY SERVICE	UTILITIES	920	666	64.97
04/03/2015	MIF	39368*	1000 0973 9812	CONSUMERS ENERGY	UTILITIES	920	666	126.55
04/03/2015	MIF	39371	REIMBURSE	DAMON DOTSON	REPAIRS & MAINTENANCE	930	666	63.45
04/03/2015	MIF	39372*	2689 463 0005 3	DTE ENERGY	UTILITIES	920	666	52.98
04/03/2015	MIF	39375*	0000-7608-3	DTE ENERGY	UTILITIES	920	448	2,921.99
04/03/2015	MIF	39377	MARCH 2015	LINDA HARTLEY	SCC TRIPS/PROGRAMS	812	666	100.00
04/03/2015	MIF	39378	29744	MICRO TECH SERVICES INC	REPAIRS & MAINTENANCE	930	265	90.00
04/03/2015	MIF	39380	TICKETS	OPC	SCC TRIPS/PROGRAMS	812	666	252.00
04/03/2015	MIF	39381*	4436 0370 3002 327	PNC BANK	COMMUNICATION	850	265	45.00
04/03/2015	MIF	39382	4436 0370 3800 133 4436 0370 3800 133 4436 0370 3800 133	PNC BANK	CONTRIBUTIONS - SCC SCC TRIPS/PROGRAMS PRINTING & PUBLICATIONS	676 812 900	666 666 666	9.00 1,298.46 187.43
				CHECK MIF 39382 TOTAL FOR FU				1,494.89

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## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/10/2015 - 04/07/2015

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
04/03/2015	MIF	39383	89604 89603 89605	PRINTING SYSTEMS INC	SUPPLIES SUPPLIES SUPPLIES	727 727 727	191 191 191	270.27 298.40 244.13
CHECK MIF 39383 TOTAL FOR FU								812.80
04/03/2015	MIF	39384	22666250	PURPLE ROSE THEATRE	SCC TRIPS/PROGRAMS	812	666	660.00
04/03/2015	MIF	39385	174509	SALLY MARTTILA	SCC TRIPS/PROGRAMS	812	666	140.00
04/03/2015	MIF	39387*#	007519810001 007519810001 007519810001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE LIFE/DISB. INSURANCE LIFE/DISB. INSURANCE	717 717 717	172 253 666	81.29 38.40 43.68
CHECK MIF 39387 TOTAL FOR FU								163.37
04/03/2015	MIF	39388	239500	TRI-COUNTY CLEANING SUPPLY C	SUPPLIES	727	666	136.95
04/03/2015	MIF	39392	REIMBURSE	MARY KENDALL	DUE TO OTHERS	214	000	23.85
Total for fund 101 GENERAL FUND								84,323.09

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
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 Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
03/10/2015	MIF	297(E)*#		PAYROLL				
					SALARIES-CHIEF/COMMAND OFFICERS	701	226	7,431.00
					SALARIES - FT PATROL OFFICERS	702	226	16,697.20
					CLERICAL	704	226	2,492.80
					SALARIES-PART TIME	708	226	724.94
					SALARIES-OVERTIME	711	226	1,126.64
					SOCIAL SECURITY	715	226	2,178.15
					PENSION	718	226	2,360.66
				CHECK MIF 297(E) TOTAL FOR F				33,011.39
03/10/2015	MIF	298(E)*#		PAYROLL				
					SUPPLIES	727	301	20.00
03/11/2015	MIF	39266*#	822375300-0	AT&T LONG DISTANCE		850	301	267.40
03/11/2015	MIF	39270	2716-206895	CARQUEST AUTO PARTS - PD	REPAIRS & MAINTENANCE	930	333	15.38
03/11/2015	MIF	39273	32505	CRUISERS	REPAIRS & MAINTENANCE	930	333	350.00
03/11/2015	MIF	39278	0193561-IN	LIFELOC TECHNOLOGIES	SUPPLIES	727	301	74.92
03/11/2015	MIF	39280	2015 DUES	MICHIGAN ASSOC OF CHIEFS OF	MEMBERSHIP DUES	807	301	100.00
03/11/2015	MIF	39286*#	FEB 2015	PAUL E BURNS	LEGAL	803	270	3,300.00
03/11/2015	MIF	39289*#	1699332	QUILL CORP	SUPPLIES	727	301	52.96
03/11/2015	MIF	39296*#	26123	WASHTENAW COUNTY TREASURER	DISPATCH SERVICES	820	301	5,278.91
03/18/2015	MIF	39301*#	1542316	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	31.25
03/18/2015	MIF	39304*	734449890002	AT&T	COMMUNICATION	850	301	386.07
03/18/2015	MIF	39305*	007011521710-002	BLUE CROSS BLUE SHIELD OF MI	HOSPITALIZATION	716	226	5,088.18
03/18/2015	MIF	39306*#	007011521710-001	BLUE CROSS BLUE SHIELD OF MI	HOSPITALIZATION	716	226	2,755.38
03/18/2015	MIF	39309	220818	BRIGHTON FORD INC	REPAIRS & MAINTENANCE	930	333	34.60
03/18/2015	MIF	39314	32546	CRUISERS	REPAIRS & MAINTENANCE	930	333	170.00
03/18/2015	MIF	39317	343166-1	DON'S BODY SHOP	REPAIRS & MAINTENANCE	930	333	20.00

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CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
03/18/2015	MIF	39322*#	302455667	HEWLETT-PACKARD FINANCIAL SR	COMPUTER	972	301	200.00
03/18/2015	MIF	39327*#	LEGAL	PAUL E BURNS	LEGAL	803	270	3,300.00
03/18/2015	MIF	39334*	6035 3012 0297 485	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	727	301	44.89
03/18/2015	MIF	39337	25921	WASHTEENAW COUNTY TREASURER	DISPATCH SERVICES	820	301	5,278.91
03/18/2015	MIF	39338*#	5001976238	WELLS FARGO FINANCIAL LEASIN	RENTAL EQUIPMENT	940	301	114.91
03/18/2015	MIF	39339*	39931649	WEX BANK	FUEL & MILEAGE	860	333	1,607.94
03/19/2015	MIF	299(E)*#		PAYROLL	SALARIES-CHIEF/COMMAND OFFICERS	701	226	6,696.37
					SALARIES - FT PATROL OFFICERS	702	226	13,938.34
					CLERICAL	704	226	2,478.09
					SALARIES-PART TIME	708	226	1,328.16
					JANITORIAL SALARIES	710	226	560.00
					SALARIES-OVERTIME	711	226	4,456.66
					SOCIAL SECURITY	715	226	2,253.51
					PENSION	718	226	2,360.66
					SUPPLIES	727	301	20.38
					CHECK MIF 299(E) TOTAL FOR F			34,092.17
03/25/2015	MIF	39348	IN339222	MICHIGAN OFFICE SOLUTIONS	PRINTING & PUBLICATIONS	900	301	24.35
04/03/2015	MIF	39364*#	822375300	AT&T LONG DISTANCE		850	301	290.09
04/03/2015	MIF	39365	TB26640	CDW GOVERNMENT INC	SUPPLIES	727	301	57.42
04/03/2015	MIF	39381*#	4436 0370 3002 327	PNC BANK	SUPPLIES	727	301	37.66
			4436 0370 3002 327	COMPUTER		972	900	73.13
				CHECK MIF 39381 TOTAL FOR FU				110.79
04/03/2015	MIF	39387*#	007519810001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	652.37
04/03/2015	MIF	39389	9741738841	VERIZON WIRELESS MESSAGING S		850	301	209.32

## CHECK DISBURSEMENT REPORT FOR NORTFIELD TOWNSHIP

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
<b>Fund: 207 LAW ENFORCEMENT FUND</b>								
04/03/2015	MIF	39391	5001995622	WELLS FARGO FINANCIAL LEASIN	SUPPLIES	727	301	87.50
			5001995622		REPAIRS & MAINTENANCE	930	301	75.62
				CHECK MIF 39391 TOTAL FOR FU				163.12
04/07/2015	MIF	39393	15-1312	14A-3 DISTRICT COURT	DUE TO OTHERS	214	000	500.00
04/07/2015	MIF	39394	15-1327	14A-3 DISTRICT COURT	DUE TO OTHERS	214	000	130.00
Total for fund 207 LAW ENFORCEMENT FUND								97,732.72

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CHECK DISBURSEMENT REPORT FOR MONTH

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
03/10/2015	MIF	297(E)*#		PAYROLL	CHIEF SALARY	701	226	3,050.38
					DUTY SHIFT P-TIME	702	226	4,704.00
					ADMINISTRATIVE ASSISTANT	705	226	215.80
					PAID ON CALL	708	226	2,873.63
					SOCIAL SECURITY	715	226	873.39
					PENSION	718	226	305.02
					TRAINING WAGES	958	226	573.00
								12,595.22
CHECK MIF 297(E) TOTAL FOR F								
03/10/2015	MIF	298(E)*#		PAYROLL	SUPPLIES	727	301	31.30
03/11/2015	MIF	39266*#	822375300-0	AT&T LONG DISTANCE		850	301	39.76
03/11/2015	MIF	39269	2716-206992	CARQUEST AUTO PARTS - FD	REPAIRS & MAINTENANCE	930	333	5.97
03/11/2015	MIF	39275*#	3147 035 0001 2	DTE ENERGY	UTILITIES	920	301	102.00
03/11/2015	MIF	39284	826776141	MOORE MEDICAL CORP	SUPPLIES	727	301	292.21
03/11/2015	MIF	39295	15-013	WASHTEANW AREA MUTUAL AID	MEMBERSHIP DUES	807	301	600.00
03/18/2015	MIF	39300	89094	APOLLO FIRE EQUIPMENT	UNIFORMS/GEAR & ALLOWANCE	741	301	435.79
			89124		UNIFORMS/GEAR & ALLOWANCE	741	301	205.64
				CHECK MIF 39300 TOTAL FOR FU				641.43
03/18/2015	MIF	39302	04086037	ARGUS-HAZCO	SUPPLIES	727	301	347.90
03/18/2015	MIF	39304*	734449238502	AT&T	COMMUNICATION	850	301	220.43
03/18/2015	MIF	39306*#	007011521710-001	BLUE CROSS BLUE SHIELD OF MI HOSPITALIZATION		716	226	1,678.16
03/18/2015	MIF	39307	81613339	BOUND TREE MEDICAL LLC	EQUIPMENT	970	900	770.89
03/18/2015	MIF	39313	0136949-IN	CORRIGAN PROPANE CO.	UTILITIES	920	301	1,699.15
03/18/2015	MIF	39319	MULTIPLE	EMERGENCY VEHICLES PLUS	REPAIRS & MAINTENANCE	930	333	1,611.50
03/18/2015	MIF	39320	INV03529	EMERGENT HEALTH PARTNERS	DISPATCH SERVICES	820	301	856.17
03/18/2015	MIF	39322*#	302455667	HEWLETT-PACKARD FINANCIAL SR COMPUTER		972	900	58.63

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
03/18/2015	MIF	39323*#	51029300	INTEGRYS ENERGY SERVICES, IN	UTILITIES	920	301	126.99
03/18/2015	MIF	39324*#	1282	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	265	885.00
03/18/2015	MIF	39332*#	MULTIPLE	STAPLES CREDIT PLAN		727	301	63.78
03/18/2015	MIF	39334*	6035 3012 0297 485	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	727	301	106.93
03/18/2015	MIF	39339*	40160782	WEX BANK	FUEL & MILEAGE	860	333	726.46
03/19/2015	MIF	299(E)*#		PAYROLL	CHIEF SALARY	701	226	3,050.38
					DUTY SHIFT P-TIME	702	226	4,704.00
					ADMINISTRATIVE ASSISTANT	705	226	219.95
					PAID ON CALL	708	226	1,247.70
					SOCIAL SECURITY	715	226	741.52
					PENSION	718	226	305.02
					TRAINING WAGES	958	226	471.00
					SUPPLIES	727	301	31.90
				CHECK MIF 299(E) TOTAL FOR F				10,771.47
03/25/2015	MIF	39343*#	734995399903	AT&T	COMMUNICATION	850	301	65.87
03/25/2015	MIF	39345	2716-207955	CARQUEST AUTO PARTS - FD	REPAIRS & MAINTENANCE	930	333	241.58
			2716-207955		REPAIRS & MAINTENANCE	930	333	(40.00)
				CHECK MIF 39345 TOTAL FOR FU				201.58
03/25/2015	MIF	39347*#	1287	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	265	410.00
03/25/2015	MIF	39353*#	9741856740	VERIZON WIRELESS MESSAGING S	COMMUNICATION	850	301	145.01
04/03/2015	MIF	39364*#	822375300	AT&T LONG DISTANCE		850	301	5.47
04/03/2015	MIF	39370	0142667-IN	CORRIGAN PROPANE CO.	UTILITIES	920	301	599.70
04/03/2015	MIF	39372*#	3147 035 0001 2	DTE ENERGY	UTILITIES	920	301	107.08

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
04/03/2015	MIF	39376*	51647482	INTEGRIS ENERGY SERVICES, IN UTILITIES		920	301	110.37
					SUPPLIES	727	301	159.33
					EQUIPMENT	970	900	658.25
04/03/2015	MIF	39381*#	4436 0370 3002 327	PNC BANK				
			4436 0370 3002 327					
				CHECK MIF 39381 TOTAL FOR FU				817.58
04/03/2015	MIF	39386	6124	SMAFC	TRAINING & DEVELOPMENT	957	226	35.00
					LIFE/DISB. INSURANCE	717	226	70.41
04/03/2015	MIF	39387*#	007519810001	STANDARD INSURANCE CO.				
					Total for fund 216 MEDICAL RESCUE FUND			36,799.42

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 230	DONATION	FUND						
04/03/2015	MIF	39390	7394737-1389-2	WASTE MANAGEMENT OF MI	DONATIONS - EVENTS/COMMUNITY PROJE	904	301	19.40
Total for fund 230 DONATION FUND								19.40



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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Debt	Amount
Fund: 287 BUILDING DEPARTMENT FUND								
03/11/2015	MIF	39265*#	734449500002	AT&T	COMMUNICATION	850	301	31.63
03/18/2015	MIF	39329*#	0000001905	PITTSFIELD TOWNSHIP	INSPECTOR EXPENSES	725	261	1,385.00
04/03/2015	MIF	39362*#	734449500003	AT&T	COMMUNICATION	850	301	31.48
Total for fund 287 BUILDING DEPARTMENT FUND								1,448.11

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
03/10/2015	MIF	297 (E) *		PAYROLL	SALARIES	701	226	2,519.23
					SALARIES	702	226	7,090.97
					SOCIAL SECURITY	715	226	735.18
					PENSION	718	226	918.98
				CHECK MIF 297 (E) TOTAL FOR F				11,264.36
03/10/2015	MIF	298 (E) *		PAYROLL	SUPPLIES	727	301	6.08
03/11/2015	MIF	39266*#	822375300-0	AT&T LONG DISTANCE		850	301	32.55
03/11/2015	MIF	39267	0215-88089	BRIGHTON ANALYTICAL LLC	LAB & TESTING	817	301	15.00
03/11/2015	MIF	39274	A28338	CURRENT ELECTRIC MOTOR	REPAIRS & MAINTENANCE	930	301	970.00
03/11/2015	MIF	39275*#		DTE ENERGY	UTILITIES	920	301	16.92
			2689 463 0016 0		UTILITIES	920	301	28.64
			2689 463 0001 2		UTILITIES	920	301	33.00
			3146 792 0001 9		UTILITIES	920	301	11.29
			2689 463 0003 8		UTILITIES	920	301	18.43
			2689 463 0004 6		UTILITIES	920	301	51.02
			2689 463 0007 9		UTILITIES	920	301	24.93
			2689 463 0012 9		UTILITIES	920	301	26.46
			2689 056 0001 4		UTILITIES	920	301	10.22
			2689 463 0010 3		UTILITIES	920	301	14.76
			2689 562 0001 1		UTILITIES	920	301	51.40
			2689 562 0003 7		UTILITIES	920	301	9.74
			2689 463 0014 5		UTILITIES	920	301	404.84
				CHECK MIF 39275 TOTAL FOR FU				701.65
03/11/2015	MIF	39281	905661	MICHIGAN DEQ	REPAIRS & MAINTENANCE	930	301	260.00
03/11/2015	MIF	39285	351483	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	740	301	190.06
03/11/2015	MIF	39291	618894510-156	SPRINT/NEXTEL COMMUNICATIONS	COMMUNICATION	850	301	246.07
03/11/2015	MIF	39294	530345080	UIS SCADA	COMPUTER	972	900	14,440.00
03/18/2015	MIF	39304*	734449415902	AT&T	COMMUNICATION	850	301	268.79
03/18/2015	MIF	39305*	007011521710-002	BLUE CROSS BLUE SHIELD OF MI	HOSPITALIZATION	716	226	2,370.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
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Fund: 571 WASTEWATER TREATMENT FUND

03/18/2015	MIF	39306*#	007011521710-001	BLUE CROSS BLUE SHIELD OF MI HOSPITALIZATION		716	226	3,574.78
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03/18/2015	MIF	39308	0315-88250	BRIGHTON ANALYTICAL LLC	LAB & TESTING	817	301	60.00
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03/18/2015	MIF	39311	2716-207501	CARQUEST AUTO PARTS - WWTP	REPAIRS & MAINTENANCE	930	301	23.78
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03/18/2015	MIF	39312	103753	CHEMCO PRODUCTS INC	OPERATING SUPPLIES	740	301	220.00
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03/18/2015	MIF	39316	44862435	DE LAGE LANDEN FINANCIAL SER	RENTAL EQUIPMENT	940	301	69.00
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03/18/2015	MIF	39323*#	51029300	INTEGRYS ENERGY SERVICES, IN	UTILITIES	920	301	1,144.75
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03/18/2015	MIF	39326	352184	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	740	301	388.87
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03/18/2015	MIF	39328	SERVICES	PETE BLACK PLUMBING &	REPAIRS & MAINTENANCE	930	301	550.00
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03/18/2015	MIF	39333*#	50891654	TETRA TECH INC	ENGINEER	806	270	8,903.43
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03/18/2015	MIF	39336	578910	USA BLUE BOOK	REPAIRS & MAINTENANCE	930	301	470.73
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03/18/2015	MIF	39340	REFUND TO CUSTOMER	RESIDENT	Sewer	214	000	118.71
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03/15/2015	MIF	299(E)*#		PAYROLL				
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				SALARIES		701	226	2,519.23
				SALARIES		702	226	7,090.97
				SALARIES-OVERTIME		711	226	3,614.77
				SOCIAL SECURITY		715	226	1,011.71
				PENSION		718	226	918.98
				SUPPLIES		727	301	6.20

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15,161.86

03/25/2015	MIF	39349	4436 0370 3004 071	PNC BANK	SUPPLIES	727	301	31.80
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			4436 0370 3004 071		UNIFORMS/GEAR & ALLOWANCE	741	301	182.32
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			4436 0370 3004 071		COLLECTION SYS ANNUAL MAINT	819	301	100.73
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CHECK MIF 39349 TOTAL FOR FU

314.85

03/25/2015	MIF	39354*#	26162	WASHTEENAW COUNTY TREASURER	97 EXP & 8 MILE BONDS	305	000	326,350.00
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			26162		AGENT FEES	954	528	549.00
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			26162		DEBT SERVICE - INTEREST	995	528	19,314.12
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CHECK MIF 39354 TOTAL FOR FU

346,213.12

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
03/31/2015	MIF	39358	03/31/2015	NORTHFIELD ESTATES	Sewer	214	000	92.40
			03/31/2015		Sewer	214	000	8.40
			03/31/2015		Sewer	214	000	84.00
			03/31/2015		Sewer	214	000	8.40
CHECK MIF 39358 TOTAL FOR FU								193.20
04/03/2015	MIF	39364*	822375300	AT&T LONG DISTANCE		850	301	19.68
04/03/2015	MIF	39367*	51837909	CONSTELLATION ENERGY SERVICE UTILITIES		920	301	4,901.02
04/03/2015	MIF	39368*	1000 0950 4588	CONSUMERS ENERGY	UTILITIES	920	301	20.90
			1000 0950 4356		UTILITIES	920	301	21.60
			1000 0012 4642		UTILITIES	920	301	1,751.98
			1000 0950 4273		UTILITIES	920	301	22.31
			1000 1171 7061		UTILITIES	920	301	100.70
			1000 6159 0814		UTILITIES	920	301	17.08
			1000 1171 6543		UTILITIES	920	301	541.69
			1000 0950 4497		UTILITIES	920	301	16.11
CHECK MIF 39368 TOTAL FOR FU								2,492.37
04/03/2015	MIF	39372*	3146 792 0001 9	DTE ENERGY	UTILITIES	920	301	11.10
			2689 463 0011 1		UTILITIES	920	301	57.58
			2689 562 0003 7		UTILITIES	920	301	9.71
			2689 463 0015 2		UTILITIES	920	301	16.43
			1689 463 0017 8		UTILITIES	920	301	124.80
			2689 562 0001 1		UTILITIES	920	301	59.48
			2689 056 0001 4		UTILITIES	920	301	9.81
			2689 463 0001 2		UTILITIES	920	301	27.15
			2689 463 0004 6		UTILITIES	920	301	42.66
			2689 463 0006 1		UTILITIES	920	301	23.93
			2689 463 0012 9		UTILITIES	920	301	25.44
			2689 463 0007 9		UTILITIES	920	301	23.42
			2689 463 0010 3		UTILITIES	920	301	16.13
			2689 463 0016 0		UTILITIES	920	301	16.11
CHECK MIF 39372 TOTAL FOR FU								463.75
04/03/2015	MIF	39375*	000-3319-1	DTE ENERGY	UTILITIES	920	301	1,209.73

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
04/03/2015	MIF	39376*	51647482	INTEGRYS ENERGY SERVICES,	UTILITIES	920	301	4,079.79
04/03/2015	MIF	39387*#	007519810001	STANDARD INSURANCE CO.	USB. 11	717	226	251.77
					FOR FUND	WATER TREATMENT FUND		421,589.75



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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 883 DISTRICT #3 HORSESHOE LAKE								
03/10/2015	MIF	39168	HLSAD REFUND	ALLAN & CHERYL SCHAEFER	SAD REFUNDS	924	301	1,797.32
03/10/2015	MIF	39169	HLSAD REFUND	ANDREW VENABLE	SAD REFUNDS	924	301	1,071.92
03/10/2015	MIF	39170	HLSAD REFUND	ANGELA VEGA	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39171	HLSAD REFUND	ARTHUR E. SELENT TRUST	SAD REFUNDS	924	301	3,237.33
03/10/2015	MIF	39172	HLSAD REFUND	BRANT & TINA SZEGDA	SAD REFUNDS	924	301	1,162.54
03/10/2015	MIF	39173	HLSAD REFUND	BRIAN TRIM	SAD REFUNDS	924	301	2,030.77
03/10/2015	MIF	39174	HLSAD REFUND	BRIAN WESTRATE	SAD REFUNDS	924	301	2,114.49
03/10/2015	MIF	39175	HLSAD REFUND	CAMERON WARNER	SAD REFUNDS	924	301	1,584.57
03/10/2015	MIF	39176	HLSAD REFUND	CAREY SCOTT	SAD REFUNDS	924	301	1,766.68
03/10/2015	MIF	39177	HLSAD REFUND	CARLA TCHALO	SAD REFUNDS	924	301	1,510.35
03/10/2015	MIF	39178	HLSAD REFUND	CHARLES & ERIN SMITH	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39179	HLSAD REFUND	CHARLES & JOAN STEUER	SAD REFUNDS	924	301	2,361.32
03/10/2015	MIF	39180	HLSAD REFUND	CRAIG & DEBRA STROUP	SAD REFUNDS	924	301	453.10
03/10/2015	MIF	39181	HLSAD REFUND	DAN TRIBBLE	SAD REFUNDS	924	301	785.38
03/10/2015	MIF	39182	HLSAD REFUND	DARLENE RUSSELL	SAD REFUNDS	924	301	1,774.45
03/10/2015	MIF	39183	HLSAD REFUND	DAVE & SHERYL WEBBER	SAD REFUNDS	924	301	528.62
03/10/2015	MIF	39184	HLSAD REFUND	DAVID TAYLOR	SAD REFUNDS	924	301	1,132.33
03/10/2015	MIF	39185	HLSAD REFUND	DAVID VELLA	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39186	HLSAD REFUND	DEBRA WHITE	SAD REFUNDS	924	301	1,714.03
03/10/2015	MIF	39187	HLSAD REFUND	DENNIS SCHWAIGER	SAD REFUNDS	924	301	1,126.29
03/10/2015	MIF	39188	HLSAD REFUND	DIANE STAPLETON	SAD REFUNDS	924	301	3,571.33
03/10/2015	MIF	39189	HLSAD REFUND	EMILIE TODD & MICHAEL DANGOV	SAD REFUNDS	924	301	2,446.77
03/10/2015	MIF	39190	HLSAD REFUND	ERIC SPIEGELBERG	SAD REFUNDS	924	301	453.10
03/10/2015	MIF	39191	HLSAD REFUND	FAITH WHEELER	SAD REFUNDS	924	301	2,642.68
03/10/2015	MIF	39192	HLSAD REFUND	GARY & DEBRA STANNY	SAD REFUNDS	924	301	2,869.66
03/10/2015	MIF	39193	HLSAD REFUND	GARY SACK	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39194	HLSAD REFUND	GARY SIEBERT	SAD REFUNDS	924	301	1,057.24

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 883 DISTRICT #3 HORSESHOE LAKE								
03/10/2015	MIF	39195	HLSAD REFUND	GAYLE STEELE	SAD REFUNDS	924	301	2,459.71
03/10/2015	MIF	39196	HLSAD REFUND	GENEVIEVE WILSON	SAD REFUNDS	924	301	979.57
03/10/2015	MIF	39197	HLSAD REFUND	GERALD WEST AND	SAD REFUNDS	924	301	453.10
03/10/2015	MIF	39198	HLSAD REFUND	GREGORY E. SCHNEIDER (TRUST)	SAD REFUNDS	924	301	2,204.25
03/10/2015	MIF	39199	HLSAD REFUND	HARRIETT & EMMETT SATTERLA	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39200	HLSAD REFUND	HELEN WOLVERTON	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39201	HLSAD REFUND	HERMAN WEBER & JUNE HIBBARD	SAD REFUNDS	924	301	3,171.73
03/10/2015	MIF	39202	HLSAD REFUND	IDRIS CLIFFORD & ELENA C. SH	SAD REFUNDS	924	301	1,584.57
03/10/2015	MIF	39203	HLSAD REFUND	JAMES SISKOSKY TRUST	SAD REFUNDS	924	301	1,790.84
03/10/2015	MIF	39204	HLSAD REFUND	JAMES STILLMAN	SAD REFUNDS	924	301	2,733.30
03/10/2015	MIF	39205	HLSAD REFUND	JAMES ZELLO	SAD REFUNDS	924	301	679.23
03/10/2015	MIF	39206	HLSAD REFUND	JANE THOMPSON	SAD REFUNDS	924	301	1,359.31
03/10/2015	MIF	39207	HLSAD REFUND	JASON & JOY TREGANOWAN	SAD REFUNDS	924	301	1,736.47
03/10/2015	MIF	39208	HLSAD REFUND	JASON & PATRICIA SPOONER	SAD REFUNDS	924	301	679.23
03/10/2015	MIF	39209	HLSAD REFUND	JASON TOWLER	SAD REFUNDS	924	301	1,359.31
03/10/2015	MIF	39210	HLSAD REFUND	JEFFREY & DEBORAH TRAPP	SAD REFUNDS	924	301	1,978.13
03/10/2015	MIF	39211	HLSAD REFUND	JEFFREY SOUZA	SAD REFUNDS	924	301	1,208.28
03/10/2015	MIF	39212	HLSAD REFUND	JOEL & AMY SOMMERS	SAD REFUNDS	924	301	679.23
03/10/2015	MIF	39213	HLSAD REFUND	JOHN & LOIS WOOD, JR.	SAD REFUNDS	924	301	1,208.28
03/10/2015	MIF	39214	HLSAD REFUND	JOHN UROUHART	SAD REFUNDS	924	301	906.21
03/10/2015	MIF	39215	HLSAD REFUND	JOHN WAGENTI & ANGELA AVEY	SAD REFUNDS	924	301	1,218.64
03/10/2015	MIF	39216	HLSAD REFUND	JUDITH SAMPLE	SAD REFUNDS	924	301	1,585.87
03/10/2015	MIF	39217	HLSAD REFUND	KENNETH & CAROL SMITH	SAD REFUNDS	924	301	2,733.30
03/10/2015	MIF	39218	HLSAD REFUND	KENNETH SPENCER	SAD REFUNDS	924	301	1,821.05
03/10/2015	MIF	39219	HLSAD REFUND	KEVIN ST. CHARLES	SAD REFUNDS	924	301	1,963.45
03/10/2015	MIF	39220	HLSAD REFUND	LAWRENCE SLUSARCZYK	SAD REFUNDS	924	301	1,208.28
03/10/2015	MIF	39221	HLSAD REFUND	LUKE SAFRANEK	SAD REFUNDS	924	301	2,710.86

04/07/2015 05:05 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIPT

CHECK DATE FROM 03/10/2015 - 04/07/2015

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 863 DISTRICT #3 HORSESHOE LAKE								
03/10/2015	MIF	39222	HLSAD REFUND	MARK & DEBORAH WILUTIS	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39223	HLSAD REFUND	MARK & LAURA WEALCH	SAD REFUNDS	924	301	2,779.04
03/10/2015	MIF	39224	HLSAD REFUND	MARK STROEBEL	SAD REFUNDS	924	301	906.21
03/10/2015	MIF	39225	HLSAD REFUND	MARY ANN SCHMALTZ	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39226	HLSAD REFUND	MARY ZIDE	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39227	HLSAD REFUND	MICHAEL TERRY, JR.	SAD REFUNDS	924	301	1,887.94
03/10/2015	MIF	39228	HLSAD REFUND	MICHELLE VESEY	SAD REFUNDS	924	301	1,359.31
03/10/2015	MIF	39229	HLSAD REFUND	PAMELA TROYER	SAD REFUNDS	924	301	528.19
03/10/2015	MIF	39230	HLSAD REFUND	PAMELA TROYER	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39231	HLSAD REFUND	PATRICIA STAHL	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39232	HLSAD REFUND	PAUL & KELLIE STEEN	SAD REFUNDS	924	301	1,208.28
03/10/2015	MIF	39233	HLSAD REFUND	RANDY ST. CHARLES	SAD REFUNDS	924	301	1,047.75
03/10/2015	MIF	39234	HLSAD REFUND	RAYMOND & CATERINA ROZA	SAD REFUNDS	924	301	249.42
03/10/2015	MIF	39235	HLSAD REFUND	RAYMOND RONDY	SAD REFUNDS	924	301	1,359.31
03/10/2015	MIF	39236	HLSAD REFUND	RAYMOND SACK	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39237	HLSAD REFUND	RHONDA SCHWAB	SAD REFUNDS	924	301	3,044.86
03/10/2015	MIF	39238	HLSAD REFUND	RICHARD SHEHAN	SAD REFUNDS	924	301	1,724.39
03/10/2015	MIF	39239	HLSAD REFUND	ROBERT & MARLENE ALEXANDER	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39240	HLSAD REFUND	ROBERT ST. CHARLES	SAD REFUNDS	924	301	1,474.10
03/10/2015	MIF	39241	HLSAD REFUND	ROBERT TAYLOR, SR.	SAD REFUNDS	924	301	1,585.44
03/10/2015	MIF	39242	HLSAD REFUND	RYAN SCOTT REALTY, LLC	SAD REFUNDS	924	301	2,366.50
03/10/2015	MIF	39243	HLSAD REFUND	SCOTT & AMY ROGERS	SAD REFUNDS	924	301	2,114.49
03/10/2015	MIF	39244	HLSAD REFUND	SCOTT & DEBORAH WEBB	SAD REFUNDS	924	301	1,821.05
03/10/2015	MIF	39245	HLSAD REFUND	SCOTT SHAPER	SAD REFUNDS	924	301	1,510.35
03/10/2015	MIF	39246	HLSAD REFUND	SHEPPARD ENTERPRISES LTD	SAD REFUNDS	924	301	4,833.11
03/10/2015	MIF	39247	HLSAD REFUND	SHEREE YAX & MARGARET COUSIN	SAD REFUNDS	924	301	1,057.24
03/10/2015	MIF	39248	HLSAD REFUND	STACY SPECHT	SAD REFUNDS	924	301	1,056.30



CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

04/07/2015 05:05 PM

User: JEN

DB: Northfield

CHECK DATE FROM 03/10/2015 - 04/07/2015

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 890 N.T. SEWER DISTRICT								
03/25/2015	MIF	39354*	26162	WASHTENAW COUNTY TREASURER	BONDS PAYABLE-NT SEWER	314	000	208,650.00
			26162		AGENT FEES	954	905	351.00
			26162		INTEREST NT BOND	998	905	12,348.38
CHECK MIF 39354 TOTAL FOR FU								221,349.38
TOTAL - ALL FUNDS								221,349.38
Total for fund 890 N.T. SEWER DISTRICT								1,574,082.49

\*\*\*-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 \*\*\*-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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

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**To: Northfield Township Board of Trustees**

**From: Tim Hardesty Wastewater Treatment Plant Superintendent**

**Date: April 4<sup>th</sup>, 2015**

**Subject: March 2015 Monthly Report**

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- 3/2/15: Installed rebuilt scum pump on tertiary sand filter bridge #1.
- 3/2/15: Repaired bathroom faucet at 75 Barker.
- 3/5/15: Cleaned and flushed out the chemical feed tanks.
- 3/10/15: Plugged sewer call at 11721 Kenton Dr. The problem was in the homeowner' line.
- 3/11/15: Rebuilt two backflow preventers.
- 3/11/15: Pulled rags from pump #2 at Eagle Gardens pump station.
- 3/12/15: Plugged sewer call at 9815 Main St. The problem was in our main line.
- 3/15/15: Made temporary repair to ferric feed line on north aeration tank.
- 3/16/15: Replaced ferric feed tubing on north aeration tank.
- 3/18/15: CSD-1 inspection performed on boiler #2.
- 3/19/15: Televised line at 9010 Main St. and found a break in homeowners' line for him.
- 3/23/15: Repaired the polymer pumps' automatic control system.
- 3/24/15: Changed one of the idler sprockets on primary tank #4.

<b>March 2015 Daily Average Flow</b>	<b>.706MGD</b>
<b>March 2014 Daily Average Flow</b>	<b>.870MGD</b>
<b>Maximum March Daily Flow 2015</b>	<b>.825MGD</b>
<b>Maximum March Daily Flow 2014</b>	<b>1.16MGD</b>
<b>Minimum March Daily Flow 2015</b>	<b>.602MGD</b>
<b>Minimum March Daily Flow 2014</b>	<b>.657MGD</b>
<b>6 – Month Average Flow</b>	<b>.654MGD</b>
<b>12 – Month Average Flow</b>	<b>.730MGD</b>
<b>Total Gallons Treated March 2015</b>	<b>21.896MG</b>
<b>Total Gallons Treated March 2014</b>	<b>26.964MG</b>
<b>Rainfall (inches) March 2015</b>	<b>NA</b>
<b>Rainfall (inches) March 2014</b>	<b>NA</b>
<b>Connections / Tap-ins' to system</b>	<b>0</b>
<b>Miss Dig Stakings</b>	<b>6</b>
<b>Overtime Hours</b>	<b>37</b>

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

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**To: Northfield Township Board of Trustees**

**From: Tim Hardesty-Wastewater Treatment Plant Superintendent**

**Date: April 9<sup>th</sup>, 2015**

**Subject: Rebuild of Tertiary Sand Filters**

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The last step of our treatment process is the Tertiary Sand Filters. The sewage passes down thru the sand and then thru what are called porous plates. These plates are starting to break down and become encrusted not allowing the sewage to pass thru them as they should. Sand is also passing thru or around the plates in numerous areas. We need to have these rebuilt in July and August when our flow is at its' lowest. There are two tanks 40 feet long by 9 feet wide which will be rebuilt one at a time and take about 3 weeks per tank. It will also take 8 to 10 weeks to receive all of the material needed for the rebuild once the order has placed with Aqua Aerobics. Because of this time frame I am asking the Board to consider authorizing this project now that will be a part of the 2015/2016 budget.

Costs:        \$149,683 filter rebuild  
               \$ \$10,000 vacuum truck rental

Total cost    \$159,683

Thank you for your consideration,



Tim Hardesty



**TO: Northfield Township WWTP**  
11500 Lemen Road  
Whitmore Lake  
Michigan 48189  
USA

**PROJECT: NORTHFIELD TOWNSHIP, MI**

**ATN: Tim Hardesty, Maint. Supv.**

**PROPOSAL DATE: March 10, 2015**

**CC: Hamlett Environmental Technologies / ph#: 517/545-2500 / fx#: 517/545-3231**  
**Randy Hamlett**

**The following Notes apply to Aqua-Aerobic Systems' proposal:**

- We are pleased to quote, for acceptance within 90 days of this date, prices and terms on goods listed below.
- Equipment will be furnished by Aqua-Aerobic Systems, Inc. with unloading of goods and civil work by the Buyer.
- Equipment listed below is for rebuild of two 9' x 40' AquaABF unit as recommended by the customer
- Aqua field service personnel to provide filter mechanical start-up.
- If additional modifications beyond those listed in the proposal are required, they will represent an additional cost.

- Aqua-Aerobic Systems shall retain the services of a contractor to perform the following:

**REMOVAL**

All media above and below the porous plates shall be removed with a vacuum truck supplied by the contractor. The 1/4-20 hardware, angles and porous plates shall be removed. After the hardware is removed, the cell dividers shall be cleaned of caulk and inspected, in preparation for installation of the new equipment. The existing wear strip in the effluent channel shall be removed.

**INSTALLATION**

New caulk, porous plates and retaining angles and associated hardware shall be installed. While the caulk is curing the contractor shall clean and adjust the wear strip and backwash shoe to improve the backwash efficiency. Once the installation of the underdrain is complete, new filter media will be installed in 100# bags. A new wear strip shall be installed in the effluent channel. An Aqua-Aerobic Field Service technician will assist in the mechanical startup of each filter.

The customer shall provide the following:

- A. A dumpster for all waste material.
- B. Electrical Service of 110 V, 20 amp.
- C. Unloading of material shipments
- D. Access to the site from 7 am to 7 pm
- E. Customer shall prevent water from entering the filter during the filter rebuild process.

Note that all the existing media will be disposed of at the plant site (or in the dumpster), after removal. Price is based on use of non-hazardous materials.

**Underdrain Installation Component(s) consisting of:**

- Ceramically bonded alumina porous plate(s).
- Tube(s) of sealant.
- Retaining angle(s).
- Stainless steel spacer stud(s).
- Wear starter strip(s).
- Insert anchor(s).
- Pneumatic caulking gun.
- High grade silica sand approximately 11 inches deep, complying with sections 1, 2.2 and 5 of the standard specifications for the filtering material (AWWA Designation B100-89). The 10% size or effective size shall be



between .55 and .65 millimeters. The uniformity coefficient (ratio of 60% size to 10% size) shall not exceed 1.50.

### **Supervision/Freight**

#### **Supervision/Freight Domestic**

**1 Supervision Services and Freight Package(s) will be provided as follows:**

- 2 Day(s) On Site for Mechanical Startup
- 2 Trip(s) for Mechanical Startup
- FREIGHT TO JOBSITE

#### **The Following Notes apply to Aqua-Aerobic Systems' Proposal:**

- We expect record set drawings to be completed and in transit to you approximately 8-10 weeks after receipt of order with acceptable terms and conditions and guarantee of payment. Any changes to the record set drawings may result in price adder(s). \*Schedules may be adjusted at time of order placement, depending upon existing order backlog. Weeks quoted are actual working weeks.
- Materials and Services not specifically described/itemized in this proposal are not included in the quoted total price, and are to be supplied by the installing contractor/purchaser.
- F.O.B. ORIGIN; TITLE AND RISK OF LOSS: All prices and all shipments of goods are F.O.B. Aqua-Aerobic Systems, Inc.'s plant at Loves Park, Illinois. Delivery of the goods sold hereunder to the carrier shall be deemed delivery to the Buyer, and upon such delivery, title to such goods and risk of loss or damage shall be upon Buyer.
- TAXES: State and/or local taxes are not included in the price but will be charged unless we receive a valid resale/exemption certificate.
- PAYMENT TERMS: Subject to credit approval and guarantee of payment, payment of 75% of the purchase price Net 30 days from date of equipment shipment; and 25% upon completion of equipment installation, no retainage allowed.
- Supervision services included in Aqua-Aerobic Systems' proposal are based upon supply of the quantity of trips and days stated. Additional supervision services can be provided for an additional charge of \$1200/day plus travel and living expenses.

**GOODS QUOTED ABOVE WILL BE SOLD SUBJECT ONLY TO THE TERMS AND CONDITIONS OF SALE SET FORTH HEREIN. ANY DIFFERENT OR ADDITIONAL TERMS ARE HEREBY OBJECTED TO.**

**Total Price:     \$149,683**

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William E. Wagner, Jr.  
Director of Public  
Safety/Fire Chief

## 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  
[www.twp.northfield.mi.us](http://www.twp.northfield.mi.us)



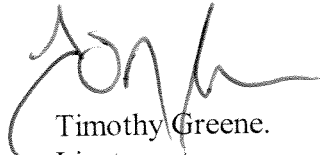
Timothy Greene  
Lieutenant  
Police Operations

### MONTHLY REPORT MARCH 2015

**TO:** The Northfield Township Board of Trustees  
**FROM:** Lieutenant Timothy Greene  
**RE:** Monthly Operations Review  
**DATE:** Township Board Meeting of April 14, 2015

#### GENERAL ENFORCEMENT STATISTICS

The Northfield Township Police Department responded to 499 complaints during the Month of March 2015, and handled 6 mutual aid responses inside the township and 12 outside the township. Of the total complaints answered, 53 % of them were in the hamlet area and 47 % were handled throughout the rest of the Township. The average response time on calls for service is 4.68 minutes. Officers generated a total of 21 arrests. An itemized listing of monthly activities is attached.

  
Timothy Greene.  
Lieutenant

Attachments:

# CLEAR-1018 Verified Offense By Date

Agency: NR

3/1/2015 12:00:00 AM - 3/31/2015 12:00:00 AM

Offense Code	Description	Incident Count
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	4
2203	B&E - Burglary - Forced Entry - Non-Residence	1
2305	Larceny - Personal Property from Vehicle - LFA	1
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	1
2609	Identity Theft	3
2699	Fraud (Other)	1
2902	Damage to Property - Private Property - MDOP	8
2999	Damage to Property - MDOP (other)	1
3550	Narcotic Equipment - Paraphernalia	1
4805	Witness -Dissuading	1
5311	Disorderly Conduct	1
5503	Drugs - (Other) Prescription	1
5561	Animals at Large	1
80412	Operating Under the Influence of Alcohol / Liquor OWI 2nd Offense	1
C2899	Juvenile - All Other	1
C2930	License / Title / Registration	1
C2931	DWLS OPS License Suspended / Revoked	2
C2933	Vehicle Registration - Improper / Expired	6
C2934	Vehicle Insurance - None / Expired	5
C2935	DWLS 2nd OPS License Suspended / Revoked	5
C2937	No OPS on Person - NOP-NOLOP	1
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	11
C3101	Acc, Single Motor Vehicle	1
C3145	Property Damage Traffic Crash PDA	12
C3155	Personal Injury Traffic Crash PIA	1
C3205	Sudden Death - Natural	2
C3250	Mental Health Call	2
C3299	Welfare Check	6
C3310	Family Trouble	5
C3312	Neighborhood Trouble	3
C3316	Lost Property	1
C3318	Found Property	4
C3324	Suspicious Circumstances	8
C3326	Suspicious Vehicles	7
C3328	Suspicious Persons	7
C3329	Intelligence Information	1
C3330	Assist Other Law Enforcement Agency	1
C3331	Assist Medical	8
C3332	Assist Fire Department	10
C3333	Assist Motorist	9
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	19
C3337	Assist Citizen - Vehicle Lockout	1

# CLEAR-1018 Verified Offense By Date

Agency: NR

3/1/2015 12:00:00 AM - 3/31/2015 12:00:00 AM

Offense Code	Description	Incident Count
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	12
C3702	Traffic Complaint / Road Hazard	10
C3704	Traffic Complaint / Abandoned Auto	2
C3708	Traffic Complaint / Private Impound	5
C3728	Traffic Complaint / Parking Complaint	2
C3799	Miscellaneous Traffic Complaint	1
C3804	Animal Complaint	4
C3808	Animal Bite / Scratch	4
C3812	Animal Pick-up - Alive	1
C3902	Burglary Alarm	2
C4037	Fail to Report Accident	1
C4041	Speeding Citation	54
C4047	Disobey Traffic Signal Citation	2
C4105	Equipment Citation	4
C4126	Seat Belt Law - Driver	1
C4307	Drove W/Expired Ops	1
C4316	Fail to Change Address-Ops	1
L3501	911 Hang Up - NR	1
L3502	Follow Up - NR	1
L3503	Opened in Error - NR	1
L3504	PBT Station - NR	23
L3507	Fingerprints - NR	7
L3508	Ticket Sign Off - NR	5
L3510	Loud Music - NR	1
L3514	Warrant Pick Up - NR	1
L3526	False Alarm - NR	12
L3535	GUN Permit, Applications, CCW Permits - NR	38
L3538	Property/Vacation Check - NR	1
L3540	Child Safety Seat Inspection - NR	2
L3542	BOL - NR	7
L3546	Trespass Notice Served - NR	2
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	69
L3557	Check Person - NR	1
L3569	Assist Other Police Agency - Inside Northfield - NR	6
L3570	Assist Other Police Agency - Outside Northfield - NR	12
L3571	Disorderly Person - NR	1
L3596	Test Call - NR	1
L3597	Non Terminal - NR	22
L4925	Commercial Vehicle Violations - NR	3
L5170	Fire - Accidental - NR	1
L6501	Property Check/Directed Patrol/Vac Watch - NR	1
Sum:		499

Report Time:  
4/6/2015 1:30:32 PM

**Report CLEAR-008-R Summary of Offenses**  
**All Offenses that were Attempted or Completed**  
**Report Period: 03/01/2015 - 03/31/2015**

Agency: Northfield Township Police  
ORI: MI8196400

Classification	Prior Year	Current Year	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	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	1	0	-100.0%
13001 NONAGGRAVATED ASSAULT	3	4	33.3%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	0	-
13003 INTIMIDATION/STALKING	2	0	-100.0%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	0	1	-
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	1	0	-100.0%
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSES/NATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	4	1	-75.0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	2	1	-50.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	0	0	-
24001 MOTOR VEHICLE THEFT	0	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	1	1	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	0	-100.0%
26003 FRAUD -IMPERSONATION	2	3	50.0%
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
27000 EMBEZZLEMENT	0	0	-
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	2	10	400.0%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	1	0	-100.0%

Agency: Northfield Township  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008-R  
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**Report CLEAR-008-R Summary of Offenses**  
**All Offenses that were Attempted or Completed**  
**Report Period: 03/01/2015 - 03/31/2015**

Agency: Northfield Township Police  
ORI: MI8196400

Classification	Prior Year	Current Year	%Change
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	2	1	-50.0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	1	2	100.0%
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	1	0	-100.0%
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	-
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	-
<b>Total for Group A</b>	<b>26</b>	<b>24</b>	<b>-7.7%</b>
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENCE 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	1	0	-100.0%
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	0	1	-
42000 DRUNKENNESS	0	0	-
48000 OBSTRUCTING POLICE	0	2	-
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	2	0	-100.0%
53001 DISORDERLY CONDUCT	0	1	-
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-

Agency: Northfield Township  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008-R  
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Report Time:  
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**Report CLEAR-008-R Summary of Offenses**  
**All Offenses that were Attempted or Completed**  
**Report Period: 03/01/2015 - 03/31/2015**

Agency: Northfield Township Police  
ORI: MI8196400

Classification	Prior Year	Current Year	%Change
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	1	0%
55000 HEALTH AND SAFETY	0	2	-
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	0	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	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
<b>Total for Group B</b>	<b>4</b>	<b>7</b>	<b>75.0%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	1	1	0%
2900 TRAFFIC OFFENSES	14	21	50.0%
3000 WARRANTS	17	17	0%
3100 TRAFFIC CRASHES	31	15	-51.6%
3200 SICK / INJURY COMPLAINT	3	11	266.7%
3300 MISCELLANEOUS COMPLAINTS	93	98	5.4%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500 NON-CRIMINAL COMPLAINTS	208	219	5.3%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	17	20	17.6%
3800 ANIMAL COMPLAINTS	2	9	350.0%
3900 ALARMS	1	2	100.0%
<b>Total for Group C</b>	<b>387</b>	<b>413</b>	<b>6.7%</b>
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	55	57	3.6%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	10	5	-50.0%
4200 PARKING CITATIONS	1	0	-100.0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	2	0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	3	0	-100.0%
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	3	-
<b>Total for Group D</b>	<b>71</b>	<b>67</b>	<b>-5.6%</b>
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	1	-

Agency: Northfield Township  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

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Report CLEAR-008-R Summary of Offenses  
All Offenses that were Attempted or Completed  
Report Period: 03/01/2015 - 03/31/2015

Agency: Northfield Township Police  
ORI: MI8196400

Classification		Prior Year	Current Year	%Change
<b>Total for Group E</b>		<b>0</b>	<b>1</b>	<b>-</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	0	0	-
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200	ARREST ASSIST	0	0	-
6300	CANINE ACTIVITIES	0	0	-
6500	CRIME PREVENTION ACTIVITIES	0	1	-
6600	COURT / WARRANT ACTIVITIES	0	0	-
6700	INVESTIGATIVE ACTIVITIES	0	0	-
<b>Total for Group F</b>		<b>0</b>	<b>1</b>	<b>-</b>
<b>Total for All Groups</b>		<b>488</b>	<b>513</b>	<b>5.1%</b>

## **MONTHLY REPORT for MARCH 2015**

### **EVENTS OF SIGNIFICANCE**

#### **MDOP**

On March 30, officers responded to four separate reports of Malicious Destruction of Property to vehicles on Lake Pine Drive. A total of six vehicles had their tires slashed with a sharp instrument sometime around 11:30pm the night before. The incidents are under investigation.

#### **DRUG OVERDOSE – SUICIDE ATTEMPT**

On March 15, officers were dispatched to a gas station on North Territorial Rd for a report of a teenage male slumped over the wheel of his car. Officers attempted to awaken the subject by pounding on the windows but he was not responsive. Officers forced entry into the vehicle for the subject's safety and were finally able to wake him up, though he was still unresponsive. Officers located some pills, alcohol and marijuana on the subject and relayed this information to HVA, who was on scene treating the subject. He was transported to the hospital for treatment. Officers spoke with family of the subject and were able to ascertain that the subject had attempted to commit suicide.

#### **WITNESS TAMPERING**

On March 6, a Northfield detective was notified that an inmate at the jail had, once again, been in contact with the victim in his Domestic Violence case. The inmate had already been charged with two counts of Witness Tampering after the assault, which he pled down to Interfering with a Police Investigation on February 10. Between February 17 and March 1, he had again attempted to contact his victim by phone eighty times. He had also attempted to contact her by letter. Charges have been submitted for additional charges of Witness Tampering.

#### **OWI / MINOR IN POSSESSION**

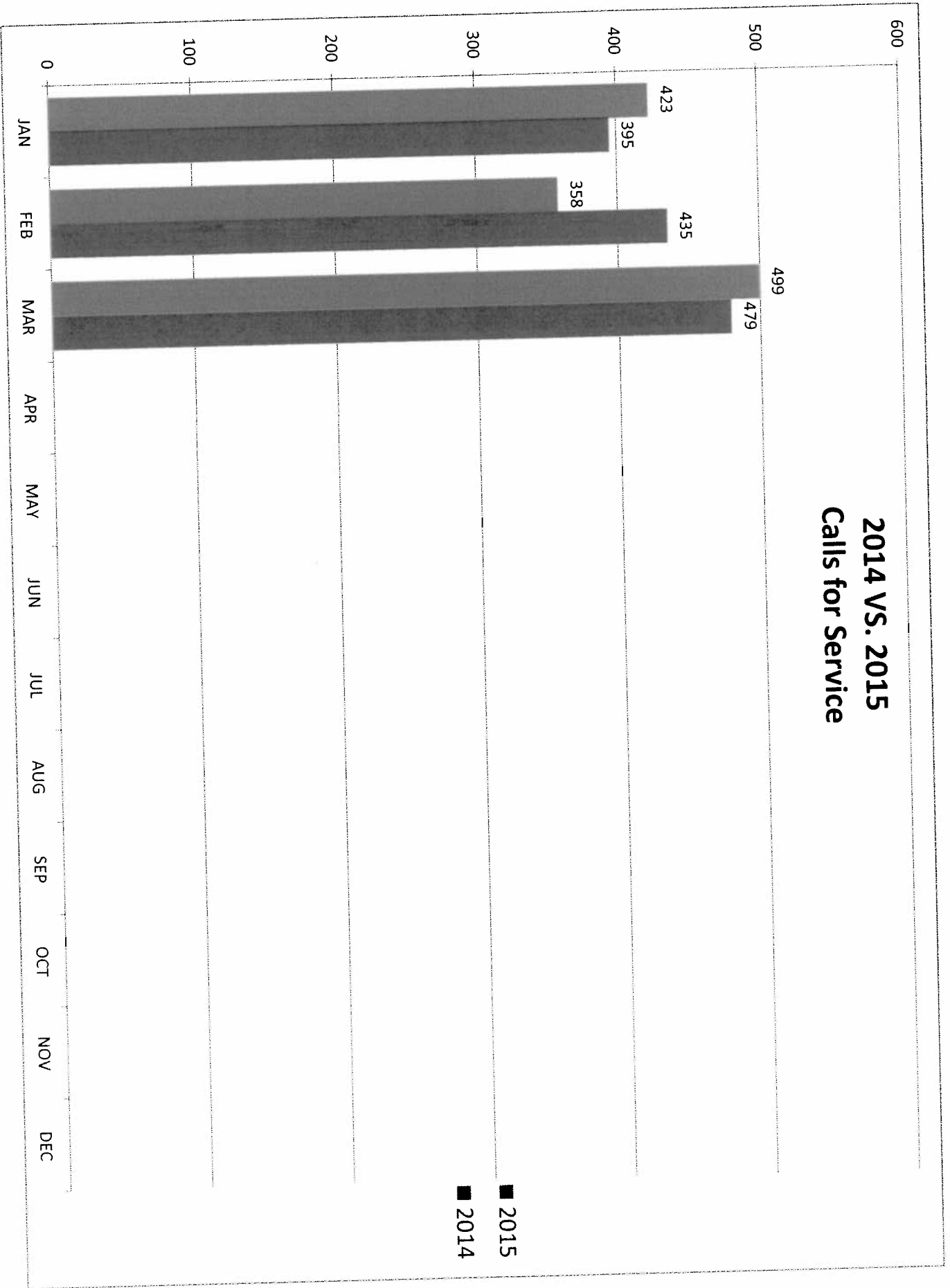
On March 4, officers responded to the report of a vehicle that had been driving erratically on Spencer Rd and ended up in the ditch of the caller's yard. Officers arrived and located four minors near the vehicle. No one would admit to driving the car and told the officer that the driver fled. Eventually one of the females identified one of the males as the driver, who was suspended/expired and had two warrants for his arrest. He failed field sobriety tests and had a BAC of .158. He was arrested for OWI, DWLS and for the warrants. The other male was issued a citation for MIP and had a BAC of .20. One female was issued MIP with a BAC of .12 and the other female was released to an adult and not charged.

# **MONTHLY TRAINING FOR MARCH 2015**

## **FORMAL TRAINING**

LT. T. Greene – Police Supervisor Legal Liability

# 2014 VS. 2015 Calls for Service

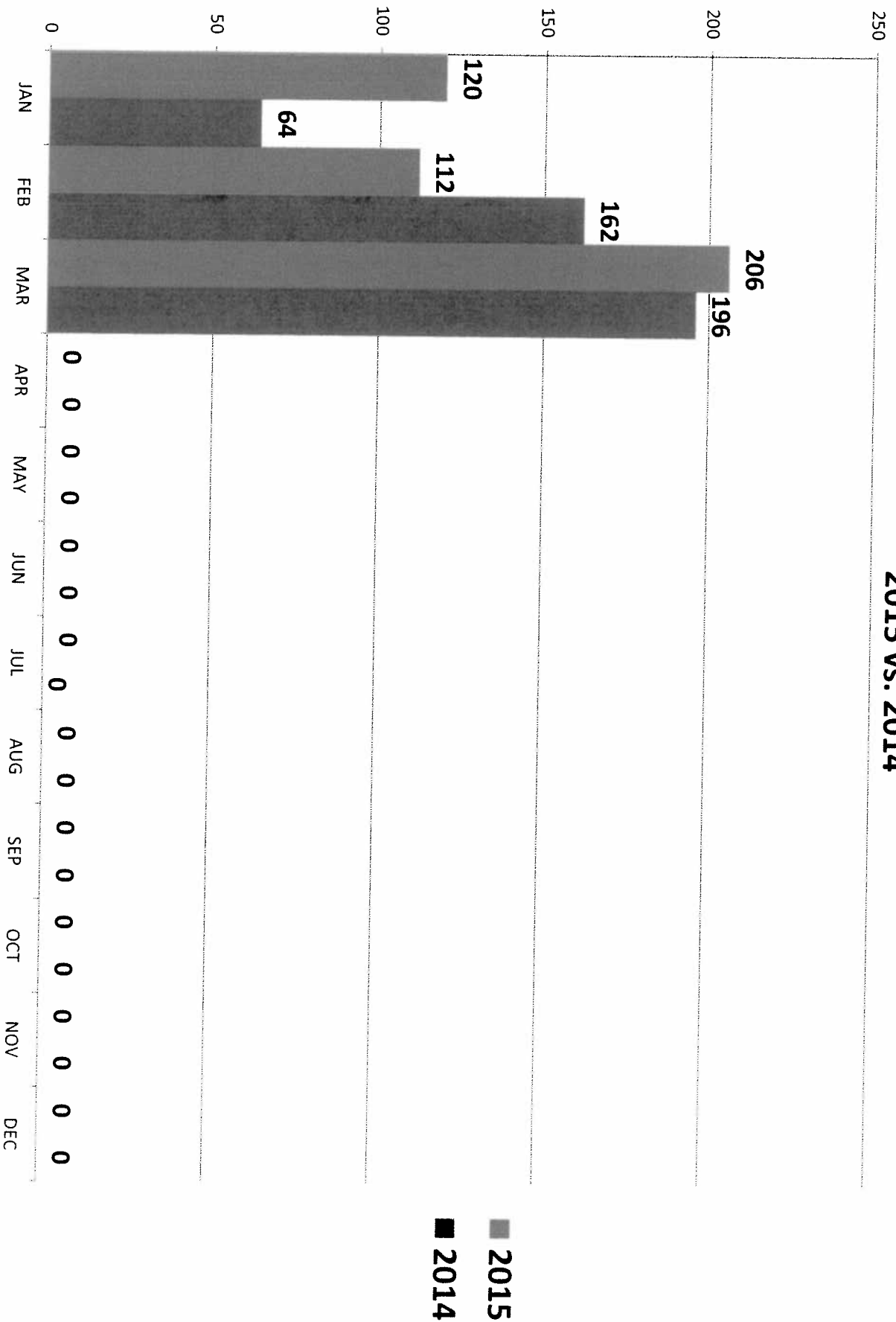


## TRAFFIC VIOLATIONS SUMMARY

JANUARY 1, 2014 THROUGH DECEMBER 31, 2014													
2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	26	33	57										116
Hazardous	5	9	9										23
Non-Hazardous	15	19	29										63
Parking	0	0	0										0
Warning	56	22	88										166
Waiveable Viol. Issued	18	29	23										70
TOTAL	120	112	206	0	0	0	0	0	0	0	0	0	438
JANUARY 1, 2013 THROUGH DECEMBER 31, 2013													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	11	41	49										101
Hazardous	4	13	12										29
Non-Hazardous	10	19	17										46
Parking	0	0	0										0
Warning	29	64	81										174
Waiveable	10	25	37										72
TOTAL	64	162	196	0	0	0	0	0	0	0	0	0	422

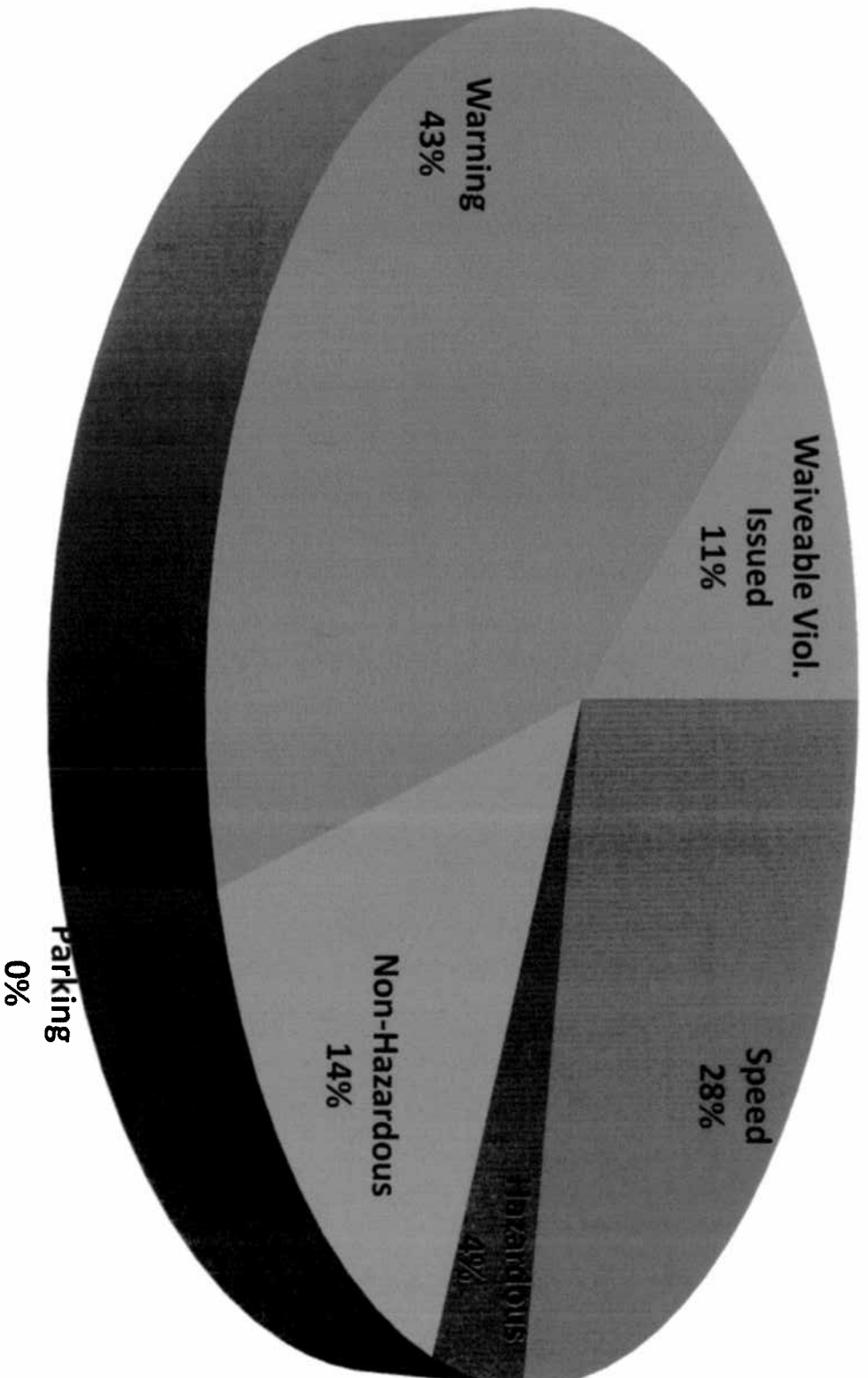
Note: Waiveable citations are: Defective Equipment; No Operator's License on Person and No Registration

# NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2015 vs. 2014



# TRAFFIC VIOLATIONS ISSUED BY TYPE

## March 2015



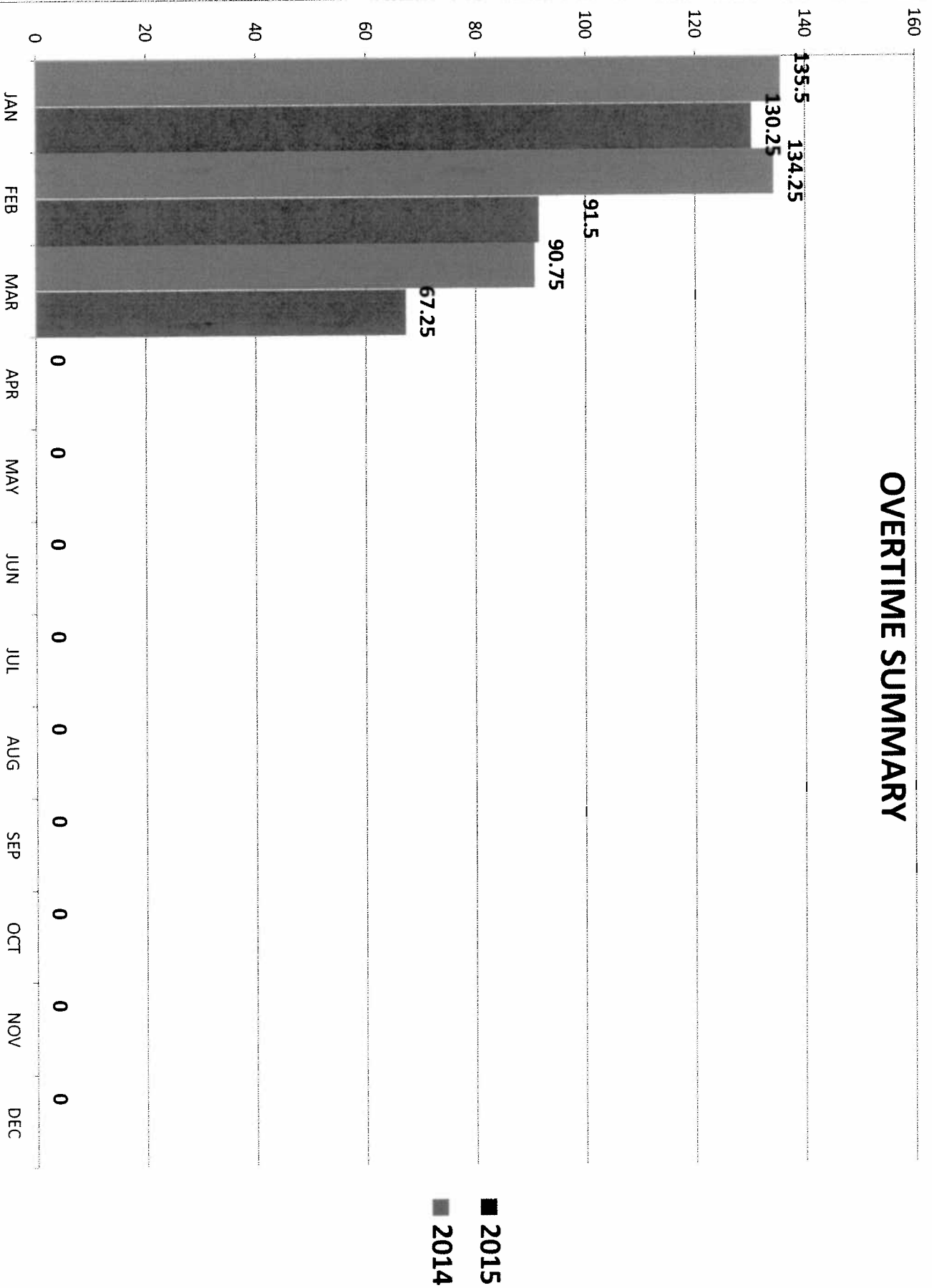
## OVERTIME SUMMARY

[illegible][illegible]

## EMPLOYEE TIME OFF

[illegible]

# OVERTIME SUMMARY



**RESERVE UNIT HOURS**[illegible]



William E. Wagner, Jr.  
Director of Public  
Safety/Fire Chief

## 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  
[www.twp.northfield.mi.us](http://www.twp.northfield.mi.us)



Timothy Greene  
Lieutenant  
Police Operations

### **NORTHFIELD TOWNSHIP FIRE DEPARTMENT STATISTICAL REPORT FOR March 2015**

**April 14, 2015**

#### **To The Northfield Township Board of Trustees:**

The Northfield Township Fire Department responded to 58 requests for service in March 2015. This is about the same as March 2014 when we responded to 53 requests for service. We are back on average calls for the month.

Of the requests for service, 12 were motor vehicle accidents. There were 20 fire related calls. Of the fire related calls, 4 were mutual aid given structure fires and 3 were Northfield Twp. structure fires, 5 were fire alarms, 1 was a vehicle fire, there were 3 wires down calls and there was 1 elevator rescue. There were 26 medical emergency calls.

Of the responses for the month 46% were in the Hamlet area of the Township, 41% were in the rural areas of the Township, 12% were Mutual Aid outside the township.

Mutual Aid calls for the month: We assisted other agencies 7 times and received assistance 2 times.

The Average response time for the month of March was 6:02.

There were several significant calls for the month of March. We assisted Salem Township with 2 structure fires, Dexter Area Fire with one structure fire and Scio Township with a structure fire. We also rescued 8 high school kids from a stalled elevator at the High School.

William Wagner  
Fire Chief



William E. Wagner, Jr.  
Director of Public  
Safety/Fire Chief

## Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189

Fire: 734-449-2385 • Fax: 734-449-2521

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Timothy Greene  
Lieutenant  
Police Operations

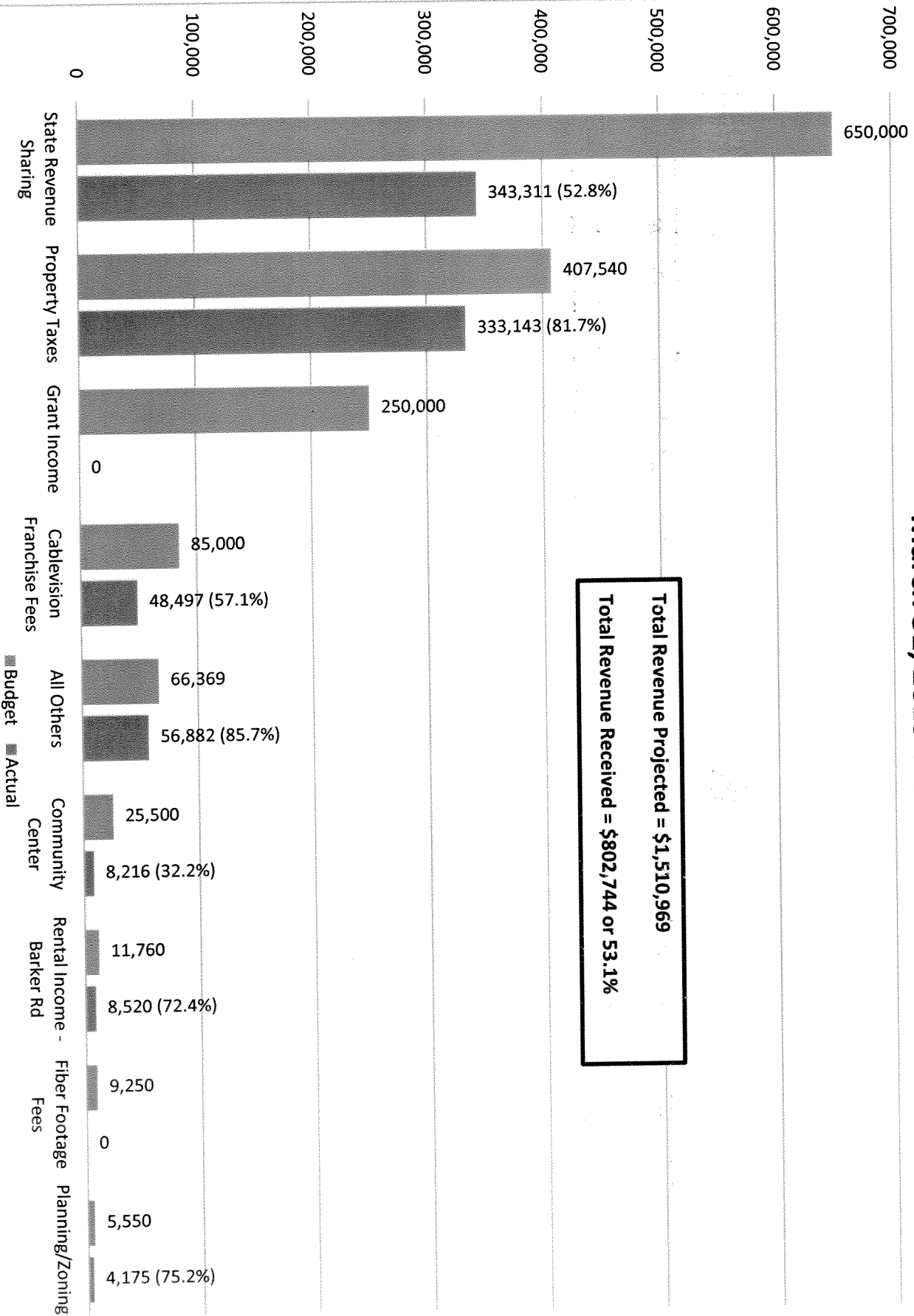
### April 2015 Director of Public Safety Board Communication

1. **Fire department training March:** Training for the month consisted of Incident Command training, Medical continuing education, Drivers training and pump training.
2. **EMS/ HVA update:** Trustees Chick, Otto and myself will be attending the HVA open house on April 16<sup>th</sup>. We also have a meeting with HVA management after that open house.
3. **ISO update:** I have contacted ISO to check to see if our improved fire insurance rating had taken place. I was told that the paperwork has been submitted and the change is in the process. They did not have an answer as to when it will be complete. I will check back monthly. As a reminder this is the initial change from a class 9 to a class 8B. We will be having a full department assessment this summer and hope to improve even more.
4. **Police Officer Jensen and Pollack update:** As you remember both officers were injured while attempting to remove and then arrest an individual from the pond hockey tournament. Pollack while still in physical therapy for an injured leg is back to work at his full time job. Jensen on the other hand has had to have surgery to repair an injury sustained during the arrest. Jensen will be off 6-9 months. This injury will devastate our overtime and part time budget. I fully expect to have to use money from our fund balance to cover these overages. We have made shift adjustments and are utilizing as much part time help to lessen the impact on these line items. We are attempting to recover costs of this injury not only medical but backfill wages through restitution of the suspect.

"We practice "CPR" daily - Courtesy Professionalism Respect"

5. **Police and Fire Department Open House:** We have started the planning process for the Police and Fire Department open house for the fall. We are excited to announce that we are partnering with Living Water church and their annual kids day. Last year they had I believe around 300-400 kids attend their event. We had around 100. This is a great opportunity to make contact with many more kids and educate them about police and fire safety issues.
-

# NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received March 31, 2015 YTD

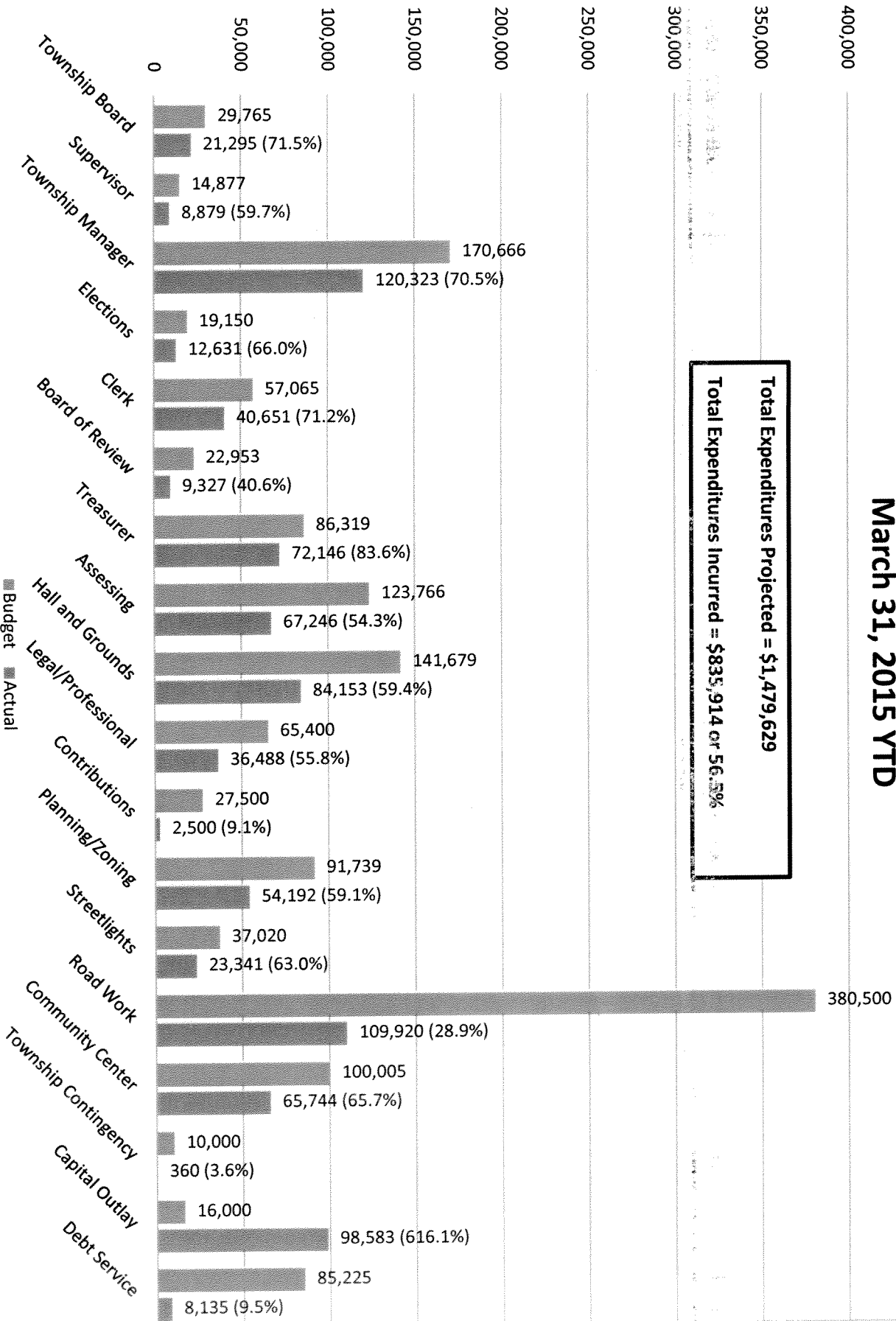


# NORTHFIELD TOWNSHIP GENERAL FUND

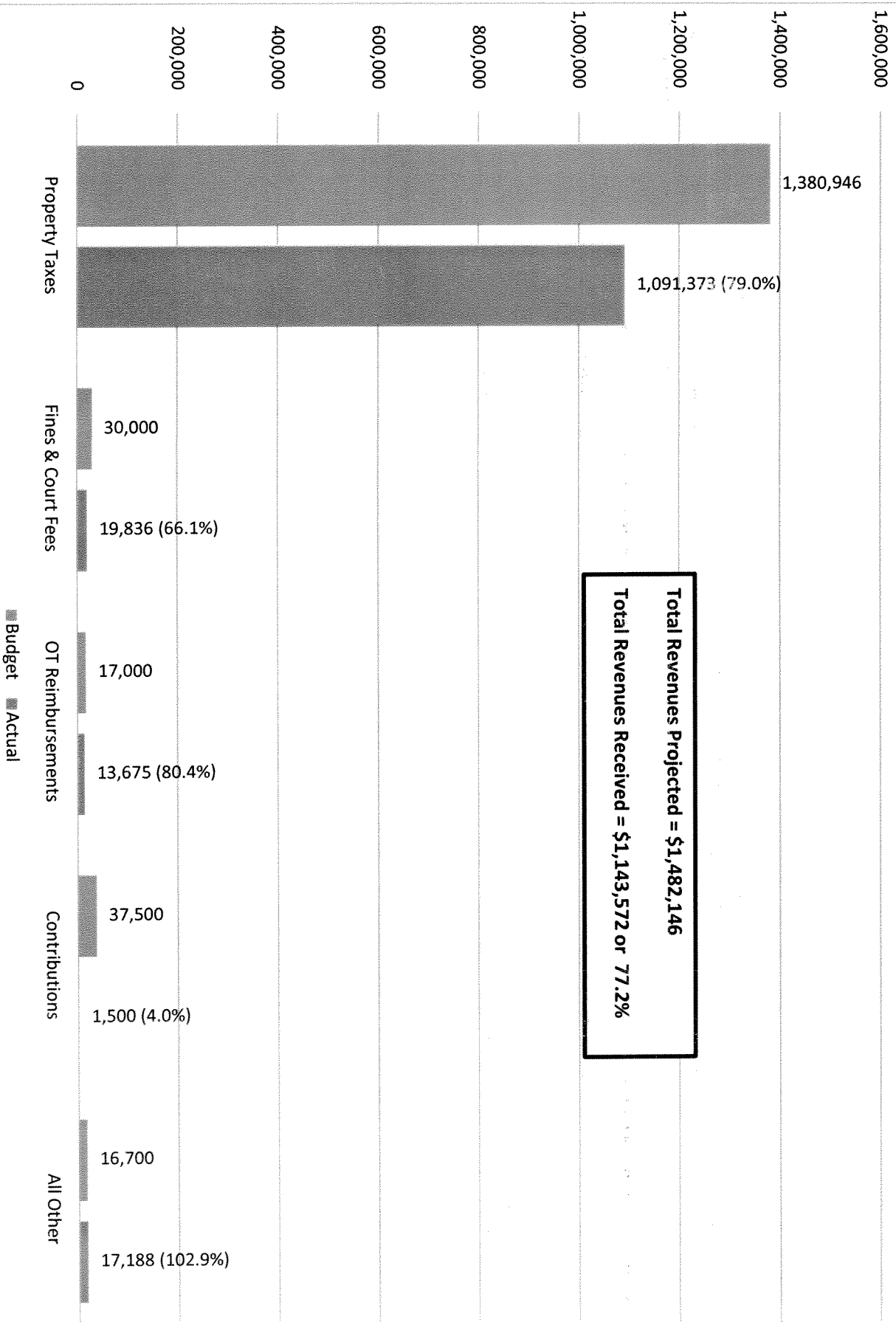
## Expenditures Projected vs. Incurred March 31, 2015 YTD

Total Expenditures Projected = \$1,479,629

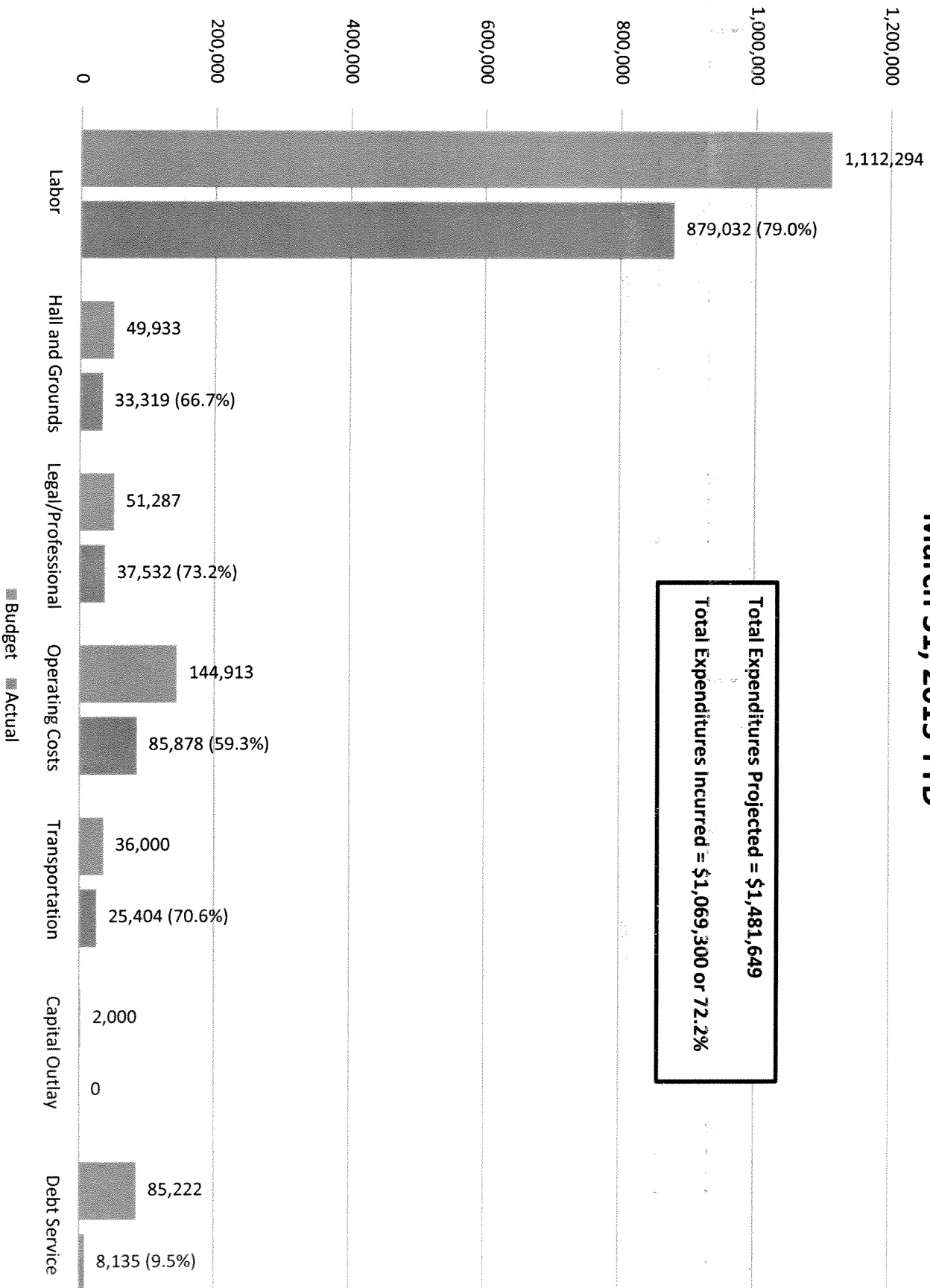
Total Expenditures Incurred = \$835,914 or 56.5%



# NORTHFIELD TOWNSHIP POLICE FUND Revenues Projected vs. Received March 31, 2015 YTD

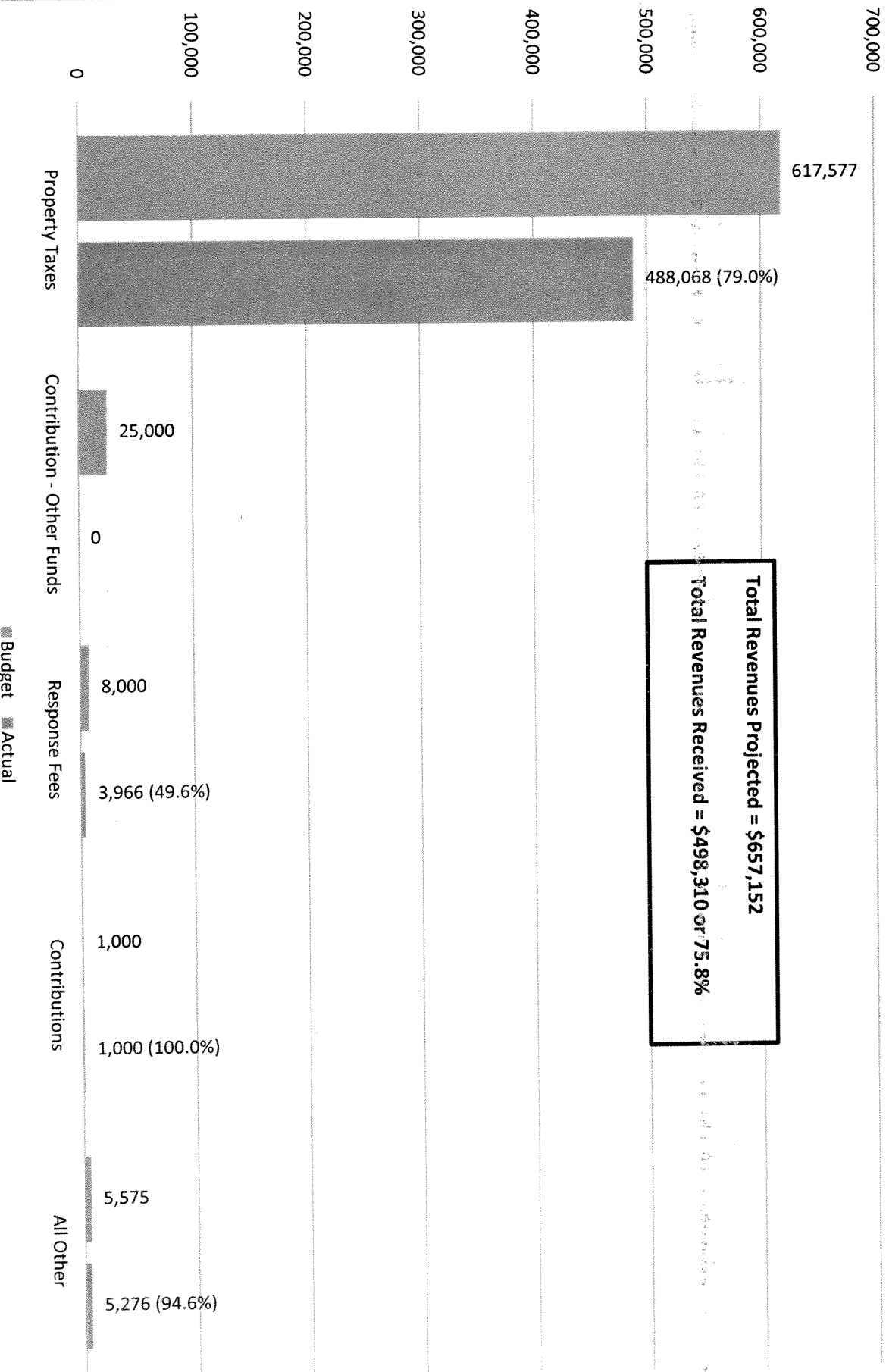


# NORTHFIELD TOWNSHIP POLICE FUND Expenditures Projected vs. Incurred March 31, 2015 YTD

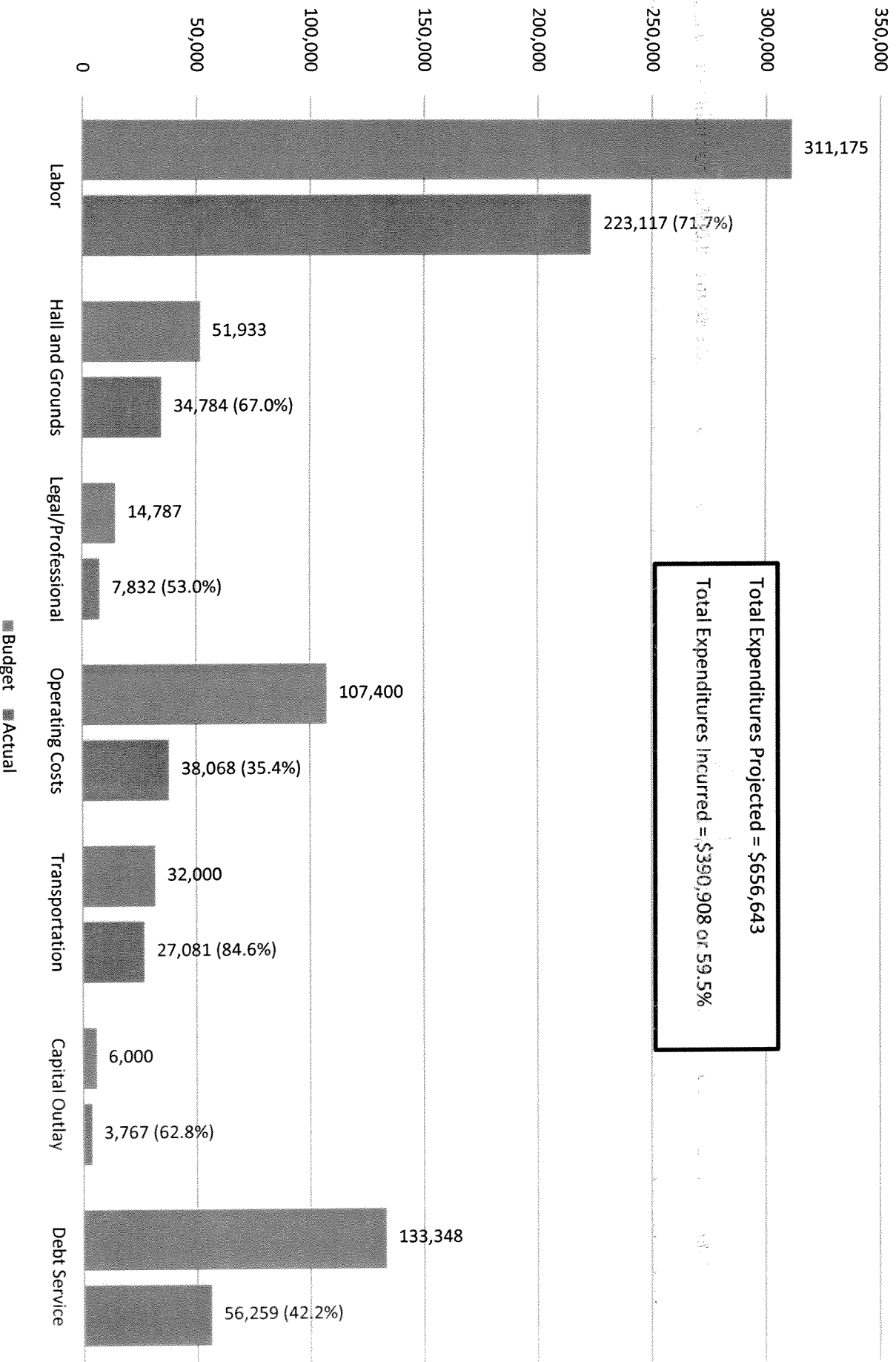


Total Expenditures Projected = \$1,481,649  
 Total Expenditures Incurred = \$1,069,300 or 72.2%

# **NORTHFIELD TOWNSHIP** **FIRE/MEDICAL RESCUE FUND** **Revenues Projected vs. Received** **March 31, 2015 YTD**

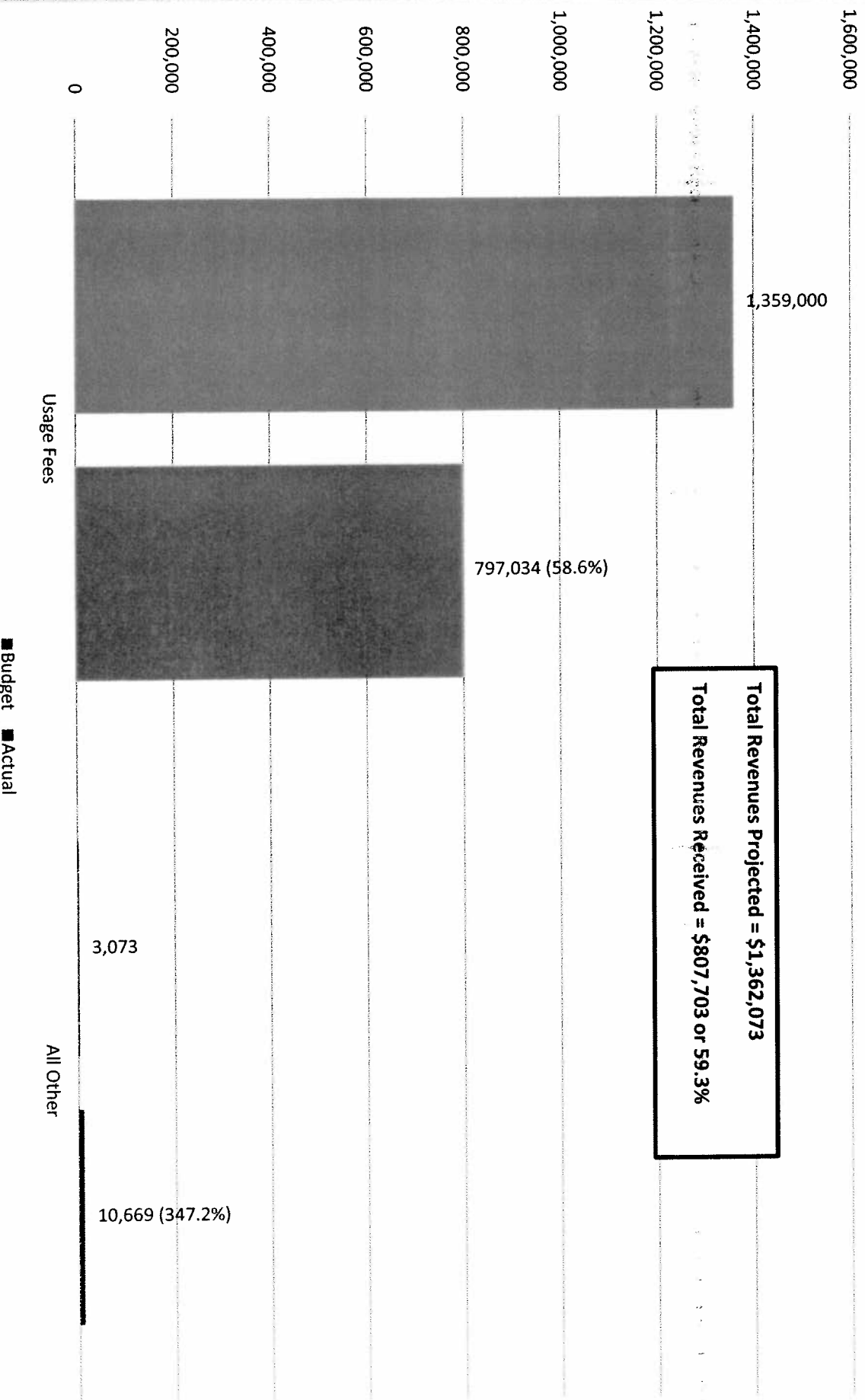


# **NORTHFIELD TOWNSHIP** **FIRE/MEDICAL RESCUE FUND** **Total Expenditures Projected vs. Incurred** **MARCH 31, 2015 YTD**



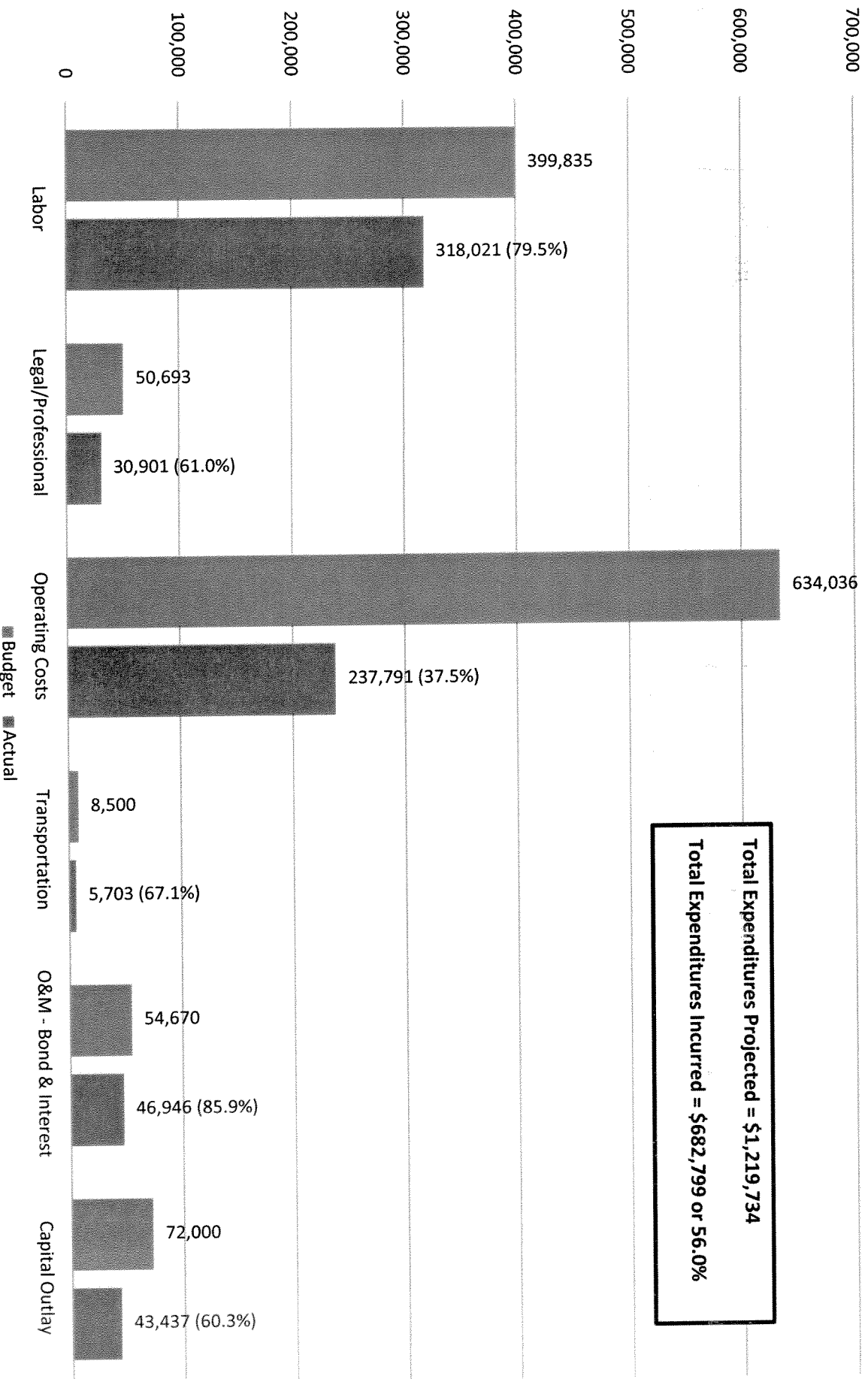
Total Expenditures Projected = \$656,643  
 Total Expenditures Incurred = \$390,908 or 59.5%

# **NORTHFIELD TOWNSHIP** **WWTP FUND** **Revenues Projected vs. Received** **March 31, 2015 YTD**



**Total Revenues Projected = \$1,362,073**  
**Total Revenues Received = \$807,703 or 59.3%**

# NORTHFIELD TOWNSHIP WWTP FUND Total Expenditures Projected vs. Incurred March 31, 2015 YTD



User: RICK  
DB: Northfield

PERIOD ENDING 03/31/2015  
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-426	PRIOR YEAR TAX INTEREST	343.84	0.00	0.00	0.00	0.00	0.00
101-000-452	PEDDLER'S LICENSES	85.00	0.00	215.00	0.00	(215.00)	100.00
101-000-453	CABLEVISION FRANCHISE FEES	92,534.67	85,000.00	48,496.67	0.00	36,503.33	57.05
101-000-455	FIBER FOOTAGE FEES	8,586.20	9,250.00	0.00	0.00	9,250.00	0.00
101-000-574	STATE SHARED REVENUE	618,499.00	650,000.00	343,311.00	0.00	306,689.00	52.82
101-000-590	GRANT INCOME	232,325.95	250,000.00	0.00	0.00	250,000.00	0.00
101-000-615	INSURANCE PROCEEDS	0.00	0.00	456.28	0.00	(456.28)	100.00
101-000-626	COPY & FOIA INCOME	269.01	250.00	55.07	0.00	194.93	22.03
101-000-665	INTEREST INCOME	1,918.69	1,500.00	189.59	0.00	1,310.41	12.64
101-000-671	REIMBURSEMENT/OTHER INCOME	1,019.06	650.00	916.86	60.00	(266.86)	141.06
101-000-675	CONTRIBUTION-PRIVATE SOURCES	9.00	0.00	0.00	0.00	0.00	0.00
101-000-688	RENTAL INCOME - BARKER RD	9,960.00	11,760.00	8,520.00	1,960.00	3,240.00	72.45
101-000-690	UNREALIZED GAIN/LOSS	(38,173.65)	0.00	49.00	0.00	(49.00)	100.00
Total Dept 000		927,376.77	1,008,410.00	402,209.47	2,020.00	606,200.53	39.89
Dept 191-ELECTIONS							
101-191-671	REIMBURSEMENT/OTHER INCOME	2,312.01	0.00	0.00	0.00	0.00	0.00
Total Dept 191-ELECTIONS		2,312.01	0.00	0.00	0.00	0.00	0.00
Dept 253-TREASURER							
101-253-402	CURRENT PROPERTY TAX	252,329.33	256,700.00	202,852.27	0.00	53,847.73	79.02
101-253-404	MOBILE HOME LICENSE FEES	3,138.50	2,850.00	1,206.00	0.00	1,644.00	42.32
101-253-445	PENALTY & INTEREST ON TAXES	150.97	500.00	321.32	0.00	178.68	64.26
101-253-627	SUMMER TAX PREPARATION	13,480.00	13,490.00	13,487.50	0.00	2.50	99.98
101-253-680	TAX ADMINISTRATION FEES	133,476.51	134,000.00	115,276.20	0.00	18,723.80	86.03
Total Dept 253-TREASURER		402,575.31	407,540.00	333,143.29	0.00	74,396.71	81.74
Dept 336-CONTRIBUTIONS							
101-336-624	DDA	22,790.00	20,000.00	20,000.00	20,000.00	0.00	100.00
101-336-625	SEWER ADMINISTRATION	39,000.00	43,969.00	35,000.00	35,000.00	8,969.00	79.60
Total Dept 336-CONTRIBUTIONS		61,790.00	63,969.00	55,000.00	55,000.00	8,969.00	85.98
Dept 412-PLANNING/ZONING DEPT							
101-412-477	ZONING COMPLIANCE PERMITS	10,400.00	3,000.00	2,900.00	300.00	100.00	96.67
101-412-607	ZONING ADMINISTRATIVE FEES	500.00	0.00	0.00	0.00	0.00	0.00
101-412-608	VARIANCES/APPEALS	2,118.11	2,000.00	875.00	0.00	1,125.00	43.75
101-412-629	ZONING COPIES	15.00	50.00	0.00	0.00	50.00	0.00
101-412-637	SPLIT APPLICATIONS	2,100.00	500.00	400.00	0.00	100.00	80.00
Total Dept 412-PLANNING/ZONING DEPT		15,133.11	5,550.00	4,175.00	300.00	1,375.00	75.23
Dept 666-COMMUNITY CENTER							
101-666-590	GRANT INCOME	2,550.00	0.00	0.00	0.00	0.00	0.00
101-666-643	SCC TRIPS/PROGRAMS	15,440.75	25,000.00	7,259.37	1,246.62	17,740.63	29.04
101-666-649	SCC MEMBERSHIP	1,363.07	0.00	0.00	0.00	0.00	0.00
101-666-676	CONTRIBUTIONS - SCC	580.00	500.00	956.46	124.21	(456.46)	191.29

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Total Dept 666-COMMUNITY CENTER		19,933.82	25,500.00	8,215.83	1,370.83	17,284.17	32.22
TOTAL Revenues		1,429,121.02	1,510,969.00	802,743.59	58,690.83	708,225.41	53.13
Expenditures							
Dept 101-TOWNSHIP BOARD							
101-101-701	SALARIES	8,958.19	10,000.00	6,141.57	0.00	3,858.43	61.42
101-101-715	SOCIAL SECURITY	685.32	765.00	469.84	0.00	295.16	61.42
101-101-807	MEMBERSHIP DUES	8,230.51	10,500.00	9,101.68	0.00	1,398.32	86.68
101-101-900	PRINTING & PUBLICATIONS	7,346.94	6,500.00	5,171.84	777.52	1,328.16	79.57
101-101-957	TRAINING & DEVELOPMENT	238.00	2,000.00	410.31	76.31	1,589.69	20.52
Total Dept 101-TOWNSHIP BOARD		25,458.96	29,765.00	21,295.24	853.83	8,469.76	71.54
Dept 171-SUPERVISOR							
101-171-701	SALARIES	12,499.76	12,500.00	9,134.44	961.52	3,365.56	73.08
101-171-715	SOCIAL SECURITY	50.10	957.00	(540.94)	98.06	1,497.94	(56.52)
101-171-807	MEMBERSHIP DUES	0.00	120.00	0.00	0.00	120.00	0.00
101-171-860	FUEL & MILEAGE	0.00	200.00	0.00	0.00	200.00	0.00
101-171-956	MISCELLANEOUS	0.00	100.00	0.00	0.00	100.00	0.00
101-171-957	TRAINING & DEVELOPMENT	0.00	1,000.00	285.58	285.58	714.42	28.56
Total Dept 171-SUPERVISOR		12,549.86	14,877.00	8,879.08	1,345.16	5,997.92	59.68
Dept 172-TOWNSHIP MANAGER							
101-172-701	SALARIES	77,062.94	77,000.00	56,269.26	5,923.08	20,730.74	73.08
101-172-704	CLERICAL/DEP /SUPER/ELECTION	11,228.00	26,625.00	18,561.50	2,296.00	8,063.50	69.71
101-172-715	SOCIAL SECURITY	10,825.04	12,125.00	8,675.64	970.69	3,449.36	71.55
101-172-716	HOSPITALIZATION	13,081.82	14,505.00	6,534.22	0.00	7,970.78	45.05
101-172-717	LIFE/DISB. INSURANCE	1,022.10	975.00	731.61	81.29	243.39	75.04
101-172-718	PENSION	7,699.62	7,700.00	5,626.66	592.28	2,073.34	73.07
101-172-722	CONTRACTUAL SERVICES	53,212.80	54,850.00	38,576.65	4,469.72	16,273.35	70.33
101-172-818	COMMUNICATION	9,958.26	10,000.00	5,858.68	0.00	4,141.32	58.59
101-172-850	FUEL & MILEAGE	847.62	1,000.00	404.18	50.42	595.82	40.42
101-172-860	ALLOCATE TO DEPARTMENTS	275.77	1,000.00	0.00	0.00	1,000.00	0.00
101-172-927	TRAINING & DEVELOPMENT	(30,863.00)	(37,114.00)	(21,660.00)	0.00	(15,454.00)	58.36
101-172-957		851.47	2,000.00	744.87	410.87	1,255.13	37.24
Total Dept 172-TOWNSHIP MANAGER		155,202.44	170,666.00	120,323.27	14,794.35	50,342.73	70.50
Dept 191-ELECTIONS							
101-191-704	CLERICAL/DEP /SUPER/ELECTION	1,400.36	6,500.00	6,356.25	0.00	143.75	97.79
101-191-727	SUPPLIES	1,442.36	2,650.00	3,204.26	0.00	(554.26)	120.92
101-191-818	CONTRACTUAL SERVICES	0.00	7,000.00	1,760.00	0.00	5,240.00	25.14
101-191-851	POSTAGE	200.00	1,000.00	0.00	0.00	1,000.00	0.00
101-191-900	PRINTING & PUBLICATIONS	234.20	2,000.00	1,310.09	0.00	689.91	65.50
Total Dept 191-ELECTIONS		3,276.92	19,150.00	12,630.60	0.00	6,519.40	65.96

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Fund 101 - GENERAL FUND							
Expenditures							
Dept 215-CLERK							
101-215-701	SALARIES	16,484.71	12,500.00	8,172.92	961.52	4,327.08	65.38
101-215-703	DEPUTY SALARIES	28,517.58	32,130.00	26,666.52	2,804.78	5,463.48	83.00
101-215-715	SOCIAL SECURITY	3,442.67	3,415.00	2,570.30	288.12	844.70	75.27
101-215-722	CONTROLLER	0.00	0.00	94.91	0.00	(94.91)	100.00
101-215-723	RECORD SEC	4,767.50	7,720.00	3,192.50	0.00	4,527.50	41.35
101-215-807	MEMBERSHIP DUES	0.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	101.79	200.00	11.20	0.00	188.80	5.60
101-215-922	LATE FEES AND PENALTIES	360.94	0.00	(57.54)	0.00	57.54	100.00
101-215-957	TRAINING & DEVELOPMENT	287.90	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 215-CLERK		53,963.09	57,065.00	40,650.81	4,054.42	16,414.19	71.24
Dept 247-BOARD OF REVIEW							
101-247-706	BOARD OF REVIEW FEE	1,356.00	2,000.00	144.00	0.00	1,856.00	7.20
101-247-715	SOCIAL SECURITY	103.74	153.00	11.02	0.00	141.98	7.20
101-247-900	PRINTING & PUBLICATIONS	566.00	800.00	682.00	682.00	118.00	85.25
101-247-959	TRIBUNALS AND DRAINS	1,966.06	20,000.00	8,489.98	8,489.98	11,510.02	42.45
Total Dept 247-BOARD OF REVIEW		3,931.80	22,953.00	9,327.00	9,171.98	13,626.00	40.64
Dept 253-TREASURER							
101-253-701	SALARIES	12,499.76	12,500.00	9,134.44	961.52	3,365.56	73.08
101-253-703	DEPUTY SALARIES	45,292.80	42,230.00	31,401.14	3,248.46	10,828.86	74.36
101-253-715	CLERICAL/DEP /SUPER/ELECTION	19,254.97	19,425.00	15,587.55	1,877.75	3,837.45	80.24
101-253-715	SOCIAL SECURITY	5,675.25	5,894.25	4,293.33	465.71	1,381.67	75.65
101-253-716	HOSPITALIZATION	5,784.07	7,050.00	8,401.43	844.04	(1,351.43)	119.17
101-253-717	LIFE/DISB. INSURANCE	541.25	530.00	345.60	38.40	184.40	65.21
101-253-718	PENSION	4,087.40	4,223.00	3,076.50	324.84	1,146.50	72.85
101-253-803	LEGAL	6,000.00	6,000.00	4,500.00	1,000.00	1,500.00	75.00
101-253-804	TAX STATEMENT PREPARATION	1,248.09	2,000.00	2,144.68	0.00	(144.68)	107.23
101-253-807	MEMBERSHIP DUES	100.00	130.00	0.00	0.00	130.00	0.00
101-253-851	POSTAGE	3,243.42	3,400.00	3,573.27	0.00	(173.27)	105.10
101-253-860	FUEL & MILEAGE	127.11	200.00	84.72	0.00	115.28	42.36
101-253-927	ALLOCATE TO DEPARTMENTS	(14,794.00)	(19,544.00)	(12,600.00)	0.00	(6,944.00)	64.47
101-253-956	MISCELLANEOUS	376.75	500.00	2,202.85	0.00	(1,702.85)	440.57
101-253-957	TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 253-TREASURER		89,655.87	86,319.00	72,145.51	8,760.72	14,173.49	83.58
Dept 257-ASSESSING							
101-257-709	ASST ASSESSOR	4,563.75	25,710.00	14,219.51	580.13	11,490.49	55.31
101-257-713	ASSESSOR	62,884.44	63,283.00	5,597.70	0.00	57,685.30	8.85
101-257-715	SOCIAL SECURITY	5,159.69	6,810.00	1,516.01	44.38	5,293.99	22.26
101-257-716	HOSPITALIZATION	7,912.52	14,875.00	(0.01)	0.00	14,875.01	0.00
101-257-717	LIFE/DISB. INSURANCE	905.04	810.00	0.00	0.00	810.00	0.00
101-257-718	PENSION	6,138.26	6,328.00	236.30	0.00	6,091.70	3.73
101-257-720	BANKED PTO	(1,654.79)	0.00	(3,234.63)	0.00	3,234.63	100.00
101-257-727	SUPPLIES	1,002.69	1,000.00	1,095.05	315.00	(95.05)	109.51
101-257-807	MEMBERSHIP DUES	290.00	450.00	0.00	0.00	450.00	0.00
101-257-818	CONTRACTUAL SERVICES	235.00	0.00	44,878.32	4,833.33	(44,878.32)	100.00
101-257-851	POSTAGE	1,513.40	2,500.00	1,888.22	454.93	611.78	75.53
101-257-860	FUEL & MILEAGE	818.24	1,000.00	0.00	0.00	1,000.00	0.00

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<b>Fund 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
101-257-957	TRAINING & DEVELOPMENT	510.00	1,000.00	1,050.00	0.00	(50.00)	105.00
Total Dept 257-ASSESSING		90,278.24	123,766.00	67,246.47	6,227.77	56,519.53	54.33
<b>Dept 265-HALL AND GROUNDS</b>							
101-265-710	JANITORIAL SALARIES	5,280.00	6,000.00	3,920.00	360.00	2,080.00	65.33
101-265-715	SOCIAL SECURITY	403.92	460.00	354.96	27.54	105.04	77.17
101-265-716	HOSPITALIZATION	196.75	0.00	(146.43)	0.00	146.43	100.00
101-265-721	UNEMPLOYMENT BENEFITS	56.03	0.00	0.00	0.00	0.00	0.00
101-265-727	SUPPLIES	11,467.51	9,000.00	7,451.22	1,511.57	1,548.78	82.79
101-265-731	WORKERS COMP INSURANCE	961.00	1,155.00	0.00	0.00	1,155.00	0.00
101-265-816	WORKERS COMP INSURANCE	4,574.40	4,800.00	4,570.00	2,725.00	230.00	95.21
101-265-821	PSB MAINT & OPS ALLOCATION	52,442.00	49,934.00	33,319.00	9,466.00	16,615.00	66.73
101-265-850	COMMUNICATION	10,285.27	8,280.00	6,801.18	1,129.05	1,478.82	82.14
101-265-851	POSTAGE	4,708.08	5,500.00	2,514.23	0.00	2,985.77	45.71
101-265-910	INSURANCE & BONDS	26,016.37	30,700.00	0.00	0.00	30,700.00	0.00
101-265-920	UTILITIES	432.04	1,500.00	556.27	0.00	943.73	37.08
101-265-930	REPAIRS & MAINTENANCE	15,640.20	17,800.00	19,211.04	180.00	(1,411.04)	107.93
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	23,890.71	2,000.00	2,654.74	0.00	(654.74)	132.74
101-265-940	RENTAL EQUIPMENT	3,533.59	4,300.00	2,683.40	142.74	1,616.60	62.40
101-265-956	MISCELLANEOUS	186.18	250.00	263.54	0.00	(13.54)	105.42
Total Dept 265-HALL AND GROUNDS		160,074.05	141,679.00	84,153.15	15,541.90	57,525.85	59.40
<b>Dept 270-LEGAL/PROFESSIONAL</b>							
101-270-800	OTHER PROFESSIONAL FEES	500.00	500.00	0.00	0.00	500.00	0.00
101-270-802	AUDIT FEES	4,500.00	4,500.00	4,500.00	0.00	0.00	100.00
101-270-803	LEGAL	91,441.61	96,000.00	61,963.62	14,897.93	34,036.38	64.55
101-270-806	ENGINEER	3,466.25	10,000.00	4,224.00	500.00	5,776.00	42.24
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(34,200.00)	(7,600.00)	(11,400.00)	75.00
Total Dept 270-LEGAL/PROFESSIONAL		54,307.86	65,400.00	36,487.62	7,797.93	28,912.38	55.79
<b>Dept 336-CONTRIBUTIONS</b>							
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	2,000.00	2,500.00	2,500.00	2,500.00	0.00	100.00
101-336-964	CONTRIBUTION-FIRE & MED RES	32,866.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 336-CONTRIBUTIONS		34,866.00	27,500.00	2,500.00	2,500.00	25,000.00	9.09
<b>Dept 412-PLANNING/ZONING DEPT</b>							
101-412-707	ZBA SALARIES	1,300.00	3,000.00	1,800.00	0.00	1,200.00	60.00
101-412-715	SOCIAL SECURITY	948.60	1,071.00	726.75	84.15	344.25	67.86
101-412-723	RECORD SEC	5,107.50	6,720.00	2,867.50	0.00	3,852.50	42.67
101-412-726	PLANN COMM	11,100.00	11,000.00	7,700.00	1,100.00	3,300.00	70.00
101-412-727	SUPPLIES	76.49	200.00	54.00	0.00	146.00	27.00
101-412-800	OTHER PROFESSIONAL FEES	4,720.00	5,000.00	4,097.50	0.00	902.50	81.95
101-412-801	PLANNER FEES	34,101.06	30,000.00	17,966.82	7,752.50	12,033.18	59.89
101-412-803	LEGAL	0.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-809	CODE ENFORCEMENT	10,068.10	15,000.00	11,482.87	1,261.64	3,517.13	76.55
101-412-851	POSTAGE	0.00	500.00	14.04	0.00	485.96	2.81
101-412-860	FUEL & MILEAGE	96.00	1,800.00	406.80	78.00	1,393.20	22.60
101-412-900	PRINTING & PUBLICATIONS	3,712.62	1,500.00	1,624.48	239.46	(124.48)	108.30

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Fund 101 - GENERAL FUND							
Expenditures							
101-412-927	ALLOCATE TO DEPARTMENTS	7,397.00	6,948.00	4,572.00	0.00	2,376.00	65.80
101-412-957	TRAINING & DEVELOPMENT	569.78	4,000.00	879.00	0.00	3,121.00	21.98
Total Dept 412-PLANNING/ZONING DEPT		79,197.15	91,739.00	54,191.76	10,515.75	37,547.24	59.07
Dept 448-STREET LIGHTS							
101-448-920	UTILITIES	35,700.37	37,020.00	23,341.24	5,843.98	13,678.76	63.05
Total Dept 448-STREET LIGHTS		35,700.37	37,020.00	23,341.24	5,843.98	13,678.76	63.05
Dept 449-ROAD WORK							
101-449-813	ROADWORK	18,435.73	30,000.00	17,357.67	0.00	12,642.33	57.86
101-449-814	ROAD IMPROVEMENTS	44,756.74	100,500.00	75,932.38	0.00	24,567.62	75.55
101-449-929	GRANT EXPENSE	232,325.95	250,000.00	16,630.00	2,385.00	233,370.00	6.65
Total Dept 449-ROAD WORK		295,518.42	380,500.00	109,920.05	2,385.00	270,579.95	28.89
Dept 666-COMMUNITY CENTER							
101-666-701	SALARIES	26,894.79	37,500.00	27,326.78	2,884.60	10,173.22	72.87
101-666-715	SOCIAL SECURITY	2,057.42	2,870.00	2,090.57	220.68	779.43	72.84
101-666-716	HOSPITALIZATION	6,021.28	6,895.00	7,660.43	555.52	(765.43)	111.10
101-666-717	LIFE/DISB. INSURANCE	401.12	525.00	393.12	43.68	131.88	74.88
101-666-718	PENSION	3,140.22	3,750.00	2,724.78	288.44	1,025.22	72.66
101-666-727	SUPPLIES	1,481.10	1,800.00	1,358.68	424.77	441.32	75.48
101-666-731	WORKERS COMP INSURANCE	250.00	270.00	0.00	0.00	270.00	0.00
101-666-807	MEMBERSHIP DUES	285.00	220.00	110.00	110.00	110.00	50.00
101-666-812	SCC TRIPS/PROGRAMS	18,131.28	22,500.00	11,875.36	1,557.23	10,624.64	52.78
101-666-816	GROUND/CLEANING/JANITORIAL SERVIC	7,434.20	8,225.00	3,620.00	1,725.00	4,605.00	44.01
101-666-850	COMMUNICATION	2,256.47	2,300.00	2,269.98	301.47	30.02	98.69
101-666-851	POSTAGE	660.48	1,050.00	442.35	0.00	607.65	42.13
101-666-900	PRINTING & PUBLICATIONS	0.00	1,000.00	460.81	460.81	539.19	46.08
101-666-910	INSURANCE & BONDS	1,070.00	1,900.00	0.00	0.00	1,900.00	0.00
101-666-920	UTILITIES	2,538.34	4,500.00	2,178.18	471.01	2,321.82	48.40
101-666-929	GRANT EXPENSE	1,789.98	0.00	0.00	0.00	0.00	0.00
101-666-930	REPAIRS & MAINTENANCE	2,207.22	4,300.00	3,232.84	358.00	1,067.16	75.18
101-666-970	EQUIPMENT	105.47	400.00	0.00	0.00	400.00	0.00
Total Dept 666-COMMUNITY CENTER		76,734.37	100,005.00	65,743.88	9,401.21	34,261.12	65.74
Dept 850-TOWNSHIP CONTINGENCY							
101-850-905	CONTINGENCY FUNDS	500.00	10,000.00	360.00	0.00	9,640.00	3.60
Total Dept 850-TOWNSHIP CONTINGENCY		500.00	10,000.00	360.00	0.00	9,640.00	3.60
Dept 900-CAPITAL OUTLAY							
101-900-972	COMPUTER	16,259.38	11,500.00	0.00	0.00	11,500.00	0.00
101-900-978	LAND ACQUISITION	1,605.00	4,500.00	98,582.58	0.00	(94,082.58)	2,190.72
Total Dept 900-CAPITAL OUTLAY		17,864.38	16,000.00	98,582.58	0.00	(82,582.58)	616.14

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 905-DEBT SERVICE		87,417.29	85,225.00	8,134.83	0.00	77,090.17	9.55
101-905-985	PSB SHARE OF BOND PMT						
Total Dept 905-DEBT SERVICE		87,417.29	85,225.00	8,134.83	0.00	77,090.17	9.55
TOTAL Expenditures		1,276,497.07	1,479,629.00	835,913.09	99,194.00	643,715.91	56.49
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,429,121.02	1,510,969.00	802,743.59	58,690.83	708,225.41	53.13
TOTAL EXPENDITURES		1,276,497.07	1,479,629.00	835,913.09	99,194.00	643,715.91	56.49
NET OF REVENUES & EXPENDITURES		152,623.95	31,340.00	(33,169.50)	(40,503.17)	64,509.50	105.84
BEG. FUND BALANCE		1,396,753.84	1,549,377.79	1,549,377.79			(105.84)
END FUND BALANCE		1,549,377.79	1,580,717.79	1,516,208.29			(105.84)

User: RICK  
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PERIOD ENDING 03/31/2015  
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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
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## Fund 207 - LAW ENFORCEMENT FUND

## Revenues

Dept 000	CURRENT PROPERTY TAX	1,357,583.69	1,380,946.00	1,091,373.45	0.00	289,572.55	79.03
207-000-402	PENALTY & INTEREST ON TAXES	726.06	0.00	1,656.75	319.13	(1,656.75)	100.00
207-000-445	LIQUOR LICENSE & PERMITS	2,605.35	3,000.00	2,593.25	0.00	406.75	86.44
207-000-570	GRANT INCOME	0.00	1,000.00	0.00	0.00	1,000.00	0.00
207-000-590	COPY & FOIA INCOME	2,030.50	1,500.00	1,512.50	91.00	(12.50)	100.83
207-000-626	FINES & COURT FEES	28,074.67	30,000.00	19,835.94	2,300.13	10,164.06	66.12
207-000-656	IMPOUND FEES	2,120.00	2,000.00	1,820.00	260.00	180.00	91.00
207-000-658	FEES PAID FOR OFFICER WAGES	3,671.00	6,000.00	6,298.12	0.00	(298.12)	104.97
207-000-664	INTEREST INCOME	0.00	0.00	0.00	(319.13)	0.00	0.00
207-000-665	REIMBURSEMENT/OTHER INCOME	3,714.25	3,000.00	2,702.00	350.00	298.00	90.07
207-000-671	SALE OF FIXED ASSET	3,986.00	0.00	605.25	0.00	(605.25)	100.00
207-000-673	CONTRIBUTION-PRIVATE SOURCES	0.00	200.00	0.00	0.00	200.00	0.00
207-000-681	OT REIMBURSEMENT	16,846.01	17,000.00	13,674.99	0.00	3,325.01	80.44

Total Dept 000

1,421,357.53	1,444,646.00	1,142,072.25	3,001.13	302,573.75	79.06
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## Dept 336-CONTRIBUTIONS

CONTRIBUTION OTHER FUND(S)  
207-336-588 CONTRIBUTION - INDEPENDENCE DAY CELEBRA  
207-336-683

35,000.00	36,000.00	0.00	0.00	36,000.00	0.00
1,000.00	1,500.00	1,500.00	1,500.00	0.00	100.00

Total Dept 336-CONTRIBUTIONS

36,000.00	37,500.00	1,500.00	1,500.00	36,000.00	4.00
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## TOTAL Revenues

1,457,357.53	1,482,146.00	1,143,572.25	4,501.13	338,573.75	77.16
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## Expenditures

## Dept 226-PERSONNEL

207-226-701	SALARIES	187,203.98	193,211.00	144,159.44	14,127.37	49,051.56	74.61
207-226-702	SALARIES	364,740.09	376,420.00	293,891.83	30,635.54	82,528.17	78.08
207-226-704	CLERICAL/DEP /SUPER/ELECTION	60,904.85	67,717.00	46,825.78	4,970.89	20,891.22	69.15
207-226-708	SALARIES-PART TIME	22,915.85	36,500.00	25,229.71	2,053.10	11,270.29	69.12
207-226-710	JANITORIAL SALARIES	4,240.00	5,000.00	6,160.00	560.00	(1,160.00)	123.20
207-226-711	SALARIES-OVERTIME	58,941.16	36,500.00	39,558.65	5,583.30	(3,058.65)	108.38
207-226-714	HOLIDAY	31,837.50	33,920.00	34,215.00	0.00	(295.00)	100.87
207-226-715	SOCIAL SECURITY	57,592.99	58,185.00	47,027.25	4,431.66	11,157.75	80.82
207-226-716	HOSPITALIZATION	129,914.66	156,015.00	143,961.01	7,843.56	12,053.99	92.27
207-226-717	LIFE/DISB. INSURANCE	8,404.74	8,741.00	5,791.73	652.37	2,949.27	66.26
207-226-718	PENSION	57,505.86	60,884.00	45,012.80	4,721.32	15,871.20	73.93
207-226-719	EMPLOYEE FRINGE-LONGEVITY	4,800.00	5,400.00	5,400.00	0.00	0.00	100.00
207-226-720	BANKED PTO	(119,213.11)	0.00	0.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	712.50	500.00	0.00	0.00	500.00	0.00
207-226-731	WORKERS COMP INSURANCE	7,536.00	10,130.00	0.00	0.00	10,130.00	0.00
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,900.00	5,900.00	6,200.00	0.00	(300.00)	105.08
207-226-927	ALLOCATE TO DEPARTMENTS	54,568.00	56,771.00	35,549.00	0.00	21,222.00	62.62
207-226-957	TRAINING & DEVELOPMENT	1,790.00	500.00	50.00	0.00	450.00	10.00

Total Dept 226-PERSONNEL

940,295.07	1,112,294.00	879,032.20	75,579.11	233,261.80	79.03
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## Dept 265-HALL AND GROUNDS

PSB MAINT &amp; OPS ALLOCATION

52,441.00	49,933.00	33,319.00	9,466.00	16,614.00	66.73
52,441.00	49,933.00	33,319.00	9,466.00	16,614.00	66.73

Total Dept 265-HALL AND GROUNDS

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PERIOD ENDING 03/31/2015  
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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
<b>Fund 207 - LAW ENFORCEMENT FUND</b>							
<b>Expenditures</b>							
Dept 270-LEGAL/PROFESSIONAL	CONTROLER	7,982.00	8,227.00	4,772.00	0.00	3,455.00	58.00
207-270-722	AUDIT FEES	3,060.00	3,060.00	3,060.00	0.00	0.00	100.00
207-270-802	LEGAL	39,700.00	40,000.00	29,700.00	6,600.00	10,300.00	74.25
Total Dept 270-LEGAL/PROFESSIONAL		50,742.00	51,287.00	37,532.00	6,600.00	13,755.00	73.18
<b>Dept 301-OPERATING COSTS</b>							
207-301-727	SUPPLIES	4,397.38	4,000.00	5,046.48	1,795.68	(1,046.48)	126.16
207-301-741	UNIFORMS/GEAR & ALLOWANCE	2,672.67	1,000.00	58.29	0.00	941.71	5.83
207-301-807	MEMBERSHIP DUES	1,746.10	2,000.00	685.00	100.00	1,315.00	34.25
207-301-818	CONTRACTUAL SERVICES	17,547.00	19,000.00	10,276.00	0.00	8,724.00	54.08
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	47,510.19	10,557.82	20,489.81	69.87
207-301-850	COMMUNICATION	16,931.74	22,000.00	10,220.04	885.48	11,779.96	46.45
207-301-851	POSTAGE	136.90	200.00	220.90	0.00	(20.90)	110.45
207-301-900	PRINTING & PUBLICATIONS	263.18	500.00	56.28	24.35	443.72	11.26
207-301-910	INSURANCE & BONDS	20,675.00	17,513.00	0.00	0.00	17,513.00	0.00
207-301-929	GRANT EXPENSE	0.00	1,000.00	0.00	0.00	1,000.00	0.00
207-301-930	REPAIRS & MAINTENANCE	3,849.66	4,000.00	1,058.12	75.62	2,941.88	26.45
207-301-932	RADIO REPAIR	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	74,884.75	0.00	7,737.71	0.00	(7,737.71)	100.00
207-301-940	RENTAL EQUIPMENT	1,319.34	2,300.00	1,209.19	114.91	1,090.81	52.57
207-301-972	COMPUTER	2,608.35	2,300.00	1,800.00	200.00	500.00	78.26
Total Dept 301-OPERATING COSTS		211,478.99	144,913.00	85,878.20	13,753.86	59,034.80	59.26
<b>Dept 333-TRANSPORTATION</b>							
207-333-860	FUEL & MILEAGE	29,483.23	25,000.00	15,584.25	1,607.94	9,415.75	62.34
207-333-930	REPAIRS & MAINTENANCE	10,834.20	11,000.00	9,820.19	1,014.98	1,179.81	89.27
Total Dept 333-TRANSPORTATION		40,317.43	36,000.00	25,404.44	2,622.92	10,595.56	70.57
<b>Dept 336-CONTRIBUTIONS</b>							
207-336-964	CONTRIBUTION-FIRE & MED RES	7,867.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		7,867.00	0.00	0.00	0.00	0.00	0.00
<b>Dept 900-CAPITAL OUTLAY</b>							
207-900-970	EQUIPMENT	0.00	1,500.00	0.00	0.00	1,500.00	0.00
207-900-972	COMPUTER	371.30	500.00	0.00	0.00	500.00	0.00
Total Dept 900-CAPITAL OUTLAY		371.30	2,000.00	0.00	0.00	2,000.00	0.00
<b>Dept 905-DEBT SERVICE</b>							
207-905-985	PSB SHARE OF BOND PMT	87,417.27	85,222.00	8,134.83	0.00	77,087.17	9.55
Total Dept 905-DEBT SERVICE		87,417.27	85,222.00	8,134.83	0.00	77,087.17	9.55
TOTAL Expenditures		1,390,930.06	1,481,649.00	1,069,300.67	108,021.89	412,348.33	72.17

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DB: Northfield		% Fiscal Year Completed: 100%		ACTIVITY FOR			
		END BALANCE		2014-15		MONTH	
		06/30/2014		AMENDED BUDGET		03/31/2015	
Fund 207 - LAW ENFORCEMENT FUND							
Fund 207 - LAW ENFORCEMENT FUND:							
TOTAL REVENUES		1,457,357.53		1,482,146.00		1,143,572.25	
TOTAL EXPENDITURES		1,390,930.06		1,481,649.00		1,069,300.67	
NET OF REVENUES & EXPENDITURES		66,427.47		497.00		74,271.58	
BEG. FUND BALANCE		403,950.61		470,378.08		470,378.08	
END FUND BALANCE		470,378.08		470,875.08		544,649.66	

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PERIOD ENDING 03/31/2015

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND							
Revenues							
Dept 000							
216-000-402	CURRENT PROPERTY TAX	607,117.18	617,577.00	488,068.25	0.00	129,508.75	79.03
216-000-445	PENALTY & INTEREST ON TAXES	337.94	0.00	740.13	142.32	(740.13)	100.00
216-000-482	HOUSE NUMBERS	400.00	250.00	520.00	80.00	(270.00)	208.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-590	GRANT INCOME	22.10	0.00	0.00	0.00	0.00	0.00
216-000-626	COPY & FOIA INCOME	23.00	25.00	20.00	5.00	5.00	80.00
216-000-635	RESPONSE FEES	20,755.12	8,000.00	3,965.63	0.00	4,034.37	49.57
216-000-639	DRIVEWAY INSPECTIONS	550.00	300.00	450.00	150.00	(150.00)	150.00
216-000-665	INTEREST INCOME	0.00	0.00	0.00	(142.32)	0.00	0.00
216-000-671	REIMBURSEMENT/OTHER INCOME	4,719.25	5,000.00	2,565.67	789.61	2,434.33	51.31
216-000-673	SALE OF FIXED ASSET	3,058.00	0.00	980.00	0.00	(980.00)	100.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	100.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		662,082.59	656,152.00	497,309.68	1,024.61	158,842.32	75.79
Dept 336-CONTRIBUTIONS							
216-336-588	CONTRIBUTION OTHER FUND(S)	15,733.00	0.00	0.00	0.00	0.00	0.00
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	1,000.00	1,000.00	1,000.00	1,000.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		16,733.00	1,000.00	1,000.00	1,000.00	0.00	100.00
TOTAL Revenues		678,815.59	657,152.00	498,309.68	2,024.61	158,842.32	75.83
Expenditures							
Dept 226-PERSONNEL							
216-226-701	SALARIES	77,051.53	79,310.00	57,868.38	6,100.76	21,441.62	72.96
216-226-702	SALARIES	124,669.00	129,000.00	89,950.00	9,408.00	39,050.00	69.73
216-226-705	ADMINISTRATIVE ASSISTANT	5,317.93	6,000.00	4,276.32	435.75	1,723.68	71.27
216-226-708	SALARIES-PART TIME	48,031.62	53,000.00	40,826.95	4,121.33	12,173.05	77.03
216-226-712	SALARIES - OFFICERS	11,245.00	14,000.00	8,925.00	0.00	5,075.00	63.75
216-226-715	SOCIAL SECURITY	21,170.33	22,595.00	16,118.69	1,614.91	6,476.31	71.34
216-226-716	HOSPITALIZATION	17,521.05	19,110.00	21,828.45	1,678.16	(2,718.45)	114.23
216-226-717	LIFE/DISB. INSURANCE	966.96	900.00	633.69	70.41	266.31	70.41
216-226-718	PENSION	7,699.64	7,931.00	5,777.62	610.04	2,153.38	72.85
216-226-720	BANKED PTO	(13,882.21)	0.00	0.00	0.00	0.00	0.00
216-226-730	MEDICAL TESTING	421.50	4,000.00	585.00	0.00	3,415.00	14.63
216-226-731	WORKERS COMP INSURANCE	7,429.00	9,100.00	0.00	0.00	9,100.00	0.00
216-226-927	ALLOCATE TO DEPARTMENTS	(54,568.00)	(56,771.00)	(35,549.00)	0.00	(21,222.00)	62.62
216-226-957	TRAINING & DEVELOPMENT	4,416.34	9,000.00	3,050.85	0.00	5,949.15	33.90
216-226-958	TRAINING WAGES	10,421.50	14,000.00	8,824.96	1,044.00	5,175.04	63.04
Total Dept 226-PERSONNEL		267,911.19	311,175.00	223,116.91	25,083.36	88,058.09	71.70
Dept 265-HALL AND GROUNDS							
216-265-816	GROUND/SC/CLANG/JANITORL SERVIC	2,294.40	2,000.00	1,465.00	1,295.00	535.00	73.25
216-265-821	PSB MAINT & OPS ALLOCATION	52,441.00	49,933.00	33,319.00	9,466.00	16,614.00	66.73
Total Dept 265-HALL AND GROUNDS		54,735.40	51,933.00	34,784.00	10,761.00	17,149.00	66.98
Dept 270-LEGAL/PROFESSIONAL							
216-270-722	CONTROLLER	7,982.00	8,227.00	4,772.00	0.00	3,455.00	58.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 216 - MEDICAL RESCUE FUND							
Expenditures							
216-270-802	AUDIT FEES	3,060.00	3,060.00	3,060.00	0.00	0.00	100.00
216-270-803	LEGAL	0.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		11,042.00	14,787.00	7,832.00	0.00	6,955.00	52.97
Dept 301-OPERATING COSTS							
216-301-727	SUPPLIES	8,167.39	8,000.00	5,331.68	1,500.52	2,668.32	66.65
216-301-741	UNIFORMS/GEAR & ALLOWANCE	3,410.42	7,000.00	3,248.81	641.43	3,751.19	46.41
216-301-807	MEMBERSHIP DUES	1,700.68	1,500.00	1,175.00	600.00	325.00	78.33
216-301-818	CONTRACTUAL SERVICES	8,286.38	2,000.00	1,308.38	0.00	691.62	65.42
216-301-820	DISPATCH SERVICES	10,584.84	10,500.00	7,705.53	856.17	2,794.47	73.39
216-301-850	COMMUNICATION	6,399.32	7,000.00	4,474.44	502.86	2,525.56	63.92
216-301-851	POSTAGE	38.22	50.00	100.00	0.00	(50.00)	200.00
216-301-900	PRINTING & PUBLICATIONS	0.00	150.00	203.85	0.00	(53.85)	135.90
216-301-910	INSURANCE & BONDS	65,114.00	55,000.00	0.00	0.00	55,000.00	0.00
216-301-920	UTILITIES	15,890.74	10,000.00	7,935.86	2,035.22	2,064.14	79.36
216-301-930	REPAIRS & MAINTENANCE	2,357.13	4,000.00	924.47	0.00	3,075.53	23.11
216-301-932	RADIO REPAIR	2,830.00	2,200.00	2,200.00	0.00	0.00	100.00
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	33,484.44	0.00	3,460.39	0.00	(3,460.39)	100.00
Total Dept 301-OPERATING COSTS		158,263.56	107,400.00	38,068.41	6,136.20	69,331.59	35.45
Dept 333-TRANSPORTATION							
216-333-860	FUEL & MILEAGE	13,600.98	12,000.00	7,227.07	758.62	4,772.93	60.23
216-333-930	REPAIRS & MAINTENANCE	15,697.85	20,000.00	19,854.37	1,819.05	145.63	99.27
Total Dept 333-TRANSPORTATION		29,298.83	32,000.00	27,081.44	2,577.67	4,918.56	84.63
Dept 900-CAPITAL OUTLAY							
216-900-970	EQUIPMENT	28,007.88	6,000.00	3,239.48	770.89	2,760.52	53.99
216-900-972	COMPUTER	703.56	0.00	527.67	58.63	(527.67)	100.00
Total Dept 900-CAPITAL OUTLAY		28,711.44	6,000.00	3,767.15	829.52	2,232.85	62.79
Dept 905-DEBT SERVICE							
216-905-985	PSB SHARE OF BOND PMT	87,417.27	85,222.00	8,134.84	0.00	77,087.16	9.55
216-905-991	DEBT SERVICE - PRINCIPAL	41,750.56	43,776.00	43,775.46	0.00	0.54	100.00
216-905-995	DEBT SERVICE - INTEREST	6,374.09	4,350.00	4,349.19	0.00	0.81	99.98
Total Dept 905-DEBT SERVICE		135,541.92	133,348.00	56,259.49	0.00	77,088.51	42.19
TOTAL Expenditures		685,504.34	656,643.00	390,909.40	45,387.75	265,733.60	59.53
Fund 216 - MEDICAL RESCUE FUND:							
TOTAL REVENUES		678,815.59	657,152.00	498,309.68	2,024.61	158,842.32	75.83
TOTAL EXPENDITURES		685,504.34	656,643.00	390,909.40	45,387.75	265,733.60	59.53
NET OF REVENUES & EXPENDITURES		(6,688.75)	509.00	107,400.28	(43,363.14)	(106,891.28)	21,100.2
BEG. FUND BALANCE		419,120.53	412,431.78	412,431.78			

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GL NUMBER	DESCRIPTION	END BALANCE	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT
		06/30/2014	AMENDED BUDGET	03/31/2015	MONTH 03/31/2015	BALANCE	USED
Fund 216 - MEDICAL RESCUE FUND		412,431.78	412,940.78	519,832.06			
END FUND BALANCE							21,100.2

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 230 - DONATION FUND							
Revenues							
Dept 000							
230-000-690	DONATION - DOG PARK	3,350.00	0.00	0.00	0.00	0.00	0.00
230-000-691	DONATION - FIREWORKS	350.00	0.00	600.00	1,025.00	(600.00)	100.00
230-000-692	DONATION - EVENTS/COMMUNITY PROJECTS	1,350.00	0.00	0.00	1,025.00	0.00	0.00
230-000-698	DONATIONS - ALL OTHER SCC	20.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		5,070.00	0.00	600.00	2,050.00	(600.00)	100.00
TOTAL Revenues		5,070.00	0.00	600.00	2,050.00	(600.00)	100.00
Expenditures							
Dept 301-OPERATING COSTS							
230-301-903	DONATIONS - KIWANIS	0.00	0.00	1,025.00	1,025.00	(1,025.00)	100.00
230-301-904	DONATIONS - EVENTS/COMMUNITY PROJECTS	1,505.66	0.00	1,337.79	1,063.80	(1,337.79)	100.00
Total Dept 301-OPERATING COSTS		1,505.66	0.00	2,362.79	2,088.80	(2,362.79)	100.00
TOTAL Expenditures		1,505.66	0.00	2,362.79	2,088.80	(2,362.79)	100.00
Fund 230 - DONATION FUND:							
TOTAL REVENUES		5,070.00	0.00	600.00	2,050.00	(600.00)	100.00
TOTAL EXPENDITURES		1,505.66	0.00	2,362.79	2,088.80	(2,362.79)	100.00
NET OF REVENUES & EXPENDITURES		3,564.34	0.00	(1,762.79)	(38.80)	1,762.79	100.00
BEG. FUND BALANCE		500.00		4,064.34			100.00
END FUND BALANCE		4,064.34		2,301.55			100.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BUDGET USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTH							
Revenues							
Dept 000							
248-000-671	REIMBURSEMENT/OTHER INCOME	20.00	0.00	0.00	0.00	0.00	0.00
248-000-675	CONTRIBUTION-PRIVATE SOURCES	25,347.28	0.00	0.00	0.00	0.00	0.00
Total Dept 000		25,367.28	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		25,367.28	0.00	0.00	0.00	0.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
248-301-800	OTHER PROFESSIONAL FEES	1,100.00	20,000.00	0.00	0.00	20,000.00	0.00
248-301-816	GROUPS/CLEANING/JANITORIAL SERVICE	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 301-OPERATING COSTS		2,300.00	21,200.00	0.00	0.00	21,200.00	0.00
Dept 449-ROAD WORK							
248-449-814	ROAD IMPROVEMENTS	22,790.00	20,000.00	20,000.00	20,000.00	0.00	100.00
Total Dept 449-ROAD WORK		22,790.00	20,000.00	20,000.00	20,000.00	0.00	100.00
Dept 900-CAPITAL OUTLAY							
248-900-925	STREETSCAPING	0.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 900-CAPITAL OUTLAY		0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Expenditures		25,090.00	42,700.00	20,000.00	20,000.00	22,700.00	46.84
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:							
TOTAL REVENUES		25,367.28	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,090.00	42,700.00	20,000.00	20,000.00	22,700.00	46.84
NET OF REVENUES & EXPENDITURES		277.28	(42,700.00)	(20,000.00)	(20,000.00)	(22,700.00)	46.84
BEG. FUND BALANCE		91,222.05	91,499.33	91,499.33	91,499.33		46.84
END FUND BALANCE		91,499.33	48,799.33	71,499.33	71,499.33		46.84

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 265 - NARCOTICS FUND							
Revenues							
Dept 000							
265-000-661	FOREFEITURES	29,373.25	50,000.00	32,504.00	350.00	17,496.00	65.01
Total Dept 000		29,373.25	50,000.00	32,504.00	350.00	17,496.00	65.01
TOTAL Revenues		29,373.25	50,000.00	32,504.00	350.00	17,496.00	65.01
Expenditures							
Dept 226-PERSONNEL							
265-226-957	TRAINING & DEVELOPMENT	275.00	0.00	0.00	0.00	0.00	0.00
Total Dept 226-PERSONNEL		275.00	0.00	0.00	0.00	0.00	0.00
Dept 301-OPERATING COSTS							
265-301-727	SUPPLIES	0.00	1,000.00	0.00	0.00	1,000.00	0.00
265-301-899	FOREFEITURE SHARING	14,085.94	20,000.00	13,385.75	11,176.00	6,614.25	66.93
265-301-956	MISCELLANEOUS	2,645.20	300.00	64.00	3.00	236.00	21.33
Total Dept 301-OPERATING COSTS		16,731.14	21,300.00	13,449.75	11,179.00	7,850.25	63.14
Dept 336-CONTRIBUTIONS							
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		0.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 900-CAPITAL OUTLAY							
265-900-970	EQUIPMENT	300.00	4,000.00	5,990.92	0.00	(1,990.92)	149.77
Total Dept 900-CAPITAL OUTLAY		300.00	4,000.00	5,990.92	0.00	(1,990.92)	149.77
TOTAL Expenditures		17,306.14	26,300.00	19,440.67	11,179.00	6,859.33	73.92
Fund 265 - NARCOTICS FUND:							
TOTAL REVENUES		29,373.25	50,000.00	32,504.00	350.00	17,496.00	65.01
TOTAL EXPENDITURES		17,306.14	26,300.00	19,440.67	11,179.00	6,859.33	73.92
NET OF REVENUES & EXPENDITURES		12,067.11	23,700.00	13,063.33	(10,829.00)	10,636.67	55.12
BEG. FUND BALANCE		34,179.38	46,246.49	46,246.49			55.12
END FUND BALANCE		46,246.49	69,946.49	59,309.82			55.12

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND							
Revenues							
Dept 000							
266-000-661	FORFEITURES	453,900.04	100,000.00	91,679.76	53,381.42	8,320.24	91.68
Total Dept 000		453,900.04	100,000.00	91,679.76	53,381.42	8,320.24	91.68
TOTAL Revenues		453,900.04	100,000.00	91,679.76	53,381.42	8,320.24	91.68
Expenditures							
Dept 301-OPERATING COSTS							
266-301-727	SUPPLIES	1,214.28	10,000.00	6,874.83	1,984.47	3,125.17	68.75
266-301-956	MISCELLANEOUS	0.00	5,000.00	3,213.82	484.14	1,786.18	64.28
Total Dept 301-OPERATING COSTS		1,214.28	15,000.00	10,088.65	2,468.61	4,911.35	67.26
Dept 336-CONTRIBUTIONS							
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Dept 900-CAPITAL OUTLAY							
266-900-970	EQUIPMENT	16,870.71	160,000.00	101,099.74	652.00	58,900.26	63.19
266-900-974	VEHICLE	89,187.50	75,000.00	34,534.10	0.00	40,465.90	46.05
Total Dept 900-CAPITAL OUTLAY		106,058.21	235,000.00	135,633.84	652.00	99,366.16	57.72
TOTAL Expenditures		142,272.49	285,000.00	145,722.49	3,120.61	139,277.51	51.13
Fund 266 - FEDERAL NARCOTICS FUND:							
TOTAL REVENUES		453,900.04	100,000.00	91,679.76	53,381.42	8,320.24	91.68
TOTAL EXPENDITURES		142,272.49	285,000.00	145,722.49	3,120.61	139,277.51	51.13
NET OF REVENUES & EXPENDITURES		311,627.55	(185,000.00)	(54,042.73)	50,260.81	(130,957.27)	29.21
BEG. FUND BALANCE		204,081.57	515,709.12	515,709.12			29.21
END FUND BALANCE		515,709.12	330,709.12	461,666.39			29.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 287 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 000							
287-000-481	SIGN PERMITS	1,055.00	0.00	0.00	0.00	0.00	0.00
287-000-484	BUILDING PLAN REVIEW FEES	3,372.00	2,650.00	2,195.00	125.00	455.00	82.83
287-000-485	BUILDING PERMIT FEES	34,683.00	29,240.00	20,300.00	1,331.00	8,940.00	69.43
287-000-486	CONTRACTOR'S REGISTRATION	630.00	675.00	1,650.00	165.00	(975.00)	244.44
287-000-488	TRADE PERMIT FEES	21,300.00	19,950.00	25,234.00	1,550.00	(5,284.00)	126.49
Total Dept 000		61,040.00	52,515.00	49,379.00	3,171.00	3,136.00	94.03
TOTAL Revenues							
		61,040.00	52,515.00	49,379.00	3,171.00	3,136.00	94.03
Expenditures							
Dept 226-PERSONNEL							
287-226-720	BANKED PTO	(10,885.67)	0.00	0.00	0.00	0.00	0.00
287-226-927	ALLOCATE TO DEPARTMENTS	7,397.00	19,561.00	11,237.00	0.00	8,324.00	57.45
Total Dept 226-PERSONNEL		(3,488.67)	19,561.00	11,237.00	0.00	8,324.00	57.45
Dept 261-GOVERNMENT SHARED SERVICES							
287-261-725	INSPECTOR EXPENSES	24,123.16	15,000.00	21,257.00	1,385.00	(6,257.00)	141.71
Total Dept 261-GOVERNMENT SHARED SERVICES		24,123.16	15,000.00	21,257.00	1,385.00	(6,257.00)	141.71
Dept 270-LEGAL/PROFESSIONAL							
287-270-722	CONTROLLER	1,596.00	1,646.00	954.00	0.00	692.00	57.96
287-270-802	AUDIT FEES	900.00	900.00	900.00	0.00	0.00	100.00
Total Dept 270-LEGAL/PROFESSIONAL		2,496.00	2,546.00	1,854.00	0.00	692.00	72.82
Dept 301-OPERATING COSTS							
287-301-725	INSPECTOR EXPENSES	10,793.05	12,500.00	3,855.35	360.00	8,644.65	30.84
287-301-727	SUPPLIES	0.00	100.00	392.00	0.00	(292.00)	392.00
287-301-850	COMMUNICATION	523.96	300.00	220.20	31.63	79.80	73.40
287-301-910	INSURANCE & BONDS	600.00	600.00	0.00	0.00	600.00	0.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	1,000.00	0.00	0.00	1,000.00	0.00
287-301-930	REPAIRS & MAINTENANCE	0.00	625.00	0.00	0.00	625.00	0.00
Total Dept 301-OPERATING COSTS		11,917.01	15,125.00	4,467.55	391.63	10,657.45	29.54
TOTAL Expenditures							
		35,047.50	52,232.00	38,815.55	1,776.63	13,416.45	74.31
Fund 287 - BUILDING DEPARTMENT FUND:							
TOTAL REVENUES							
		61,040.00	52,515.00	49,379.00	3,171.00	3,136.00	94.03
TOTAL EXPENDITURES							
		35,047.50	52,232.00	38,815.55	1,776.63	13,416.45	74.31
NET OF REVENUES & EXPENDITURES							
		25,992.50	283.00	10,563.45	1,394.37	(10,280.45)	3,732.67
BEG. FUND BALANCE							
		39,421.50	65,414.00	65,414.00			3,732.67
END FUND BALANCE							
		65,414.00	65,697.00	75,977.45			3,732.67

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 369 - BLDG AUTH DEBT FUND							
Revenues							
Dept 000							
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
Total Dept 000		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
TOTAL Revenues		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
Expenditures							
Dept 905-DEBT SERVICE							
369-905-942	3 M BOND BLDG AUTH	179,470.20	206,856.00	0.00	0.00	206,856.00	0.00
369-905-943	500K CAPITAL IMP	29,071.90	0.00	0.00	0.00	0.00	0.00
369-905-987	INTEREST 3 M BOND	46,222.31	48,810.00	24,404.50	0.00	24,405.50	50.00
369-905-992	INTEREST 500K BOND	7,487.42	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
TOTAL Expenditures		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
Fund 369 - BLDG AUTH DEBT FUND:							
TOTAL REVENUES		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
TOTAL EXPENDITURES		262,251.83	255,666.00	24,404.50	0.00	231,261.50	9.55
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE							
END FUND BALANCE							

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 370 - PUBLIC SAFETY BLDG DEBT FD							
Revenues							
Dept 000							
370-000-402	CURRENT PROPERTY TAX	284,298.49	281,178.00	222,210.11	0.00	58,967.89	79.03
370-000-445	PENALTY & INTEREST ON TAXES	150.54	0.00	344.90	0.00	(344.90)	100.00
370-000-588	CONTRIBUTION OTHER FUND(S)	157,324.00	149,800.00	99,957.00	28,398.00	49,843.00	66.73
370-000-671	REIMBURSEMENT/OTHER INCOME	26.46	0.00	0.00	0.00	0.00	0.00
Total Dept 000		441,799.49	430,978.00	322,512.01	28,398.00	108,465.99	74.83
TOTAL Revenues		441,799.49	430,978.00	322,512.01	28,398.00	108,465.99	74.83
Expenditures							
Dept 301-OPERATING COSTS							
370-301-727	SUPPLIES	1,075.42	1,200.00	864.13	33.72	335.87	72.01
370-301-803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
370-301-816	GROUPS/CLEANG/JANITORL SERVIC	9,323.00	10,500.00	10,325.00	7,300.00	175.00	98.33
370-301-818	CONTRACTUAL SERVICES	9,302.82	11,500.00	6,638.35	0.00	4,861.65	57.72
370-301-850	COMMUNICATION	3,511.67	4,200.00	2,153.77	344.34	2,046.23	51.28
370-301-910	INSURANCE & BONDS	7,156.00	7,200.00	0.00	0.00	7,200.00	0.00
370-301-920	UTILITIES	82,271.95	85,000.00	53,611.63	9,694.42	31,388.37	63.07
370-301-930	REPAIRS & MAINTENANCE	29,540.47	30,000.00	24,732.48	2,398.83	5,267.52	82.44
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	15,454.03	0.00	1,641.36	0.00	(1,641.36)	100.00
Total Dept 301-OPERATING COSTS		157,635.36	149,800.00	99,966.72	19,771.31	49,833.28	66.73
Dept 905-DEBT SERVICE							
370-905-945	3.8 M PSB BOND	235,000.00	235,000.00	0.00	0.00	235,000.00	0.00
370-905-994	INTEREST 3.8 BOND PSB	51,700.00	46,178.00	23,088.75	0.00	23,089.25	50.00
Total Dept 905-DEBT SERVICE		286,700.00	281,178.00	23,088.75	0.00	258,089.25	8.21
TOTAL Expenditures		444,335.36	430,978.00	123,055.47	19,771.31	307,922.53	28.55
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:							
TOTAL REVENUES		441,799.49	430,978.00	322,512.01	28,398.00	108,465.99	74.83
TOTAL EXPENDITURES		444,335.36	430,978.00	123,055.47	19,771.31	307,922.53	28.55
NET OF REVENUES & EXPENDITURES		(2,535.87)	0.00	199,456.54	8,626.69	(199,456.54)	100.00
BEG. FUND BALANCE		56,750.37	54,214.50	54,214.50			100.00
END FUND BALANCE		54,214.50	54,214.50	253,671.04			100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BUDGET USED
Fund 571 - WASTEWATER TREATMENT FUND							
Revenues							
Dept 000							
571-000-445	PENALTY & INTEREST ON TAXES	6.30	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	3,550.00	0.00	7,100.00	0.00	(7,100.00)	100.00
571-000-651	USAGE FEES	1,160,288.27	1,359,000.00	797,034.43	(39,852.56)	561,965.57	58.65
571-000-665	INTEREST INCOME	2,720.20	1,000.00	940.20	0.00	59.80	94.02
571-000-671	REIMBURSEMENT/OTHER INCOME	2,165.63	2,000.00	4,595.51	2,119.90	(2,595.51)	229.78
571-000-672	SAD INTEREST	82.00	73.00	54.66	0.00	18.34	74.88
571-000-673	SALE OF FIXED ASSET	5,000.00	0.00	0.00	0.00	0.00	0.00
571-000-690	UNREALIZED GAIN/LOSS	(42,596.52)	0.00	(2,022.06)	0.00	2,022.06	100.00
Total Dept 000		1,131,215.88	1,362,073.00	807,702.74	(37,732.66)	554,370.26	59.30
TOTAL Revenues							
		1,131,215.88	1,362,073.00	807,702.74	(37,732.66)	554,370.26	59.30
Expenditures							
Dept 226-PERSONNEL							
571-226-701	SALARIES	60,469.00	65,500.00	47,674.90	5,038.46	17,825.10	72.79
571-226-702	SALARIES	185,551.40	184,403.00	134,527.05	14,181.94	49,875.95	72.95
571-226-711	SALARIES-OVERTIME	5,892.35	10,000.00	11,683.74	3,614.77	(1,683.74)	116.84
571-226-715	SOCIAL SECURITY	19,271.32	19,885.00	14,832.25	1,746.89	5,052.75	74.59
571-226-716	HOSPITALIZATION	73,669.11	86,100.00	87,691.64	5,944.78	(1,591.64)	101.85
571-226-717	LIFE/DISB. INSURANCE	3,444.00	3,487.00	2,159.53	251.77	1,327.47	61.93
571-226-718	PENSION	22,886.86	24,045.00	17,382.22	1,837.96	6,662.78	72.29
571-226-720	BANKED PTO	(3,828.05)	0.00	0.00	0.00	0.00	0.00
571-226-731	WORKERS COMP INSURANCE	2,347.00	2,915.00	0.00	0.00	2,915.00	0.00
571-226-957	TRAINING & DEVELOPMENT	1,395.00	3,500.00	2,070.00	0.00	1,430.00	59.14
Total Dept 226-PERSONNEL		371,097.99	399,835.00	318,021.33	32,616.57	81,813.67	79.54
Dept 270-LEGAL/PROFESSIONAL							
571-270-722	CONTROLLER	13,303.00	13,713.00	7,953.00	0.00	5,760.00	58.00
571-270-802	AUDIT FEES	6,480.00	6,480.00	6,480.00	0.00	0.00	100.00
571-270-803	LEGAL	0.00	500.00	0.00	0.00	500.00	0.00
571-270-806	ENGINEER	13,824.40	30,000.00	16,468.33	8,903.43	13,531.67	54.89
Total Dept 270-LEGAL/PROFESSIONAL		33,607.40	50,693.00	30,901.33	8,903.43	19,791.67	60.96
Dept 301-OPERATING COSTS							
571-301-727	SUPPLIES	1,811.92	1,300.00	1,309.44	106.14	(9.44)	100.73
571-301-740	OPERATING SUPPLIES	36,856.71	50,000.00	31,090.33	238.93	18,909.67	62.18
571-301-741	UNIFORMS/GEAR & ALLOWANCE	774.90	2,500.00	605.79	182.32	1,894.21	24.23
571-301-807	MEMBERSHIP DUES	765.00	1,000.00	590.00	0.00	410.00	59.00
571-301-817	LAB & TESTING	1,318.75	7,500.00	5,428.00	90.00	2,072.00	72.37
571-301-819	COLLECTION SYS ANNUAL MAINT	37,569.28	55,000.00	45,269.27	100.73	9,730.73	82.31
571-301-825	SEWER ADMINISTRATION FEES	35,000.00	35,000.00	35,000.00	35,000.00	0.00	100.00
571-301-850	COMMUNICATION	7,119.51	6,000.00	4,559.58	534.54	1,440.42	75.99
571-301-851	POSTAGE	2,702.84	5,000.00	2,630.52	0.00	2,369.48	52.61
571-301-900	PRINTING & PUBLICATIONS	40.69	200.00	0.00	0.00	200.00	0.00
571-301-910	INSURANCE & BONDS	20,166.00	20,300.00	0.00	0.00	20,300.00	0.00
571-301-920	UTILITIES	111,143.35	100,000.00	73,238.85	13,991.14	26,761.15	73.24
571-301-930	REPAIRS & MAINTENANCE	63,593.40	104,400.00	37,190.49	2,831.77	67,209.51	35.62
571-301-940	RENTAL EQUIPMENT	832.00	1,000.00	621.00	69.00	379.00	62.10

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Expenditures							
571-301-941	UNIFORMS - RENTALS	2,888.69	0.00	0.00	0.00	0.00	0.00
571-301-950	LAND LEASING	257.75	258.00	257.75	0.00	0.25	99.90
571-301-968	DEPRECIATION EXPENSE	234,283.00	244,578.00	0.00	0.00	244,578.00	0.00
Total Dept 301-OPERATING COSTS		557,123.79	634,036.00	237,791.02	53,144.57	396,244.98	37.50
Dept 333-TRANSPORTATION							
571-333-860	FUEL & MILEAGE	4,218.89	6,500.00	5,666.59	846.06	833.41	87.18
571-333-930	REPAIRS & MAINTENANCE	1,879.03	2,000.00	35.96	0.00	1,964.04	1.80
Total Dept 333-TRANSPORTATION		6,097.92	8,500.00	5,702.55	846.06	2,797.45	67.09
Dept 528-O & M - BOND & INTEREST							
571-528-954	AGENT FEES	657.57	700.00	648.13	549.00	51.87	92.59
571-528-989	INTEREST 1992 BOND	16,738.76	15,340.00	7,669.38	0.00	7,670.62	50.00
571-528-995	DEBT SERVICE - INTEREST	52,627.76	38,630.00	38,628.25	19,314.12	1.75	100.00
Total Dept 528-O & M - BOND & INTEREST		70,024.09	54,670.00	46,945.76	19,863.12	7,724.24	85.87
Dept 900-CAPITAL OUTLAY							
571-900-970	EQUIPMENT	6,274.47	55,000.00	28,997.00	0.00	26,003.00	52.72
571-900-972	COMPUTER	0.00	17,000.00	14,440.00	14,440.00	2,560.00	84.94
Total Dept 900-CAPITAL OUTLAY		6,274.47	72,000.00	43,437.00	14,440.00	28,563.00	60.33
TOTAL Expenditures		1,044,225.66	1,219,734.00	682,798.99	129,813.75	536,935.01	55.98
Fund 571 - WASTEWATER TREATMENT FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
BEG. FUND BALANCE		5,914,772.59	6,001,762.81	6,001,762.81		17,435.25	87.75
END FUND BALANCE		6,001,762.81	6,144,101.81	6,126,666.56			87.75

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDC USED
Fund 815 - DIST # 5 SEVEN MILE SEWER							
Revenues							
Dept 000							
815-000-665	INTEREST INCOME	369.90	150.00	119.48	0.00	30.52	79.65
815-000-671	REIMBURSEMENT/OTHER INCOME	2.05	0.00	0.00	0.00	0.00	0.00
815-000-672	SAD INTEREST	13,072.69	10,220.00	3,771.46	0.00	6,448.54	36.90
815-000-690	UNREALIZED GAIN/LOSS	(5,412.81)	0.00	(256.95)	0.00	256.95	100.00
Total Dept 000		8,031.83	10,370.00	3,633.99	0.00	6,736.01	35.04
TOTAL Revenues		8,031.83	10,370.00	3,633.99	0.00	6,736.01	35.04
Expenditures							
Dept 301-OPERATING COSTS							
815-301-968	DEPRECIATION EXPENSE	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	0.00	0.00	17,519.00	0.00
Dept 905-DEBT SERVICE							
815-905-995	DEBT SERVICE - INTEREST	9,904.78	9,002.00	4,500.51	0.00	4,501.49	49.99
Total Dept 905-DEBT SERVICE		9,904.78	9,002.00	4,500.51	0.00	4,501.49	49.99
TOTAL Expenditures		27,423.78	26,521.00	4,500.51	0.00	22,020.49	16.97
Fund 815 - DIST # 5 SEVEN MILE SEWER:							
TOTAL REVENUES		8,031.83	10,370.00	3,633.99	0.00	6,736.01	35.04
TOTAL EXPENDITURES		27,423.78	26,521.00	4,500.51	0.00	22,020.49	16.97
NET OF REVENUES & EXPENDITURES		(19,391.95)	(16,151.00)	(866.52)	0.00	(15,284.48)	5.37
BEG. FUND BALANCE		632,829.96	613,438.01	613,438.01			5.37
END FUND BALANCE		613,438.01	597,287.01	612,571.49			5.37

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 883 - DISTRICT #3 HORSESHOE LAKE							
Revenues							
Dept 000							
883-000-665	INTEREST INCOME	2,750.24	1,000.00	942.97	(0.15)	57.03	94.30
883-000-690	UNREALIZED GAIN/LOSS	(43,067.20)	0.00	(2,044.40)	0.00	2,044.40	100.00
Total Dept 000							
		(40,316.96)	1,000.00	(1,101.43)	(0.15)	2,101.43	(110.14)
TOTAL Revenues		(40,316.96)	1,000.00	(1,101.43)	(0.15)	2,101.43	(110.14)
Expenditures							
Dept 301-OPERATING COSTS							
883-301-920	UTILITIES	719.46	0.00	0.00	0.00	0.00	0.00
883-301-924	SAD REFUNDS	0.00	0.00	693,000.91	202,458.41	(693,000.91)	100.00
883-301-930	REPAIRS & MAINTENANCE	5,393.29	90,000.00	0.00	0.00	90,000.00	0.00
883-301-968	DEPRECIATION EXPENSE	4,464.00	0.00	0.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		10,576.75	90,000.00	693,000.91	202,458.41	(603,000.91)	770.00
TOTAL Expenditures		10,576.75	90,000.00	693,000.91	202,458.41	(603,000.91)	770.00
Fund 883 - DISTRICT #3 HORSESHOE LAKE:							
TOTAL REVENUES		(40,316.96)	1,000.00	(1,101.43)	(0.15)	2,101.43	110.14
TOTAL EXPENDITURES		10,576.75	90,000.00	693,000.91	202,458.41	(603,000.91)	770.00
NET OF REVENUES & EXPENDITURES		(50,893.71)	(89,000.00)	(694,102.34)	(202,458.56)	605,102.34	779.89
BEG. FUND BALANCE		744,996.05	694,102.34	694,102.34			779.89
END FUND BALANCE		694,102.34	605,102.34				779.89

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 DB: Northfield

PERIOD ENDING 03/31/2015  
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDC % USED
Fund 890 - N.T. SEWER DISTRICT							
Revenues							
Dept 000							
890-000-445	PENALTY & INTEREST ON TAXES	2,514.68	0.00	0.00	0.00	0.00	0.00
890-000-665	INTEREST INCOME	1,698.26	750.00	586.95	0.00	163.05	78.26
890-000-672	SAD INTEREST	59,040.08	49,200.00	5,364.46	0.00	43,835.54	10.90
890-000-690	UNREALIZED GAIN/LOSS	(26,593.41)	0.00	(1,262.39)	0.00	1,262.39	100.00
Total Dept 000		36,659.61	49,950.00	4,689.02	0.00	45,260.98	9.39
TOTAL Revenues		36,659.61	49,950.00	4,689.02	0.00	45,260.98	9.39
Expenditures							
Dept 301-OPERATING COSTS							
890-301-803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
890-301-968	DEPRECIATION EXPENSE	76,142.36	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301-OPERATING COSTS		76,142.36	74,387.00	0.00	0.00	74,387.00	0.00
Dept 905-DEBT SERVICE							
890-905-954	AGENT FEES	420.43	450.00	414.37	351.00	35.63	92.08
890-905-998	INTEREST NT BOND	33,647.24	24,700.00	24,696.75	12,348.38	3.25	99.99
Total Dept 905-DEBT SERVICE		34,067.67	25,150.00	25,111.12	12,699.38	38.88	99.85
TOTAL Expenditures		110,210.03	99,537.00	25,111.12	12,699.38	74,425.88	25.23
Fund 890 - N.T. SEWER DISTRICT:							
TOTAL REVENUES		36,659.61	49,950.00	4,689.02	0.00	45,260.98	9.39
TOTAL EXPENDITURES		110,210.03	99,537.00	25,111.12	12,699.38	74,425.88	25.23
NET OF REVENUES & EXPENDITURES		(73,550.42)	(49,587.00)	(20,422.10)	(12,699.38)	(29,164.90)	41.18
BEG. FUND BALANCE		3,101,024.04	3,027,473.62	3,027,473.62			41.18
END FUND BALANCE		3,027,473.62	2,977,886.62	3,007,051.52			41.18
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		5,979,686.39	5,962,819.00	3,780,629.11	114,834.18	2,182,189.89	63.40
NET OF REVENUES & EXPENDITURES		5,473,176.67	6,146,589.00	4,075,336.16	655,511.53	2,071,252.84	66.30
BEG. FUND BALANCE - ALL FUNDS		506,509.72	(183,770.00)	(294,707.05)	(540,677.35)	110,937.05	160.37
END FUND BALANCE - ALL FUNDS		13,039,602.49	13,546,112.21	13,546,112.21			41.18
		13,546,112.21	13,362,342.21	13,251,405.16			41.18

SETTLEMENT SHEET  
NORTHFIELD TOWNSHIP  
TAX YEAR 2014 COLLECTIONS

negative capture  
so no DDA due

S. Bos  
04/02/15

TAXING UNIT	DETAIL	TAXABLE VALUE	TAXABLE ADJUSTMENTS (MTT, BOR, STC)	ADJUSTED TV	AUTHORIZED MILLAGE RATE	TOTAL TAX LEVY	TOTAL TAXES REMITTED	REAL PROPERTY DELINQUENT BALANCE	DUE	SUMMER INTEREST DELINQ Real PROPERTY	PERSONAL PROPERTY DELINQUENT BALANCE	DELINQUENT TAXES RETURNED
Washenaw County	W	\$320,985,930	(\$1,326,707)	\$319,659,223	6.2838	\$2,008,528.97	\$1,815,246.99	\$109,574.25	\$80,059.56	\$3,844.83	\$3,648.17	\$113,419.08
W/C-DNR-P.L.T	W	\$59,640	\$0	\$59,640	6.2838	\$3,74.86	\$3,74.86		(\$0.00)		\$0.00	\$0.00
State Land Bank	W	\$200	\$0	\$200	5.7838	\$1.12	\$1.12		(\$0.00)		\$0.00	\$0.00
1/2 Rate IFT		\$1,722,550	\$0	\$1,722,550	2.8919	\$4,981.23	\$4,981.23		\$0.00		\$0.00	\$0.00
Total County		\$320,985,930	(\$1,326,707)	\$319,659,223	6.2838	\$2,013,886.18	\$1,820,504.20	\$109,574.25	\$80,059.56	\$3,844.83	\$3,648.17	\$113,419.08
Northfield Township	W	\$320,985,930	(\$1,326,707)	\$319,659,223	7.0259	\$2,245,829.32	\$1,775,822.31	\$168,059.82	\$297,353.77		\$4,593.42	\$168,059.82
NT-DNR-P.L.T	W	\$59,640	\$0	\$59,640	7.0259	\$419.15	\$419.15		\$0.00		\$0.00	\$0.00
State Land Bank		\$200	\$0	\$200	7.0259	\$1.39	\$1.39		(\$0.00)		\$0.00	\$0.00
1/2 Rate IFT		\$1,722,550	\$0	\$1,722,550	3.5130	\$6,051.13	\$6,051.13		\$0.00			\$0.00
Northfield Public Library		\$320,985,930	(\$1,326,707)	\$319,659,223	1.2739	\$407,192.53	\$321,976.06	\$30,470.91	\$53,913.25	\$0.00	\$892.31	\$30,470.91
Northfield Public Library - DNR-P.L.T		\$59,640	\$0	\$59,640	1.2739	\$76.00	\$76.00		(\$0.00)		\$0.00	\$0.00
State Land Bank		\$200	\$0	\$200	1.2739	\$0.25	\$0.25		\$0.00		\$0.00	\$0.00
1/2 Rate IFT		\$1,722,550	\$0	\$1,722,550	0.6370	\$1,097.08	\$1,097.08		(\$0.00)			\$0.00
Building Bond Millage		\$320,985,930	(\$1,326,707)	\$319,659,223	0.8760	\$280,000.85	\$221,403.22	\$20,952.71	\$37,072.77		\$572.15	\$20,952.71
Building-DNR-P.L.T		\$59,640	\$0	\$59,640	0.8760	\$52.26	\$52.26		\$0.00		\$0.00	\$0.00
State Land Bank	W	\$200	\$0	\$200	0.8760	\$0.17	\$0.17		(\$0.00)			\$0.00
1/2 Rate IFT - Building		\$1,722,550	\$0	\$1,722,550	0.4380	\$754.47	\$754.47		(\$0.00)			\$0.00
Admin fee						\$136,941.96	\$114,944.04	\$10,577.03	\$11,150.02		\$270.87	\$10,577.03
Total Township		\$320,985,930	(\$1,326,707)	\$319,659,223	7.0259	\$3,078,416.57	\$2,442,597.53	\$230,060.47	\$399,489.82	\$0.00	\$6,268.75	\$230,060.47

SCHOOL DISTRICTS

Ann Arbor

Debt Levy (H&N)(Sb-S.E.T.)	81010	\$16,379,670	(\$18,100)	\$16,361,570	2.4500	\$440,084.56	\$33,027.06	\$3,320.14	\$3,737.36	\$100.74	\$0.00	\$3,420.88
Operating/18 Mills (NH)	S	\$4,530,229	(\$422,910)	\$4,107,319	9.0000	\$36,965.85	\$65,083.68	\$1,709.82	\$6,052.26	\$51.30	\$0.00	\$1,761.12
Operating/18 Mills (NH)	W	\$4,530,229	(\$543,570)	\$3,986,659	9.0000	\$35,879.91						
MBT Commercial Personal		\$124,600	\$0	\$124,600	6.0000	\$747.60	\$747.60		\$0.00			\$0.00
State Ed Tax		\$16,379,670	(\$18,100)	\$16,361,570	6.0000	\$98,169.42	\$88,387.50	\$8,223.06	\$1,558.86	\$493.40	\$0.00	\$8,716.46
Supplemental	S	\$11,849,441	\$404,810	\$12,254,251	2.2464	\$27,527.50	\$44,285.85	\$2,865.29	\$5,377.37	\$171.90		\$3,037.19
Supplemental	W	\$11,849,441	\$525,470	\$12,374,911	2.2463	\$27,797.31		\$2,796.30				\$2,796.30
Supplemental	Total				4.4927	\$55,324.81						\$0.00
Sinking Fund		\$16,379,670	(\$18,100)	\$16,361,570	1.0000	\$16,361.04	\$13,480.45	\$1,355.13	\$1,525.46	\$41.13	\$0.00	\$1,396.26
Subtotal		\$16,379,670	(\$561,670)	\$16,361,570	2.4500	\$283,533.19	\$245,012.14	\$20,289.74	\$18,261.31	\$888.47	\$0.00	\$21,128.21

Dexter

Debt Levy (H&N)(Sb-S.E.T.)	81050	\$1,887,050	\$0	\$1,887,050	8.5000	\$16,039.89	\$12,634.12	\$0.00	\$3,405.77	\$0.00		\$0.00
Operating/18 Mills (NH)		\$376,510	\$0	\$376,510	18.0000	\$6,777.18	\$6,777.18	\$0.00	(\$0.00)	\$0.00		\$0.00
State Ed Tax 16 x \$2.50	40	\$1,887,050	\$0	\$1,887,050	6.0000	\$11,322.30	\$10,970.10	\$352.20	\$0.00	\$21.13		\$373.33
Subtotal		\$1,887,050	\$0	\$1,887,050	8.5000	\$34,139.37	\$30,381.40	\$352.20	\$3,405.77	\$21.13	\$0.00	\$373.33

South Lyon

Debt Levy (H&N)(Sb-S.E.T.)	63240	\$66,662,770	(\$169,342)	\$66,493,428	9.7000	\$644,983.90	\$601,597.54	\$39,782.59	\$4,412.05	\$2,036.96	\$181.72	\$40,829.55
Operating/18 Mills (NH)		\$8,585,392	(\$512,850)	\$8,072,542	18.0000	\$145,305.75	\$128,378.29	\$16,127.46	\$687.60	\$967.66	\$112.40	\$17,093.12
MBT Commercial Personal		\$149,400	\$0	\$149,400	6.0000	\$896.40	\$896.40		\$0.00			\$0.00
State Ed Tax		\$66,662,770	(\$169,342)	\$66,493,428	6.0000	\$398,960.57	\$372,123.56	\$23,995.49	\$2,729.12	\$1,259.98	\$112.40	\$25,255.47
Subtotal		\$66,662,770	(\$169,342)	\$66,493,428	9.7000	\$1,190,146.62	\$1,102,996.79	\$78,916.54	\$7,828.77	\$4,264.60	\$406.52	\$83,180.14

see last page for SET owed

TAXING UNIT	DETAIL	TAXABLE VALUE	TAXABLE ADJUSTMENTS (MTT, BOR, STC)	ADJUSTED TV	AUTHORIZED MILLAGE RATE	TOTAL TAX LEVY	TOTAL TAXES REMITTED	REAL PROPERTY DELINQUENT BALANCE	DUE	SUMMER INTEREST DELINQ Real PROPERTY	PERSONAL PROPERTY DELINQUENT BALANCE	DELINQUENT TAXES RETURNED
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#### Whitmore Lake

81140

Debt Levy (H&M)(NH) (sb=S.E.T.)		\$231,129,540	(\$1,139,265)	\$229,990,275	7.9600	\$1,830,706.74	\$1,463,730.34	\$142,483.30	\$219,541.87			
Debt DNR-P/LT		\$59,640	\$0	\$59,640	7.9600	\$474.89	\$474.89		\$0.00		\$4,951.23	\$142,483.30
State Land Bank	W	\$200	\$0	\$200	7.9600	\$1.59	\$1.59		\$0.00		\$0.00	\$0.00
MBT Industrial		\$4,926,900	\$0	\$4,926,900	7.9600	\$39,218.12	\$39,218.12		\$0.00			\$0.00
1/2 Rate IFT-Pre 1994 debt		\$1,637,550	\$0	\$1,637,550	3.9800	\$6,517.44	\$6,517.44		(\$0.00)			\$0.00
1/2 Rate IFT - MBT Industrial Personal		\$85,000	\$0	\$85,000	3.9800	\$338.30	\$338.30		\$0.00			\$0.00
Operating 1/8 Mills (NH)		\$73,857,742	(\$2,033,720)	\$71,824,022	18.0000	\$1,292,832.34	\$979,242.94	\$162,642.06	\$146,513.70		\$4,433.64	\$162,642.06
State Land Bank	W	\$200	\$0	\$200	18.0000	\$3.60	\$3.60		(\$0.00)			
1/2 Rate IFT-Post 1994 operating (State)		\$1,637,550	\$0	\$1,637,550	9.0000	\$14,737.95	\$14,737.95		(\$0.00)			\$0.00
MBT Industrial Personal		\$4,926,900	\$0	\$4,926,900	0.0000	\$0.00	\$0.00		(\$0.00)	Owe to State		\$0.00
MBT Commercial Personal		\$3,020,410	(\$480,200)	\$2,540,210	6.0000	\$15,241.26	\$15,241.26		\$0.00			\$0.00
Recreation		\$236,056,440	(\$1,139,265)	\$234,917,175	0.6001	\$140,958.69	\$113,295.91	\$10,740.49	\$16,549.38		\$372.91	\$10,740.49
Recreation DNR-P/LT		\$59,640	\$0	\$59,640	0.6001	\$35.80	\$35.80		(\$0.00)		\$0.00	\$0.00
State Land Bank	W	\$200	\$0	\$200	0.6001	\$0.12	\$0.12		\$0.00			\$0.00
1/2 Rate IFT-Pre 1994 debt		\$1,637,550	\$0	\$1,637,550	0.3001	\$491.26	\$491.26		(\$0.00)			\$0.00
1/2 Rate IFT - MBT Industrial Personal		\$85,000	\$0	\$85,000	0.3001	\$25.50	\$25.50		\$0.00			\$0.00
State Ed Tax 3763 x \$2.50	9407 5	\$231,129,540	(\$1,139,265)	\$229,990,275	6.0000	\$1,379,941.64	\$1,315,771.01	\$57,239.37	see last pg for SET owed	\$3,296.77	\$2,784.36	\$60,536.14
State Land Bank	W	\$200	\$0	\$200	6.0000	\$1.20	\$1.20		\$0.00			
1/2 Rate IFT-Post 1994 state ed		\$1,637,550	\$0	\$1,637,550	6.0000	\$9,825.30	\$9,825.30		\$0.00	Paid to State		\$0.00
Subtotal		\$231,129,540	(\$1,139,265)	\$229,990,275	7.9600	\$4,731,351.74	\$3,958,952.53	\$373,105.22	\$386,751.84	\$3,296.77	\$12,542.14	\$376,401.99

#### Intermediate School District

WISD		\$254,323,160	(\$1,157,365)	\$253,165,795	3.9745	\$1,006,189.29	\$814,885.31	\$76,589.46	\$112,243.01	\$326.82	\$2,471.51	\$76,916.28
WISD-DNR-P/LT		\$59,640	\$0	\$59,640	3.9745	\$237.11	\$237.11		(\$0.00)	\$0.00	\$0.00	\$0.00
State Land Bank	W	\$200	\$0	\$200	3.9745	\$0.79	\$0.79		\$0.00			\$0.00
WISD IFT 1/2 Rate		\$1,722,550	\$0	\$1,722,550	1.9873	\$3,423.04	\$3,423.04		\$0.00			\$0.00
OISD		\$66,662,770	(\$169,342)	\$66,493,428	3.3690	\$224,013.27	\$208,944.49	\$13,473.29	\$1,532.38	\$707.47	\$63.11	\$14,180.76
Subtotal		\$320,985,930	(\$1,326,707)	\$319,659,223	7.3435	\$1,233,863.50	\$1,027,490.74	\$90,062.75	\$113,776.39	\$1,034.29	\$2,534.62	\$91,097.04

#### COMMUNITY COLLEGE

Washieraw Comm College		\$254,323,160	(\$1,157,365)	\$253,165,795	3.4576	\$875,328.30	\$708,904.56	\$66,628.47	\$97,645.19	\$284.31	\$2,150.08	\$66,912.78
WCC-DNR-P/LT		\$59,640	\$0	\$59,640	3.4576	\$206.28	\$206.28		\$0.00		\$0.00	\$0.00
State Land Bank	W	\$200	\$0	\$200	3.4576	\$0.69	\$0.69		\$0.00			\$0.00
WCC IFTs		\$1,722,550	\$0	\$1,722,550	1.7288	\$2,977.93	\$2,977.93		\$0.00			\$0.00
Oakland Comm College		\$66,662,770	(\$169,342)	\$66,493,428	1.5844	\$105,348.98	\$98,262.42	\$6,336.23	\$720.65	\$332.70	\$29.68	\$6,668.93
Subtotal		\$322,768,320	(\$1,326,707)	\$321,441,613	13.6860	\$983,862.19	\$810,351.88	\$72,964.70	\$98,365.85	\$617.01	\$2,179.76	\$73,581.71

#### SPECIAL ASSESSMENTS

Dexter Public Library		\$1,987,050	\$0	\$1,987,050	1.5986	\$3,016.46	\$2,375.96	\$0.00	\$640.50	\$0.00	\$0.00	\$0.00
Horseshoe LL	8002					\$8,275.48	\$6,224.45	\$1,132.58	\$918.45			\$1,132.58
Whit Lake Level	8007					\$4,784.99	\$3,661.54	\$299.60	\$833.85			\$299.60
Whitmore Lake Imp	4310					\$22,151.60	\$16,859.03	\$1,800.41	\$3,492.16			\$1,800.41
Wildwood Lk Sub	8448					\$627.23	\$560.62	\$41.77	\$24.84			\$41.77
District #4 Sewer SAD Lake PISw	810					\$1,859.28	\$1,394.46	\$0.00	\$464.82			\$0.00
District #5 SAD 7 Mile Sewer	815					\$37,626.85	\$24,106.42	\$13,520.43	\$0.00			\$13,520.43
NT Sewer SAD	890					\$194,855.04	\$108,334.67	\$74,692.68	\$11,827.69			\$74,692.68
Horseshoe Lake Outlet	8144					\$11,265.41	\$8,383.23	\$1,266.13	\$1,616.05			\$1,266.13
Catholic Ch Hors	8067					\$2,686.90	\$1,954.89	\$479.05	\$452.96			\$479.05
Lincoln Drive	8172					\$1,656.10	\$1,262.70	\$192.82	\$200.58			\$192.82

TAXING UNIT	DETAIL	TAXABLE VALUE	TAXABLE VALUE ADJUSTMENTS (MTT, BOR, STC)	ADJUSTED TV	AUTHORIZED MILLAGE RATE	TOTAL TAX LEVY	TOTAL TAXES REMITTED	REAL PROPERTY DELINQUENT BALANCE	DUE	SUMMER INTEREST DELINQ Real PROPERTY	PERSONAL PROPERTY DELINQUENT BALANCE	DELINQUENT TAXES RETURNED
Walker	8324	County Drain				\$67.95	\$51.84	\$0.00	\$16.11			\$0.00
Weich	8328	County Drain				\$201.72	\$107.41	\$34.57	\$59.74			\$34.57
Del Sewer	SEWER	pd to Mwp				\$57,985.25	\$42,399.62	\$10,971.12	\$3,804.74		\$809.77	\$10,971.12
									\$0.00			\$0.00
Subtotal		1,887,050	\$0	\$1,887,050	1.5986	\$347,270.26	\$217,676.84	\$104,431.16	\$24,352.49	\$0.00	\$809.77	\$104,431.16
TOTAL		\$322,768,120	(\$1,328,707)	\$321,441,413	64.5478	\$13,896,469.61	\$11,656,063.06	\$1,079,736.03	\$1,132,280.79	\$13,937.10	\$28,389.73	\$1,093,673.13

DDA calc but not captured

County Taxes Levied:	\$2,013,886.18	Drain Spec. Assessmt CTY Total:	\$13,896,469.61		\$28,389.73	\$1,093,673.13
Remitted to County:	\$1,820,604.20	Remitted to County:	\$29,775.78			\$1,888,383.93
Less DDA capture	\$0.00		\$22,206.68			\$1,787,252.17
Difference:	\$193,281.97	Difference:	\$7,569.10			\$101,141.76
DQ Real:	(\$109,574.25)	DQ Real:	(\$3,446.52)			(\$89,810.12)
DQ Pers:	(\$3,648.17)	DQ Pers:	\$0.00			(\$2,896.76)
Difference:	\$80,059.56	Difference:	\$4,122.58			\$8,434.88

This represents the 2014 tax roll turned in to the County, as of March 1, 2015.

Balance due

*Pam Boegler*  
Pam Boegler  
Deputy Treasurer

*Kathy Braun*  
Kathy Braun  
Treasurer

*Susan E. Bos*  
Susan E. Bos, CMA, CPA, CFE  
Tax & Accounting Manager, Washtenaw County

Includes 3779 x \$2.50/parcel

(\$8,447.50) emitted to County.

## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Earhart Drainage Special Assessment

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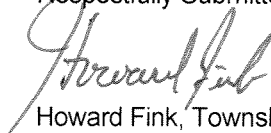
Dear Township Board,

A few weeks ago, I sent out notification to the Township Board received by the Water Resources Commission on a special assessment district on Earhart Road. In reviewing the notice, there was no mention of any township costs associated with the project. I assumed (in-correctly) that this was an assessment on the property owners, decided by the property owners. Wednesday, April 8th an email was sent indicating that Northfield Township would be assessed ~108,000 (either paid yearly over 10 years or as a lump sum). The Township is being assessed 51% of the project costs. This assessment is being made as there was a determination of public benefit, which was noticed to the Township in December of 2012, prior to me being on board.

Ultimately, the board needs to decide on how they wish to proceed. In order to provide us more time, we will be submitting an appeal (deadline on appeal is this Friday at 5:00 p.m.) to give the board some time to understand the process and decide how to move forward.

A member of the Water Resources Commission staff will be on hand to present at the meeting explaining the project.

Respectfully Submitted,



Howard Fink, Township Manager

## Howard Fink

---

**From:** Angela Westover [westovera@twp.northfield.mi.us]  
**Sent:** Wednesday, April 08, 2015 2:26 PM  
**To:** Howard Fink  
**Subject:** Fwd: Northfield Earhart Rd. drain project  
**Attachments:** image001.gif; image004.jpg

Sent from my iPhone

Begin forwarded message:

**From:** Deborah Shad <shadd@ewashtenaw.org>  
**Date:** April 7, 2015 at 3:57:25 PM EDT  
**To:** Marilyn Engstrom <engstromm@twp.northfield.mi.us>  
**Cc:** Angela Westover <westovera@twp.northfield.mi.us>, Kathy Braun <braunk@twp.northfield.mi.us>  
**Subject:** Northfield Earhart Rd. drain project



Good Afternoon,

We are preparing to secure financing on the following drain petition project which will be financed through a loan with the Washtenaw County Treasurer. We anticipate a 10 year financing.

It is standard practice to ask the local units of government if they prefer to prepay their portion of a drainage project before financing. Please do not pay from this correspondence. You will be invoiced at a later date if you choose to prepay.

Project	Project Cost	Township %	Township Cost
Northfield Earhart Road	\$213,773.50	50.95%	\$108,915.75

Please let me know if I should include your portion in with the financing or if you prefer to prepay.

Please feel free to contact me if you have additional questions or require further assistance.

*Best,*  
**Deborah**



**Looking for drain assessment information, check out our website at [http://www.ewashtenaw.org/government/drain\\_commissioner/dc\\_webSpecial/2014-assessment-list.pdf](http://www.ewashtenaw.org/government/drain_commissioner/dc_webSpecial/2014-assessment-list.pdf) This list will tell you if your drain assessment is a one year maintenance assessment or a multiple year debt that can be paid off.**

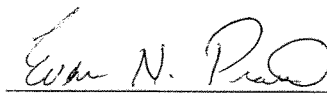
**Follow us on [Facebook](#)**

*"One of the highest places you can get to is being independent of the opinion of others" - Dr. Wayne W. Dyer*

Northfield Earhart Road  
Final Computation of Costs -  
3/3/2015

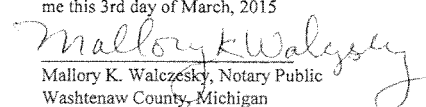
	<u>Cost</u>	<u>Total Cost</u>
<b>1) Engineering Cost</b>		\$66,307.00
Cost of Survey and Laying out Drainage District		
Drain Field Staff	\$1,000.00	
Engineering - Spicer chapter 3	\$13,157.00	
Engineering - Spicer chapter 4	\$35,650.00	
Interest on Engineering Contract -	\$4,500.00	
WCWRC Engineer	\$12,000.00	
Easement acquisition	\$2,500.00	
<b>2) Construction Cost</b>		\$88,383.00
engineering estimate	\$86,883.00	
site inspection	\$1,500.00	
engineering services - included in engineering	\$0.00	
<b>3) Administrative Cost</b>		\$6,950.00
Compensation to be paid Board of Determination	\$400.00	
Compensation to be paid the Board of Review	\$0.00	
Publishing Notices	\$750.00	
Staking and Inspection	\$1,500.00	
Supervision Force Account - WCWRC Engineer	\$3,000.00	
County Force account equipment	\$500.00	
Blueprints	\$0.00	
Recording Right-of-Ways	\$0.00	
Postage	\$300.00	
MDNRE Permit	\$0.00	
B.O.D. Transcript	\$0.00	
Title work	\$500.00	
	\$0.00	
<b>4) Legal Fees</b>		\$20,000.00
Cost of Appeal	\$2,500.00	
Probate Fees	\$0.00	
Attorney Fees	\$17,500.00	
<b>5) Financial Cost</b>		\$4,250.00
9 months interest on notes @ 3%	\$4,250.00	
Bond Attorney Fees	\$0.00	
Financial Advisor fees	\$0.00	
Bond Discount (xx%)	\$0.00	
Bond Rating Fee	\$0.00	
Official Statement Printing & Distribution	\$0.00	
Interim financing costs	\$0.00	
Gross Sum of Expenses		\$185,890.00
Add xx% to cover Contingent Expenses	15.00%	\$27,883.50
<b>Total Computed Cost of Constructing Said Drain</b>		<b>\$213,773.50</b>

Given under my hand, on this 3rd day of March, 2015

  
Evan N. Pratt  
Washtenaw County Water Resources Commissioner

Dated: March 3, 2015  
And Filed in the Office of the Washtenaw County Water Resources Commissioner

STATE OF MICHIGAN     )  
                                      )  
COUNTY OF WASHTENAW )

Subscribed and sworn to before  
me this 3rd day of March, 2015  
  
Mallory K. Walczesky, Notary Public  
Washtenaw County, Michigan  
My Commission Expires July 28, 2019

MALLORY K. WALCZESKY  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WASHTENAW  
My Commission Expires July 28, 2019  
Acting in the County of Washtenaw

**NOTICE OF LETTING OF DRAIN CONTRACT AND DAY OF REVIEW OF  
APPORTIONMENTS FOR THE NORTHFIELD EARHART ROAD DRAIN  
NORTHFIELD TOWNSHIP, WASHTENAW COUNTY**

The following notice gives information on acceptance of bids for construction work on the Northfield Earhart Road Drain and assessments for the cost of the construction. I, Evan N. Pratt, Washtenaw County Water Resources Commissioner, will accept bids for construction work on the Northfield Earhart Road Drain, as explained below until 2:00 P.M. on March 19, 2015. Property owners and other interested parties may review the apportionment and computation of the costs for this project at the Office of the Water Resources Commissioner on March 31, 2015, from 9:00 A.M. to 5:00 P.M.

Please call the Water Resources Commissioner's Office at (734) 222-6860 for clarification of this notice or if you need additional information.

Information on Bid Letting

Sealed bids will be received on March 19, 2015, until 2:00 P.M. 705 North Zeeb Road, Ann Arbor, Michigan, at which time the bids will be opened and publicly announced. Following is a brief description of the project:

Project Description:

The Drain is divided into 2 Sections, as follows, each section having the length, average depth and width as set forth herein:

Section 1 – located from sta. 0+00 to sta. 5+73, 12" RCP total length of 573 feet at approximately 8 feet deep

Section 2 — twin 30" RCP culverts under Earhart Road

All stations are 100 feet apart.

In the construction of the Drain, the following quantities for tile or pipe will be necessary and contracts will be let for same. The following quantities are approximate and final payment will be made on measured quantities.

Estimated Quantity	Unit	Description
573	feet	12" round concrete pipe

There will be two bridges or culverts constructed as part of the project. The following quantities and information are approximate.

Location of Bridge/Culvert	Type of Bridge/Culvert	Size of Bridge/Culvert
Earhart Road	twin round concrete pipes	30", 64 lin. ft.

The Issuing Office for the Bidding Documents is: **Washtenaw County Water Resources Commissioner, 705 N. Zeeb Rd., P.O. Box 8645, Ann Arbor, Michigan, Scott Miller, P.E.** Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of **8:30 a.m. and 5:00 p.m.**

Bidders wishing to download the Bidding Documents at **NO COST** may do so by registering at the Spicer Group website at <http://bidding.spicergroup.com>. For bidders wishing to purchase a hard copy of the bidding documents, a fee of \$40 will be required for each set of proposed bidding documents and will not be refunded. If overnight delivery is requested, an additional fee will apply. Please contact Spicer Group at 734-823-3308.

The lowest responsible bidder giving adequate security for the performance of the work will be awarded the contract. I reserve the right to reject any and all bids, and if no satisfactory sealed bids are received, I reserve the right to proceed immediately after the rejection of sealed bids and without further notice to let the contracts by open bidding, likewise reserving the right to reject any and all bids and to adjourn the letting to a time and place as shall be publicly announced.

In the event the County receives two or more bids from responsive, responsible bidders, one or more of whom are Washtenaw County vendors and the bids are substantially equal in price, quality and service, the County shall award the contract to the most responsive, responsible Washtenaw County vendor. For purposes of this section, Washtenaw County vendor means a company which has maintained its principal office in Washtenaw County for at least six (6) months. Maintaining a Washtenaw County P.O. Box, is not, in and of itself, sufficient to establish a company as a Washtenaw County vendor. The County shall have sole discretion under this section to determine if a company qualifies as a Washtenaw County vendor and if two or more bids are substantially equal.

The date for the completion of the contract and the terms of payment shall and will be announced at the time and place of letting. Any person wishing to bid on the above work will be required to deposit with the Water Resources Commissioner a certified check or its equivalent in the amount of 5% of the bid total as guarantee that s/he will enter into contract and furnish the required bonds as required by law. The checks of all unsuccessful bidders will be returned after a contract is awarded. All bids must be made on bidding forms supplied by the Water Resources Commissioner's Office. All bids shall be by unit prices specified or lump sum. Payment will be made in accordance with the contract documents.

### Information on Review of Apportionments

Notice is hereby given to you, as a person liable for an assessment, that the apportionment of costs for the above work and the lands comprising the Northfield Earhart Road Drain Assessment District will be available for review on March 31, 2015, from 9:00 A.M. to 5:00 P.M. at the Washtenaw County Water Resources Commissioner's Office, 705 North Zeeb Road, Ann Arbor, Michigan. At the meeting to review the apportionment of benefits, the computation of costs for the project along with the tentative apportionments against parcels and municipalities within the drainage district will be available for review by interested persons.

Drain assessments against land will be collected in the same manner as property taxes and will appear annually on your winter tax bill for the duration of this debt. Drain assessments collected in installments may be paid in full, including any interest due to date, at any time during the duration of the debt to avoid further interest charges.

The following is a description of the lands constituting the Northfield Earhart Road Drain Special Assessment District:

Commencing at the Northeast corner of Section 25, T.1S.-R.6E., Northfield Township, Washtenaw County, Michigan; thence West, along the North Line of said Section 25, 2734.87 feet; thence South, perpendicular to said North Section Line, 171.79 feet to the point of beginning; described as follows N.87°-46'-16"W., along the Northerly line of Parcel Number B-02-25-200-001, 473.07 feet; thence N.45°-49'-38"W., 195.79 feet to a point on the North Line of said Section 25 being 602.22 feet West of the North 1/4 corner of said Section 25; thence continuing N.45°-49'-38"W., 76.15 feet; thence N.75°-51'-15"W., 1366.89 feet; thence N.04°-39'-21"W., 352.27 feet; thence N.58°-43'-04"W., 544.34 feet; thence S.58°-09'-13"W., 417.75 feet; thence S.40°-13'-48"W., 2.35 feet to the West Line of Section 24, T.1S.-R.6E., Northfield Township, Washtenaw County, Michigan said point being 859.90 feet North of the Southwest corner of said Section 24; thence continuing S.40°-13'-48"W., 282.44 feet; thence S.79°-25'-35"W., 454.31 feet; thence N.67°-41'-04"W., 862.52 feet; thence N.01°-43'-54"E., 179.54 feet to the most Northerly property corner of Parcel Number B-02-23-425-010; thence N.79°-53'-49"E., 708.21 feet; thence N.18°-46'-11"E., 456.43 feet; thence N.00°-01'-14"E., 525.92 feet; thence N.64°-19'-22"W., 503.51 feet; thence N.39°-50'-51"E., 355.99 feet to the Northwesterly corner of Parcel Number B-02-23-400-021; thence N.88°-18'-57"E., along the Northerly property line of Parcel Number B-02-23-400-021, 253.12 feet; thence N.21°-15'-09"E., 210.06 feet; thence N.78°-15'-12"E., 397.21 feet to a point on the West Line of said Section 24 being 262.87 feet North of the West 1/4 corner of said Section 24; thence continuing N.78°-15'-12"E., 487.00 feet; thence N.07°-26'-45"E., 267.92 feet; thence N.89°-07'-55"E., 597.93 feet; thence S.53°-19'-24"E., 666.15 feet; thence N.23°-32'-16"E., 279.65 feet to a point on the Northerly property Line of Parcel Number B-02-24-200-007; thence S.61°-53'-59"E., 976.26 feet to a point on the Southerly property Line of Parcel Number B-02-24-200-007; thence S.30°-28'-50"E., 331.23 feet; thence S.29°-02'-56"W., 573.65 feet; thence S.56°-30'-28"E., 290.13 feet; thence S.13°-45'-49"E., 416.09 feet to a point on the Westerly property line of Parcel Number B-02-24-400-001; thence S.59°-59'-30"E., 515.14 feet to a point on the Southerly property line of

Parcel Number B-02-24-400-001; thence N.87°-34'-57"E., along the Southerly property line of Parcel Number B-02-24-400-001, 796.25 feet; thence S.17°-30'-59"W., 399.86 feet to a point on the Northerly property line of Parcel Number B-02-24-400-006; thence S.53°-13'-53"W., 583.33 feet to a point on the Southerly property line of Parcel Number B-02-24-400-006; thence S.86°-35'-23"W., along the South property Line of Parcel Number B-02-24-400-006, 458.89 feet; thence S.14°-01'-26"W., 294.67 feet to a point on the North Line of said Section 25 being 54.36 feet East of the North 1/4 corner of said Section 25; thence continuing thence S.14°-01'-26"W., 178.24 feet to the point of beginning, containing 223.13 acres, more or less

Notice is also given to the following counties, townships, cities, villages and state departments to be assessed at large for a portion of the cost of the project:

Washtenaw County (for benefit to county roads)  
Northfield Township

Any property owner in the assessment district who may disagree with the apportionment of benefits made by the Water Resources Commissioner may, within 10 days after the day of review, appeal the apportionment by making an application with the Probate Court of Washtenaw County for appointment of a Board of Review, as provided in Section 155 of the Michigan Drain Code (Act 40 of the Public Acts of Michigan, 1956, as amended).

**Prior to filing an appeal, a property owner may appear in person on the Day of Review or file a letter of objection on or prior to the Day of Review with the Office of the Water Resources Commissioner in an attempt to resolve the conflict. We would be happy to discuss your apportionment with you before legal alternatives are sought.**

The County of Washtenaw will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with special needs who plan to attend the meeting upon 7 days' notice to the County of Washtenaw Human Resources Department, 220 North Main Street, P.O. Box 8645, Ann Arbor, Michigan 48107-8645 (734) 222-6823 or TDD (734) 994-1733.

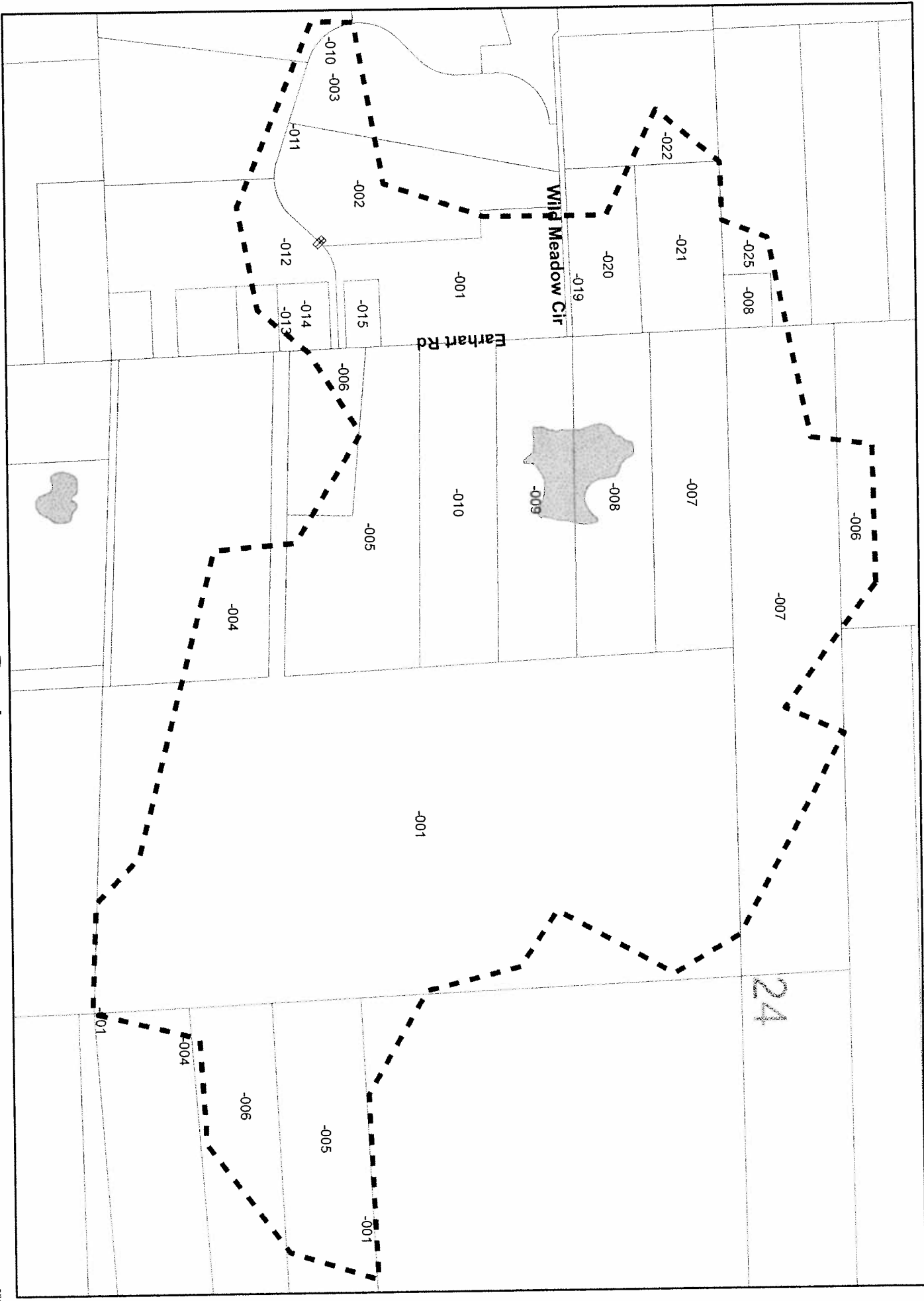
Questions regarding this notice should be directed to (734) 222-6860.

Dated this March 5, 2015.



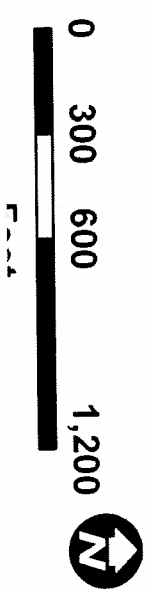
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Evan N. Pratt  
Water Resources Commissioner



Northfield Earhart Road  
Drain Easement  
Body of Water

Northfield Earhart Road  
Drainage District  
Section 23 and 24 of Northfield Township



**NOTICE OF THE DETERMINATION OF NECESSITY**

IN THE MATTER OF THE NORTHFIELD EARHART RD DRAIN

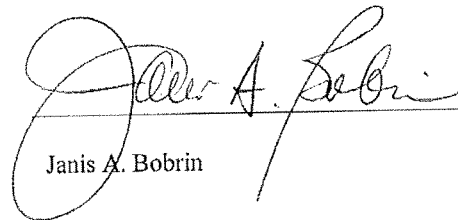
*WHEREAS*, the Board of Determination for the Northfield Earhart Rd. Drain did on December 4, 2012 hold a public meeting at 7:00 p.m. at Northfield Township Hall, 8350 Main St, Whitmore Lake, MI 48189 in Northfield Township, County of Washtenaw, and State of Michigan, due notice thereof having been given according to the statute for the purpose of determining the necessity for the drain and whether the same is necessary and conducive to public health, convenience or welfare; and,

*WHEREAS*, at the public meeting, the said Board of Determination did find that a portion of the drain to be necessary for the protection of the public health of the following municipalities: Northfield Township

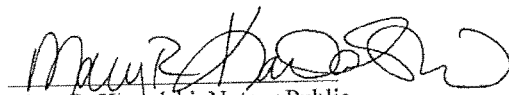
*NOW, THEREFORE*, Pursuant to Section 72, Act 40 of the Public Acts of 1956, as amended, the above- named municipalities are hereby notified that they shall be liable to pay a percent of the cost of construction or maintenance of said drain by reason of benefits at large for public health.

Given under my hand this day of December 17, 2012

Washtenaw County Water Resources Commissioner

  
\_\_\_\_\_  
Janis A. Bobrin

Subscribed and sworn to before me  
this 17<sup>th</sup> day of December 2012

  
\_\_\_\_\_  
Mary R. Kowalski, Notary Public  
Washtenaw County, Michigan  
Acting in: Washtenaw County  
My Commission Expires November 8, 2014

COPIES TO:

Northfield Township Clerk  
Washtenaw County Clerk  
Washtenaw County Road Commission

December 17, 2012

Date mailed:

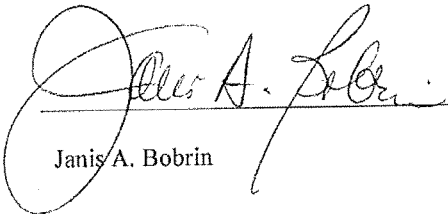
**NOTIFICATION OF MUNICIPALITIES**  
(Section 280.72 of Public Act 40 of 1956, as amended)

TO THE CLERK OF THE COUNTY OF WASHTENAW:

This is to notify you that on December 4, 2012, a Board of Determination ordered and determined that the Drain prayed for in a petition dated September 14, 2012 for locating and establishing the Northfield Earhart Rd. Drain was necessary and conducive to public health, convenience or welfare to properties and residents of Northfield Township. You are hereby notified that for reason of benefits and as the means of improving the following highways: Earhart Road under the jurisdiction of the Washtenaw County Road Commission, will be liable to pay a percent of the cost of this project.

Given under my hand this day of December 17, 2012

Washtenaw County Water Resources Commissioner

  
Janis A. Bobrin

Certified Mail Number: 7011 3500 0000 8673 7655

Cc: Washtenaw County Board of Road Commissioners  
Certified Mail Number: 7011 3500 0000 8673 7662

Date Mailed: December 17, 2012

**NOTIFICATION OF MUNICIPALITIES**  
(Section 280.72 of Public Act 40 of 1956, as amended)

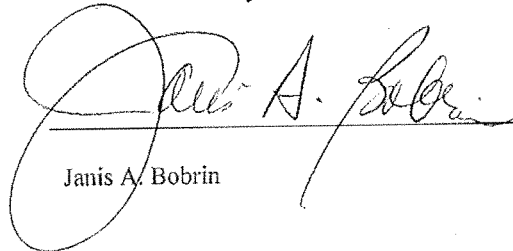
TO THE CLERK OF NORTHFIELD TOWNSHIP:

This is to notify you that on December 4, 2012, a Board of Determination ordered and determined that the Drain prayed for in a petition dated September 14, 2012 for locating and establishing the Northfield Earhart Rd. Drain was necessary and conducive to public health, convenience or welfare to properties and residents of Northfield Township.

You are further notified that the board of determination ordered that the drain is necessary for the protection of public health in the following municipalities: Northfield Township, and that a portion of the cost of the drain is to be apportioned to Northfield Township at large.

Given under my hand this day of December 17, 2012

Washtenaw County Water Resources Commissioner

  
\_\_\_\_\_  
Janis A. Bobrin

Certified Mail Number: 7011 3500 0000 8673 7648

Date Mailed: December 17, 2012

AFFIDAVIT OF PROOF OF NOTIFICATION OF BENEFIT AT LARGE FOR PUBLIC HEALTH  
FOR THE NORTHFIELD EARHART RD DRAIN IN THE TOWNSHIP(S) OF  
NORTHFIELD TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

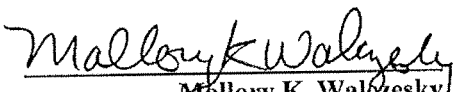
STATE OF MICHIGAN            )  
  ) SS  
COUNTY OF WASHTENAW )

Mallory K. Walczesky, Service Coordinator for the County Water Resources Commissioner for the County of Washtenaw, State of Michigan, hereby deposes and says that on December 17, 2012, she had forwarded by certified mail to the Clerk of Northfield Township a true copy of said Notification of Determination of Benefit at Large for Public Health for the Northfield Earhart Rd. Drain, a copy of which is attached hereto.

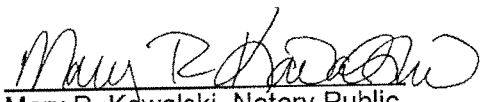
Deponent further says that on December 17, 2012, she forwarded by certified mail to Lawrence Kestenbaum, Clerk of Washtenaw County, 200 North Main, Ann Arbor, Michigan, a true copy of said Notice.

Deponent further says that on December 17, 2012, she forwarded by certified mail to the Washtenaw County Road Commission, 555 N. Zeeb Road, Ann Arbor, Michigan, a true copy of said Notice.

And further Deponent saith not.

  
Mallory K. Walczesky  
Water Resources Service Coordinator

Subscribed and sworn to before me  
this 17 day of December, 2012.

  
Mary R. Kowalski, Notary Public  
Washtenaw County, Michigan  
Acting in: Washtenaw County  
My Commission Expires November 8, 2014

Attachment: ORDER REGARDING NECESSITY

In the Matter of:

**NORTHFIELD EARHART ROAD COUNTY DRAIN**

**FINAL ORDER OF DETERMINATION**

**WHEREAS**, on December 5, 2012, Janis A. Bobrin, as Water Resources Commissioner of the County of Washtenaw, State of Michigan, received for filing an Order Regarding Necessity, issued by the Board of Determination, determining that it was necessary and conducive to the public health, convenience or welfare and that the Drain known as Northfield Earhart Road should be located, established and constructed; and

**WHEREAS**, on December 17, 2012, Janis A. Bobrin, as Water Resources Commissioner, issued her Notifications of Municipalities; and

**WHEREAS**, on January 29, 2013, I Evan N. Pratt, as Water Resources Commissioner, issued my First Order of Determination; The route and course of the drain is described as follows; and,

Commencing at the Southeast corner of Section 23, T1 S. - R.6 E., Northfield Township, Washtenaw County, Michigan; thence S.88°-26'-14"W. on South section line, 474.93 feet; thence N.00°-00'-00"E., 356.36 feet to the point of beginning; running thence N.00°-05'-13"W., along said drain centerline 537.98 feet; thence N.43°-48'-15"W., 50.00 feet to the end thereof, said point of ending being S.00°-00'-00"E., 952.29 feet; thence N.88°-26'-14"E., on South section line, 529.91 feet to the Southeast corner of Section 23, T1 S. - R.6 E., Northfield Township, Washtenaw County, Michigan and there end. The total length of said drain is 0.12 miles.

**WHEREAS**, since the date of the Order Regarding Necessity, survey and measurement of the line has been made and found to be practicable and the rights of way for the drain and all damages by reason of the construction thereof having been released by the owners of said land traversed by the drain or otherwise acquired;

**NOW, THEREFORE**, I, Evan N. Pratt, County Water Resources Commissioner, do order and determine that the drain shall be and is hereby established in accordance with the above-described survey and that the commencement, route, terminus, length, depth and width of surface excavations of the drain shall, in every respect, be in accordance therewith.

The several tracts or parcels of land, and the cities, villages, townships, counties, state and highways to be assessed for benefits in the construction of the drain are as follows:

Situated in Northfield Township, Washtenaw County, Michigan:

Commencing at the Northeast corner of Section 25, T.1S.-R.6E., Northfield Township, Washtenaw County, Michigan; thence West, along the North Line of said Section 25, 2734.87 feet; thence South, perpendicular to said North Section Line, 171.79 feet to the point of beginning; described as follows N.87°-46'-16"W., along the Northerly line of Parcel Number B-02-25-200-001, 473.07 feet; thence N.45°-49'-38"W., 195.79 feet to a point on the North Line of said Section 25 being 602.22 feet West of the North 1/4 corner of said Section 25; thence continuing N.45°-49'-38"W., 76.15 feet; thence N.75°-51'-15"W., 1366.89 feet; thence N.04°-39'-21"W., 352.27 feet; thence N.58°-43'-04"W., 544.34 feet; thence S.58°-09'-13"W., 417.75 feet; thence S.40°-13'-48"W., 2.35 feet to the West Line of Section 24, T.1S.-R.6E., Northfield Township, Washtenaw County, Michigan said point being 859.90 feet North of the Southwest corner of said Section 24; thence continuing S.40°-13'-48"W., 282.44 feet; thence S.79°-25'-35"W., 454.31 feet; thence N.67°-41'-04"W., 862.52 feet; thence N.01°-43'-54"E., 179.54 feet to the most Northerly property corner of Parcel Number B-02-23-425-010; thence N.79°-53'-49"E., 708.21 feet; thence N.18°-46'-11"E., 456.43 feet; thence N.00°-01'-14"E., 525.92 feet; thence N.64°-19'-22"W., 503.51 feet; thence N.39°-50'-51"E., 355.99 feet to the Northwestern corner of Parcel Number B-02-23-400-021; thence N.88°-18'-57"E., along the Northerly property line of Parcel Number B-02-23-400-021, 253.12 feet; thence N.21°-15'-09"E., 210.06 feet; thence N.78°-15'-12"E., 397.21 feet to a point on the West Line of said Section 24 being 262.87 feet North of the West 1/4 corner of said Section 24; thence continuing N.78°-15'-12"E., 487.00 feet; thence N.07°-26'-45"E., 267.92 feet; thence N.89°-07'-55"E., 597.93 feet; thence S.53°-19'-24"E., 666.15 feet; thence N.23°-32'-16"E., 279.65 feet to a point on the Northerly property Line of Parcel Number B-02-24-200-007; thence S.61°-53'-59"E., 976.26 feet to a point on the Southerly property Line of Parcel Number B-02-24-200-007; thence S.30°-28'-50"E., 331.23 feet; thence S.29°-02'-56"W., 573.65 feet; thence S.56°-30'-28"E., 290.13 feet; thence S.13°-45'-49"E., 416.09 feet to a point on the Westerly property line of Parcel Number B-02-24-400-001; thence S.59°-59'-30"E., 515.14 feet to a point on the Southerly property line of Parcel Number B-02-24-400-001; thence N.87°-34'-57"E., along the Southerly property line of Parcel Number B-02-24-400-001, 796.25 feet; thence S.17°-30'-59"W., 399.86 feet to a point on the Northerly property line of Parcel Number B-02-24-400-006; thence S.53°-13'-53"W., 583.33 feet to a point on the Southerly property line of Parcel Number B-02-24-400-006; thence S.86°-35'-23"W.,

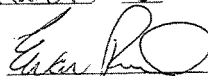
M:\ADMINISTRATION\LEGAL INFO\RAIN CODE PROCEDURES\Petition Processes\Petition Process Documents\Ch 4 Final order.doc

along the South property Line of Parcel Number B-02-24-400-006, 458.89 feet; thence S.14°-01'-26"W., 294.67 feet to a point on the North Line of said Section 25 being 54.36 feet East of the North 1/4 corner of said Section 25; thence continuing thence S.14°-01'-26"W., 178.24 feet to the point of beginning, containing 223.13 acres, more or less.

B -02-23-100-008	B -02-23-425-002	B -02-24-300-006
B -02-23-100-025	B -02-23-425-003	B -02-24-300-007
B -02-23-400-013	B -02-23-425-010	B -02-24-300-008
B -02-23-400-014	B -02-23-425-011	B -02-24-300-009
B -02-23-400-015	B -02-23-425-012	B -02-24-300-010
B -02-23-400-019	B -02-24-200-006	B -02-24-400-001
B -02-23-400-020	B -02-24-200-007	B -02-24-400-004
B -02-23-400-021	B -02-24-300-001	B -02-24-400-005
B -02-23-400-022	B -02-24-300-004	B -02-24-400-006
B -02-23-425-001	B -02-24-300-005	

The tracts or parcels of lands described above will constitute a Drainage District for the drain, and the district will be known and designated as Northfield Earhart Road Drain Drainage District".

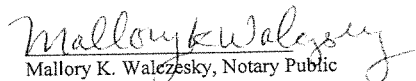
Given under my hand, on this 31<sup>st</sup> day of March, 2015.

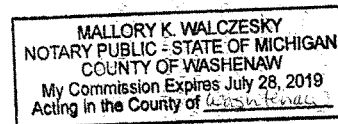


Evan N. Pratt  
Washtenaw County Water Resources Commissioner

STATE OF MICHIGAN     )  
                                      )  
COUNTY OF WASHTENAW )

Subscribed and sworn to before me by Evan N. Pratt, Washtenaw County Water Resources Commissioner, this 31<sup>st</sup> day of March, 2015.

  
Mallory K. Walczesky, Notary Public  
Washtenaw County, Michigan  
Acting in: Washtenaw  
My Commission Expires July 28, 2019

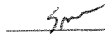


Dated: March 31, 2015  
And Filed in the Office of the Washtenaw County Water Resources Commissioner

Drafted by: Deborah L. Shad  
Office of the Water Resources Commissioner  
P.O. Box 8645  
Ann Arbor MI 48107-8645

When recorded, please return to:  
Office of the Water Resources Commissioner  
P.O. Box 8645  
Ann Arbor MI 48107-8645

This document has been reviewed and approved for signature:



AFFIDAVIT OF NO APPEAL FROM  
THE BOARD OF DETERMINATION FOR THE  
NORTHFIELD EARHART RD. DRAIN IN THE TOWNSHIP NORTHFIELD,  
WASHTENAW COUNTY, MICHIGAN

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STATE OF MICHIGAN                    )  
  ) SS  
COUNTY OF WASHTENAW            )

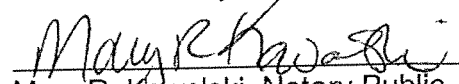
Mallory K. Walczesky, Service Coordinator for the Water Resources Commissioner of the County of Washtenaw, State of Michigan, hereby deposes and says that to the best of her knowledge and belief, no appeal was made or filed with the Washtenaw County Circuit Court by any affected property owner within 10 days of the determination of necessity by the Board of Determination for locating, establishing and constructing the Northfield Earhart Rd. Drain in Northfield Township.

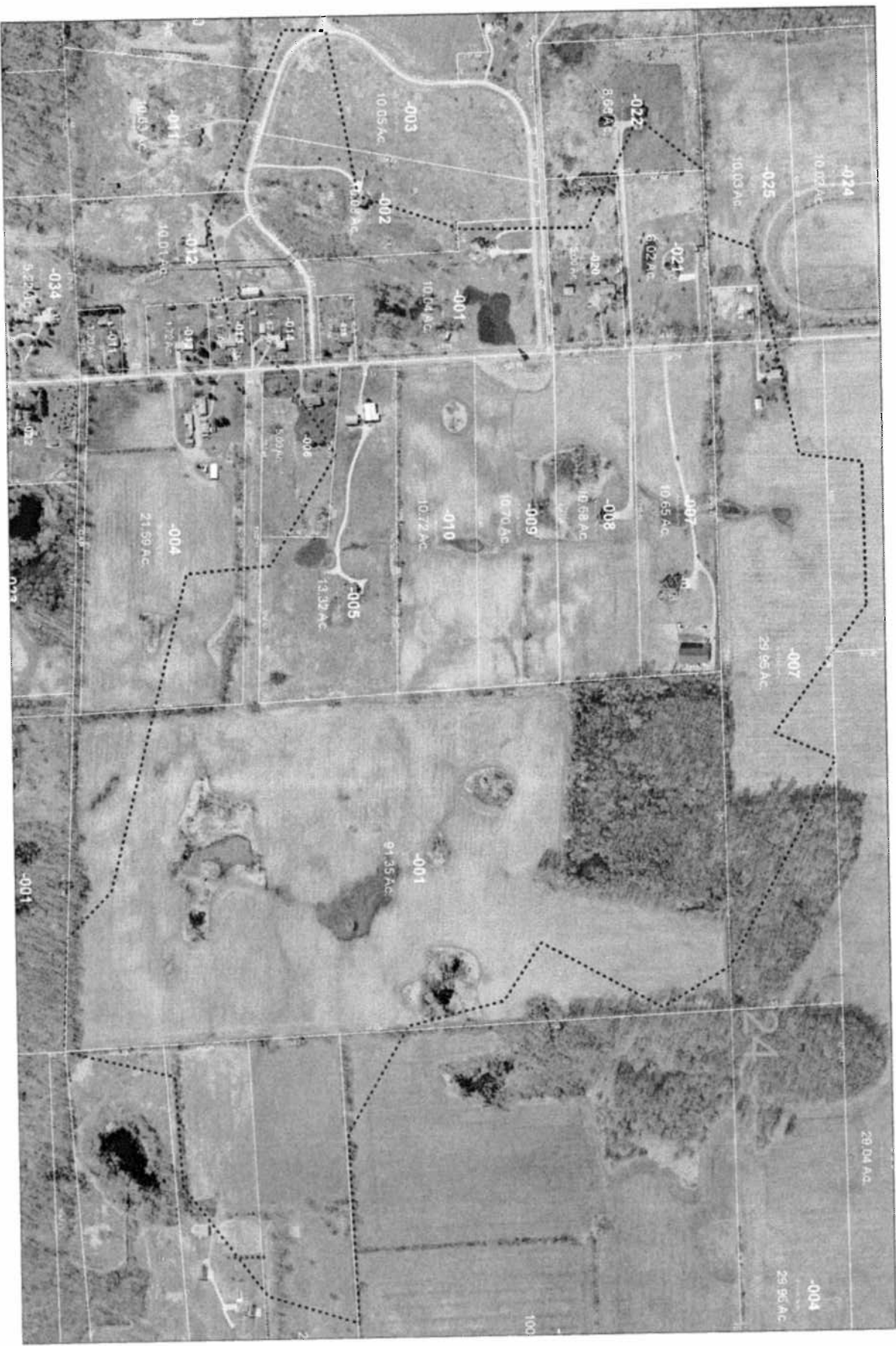
Deponent further says that to the best of her knowledge and belief, no appeal was made or filed with the Washtenaw County Probate Court by any affected municipality for locating, establishing and constructing the Northfield Earhart Rd. Drain within 20 days of receipt of notification of determination of benefits at large for public health.

And further Deponent saith not.

  
Mallory K. Walczesky  
Service Coordinator

Subscribed and sworn to before  
me this 29th day of January, 2013

  
Mary R. Kowalski, Notary Public  
Washtenaw County, Michigan  
My Commission Expires November 8, 2014



Northfield Earhart Road District  
Drainage Easement  
Northfield Earhart Drain  
Road Right of Way

Northfield Earhart Road  
Drainage District  
Section 23 and 24 of Northfield Township  
Washington County, Michigan



## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Annual Meeting with Washtenaw County Road Commission

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Dear Township Board,

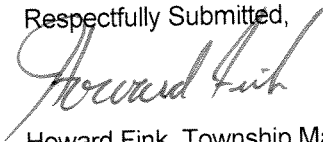
It's that time of year when we get to discuss the quality of our roads. In the new budget year, we have \$120,000 budgeted for road improvements. These dollars are in addition to the Road Commissions matching funds. We don't have to spend it all, but there are plenty of needs.

Given that we have not identified a specific project, rather a multitude of needs throughout the Township; I recommend allocating the following funds and allowing me to sign a contract with the road commission, not to exceed the following amounts.

- |                                  |             |
|----------------------------------|-------------|
| 1) 2 Contract Brine Applications | \$25,995.64 |
| 2) Township Wide Drainage        | \$35,000.00 |
| 3) Township Wide Limestone       | \$50,000.00 |

This leaves us with a bit of extra funds in case a need arises. I will work with the County Road Commission to determine the placement of limestone and location of drainage improvements.

Respectfully Submitted,



Howard Fink, Township Manager

2015  
ANNUAL MEETING  
NORTHFIELD TOWNSHIP



COMMISSIONERS  
DOUGLAS E. FULLER  
CHAIR  
BARBARA RYAN FULLER  
VICE-CHAIR  
WILLIAM MCFARLANE  
MEMBER

**WASHTENAW COUNTY  
BOARD OF COUNTY ROAD COMMISSIONERS**  
555 NORTH ZEEB ROAD  
ANN ARBOR, MICHIGAN 48103  
WWW.WCROADS.ORG

ROY D. TOWNSEND, P.E.  
MANAGING DIRECTOR  
SHERYL SODERHOLM SIDDALL, P.E.  
DIRECTOR OF ENGINEERING  
COUNTY HIGHWAY ENGINEER  
JAMES D. HARMON, P.E.  
DIRECTOR OF OPERATIONS  
TELEPHONE (734) 761-1500  
FAX (734) 761-3737

Dear Northfield Board of Trustees:

We would like to thank all the Townships for last year's support in assisting the Road Commission complete numerous successful road improvement projects. Without your assistance most of the local road improvements would not have been possible. We are also pleased to provide Northfield Township Officials with our 2015 Annual Local Road Program. In addition, we have included a few other updates on our activities and major project initiatives in your Township.

Our Annual Meeting Booklet includes cost summaries of 2014 expenditures in your township. Also, to assist townships in determining the level of local road improvements that you are willing to entertain, we have provided the following items.

1. 2015 Local Road Program and Matching Fund Allocations
2. A Summary of 2014 Maintenance and Project Activities
3. Proposed 2015 Local Road Projects and Dust Control Program
4. 2015 Road & Bridge Improvement Projects
5. PA 283 Projects for 2015
6. Governor Snyder's Road Funding Ballot Proposal

Please note May 22 is the commitment due date for this year's 2015 Local Road Program. Your timely response and participation is essential to successfully accomplish this year's program.

We annually look forward to this opportunity to discuss common issues with the Township Officials and your citizens as we seek solutions to the challenges that we face. If you have any immediate concerns related to the attached information, please feel free to contact me at 327-6662 or our Director of Operations, Jim Hannon at 327-6653.

Very truly yours,

*Roy D. Townsend*

Roy D. Townsend, P.E.  
Managing Director

RDT:anw

**WASHTENAW COUNTY ROAD COMMISSION**  
**2015 LOCAL MATCHING PROGRAM**

The Washtenaw County Road Commission is anticipating it will receive \$17,450,000 in Michigan Transportation Fund (MTF) revenues for 2014. The Road Commission is anticipating the same amount of MTF revenues for 2015.

The Road Commission has recognized that local road funds are inadequate to maintain the 1,064 centerline miles of local roads in Washtenaw County; the Road Commission has historically transferred funds from the Primary Road Fund to the Local Road Fund, even though this transfer severely limits maintenance activity on our primary road system.

A summary of our 2015 budget as approved by the Board of Road Commissioners at its regular meeting on December 2, 2014 (RC14-416) is provided as follows.

**2015 Road Commission Budget**

**Revenues**

Michigan Transportation Fund	\$ 17,450,000
Federal/ State Funds	\$ 8,846,000
Trunkline Maintenance	\$ 2,328,000
Township Contributions	\$ 4,318,000
Other Contributions	\$ 4,710,000
Miscellaneous Income	\$ 2,240,000
Total	\$ 39,892,000

**Expenditures**

Administration	\$ 935,000
Operations	\$ 8,519,000
Engineering	\$ 2,622,000
Non-Departmental	\$ 6,212,000
Debt Service	\$ 1,137,000
Road Improvement Program	\$ 21,816,000
Total	\$ 41,240,000

**Matching Funds**

The Road Commission has allocated a total of \$500,000 in 2015 for the conventional Local Road Matching Program. This consists of a countywide allocation of \$423,077 for matching programs on local roads in all twenty townships based on the distribution formula used by the Michigan Department of Transportation to allocate local road funds to the 83 counties of Michigan. In addition to this, recognizing the fact that the urban local roads receive a higher allocation of Michigan Transportation Funds, \$76,923 is allocated based on the amount of urban local miles within eligible townships. Ann Arbor, Augusta, Dexter, Lima, Lodi, Northfield, Pittsfield, Salem, Saline, Scio, Superior, Sylvan, Webster, York and Ypsilanti Townships are within the urban area and are eligible for these additional matching funds.

The Road Commission has allocated \$200,000 for the 2015 Drainage Matching Program for local uncurbed, non-subdivision roads. The Road Commission has recognized the need for directing more resources towards improving the drainage along our local roads. The drainage

matching program is in addition to the conventional local road matching program available to the Townships. Some of the key features of drainage matching program include:

- Funding distribution is based on the total uncurbed, non-subdivision local road centerline mileage for each township
- Eligible work activities are limited to uncurbed, non-subdivision local roads
- Eligible work activities include roadside berm removal, ditch establishment & restoration, large culvert or bridge replacement

TOWNSHIP	2014 CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2015 CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2014 DRAINAGE MATCHING PROGRAM	2015 DRAINAGE MATCHING PROGRAM
Salem	\$ 16,398	\$ 16,373	\$ 10,493	\$ 10,493
Northfield	24,697	24,916	13,732	13,732
Webster	17,940	17,714	11,792	11,792
Dexter	15,999	15,974	6,932	6,932
Lyndon	11,950	11,956	10,048	10,048
Sylvan	13,756	13,731	11,489	11,489
Lima	14,676	15,393	12,745	12,745
Scio	38,179	37,857	7,157	7,157
Ann Arbor	10,817	10,759	3,833	3,833
Superior	31,568	31,537	8,793	8,793
Ypsilanti	104,924	104,199	5,924	5,924
Pittsfield	68,644	68,504	4,669	4,669
Lodi	22,704	22,538	12,879	12,879
Freedom	13,519	13,526	13,684	13,684
Sharon	10,401	10,406	9,971	9,971
Manchester	14,261	14,268	13,176	13,176
Bridgewater	11,719	11,725	11,481	11,481
Saline	9,515	9,471	8,125	8,125
York	27,261	27,101	8,521	8,521
Augusta	21,071	22,054	14,554	14,554
	\$ 500,000	\$ 500,000	\$ 200,000	\$ 200,000

\* Totals do not equal sum of individual allocations, because of rounding

The WCRC Matching Program is subject to the following conditions:

(a) Township Assistance

In order to allow local road improvements to proceed in a timely manner, townships are asked to assist Road Commission personnel in acquiring necessary tree removal and grading permits, holding public hearings and coordinating any necessary citizen contacts.

(b) Project Overruns

Road Commission staff will provide an estimated cost for each individual project to be included within the agreement between the township and the Road Commission. If, prior to beginning an individual project, it is determined that the original cost estimate will not cover project costs, the Road Commission will notify the township to determine, if the

township desires to proceed with the project with a reduced scope or an additional funding commitment. Budgets are closely monitored on each project and every effort is made to avoid overruns. Any unexpected project cost overrun shall be taken from any unexpended funds remaining in that township's total township agreement. If the overrun exceeds the total township agreement, the Road Commission may bill the township up to an additional 10 percent of the total agreement amount with the township. At the township's option, such overruns can be taken from the following years matching funds.

(c) Billing Procedures

As has been the practice for the past several years, the first 40 percent of the total Matching Program for construction and heavy maintenance projects will be due in June or 30 days from receipt of the first invoice. A second 40 percent will be due in August or 30 days from receipt of the second invoice. A final billing will be due in December or 30 days from receipt of final invoice. Any credits due townships will be returned at the time of final billing or credited to the following year, as determined by the township. The above billing methods apply only to those projects considered to be construction and heavy maintenance and does not apply to those projects considered routine maintenance such as dust control, street sweeping, etc. These will be billed at cost to the date at time of billing.

(d) Administrative Fee

In addition to direct costs, the Washtenaw County Road Commission will charge an 8% administrative fee on all township improvement projects on local roads. The overhead charge is intended to cover costs not directly attributable to the individual project. The administrative fee is not charged for seasonal dust control or work performed by non-road commission crews.

(e) Primary Road Matching

Any township board may, at their option, request that a part or all of their allocated matching WCRC funds, along with an equal amount of township funds, be used on a Primary Road Project within their township boundaries.

(f) Reallocation of Funds

Any township that has not notified the WCRC of their intent to utilize matching funds by May 22, 2015 will forfeit all rights to the use of the matching money. The WCRC will determine the amount of unused matching funds and reallocate these funds to primary road maintenance.

(g) Local Road and Bridge Planning /Engineering Projects

The Road Commission provides planning and engineering services for local road and bridge projects. If the township requests the Road Commission to provide these services, the township is expected to enter into an agreement with the Road Commission to reimburse the Commission for 50% of the cost for these services. Depending on the scope of the project and the amount of matching funds available to a township, these services may be eligible for the matching program.

The Road Commission recognizes that local road bridges are vital assets that require significant resources to maintain and replace. This program fosters a cooperative approach with the Townships, as we partner to renovate or replace deficient bridges.

The Road Commission will continue to provide routine maintenance service and the federally mandated biennial inspections at our expense. Also, we will continue to seek federal grant funding to assist with any major renovation or replacement costs. All costs beyond the grant amounts for major renovation or replacement costs on local bridge projects will be shared equally with the townships. Available local matching funds can be utilized to cover 50% the townships share of a local road bridge project costs.

(h) Shoulder Paving

If a local road is to be paved, the Road Commission will pay the cost of paving the shoulders when it is feasible. The Road Commission has agreed to assume this cost because of the enhanced safety for vehicles and non-motorized travel and reduced maintenance costs inherent in paved shoulders. This provision will not apply to subdivision streets.

(i) Dust Control

Conventional matching funds can be used for dust control only for solid applications.

(j) Local Matching Fund Carryover

If a township determines that they desire to carry over the funds allocated for a given year into the following year, the township must provide written notification to the Road Commission that they are requesting this carryover, and identify an eligible project for which the funds will be held. The Road Commission carry-over fund will be preserved for one year. Beyond this point the funds will be reallocated as stated in Paragraph f. The carryover option allows the township to accumulate the funds that are allocated with the previous year allocation; in other words, the carry over funds cannot exceed the previous year's allocation.

# NORTHFIELD TOWNSHIP 2014 ACTIVITIES

LOCATION	PROJECT	WCRC COST	TOWNSHIP COST	TOTAL COST
<b>PRIMARY</b>				
Maintenance	Roads	\$ 154,358.89		\$ 154,358.89
Maintenance	Winter	85,213.81		85,213.81
Maintenance	Traffic	39,243.55		39,243.55
Rushton Rd, Seven Mile to Eight Mile	Limestone	52,515.29		52,515.29
Seven Mile Rd, Spencer to E. Shore	Chipseal	27,854.47		27,854.47
N. Territorial Rd, Whit Lk to Web Ch	Chipseal	22,788.34		22,788.34
N. Territorial Rd, Dixboro to Earhart	Mill & Overlay	155,000.00		155,000.00
N. Territorial Rd, Nollar to US-23	Chipseal	24,134.93		24,134.93
Sutton Rd btwn Nthfld Church & Pont Trl	Crossroad Culvert	10,390.50		10,390.50
		<b>\$ 571,499.78</b>		<b>\$ 571,499.78</b>

5

<b>LOCAL</b>				
Maintenance	Roads	\$ 276,664.21		\$ 276,664.21
Maintenance	Winter	70,619.19		70,619.19
Maintenance	Traffic	11,180.41		11,180.41
Local Road	Dust Control	38,347.20	11,737.02	50,084.22
Dixboro Rd, N. Territorial to Five Mile	Limestone	18,451.55	38,751.27	57,202.82
Township Wide Limestone	Limestone	8,240.41	17,306.21	25,546.62
Hellner Rd, 995' s/N. Territorial Rd	Crossroad Culvert	1,587.70		1,587.70
Five Mile Rd, 1,070' w/Earhart Rd	Crossroad Culvert	3,231.58		3,231.58
* Eight Mile Rd, Rushton to Spencer	Limestone	10,390.92	25,400.58	169,144.50
		<b>\$ 438,713.17</b>	<b>\$ 93,195.08</b>	<b>\$ 665,261.25</b>

\* Green Oak Costs - 133,353.00

## **NORTHFIELD TOWNSHIP**

### **PROPOSED 2015 LOCAL ROAD PROJECTS**

- **JOY ROAD, DIXBORO ROAD TO EARHART ROAD**  
Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 4" (C.I.P.) 23a limestone (approximately 2,850 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
Estimated project cost: \$ 118,000  
Estimated cost to Northfield Township: \$ 59,000
- **JOY ROAD, EARHART ROAD TO PONTIAC TRAIL**  
Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 4" (C.I.P.) 23a limestone (approximately 2,600 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
Estimated project cost: \$ 92,100  
Estimated cost to Northfield Township: \$ 46,050
- **JOY ROAD, PONTIAC TRAIL TO NOLLAR**  
Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 5,250 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
Estimated project cost: \$ 178,400  
Estimated cost to Northfield Township: \$ 89,200
- **JOY ROAD, NOLLAR ROAD TO WHITMORE LAKE ROAD**  
Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 5,010 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
Estimated project cost: \$ 152,600  
Estimated cost to Northfield Township: \$ 76,300
- **JOY ROAD, WHITMORE LAKE ROAD TO HELLNER ROAD**  
Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 4,950 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
Estimated project cost: \$ 201,500  
Estimated cost to Northfield Township: \$ 100,750

- **JOY ROAD, HELLNER ROAD TO MAPLE ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 2,550 tons) with associated dust control and project restoration. This is a proposed township share project with Ann Arbor Township.  
 Estimated project cost: \$ 126,100  
 Estimated cost to Northfield Township: \$ 63,050
- **JENNINGS ROAD, E.O.P. TO KEARNEY ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 6,100 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 221,900
- **JENNINGS ROAD, KEARNEY ROAD TO TOWNSHIP LINE**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 1,600 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 69,500
- **JENNINGS ROAD, US-23 ON-RAMP TO E.O.P**  
 Work to include roadside berm removal, pulverizing the existing surface, the placement of a 3" HMA overlay, placement of limestone shoulders and associated project restoration. Final cost to be determined by competitive bid.  
 Estimated project cost: \$ 139,800
- **NOLLAR ROAD, N. TERRITORIAL ROAD TO FIVE MILE ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 3,950 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 137,100
- **NOLLAR ROAD, N. TERRITORIAL ROAD TO NORTHFIELD CHURCH ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 6,800 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 228,100
- **NOLLAR ROAD, NORTHFIELD CHURCH ROAD TO JOY ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 5,330 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 141,800
- **EARHART ROAD, N. TERRITORIAL ROAD TO FIVE MILE ROAD**  
 Work to include ditching, roadside berm removal, tree trimming, shaping the existing surface, the application of 8" (C.I.P.) 23a limestone (approximately 8,050 tons) with associated dust control and project restoration.  
 Estimated project cost: \$ 177,200

**WASHTENAW COUNTY ROAD COMMISSION**  
**2015 DUST CONTROL MATERIAL OPTIONS**

<u>MATERIAL</u>	<u>COST/GALLON APPLIED</u>
Contract Brine	\$0.1310
Calcium Chloride	\$0.58

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**NORTHFIELD TOWNSHIP OPTIONS**

49.61 miles certified local gravel roads

Contract Brine

(Recommended application rate – 2,000 gallons per mile)

Two Solid Applications	198,440 gallons = \$ 25,995.64
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Calcium Chloride

(Recommended application rate – 2,000 gallons per mile)

Two Solid Applications	198,440 gallons = \$ 115,095.20
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For Information Only

2014 Use: 184,110 gallons Contract Brine  
(2 solid applications)

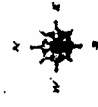
- LEGEND
- COUNTY LINE
  - CORPORATE LIMITS
  - STATE TRUNKLINE
  - COUNTY PRIMARY
  - COUNTY LOCAL
  - ADJACENT COUNTY
  - CITY OR VILLAGE STREET

PRIMARY ROAD SYSTEM IS 50.45 MILES  
 LOCAL ROAD SYSTEM IS 48.12 MILES

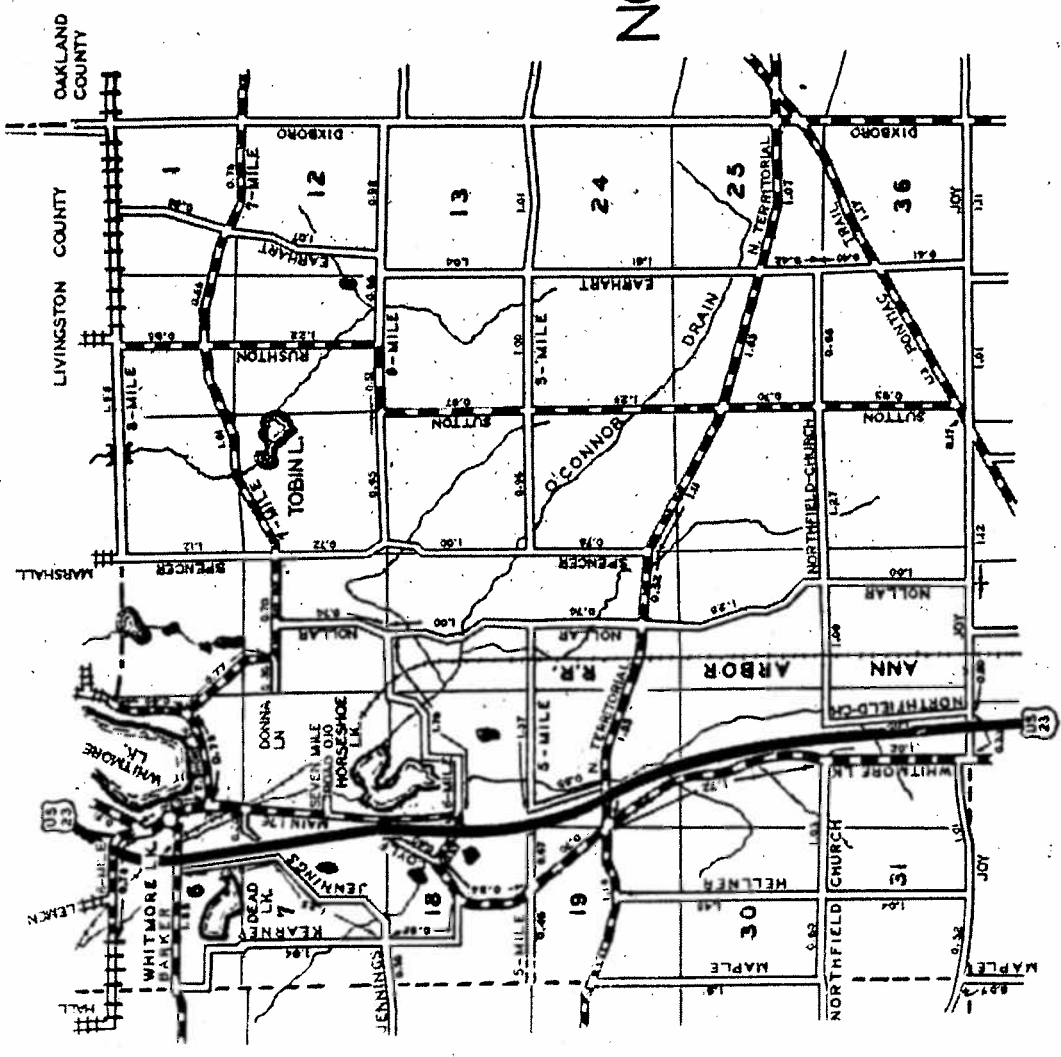
I HEREBY CERTIFY THAT THE ROADS SHOWN HEREON BY SYMBOL OR IN RED AS PRIMARY ROADS AND THOSE SHOWN HEREON BY SYMBOL OR IN GREEN AS LOCAL ROADS ARE IN USE AND ARE UNDER THE JURISDICTION OF THE COUNTY ROAD COMMISSION.

CHARTERED DATE

# NORTHFIELD TWP.



SCALE 0 1 MILE  
 One inch Equals 3000 ft.  
 Prepared by

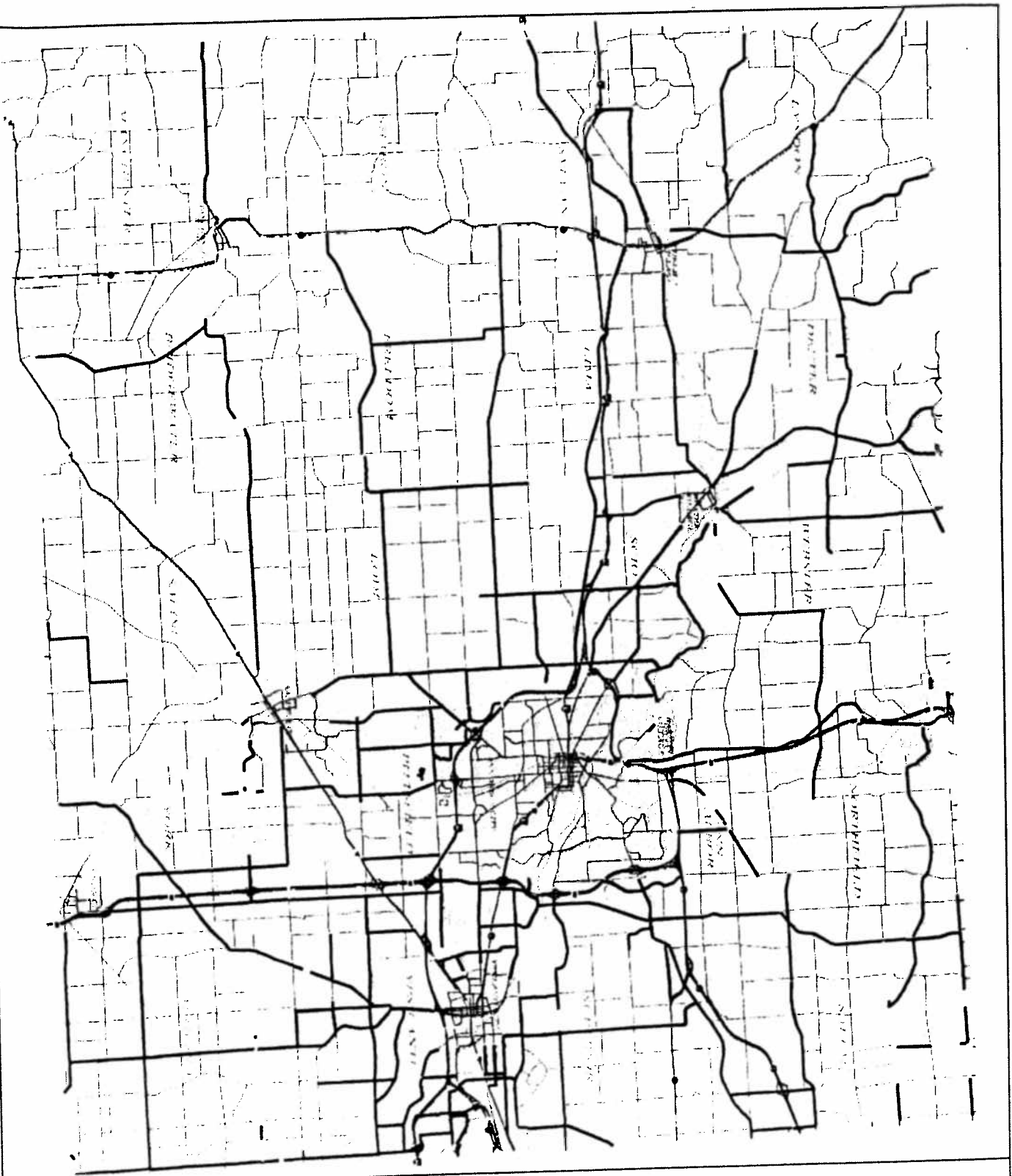


**Federal Aid  
Eligible Paved Roads  
Washington County  
Road Commission**



2014 Pavement Surface  
Evaluation and Ratings  
PMSR

- 1. Pavement Condition
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**Federal Aid  
Eligible Paved Roads  
Washtenaw County  
Road Commission**



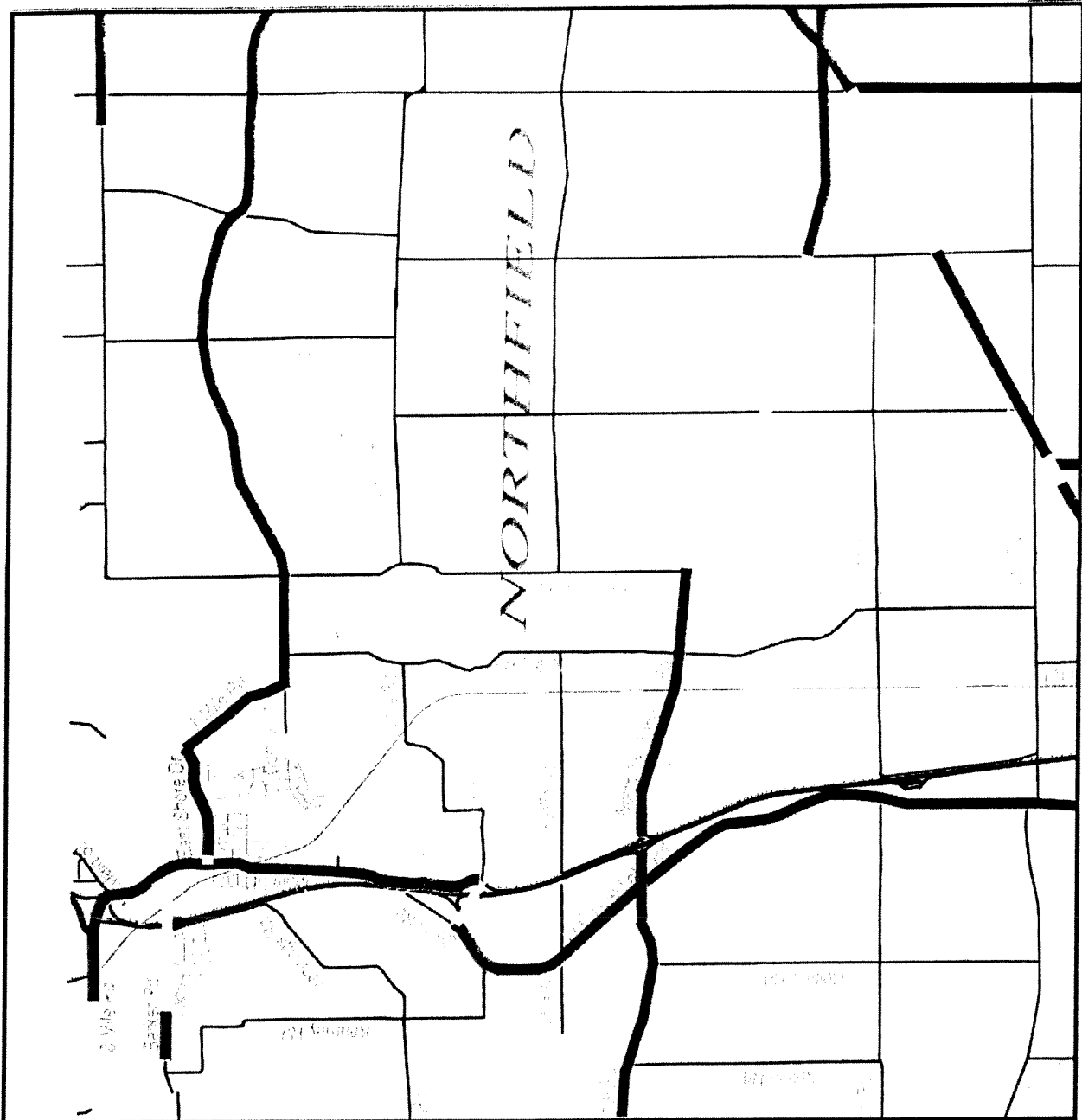
Not to Scale

**2014 Pavement Surface  
Evaluations and Ratings  
(PASER)**

- Crack Seal - PASER Rating 6-8
- Sealcoat - PASER Rating 5
- Overlay - PASER Rating 4
- MMB/Overlay - PASER Rating 3
- Reconstruct - PASER Rating 1-2

***Northfield Township***

Draw: 30Jan2015  
Name: 2014 Pav. Ac Ratings



# Washtenaw County Road Commission

## 2013 PASER Ratings Paved Local Roads & Non-Federal Aid Roads



Part of State

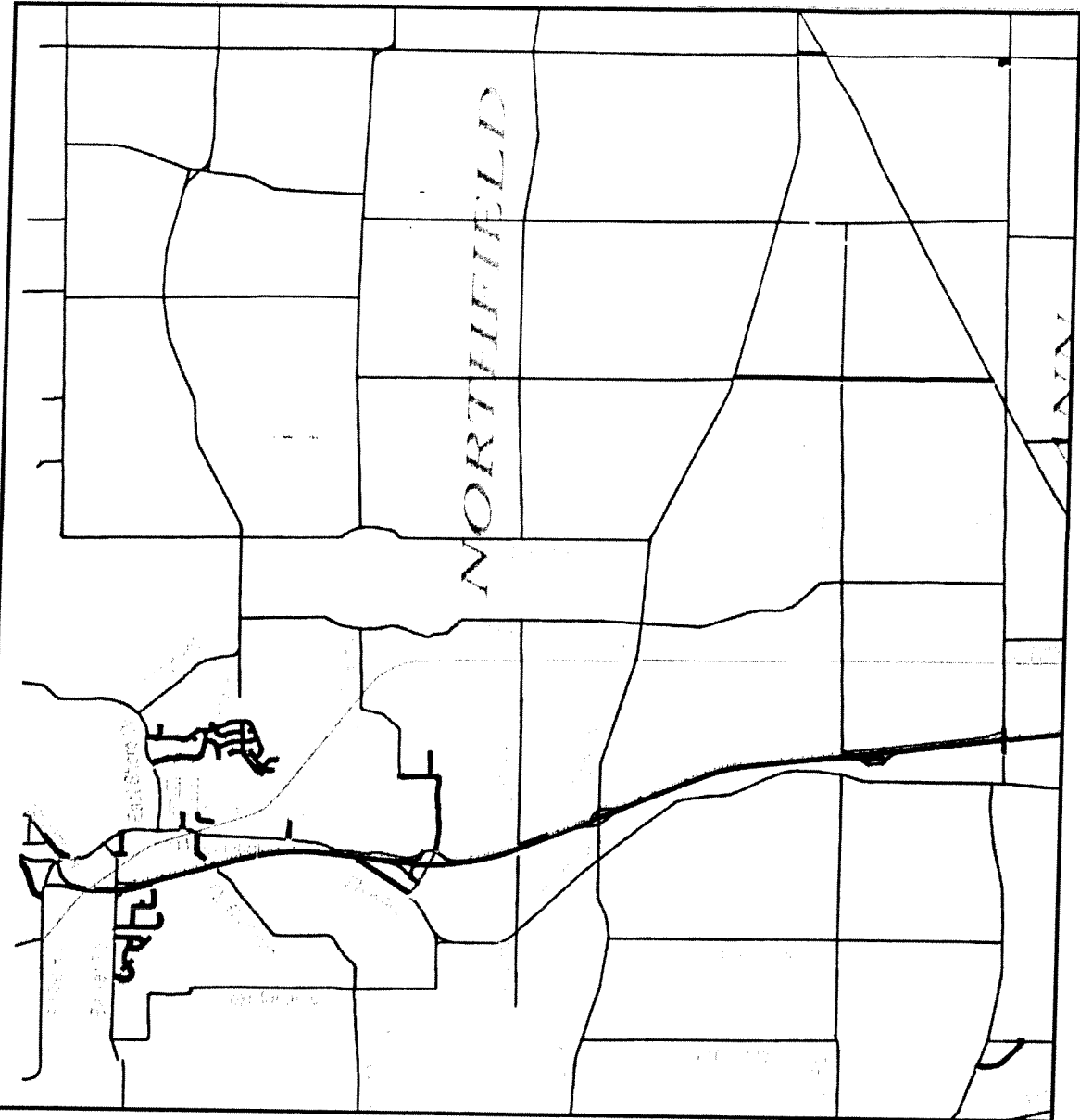
### 2013 Pavement Surface Evaluations and Ratings (PASER)

Crack Seal - PASER Rating 6-9	5.38 miles
Sealcoat - PASER Rating 3	0.30 miles
Overlay - PASER Rating 4	0.00 miles
Mill/Overlay - PASER Rating 3	2.55 miles
Reconstruct - PASER Rating 1-2	1.90 miles

Total miles: 10.69 miles

### Northfield Township

Drawn: 08/20/2013  
Notes: 2013 PASER Ratings



Planned Capital Investments - Michigan Transportation Fund Obligations						
Project Name	Planning Area	Project Limits	Project Type	Year	Total MTF Cost (1,000's)	Total Project Cost (1,000's)
Asset Mgmt/GIS	WCRC	Countywide	GIS/Mapping	2015-2019	\$50	\$50
Equipment/Fleet	WCRC	Countywide	Equipment	2015-2019	\$1,625	\$1,625
Facility and Grounds	WCRC Property	Countywide	Facility & Grounds	2015-2019	\$375	\$375
Northeast Service Center	WCRC Property	Northeast Service Center	Site Civil Design	2015	\$100	\$100
Overlay Program	Countywide	Countywide	Resurface	2015-2019	\$0	\$0
Primary Limestone/Gravel	Countywide	Countywide	Resurface	2015-2019	\$250	\$250
Sealcoat Program	Countywide	Countywide	Resurface	2015-2019	\$1,500	\$1,500
Primary Bridge Program	Countywide	Countywide	Bridge	2015-2019	\$450	\$450
Austin Road Bridge	Saline	Over Saline River	Bridge - Replace	2015	\$200	\$1,150
Austin Road Bridge	Saline	Over Bauer Drain	Bridge - Replace	2015	\$170	\$566
Oboro Road Bridge	Ann Arbor	Over Huron River	Bridge - Preserve Deck	2015	\$103	\$592
North Territorial Road Bridge	Dexter	Over Huron River	Bridge - Preserve Deck	2015	\$47	\$270
Wagner Road Culvert	Lodi	Over Unnamed Tributary	Bridge - Replace	2015	\$115	\$460
Willow Road Bridge	Augusta	Over Buck Creek	Bridge - Replace	2015	\$250	\$250
Zeeb Road Bridge	Solo	Over Huron River	Bridge - Preserve Deck	2015	\$40	\$230
Jerusalem Road Bridge	Lima	Over Mill Creek	Bridge - Preserve Deck	2016	\$46	\$189
Maple Road Bridge	Saline/York	Over Saline River	Bridge - Preserve Deck	2016	\$37	\$156
McGregor Road Bridge	Dexter	Over Portage Lake Outlet	Bridge - Replace	2016	\$536	\$2,239
Mooreville Road Bridge	York	Over Saline River	Bridge - Preserve Deck	2016	\$49	\$206
Ward Road Bridge	Ypsilanti	Over Tyler Road	Bridge Removal	2016	\$1,251	\$2,500
Limestone Program - PA 283	Countywide	Countywide	Resurface	2015	\$0	\$80
HMA Resurfacing Program - PA 283	Countywide	Countywide	Resurface	2015	\$0	\$2,736
Sealcoat Program - PA 283	Countywide	Countywide	Resurface	2015	\$0	\$1,370
Pavement Preservation STL	Countywide	Countywide	Resurface	2015-2019	\$336	\$1,682
Pavement Preservation STU	Countywide	Countywide	Resurface	2015-2019	\$531	\$2,657
Pavement Preservation TEDF-D	Countywide	Countywide	Resurface	2015-2019	\$181	\$912
Resurfacing 3R STL	Countywide	Countywide	Resurface	2015-2019	\$275	\$1,377
Resurfacing 3R STU	Countywide	Countywide	Resurface	2015-2019	\$662	\$3,314
Resurfacing 3R TEDF-D	Countywide	Countywide	Resurface	2015-2019	\$205	\$1,024
Hewitt Road	Ypsilanti	Michigan Ave to Packard Rd	Resurface	2015	\$153	\$706
Huron River Drive/Superior Road	Ypsilanti	Hewitt Rd to Cornell St	Resurface	2015	\$122	\$562
Huron Road	Ypsilanti	Huron River Drive to I-94	Signal Upgrade	2015	\$0	\$449
Island Lake Road	Dexter	At Wylie Road	Safety - Hiccut	2015	\$68	\$403
Jennings Road	Webster	N. Territorial Rd to Twp Line	Pave Gravel Rd	2015	\$300	\$900
North Deft Road	Solo	Huron River Dr to Eastgate Dr	Pave Gravel Rd	2015	\$0	\$700
Old US-12	City of Chelsea	M-52 to Fraser Rd	Resurface	2015	\$114	\$374
Plymouth Road	Superior	At Curtis Road	Safety - Turn Lanes	2015	\$63	\$242
Plymouth Road	Superior	At Ford Road	Safety - Turn Lanes/Signal	2015	\$113	\$516
Solo Township SAD	Solo	Various Roads in Solo Twp	Resurface	2015	\$0	\$2,500
Textile Intersections	Ypsilanti	Stony Creek and Hitchingham	Safety	2015	\$0	\$900
Traffic Calming Program	Countywide	Various Locations	Safety	2015	\$0	\$500
Ann Arbor-Saline Road	Lodi	At Textile	Safety - Intersection	2016	\$125	\$625
Huron Road/Whittaker Road	Ypsilanti	Stony Creek Rd to I-94	Resurface	2016	\$125	\$625
Liberty Road	Solo	Park Rd to Stag's Leap Ln	Drainage, Limestone	2016	\$0	\$700
Prospect Road	Superior/Ypsilanti	Holmes Rd to Geddes Rd	Resurface	2016	\$50	\$250
Rawsonville Road	Augusta	Willow Rd to Talladay Rd	Resurface	2016	\$0	\$625
Textile Road	Lodi	Ann Arbor-Saline Rd to Maple Rd	Resurface	2016	\$100	\$500
Whittaker Road	Ypsilanti	At Merritt Rd	Safety - Roundabout	2016	\$669	\$1,569
Carpenter Road	York/Pittsfield	Judd Rd to Textile Rd	Resurface	2017	\$125	\$625
Harris Road	Ypsilanti	Michigan Ave to Holmes Rd	Reconstruct	2017	\$1,175	\$1,875
Rawsonville Road	Augusta	Talladay Rd to Judd Rd	Resurface	2017	\$0	\$400
Willie Road	Augusta	Hitchingham Rd to Whittaker Rd	Safety	2017	\$365	\$900
State Road	Pittsfield	Morgan Rd to Ellsworth Rd	Preliminary Engineering	2018	\$0	\$250
Totals					\$13,053	\$45,999



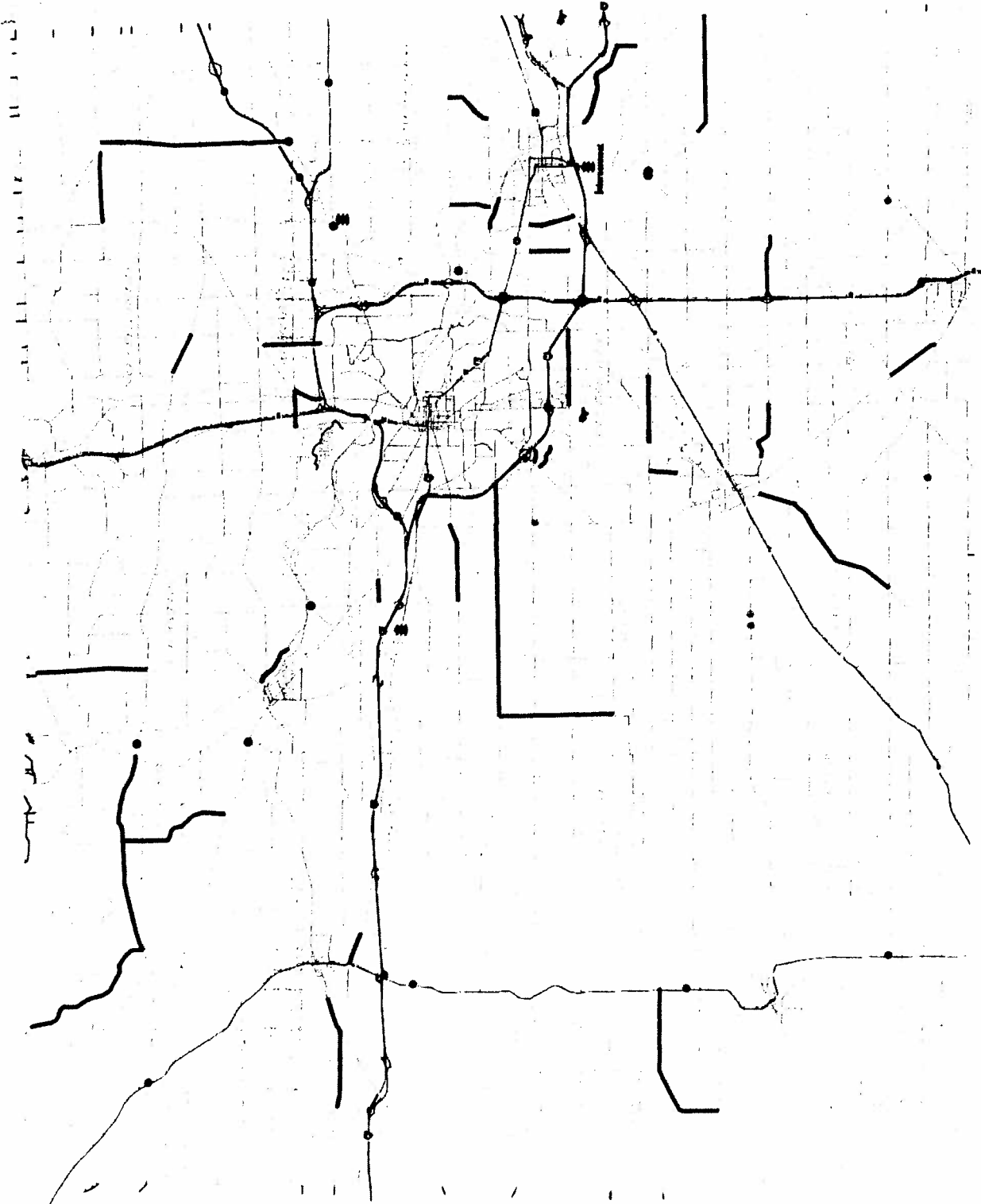
## 2015 Road & Bridge Improvement Projects



### Legend - Proposed Projects

- Reconstruction
- WID Overlay
- Paved Shoulder Overlay
- Chimney
- Resurfaced Pavement
- Structure Overlay
- Bridge/Culvert Replacement
- Bridge Deck Maintenance
- Intersection Project
- Signal Improvement

Date: 8/22/2015



2015-03

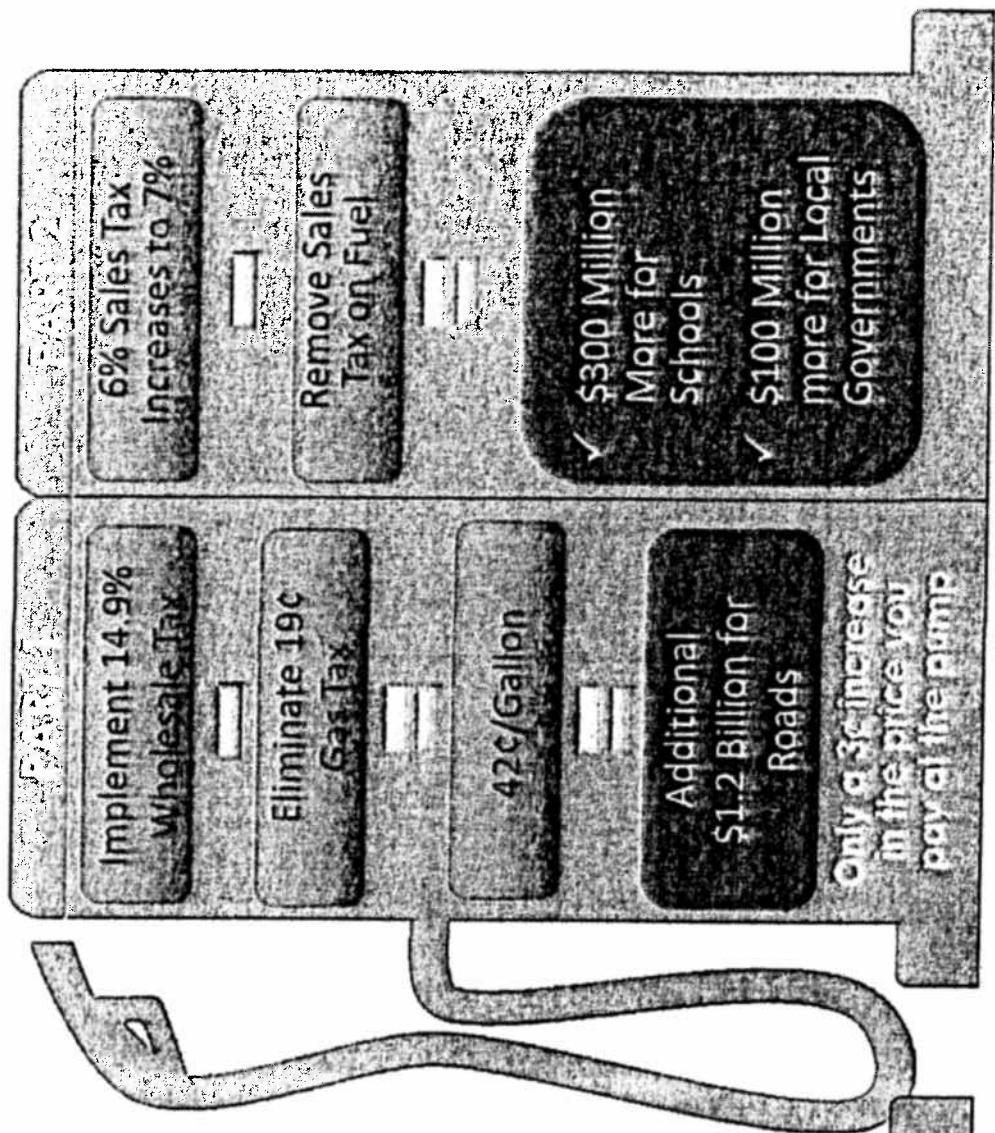
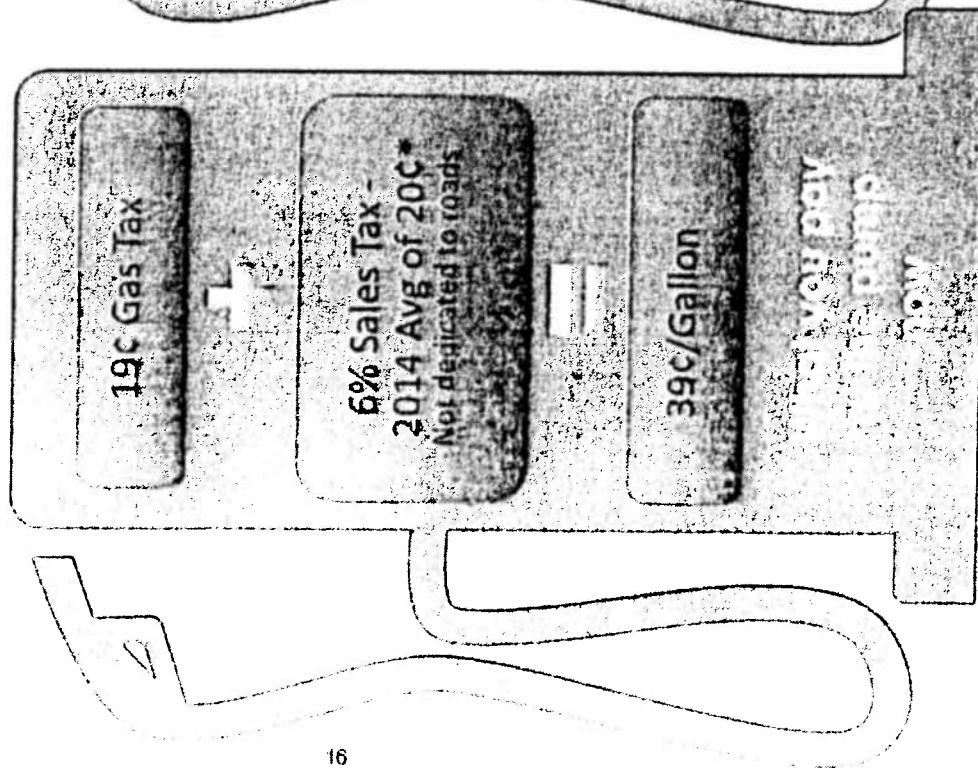
## Washtenaw County Act PA 283

Road	WCC Dist	Notes	Project Limits	Type of Work	Length (miles)	Est. Cost	Est. Cost-0.5	TaxRev/0.50
Scio Church Road	1	A-3	Wagner to I-94	Pulverize & Overlay	1.00	\$ 200,000		
North Territorial Road	1		Hadley to Dexter Pinciney	Sealcoat	3.00	\$ 125,000		
Dexter Townhall Road	1		Quigley to North Territorial	Mill & Overlay	0.50	\$ 75,000		
Huron River Drive	1		Mask to Dexter-Huron Metropark	Mill & Overlay	1.50	\$ 225,000		
Hadley Road	1		North Territorial to county line	Chipseal & Fog Seal	3.00	\$ 130,000		
Scio Church Road	1	A-3	Wagner to Parker	Sealcoat	5.00	\$ 62,500		
Liberty Road	1		Zeeb to Wagner	Sealcoat	2.00	\$ 50,000		
Pratt Road	1		Zeeb to Dexter - Ann Arbor	Wedge & Dbl Sealcoat	0.60	\$ 40,000		
Cavanagh Lake Road	1		Kalmbach to Chelsea city limits	Wedge & Sealcoat	3.00	\$ 75,000	\$ 982,500	\$ 1,000,000
					22.40			
North Territorial Road	2		Spencer to Sutton	Pulverize & Overlay	1.00	\$ 300,000		
Superior	2		Huron River Drive to Geddes	Pulverize/Mill & Overlay	1.00	\$ 280,000		
Mask Road	2		North Territorial to county line	Sealcoat	3.00	\$ 75,000		
MacArthur Blvd	2	A-6	Clark to Harris	Mill & Overlay	0.90	\$ 70,000		
Nixon Road	2		Joy to Ann Arbor city limits	Sealcoat	1.30	\$ 32,500		
Warren Road	2		Whitmore Lake Rd to Pontiac Trail	Sealcoat	1.00	\$ 25,000		
Pontiac Trail	2		M14/US23 to Warren	Sealcoat	0.70	\$ 17,500		
Curtis Road	2		Plymouth to Six Mile	Double Sealcoat	5.00	\$ 220,000		
Harris Road	2		MacArthur to Geddes	Mill & Overlay	0.40	\$ 60,000	\$ 1,080,000	\$ 1,080,000
					14.30			
Willie Road	3		US23 to Bolla	Mill & Overlay	1.00	\$ 150,000		
Willis Road	3		Moon to Saline city line	Wedge & Sealcoat	1.50	\$ 60,000		
MacArthur/Jordan Road	3		Willow to Saline city line	Sealcoat	3.60	\$ 90,000		
Scio Church Road	3	A-1	Wagner to I-94	Pulverize & Overlay	1.00	\$ 100,000		
Parker Road	3		Pleasant Lake to Scio Church	Sealcoat	3.00	\$ 75,000		
Pleasant Lake Road	3		M32 to Sharon Hollow	Sealcoat	3.20	\$ 80,000		
Sharon Hollow Road	3		Pleasant Lake to Sharon Valley	Wedge & Sealcoat	1.00	\$ 35,000		
Scio Church Road	3	A-1	Wagner to Parker	Sealcoat	5.00	\$ 62,500	\$ 652,500	\$ 660,000
					19.30			
Golfside Road	4	A-5.6	Ellsworth to Packard	Mill & Overlay	1.00	\$ 100,000		
Oak Valley Drive	4		Lohr to Ann Arbor-Saline	Remove pmt & resurface	0.70	\$ 400,000		
Maple Road	4		Testle to Saline city line	Sealcoat & drainage	1.00	\$ 40,000		
Ellsworth Road	4	B-0.33	State Road to Platt	Mill & Overlay w/ bike lanes	2.00	\$ 230,000		
Munger Road	4	A-5.6	Bemis to Merritt	6" limestone	1.00	\$ 40,000	\$ 830,000	\$ 800,000
					5.70			
MacArthur Blvd	5 & 6	A-2	Clark to Harris	Mill & Overlay	0.90	\$ 125,000		
Munger Road	5 & 6	A-4	Bemis to Merritt	6" limestone	1.00	\$ 40,000		
Golfside Road	5 & 6	A-4	Ellsworth to Packard	Mill & Overlay	1.00	\$ 100,000		
New Meadow	5 & 6		Willowbridge to Big Pine	Remove pmt & resurface	0.50	\$ 200,000		
Willis Road	5 & 6		Bolla to Stony Creek	Pulverize & Overlay	0.30	\$ 90,000		
Marta Road	5 & 6		Ransomville to Whittaker	Sealcoat	3.00	\$ 75,000	\$ 640,000	\$ 620,000
					6.70			
<b>City of Ann Arbor</b>								
Ellsworth Road	7, 8 & 9		State Street to Platt	Mill & Overlay w/ bike lanes	2.0	\$ 600,000		
Eisenhower	7, 8 & 9		AA-Saline to Boardwalk	Mill & Fill	1.4	\$ 500,000		
State Street	7, 8 & 9		Eisenhower to I-94	Mill & Fill	0.3	\$ 250,000		
Packard	7, 8 & 9		State Street to Stadium Blvd	Mill & Fill w/bike lanes	0.9	\$ 360,000		
Newport	7, 8 & 9		Miller to Sunset	Mill & Fill w/bike lanes	0.6	\$ 200,000		
Huron River Dr	7, 8 & 9		City Limits to Blvd Rd	Mill & Overlay	0.7	\$ 120,000		
Huron Pkwy	7, 8 & 9		Plymouth to Hubbard	Mill & Fill	0.5	\$ 280,000		
					Total	6.43	\$ 2,420,000	
<b>City of Chelsea</b>								
Congdon Street	1		W. Summit to Lincoln St	Reconstruct w/ sidewalks and ADA ramps		\$ 113,000		
<b>City of Milan</b>								
North Street	3		First to Michigan Ave	Reconstruct w/ sidewalks and ADA ramps		\$ 45,000		
<b>City of Saline</b>								
North Harris	3		Michigan Ave (US-12) to Wallace	Resurfacing/reconstruction w/ sidewalk and ADA ramps		\$ 204,000		
<b>City of Ypsilanti</b>								
Adams Street	6		Pearl to Cross	Reconstruct w/ sidewalk repairs and ADA ramps		\$ 145,000		
<b>Village of Barton Hills</b>								
Whitmore Lake Road	2		AA City Limits north one mile	Resurfacing		\$ 20,000		
Stein Road			Whitmore Lake west one mile	Resurfacing		\$ 8,000		
					Total	\$ 28,000		
<b>Village of Dexter</b>								
Central Street	1		Main to 5th St	Mill & Overlay		\$ 30,000		
Huron Street			Mask to Broad	Mill & Overlay		\$ 20,000		
2nd Street			Hudson to Central	Mill & Overlay		\$ 20,000		
Forest Street			Broad to Kensington	Pulverize & Overlay		\$ 20,000		
Grand Street			Broad to Kensington	Pulverize & Overlay		\$ 20,000		
					Total	\$ 110,000		
<b>Village of Manchester</b>								
Woodland Way	3		Entire Street	Chipseal & Fog Seal		\$ 14,000		
Glenwood Circle			Entire Street	Chipseal & Fog Seal		\$ 7,000		
Riverbend			Clarkston to River	Chipseal & Fog Seal		\$ 10,000		
					Total	\$ 31,000		
<b>Totals</b>					15	74.83	\$ 4,185,000	\$ 7,256,000

# 2015 Ballot Proposal

TODAY

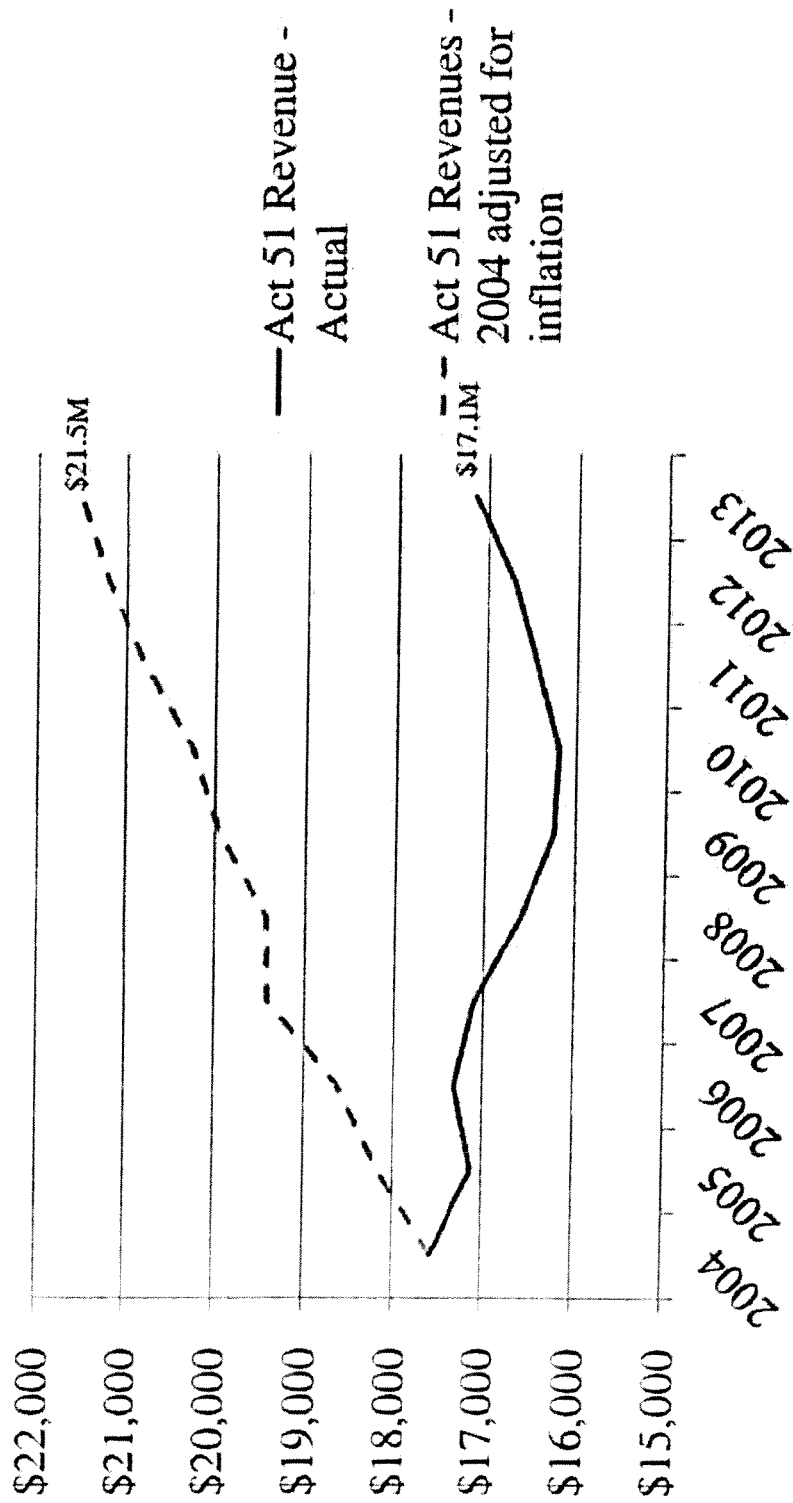
OCTOBER 1, 2015



\*Based on wholesale price of \$3.33/gal

# Washtenaw County Road Commission

Act 51 Revenue – Actual Compared to Inflationary Level  
Years Ended December 31, 2004 through 2013



planie  
moran

# TOWNSHIP CONTRIBUTION SUMMARY 2011 - 2014

TOWNSHIP	TOTAL 2011		TOTAL 2012		TOTAL 2013		TOTAL 2014	4 Year Average		
ANN ARBOR	\$	49,000	\$	54,000	\$	122,000	\$	224,919	\$	75,000.00
AUGUSTA	\$	97,000	\$	202,000	\$	203,000	\$	192,169	\$	167,333.33
BRIDGEWATER	\$	32,000	\$	34,000	\$	-	\$	40,306	\$	22,000.00
DEXTER	\$	90,000	\$	105,000	\$	82,000	\$	536,784	\$	92,333.33
FREEDOM	\$	42,000	\$	45,000	\$	57,000	\$	31,716	\$	48,000.00
LIMA	\$	47,000	\$	51,000	\$	70,000	\$	117,285	\$	56,000.00
LODI	\$	150,000	\$	415,000	\$	141,000	\$	483,502	\$	235,333.33
LYNDON	\$	20,000	\$	23,000	\$	16,000	\$	45,285	\$	19,666.67
MANCHESTER	\$	100,000	\$	128,000	\$	47,000	\$	64,246	\$	91,666.67
NORTHFIELD	\$	42,000	\$	62,000	\$	84,000	\$	93,195	\$	62,666.67
PITTSFIELD	\$	183,000	\$	792,000	\$	393,000	\$	880,819	\$	456,000.00
SALEM	\$	173,000	\$	296,000	\$	1,042,000	\$	459,327	\$	503,666.67
SALINE	\$	101,000	\$	92,000	\$	110,000	\$	143,066	\$	101,000.00
SCIO	\$	471,000	\$	1,245,000	\$	833,000	\$	1,108,452	\$	849,666.67
SHARON	\$	54,000	\$	34,000	\$	20,000	\$	14,755	\$	36,000.00
SUPERIOR	\$	161,000	\$	280,000	\$	322,000	\$	324,001	\$	254,333.33
SYLVAN	\$	17,000	\$	10,000	\$	8,000	\$	26,852	\$	11,666.67
WEBSTER	\$	135,000	\$	153,000	\$	89,000	\$	16,019	\$	125,666.67
YORK	\$	26,000	\$	34,000	\$	108,000	\$	418,883	\$	56,000.00
YPSILANTI	\$	1,190,000	\$	4,970,000	\$	2,794,000	\$	2,510,384	\$	2,984,666.67
	\$	3,180,000	\$	9,025,000	\$	6,541,000	\$	7,731,963	\$	6,619,490.83

Three year avg. 2012 - 2014

\$ 7,765,988

## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Civic Event Permit – Meet on Main

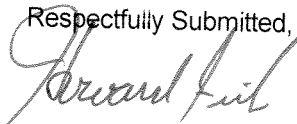
---

Dear Township Board,

Mr. Wagner and I have reviewed the application for the Civic Event Permit for Meet on Main. While it is not complete, we do recommend approval on the following conditions.

- 1) A more detailed site plan
- 2) Northfield Township as an Additional Insured on the chambers policy
- 3) Receipt of \$100 permit fee

Respectfully Submitted,



Howard Fink, Township Manager



RECEIVED

APR 01 2015

NORTHFIELD TOWNSHIP

**Civic Event Application  
Northfield Township**

8350 Main Street  
Whitmore Lake, Michigan 48189  
(734) 449-2880

**OFFICE USE  
ONLY**

4/1/15  
Date Received

By [Signature]

**FEE - \$100.00**

Date Received

By

**\*\* APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW \*\***

Application Date \_\_\_\_\_ Name of Organization NORTHFIELD CHAMBER OF COMMERCE Name of Applicant SANDRA CURRY

Street Address 9541 MAIN STREET City WHITMORE LAKE State MI Zip 48189

Cell Phone 810-919-8009 Home Phone 734-530-9494 Work Phone 734-530-9494 Fax 734-530-9499

Email Address message by sandy2011@yahoo.com (optional)

Event Title MEET ON MAIN

Event Location DOWNTOWN WHITMORE LAKE (MAIN STREET + 75 BARKER)

**EVENT DAYS / TIMES** (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
<u>JUNE 20, 2015</u>	<u>SATURDAY</u>	<u>10:30 AM</u>	<u>4:00 PM</u>
_____	_____	<u>12:00 PM</u>	_____
<u>10:30 AM</u>	<u>4:00 PM</u>	_____	<u>N/A</u>
Set up Time/Day	Tear down Time / Day*	Rain Date (if applicable)	

\* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

### ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: \_\_\_\_\_

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

TO EXPOSE & PROMOTE WHITMORE LAKE  
AND BRING ~~THE~~ COMMUNITY TOGETHER

IS THE ORGANIZATION NON-PROFIT?

☒ YES

NO

If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE?

☒ YES

NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

N/A

ANNUAL EVENT: Is this event expected to occur next year?

☒ YES

NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): \_\_\_\_\_

Or Next year's specific date(s): \_\_\_\_\_

PROCEEDS OF THIS EVENT WILL BE USED FOR:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4<sup>TH</sup> OF JULY PARADE AND HOMECOMING PARADE)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE? YES

NO

IF YES, WHAT KIND AND HOW MUCH?

\_\_\_\_\_  
\_\_\_\_\_

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?

YES

NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR?

\$25

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS?

YES

NO

IF YES, TO WHOM AND HOW MUCH?

Northfield Chamber of Commerce

\_\_\_\_\_  
\_\_\_\_\_

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT? \_\_\_\_\_

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? ☒ YES ☐ NO

NUMBER OF VOLUNTEERS / STAFF? 5 to 6

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

By bringing people from different communities to show our community + business.

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

No

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

No

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

Property at Barker Rd Facility (75 BARKER

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES ☒ YES ☐ NO

IF SO, WHAT LOCATION IS PLANNED? Spectrum Services + Library

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

Walking

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs N/A

Types of Signs \_\_\_\_\_

Locations of Signs \_\_\_\_\_

Date Signs Posted \_\_\_\_\_

Date Signs Removed \_\_\_\_\_

N/A

NO

NO

NO

810-333-2704

## Owner(s) Affidavit\*

Northfield Area Chamber of Commerce  
I, ~~Sandra Curry~~, have authorized SANDRA CURRY as My  
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township  
for my organization located at 8350 MAIN STREET.  
(company or organization address)

Sandra K. Curry  
Owners Signature

4-1-15  
Date

# INDEMNIFICATION AGREEMENT

The NACOC agree(s) to defend, indemnify, and hold harmless the Township of  
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the  
NACOC (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature

Dandhak Gury

Date

4-1-15

Witness

Barbara Watkins

Date

4-1-15

# ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

N/A

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

**\*\* IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

**\*\* IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**

# **ADDITIONAL CIVIC EVENT REQUIREMENTS**

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER

\_\_\_\_\_  
By:  
Its:

Dated: \_\_\_\_\_, 20\_\_

# **NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS**

\_\_\_\_\_  
**Event Title**

**Police Dept:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Fire Dept:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Other, if necessary:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Clerk:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**BOARD OF TRUSTEES ACTION:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

# VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

## HELP SHEET AND TIPS TO EXPEDITE THE CIVIC EVENTS PROCESS

To help you be prepared for approvals of your event please follow these steps to ensure a smooth process:

Your main points of contact after you pick up the application from the Township Office are our Public Safety officials. Our Public Safety Director William Wagner, will assist you with items necessary for safety compliance as it relates to Fire Department items. Lieutenant Tim Greene will assist you with items necessary for safety compliance as it relates to Police Department operational matters.

For any street closures, parking easements for ingress and egress, traffic or crowd control items our Public Safety officials will provide you with the guidance necessary to ensure a safe event. Road closures need Washtenaw County Road Commission approval and contacting them is the responsibility of the event promoter.

Please follow the guidelines in the event policy, include maps, drawings and as much detail as you can to help facilitate the process. The more complete the application the smoother and faster the process goes. Completed applications should be turned into our Clerk, Michele Manning. Contact names and numbers are below for your convenience and reference. Thank you for bringing an event to our community and we are here to help you provide a safe event.

William Wagner  
Public Safety Director/Fire Chief  
Northfield Township

734-449-2385

[wagnerw@twp.northfield.mi.us](mailto:wagnerw@twp.northfield.mi.us)

Timothy Green  
Lieutenant, Northfield Township Police Department

734-449-9911

[greenet@twp.northfield.mi.us](mailto:greenet@twp.northfield.mi.us)

Howard Fink  
Northfield Township Manager

734-449-2880 ext. 12

[finkh@twp.northfield.mi.us](mailto:finkh@twp.northfield.mi.us)

Washtenaw County Road Commission  
Matt MacDonnell at x688

734-761-1500 ext. 688

[macdonnell@wccroads.org](mailto:macdonnell@wccroads.org)

[www.wccroads.org/permits/procedures/section7.htm](http://www.wccroads.org/permits/procedures/section7.htm)

## Memo

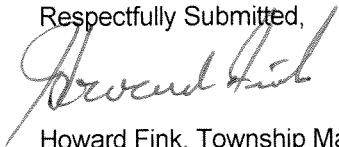
**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Civic Event Permit – German Park

---

Dear Township Board,

Mr. Wagner and I have reviewed the Civic Event Application Permit and Recommend approval with the condition of confirmation of Liquor Liability Coverage. I am comfortable moving forward as they have provided this to us every year previously.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Howard Fink", written over a horizontal line.

Howard Fink, Township Manager



RECEIVED

APR 08 2015

Civic Event Application

Northfield Township

NORTHFIELD TOWNSHIP

8350 Main Street  
Whitmore Lake, Michigan 48189  
(734) 449-2880

<b>OFFICE USE ONLY</b>
4-8-15
Date Received
M. Kendall
By

PAID

APR 08 2015

NORTHFIELD TOWNSHIP TREASURER

<b>FEE - \$100.00</b>
4-8-15
Date Received
M. Kendall
By

\*\* APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW \*\*

4/8/2015 GERMAN PARK RECREATION CLUB Walter JARVIS

Application Date Name of Organization Name of Applicant

5549 Pontiac Trail Ann Arbor MI 48105

Street Address City State Zip

517-416-1519 NA NA NA

Cell Phone Home Phone Work Phone Fax

Wallyjarvis@hotmail.com

Email Address (optional)

GERMAN PARK OPEN PICNICS

Event Title

5549 Pontiac Trail, Ann Arbor, MI 48105

Event Location

**EVENT DAYS / TIMES** (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
June 27, 2015	Saturday	4:00 pm	11:00 pm
July 25, 2015	Saturday	4:00 pm	11:00 pm
August 29, 2015	Saturday	4:00 pm	11:00 pm
NA	NA	NA	NA
Set up Time/Day	Tear down Time / Day*	Rain Date (if applicable)	

\* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

### ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 38-1777787

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

Social Club

IS THE ORGANIZATION NON-PROFIT?

☒ YES

☐ NO

If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE?

☒ YES

☐ NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

German Cultural Family Festival

ANNUAL EVENT: Is this event expected to occur next year?

☒ YES

☐ NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): \_\_\_\_\_

Or Next year's specific date(s): \_\_\_\_\_

PROCEEDS OF THIS EVENT WILL BE USED FOR:

Property Maintenance and  
Members Social Events

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4<sup>TH</sup> OF JULY PARADE AND HOMECOMING PARADE)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE?

YES

NO

IF YES, WHAT KIND AND HOW MUCH?

\$ 5<sup>00</sup> to guests over the age of 12

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?  
YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? \_\_\_\_\_

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES NO

IF YES, TO WHOM AND HOW MUCH?

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT?

Approximately  
3,000 guests

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES?

☒ YES

☐ NO

NUMBER OF VOLUNTEERS / STAFF?

125-150

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

Our picnics are an outdoor social gathering of people from throughout the region. The events provide a relaxing evening for people of all ages!

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

NA

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

NA

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

NA

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES

☐ YES

☒ NO

IF SO, WHAT LOCATION IS PLANNED?

NA

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

NA

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs

NA

Types of Signs

NA

Locations of Signs

NA

Date Signs Posted

NA

Date Signs Removed

NA

## STREET CLOSURE

## ALCOHOL

**SECURITY**

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBRs:

<u>Name</u>	<u>Contact number</u>
Walter Jarvis	517-416-1519
Sheila Mueller	517-861-6970

## Owner(s) Affidavit\*

I, German Park Recreation Club, have authorized Walter Jarvis as My  
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township

for my organization located at 5549 Pontiac Trail, Ann Arbor, MI 48105  
(company or organization address)

W Jarvis  
Owners Signature

4/8/2015  
Date

# INDEMNIFICATION AGREEMENT

The German Park Recreation Club agree(s) to defend, indemnify, and hold harmless the Township of  
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the German Park Recreation Club (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Walter Lewis Date 4/8/2015

Witness Shirley Mueller Date 4/8/2015

# ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

Beer and Wine

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

German Park Recreation Club

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

TIPS training program annual renewal. Entrance at gate allowed only by G.P. members who are TIPS Certified. Hands STamped by G.P. members to guests over 21. Designated driver program encouraged and advertised.

**\*\* IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

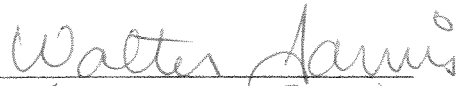
**\*\* IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**

## **ADDITIONAL CIVIC EVENT REQUIREMENTS**

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER

  
By: WALTER JARVIS  
Its: PRESIDENT  
Dated: 4/8, 20 15

# **NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS**

\_\_\_\_\_  
**Event Title**

**Police Dept:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Fire Dept:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Other, if necessary:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Clerk:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**BOARD OF TRUSTEES ACTION:** \_\_\_\_\_ **Date:** \_\_\_\_\_





## **Help Sheet And Tips To Expedite The Civic Events Process**

To help you be prepared for approvals of your event, please follow these steps to ensure a smooth process:

Your main points of contact after you pick up the application from the Township Office are our Public Safety officials. Our Public Safety Director, William Wagner, will assist you with items necessary for safety compliance as it relates to Fire Department items. Lieutenant Tim Greene will assist you with items necessary for safety compliance issues as it relates to Police Department operational matters.

For any street closures, parking easements for ingress and egress, traffic or crowd control items, our Public Safety officials will provide you with the guidance necessary to ensure a safe event. Road closures need Washtenaw County Road Commission approval, and contacting them is the responsibility of the event promoter.

Please follow the guidelines in the event policy, include maps, drawings, and as much detail as you can to help facilitate the process. The more complete the application, the smoother and faster the process goes. Completed applications should be turned in to our Township Manager, Howard Fink. Contact names and numbers are below for your convenience and reference. Thank you for bringing an event to our community and we are here to help you provide a safe event.

William Wagner Public Safety Director/Fire Chief Northfield Township	734-449-2385	wagnerw@twp.northfield.mi.us
Timothy Greene Lieutenant Northfield Township Police Department	734-449-9911	greenet@twp.northfield.mi.us
Howard Fink Northfield Township Manager	734-449-2880 ext. 12	finkh@twp.northfield.mi.us
Washtenaw County Road Commission Matt MacDonnell <a href="http://www.wcroads.org/Permits/Procedures/Sec7">http://www.wcroads.org/Permits/Procedures/Sec7</a>	734-761-1500 ext. 688	macdonnellm@wcroads.org



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/22/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
KAPNICK & COMPANY, INC. 333 INDUSTRIAL DRIVE  
P.O. BOX 1801  
ADRIAN, MI 49221

CONTACT  
NAME:  
PHONE (877) 653-2405 FAX (877) 737-8498  
E-MAIL Certificate@hanover.com  
ADDRESS:

INSURER(S) AFFORDING COVERAGE  
Hanover Insurance Co NAIC # 22292

INSURED  
GERMAN PARK RECREATION INC  
C/O CORY ZIEGLER  
10156 ARNOLD  
DEXTER MI 48130

INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:  
INSURER F:

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY			ZHH 0037722 16	05/20/2014	05/20/2015	EACH OCCURRENCE	\$ 1,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
	<input type="checkbox"/> CLAIMS-MADE	<input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,000
								PERSONAL & ADV INJURY	\$ 1,000,000
								GENERAL AGGREGATE	\$ 2,000,000
								PRODUCTS - COMP/OP AGG	\$ INCLUDED
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC								
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	ANY AUTO						BODILY INJURY (Per person)	\$	
	ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$	
	HIRED AUTOS						PROPERTY DAMAGE (Per accident)	\$	
								\$	
	UMBRELLA LIAB						EACH OCCURRENCE	\$	
	EXCESS LIAB						AGGREGATE	\$	
								\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/ MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Northfield Township  
Attn: William Wagner, Twp Mgr  
8350 Main Street, PO Box 576  
Whitmore Lake, MI 48189

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## German Park Recreation Club Law Enforcement Services Contract

This AGREEMENT, entered into on the TH day of APRIL, 2015, by and between the TOWNSHIP OF NORTHFIELD, hereinafter identified as the "TOWNSHIP" and the GERMAN PARK RECREATION CLUB, 5549 Pontiac Trail, Ann Arbor MI 48105, hereinafter referred to as "GPRC."

WITNESSETH:

WHEREAS, the parties desire to enter into a contract for the purpose of providing law enforcement services and to set forth the terms and conditions and obligations of the parties.

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, it is mutually agreed as follows:

1. GPRC will hold three (3) summer picnics during the 2015 season. The picnics will be held on the following dates: June 27, 2015; July 25, 2015; August 29, 2015.
2. The location of these picnics will be 5549 Pontiac Trail, Ann Arbor, Michigan, which is in Northfield Township, Washtenaw County, Michigan and is subject to the jurisdiction of Northfield Township.
3. Northfield Township will provide six (6) uniformed on duty police officers with one (1) being a Command Officer to act as a law enforcement presence for each of the picnics identified above.
4. The officers will be hired and compensated by Northfield Township. Northfield Township shall have the sole and exclusive authority to select the officers to be assigned to this duty. The officers will not be employees or independent contractors of GPRC, but are instead under the direct supervision and control of their employer, Northfield Township.
5. The terms of this agreement will consist of a mutually agreed schedule of officers and supervisors. (Refer to Attachment A)
6. The Township agrees to provide such services at the time and location set forth in the mutually agreed schedule described in paragraph 5 herein, except that, the Police Department and or Command Officers shall have the right to temporarily withdraw said officers from the assignment in the case of an emergency that requires additional police units in some other portion of the Township, or to render aid to other police agencies involved in law enforcement. GPRC shall not be responsible for compensating the Township for the time officers are withdrawn from the detail.

Attachment A

German Park Recreation Club  
2015 Picnic Officer Schedule

June 27, 2015

Command Officer	1800 - 0000
Police Officer	1600 - 0000
Police Officer	1600 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000

July 25, 2015

Command Officer	1800 - 0000
Police Officer	1600 - 0000
Police Officer	1600 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000

August 29, 2015

Command Officer	1800 - 0000
Police Officer	1600 - 0000
Police Officer	1600 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000
Police Officer	1900 - 0000

**NOTE: The start of 2 Police Officer will begin at 1600 hrs each time.**

## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Peoples Express

---

Dear Township Board,

After many months of discussion, I believe we have found a solution to the Peoples Express contract that both the Township and Peoples Express can agree on. Peoples Express has agreed to increase their liability coverage on two vehicles to 5 million. These will be the only vehicles that are transporting Northfield Township residents. Peoples Express has assured me that only those two vehicles will be used for Northfield Residents. Attached is a copy of what the insurance certificate will look like once Peoples Express binds the coverage. We will be double checking with our insurance folks to make sure everything is in order.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager

## **CONTRACT**

This contract is entered into by Northfield Township (hereinafter referred to as Township) and People's Express of 10 Jennings Road, Whitmore Lake, MI, a non-profit corporation (hereinafter referred to as PEX). This contract begins January 1<sup>st</sup>, 2015 and expires December 31<sup>st</sup>, 2015.

### **1. Purpose**

The purpose of this contract is to provide transportation assistance to citizens of Northfield Township and provide a system for payment for services by users and to provide a mechanism by which the Township can provide assistance to citizens of Northfield Township who require low-cost transportation.

### **2. Scope and Description of Services**

PEX will perform in a timely fashion for the residents of the Township, transportation services with an area shown on Exhibit A to this agreement and made part hereof.

PEX will at all times maintain its equipment in good mechanical condition in conformity with all applicable safety regulations, and will keep all vans and/or buses in clean condition, subject to inspection by the Township at all times. PEX warrants that it now has and will continue to have during the term of this Agreement all necessary licenses, certification, or other documents required by any governmental agency, federal, state, which authorize or permit the operation of a public transportation service, including, but not limited to, inspection and certification by the Michigan Department of Transportation. PEX will provide copies of certificates from

the Michigan Department of Transportation for all vehicles that operate within the Township.

PEX will utilize drivers for this service who are properly qualified and lawfully licensed for the service provided in the vehicles used, and have received appropriate safety training. Drivers shall display proper courtesy toward passengers and maintain a neat and clear appearance.

PEX shall maintain upon its vans and/or buses appropriate signage or markings indicating that the services “People’s Express” is to be identified by users of the service. PEX will abide by the policies and statements set forth in this Agreement and this policy shall not be revised without the written consent of the Township.

### 3. Terms of Payment Services

The Township shall pay to PEX the sum of \$10,000.00 annually. With this contract, PEX can leverage an additional \$10,000.00 in federal funds, bringing Township-funded transportation to \$20,000.00 annually. The Ann Arbor Area Transportation Authority (AAATA) has provided 2 grants to PEX. The first grant is for medical rides reserved for seniors or persons with disabilities. The second grant is for anyone going to work. These trips may only go to the Ann Arbor-Ypsilanti Urban Area. The cost for these rides will cost Township residents between \$5 and \$7 each way. There is no cost to the Township for these rides.

### 4. Legal Standing of the Parties

The parties of this Agreement mutually agree that PEX, as of the date of the Agreement, is not a mass transportation authority as provided under Act 55 of 1963 MCLA 5.3475 eq. seq. It is further agreed, that in the event PEX becomes a regional

transportation authority, which expands service to communities bordering the Township with Salem Township, Green Oak Township, Ann Arbor Township, etc., that upon the date of such expansion this Agreement will be renegotiated by the parties to reflect efficiency and reduce the annual costs of the Township by an amount up to twenty (20%) percent dependent upon the size of the Michigan Department of Transportation grant received. In the event the parties are unable to reach a modified agreement, either party may terminate this Agreement upon ninety (90) days notice to the other.

5. Fares Charged to the General Public

The parties agree that PEX shall charge any resident of the Township utilizing its services \$2.00 for each one-way trip within the Township, and no more than \$4.00 per round-trip. Seniors and persons with disabilities will pay \$1.00 each way for service.

6. Unavoidable Delay

In the event of severe weather conditions, road conditions, strikes or conditions totally beyond PEX's reasonable control, PEX shall notify the Township and its appropriate local officials in as much advance as possible of the effect of such conditions on service. PEX shall provide substitute vehicles, which otherwise meet all requirements set forth in this agreement, in the event of mechanical problems or other inability to provide service.

7. Insurance

PEX shall carry and keep in force a comprehensive general liability insurance policy covering the use, maintenance, and operation of \_\_\_\_\_ designated vehicles servicing

the residents of the Township in amounts not less than the following:

Five Million (\$5,000,000.00) Dollars combined single limit of liability for each occurrence for Bodily Injury Liability and Property Damage Liability.

Such policy shall be in a form reviewed and approved by the Township. PEX shall have the Township named as an additionally insured on its policies. PEX, its successors, assigns, officers, directors, employees, and agents shall hold the Township and its employees and legal officials harmless from any liabilities, obligations, losses, damages, claims, or costs, including legal fees and expenses incurred by or asserted against PEX resulting from any of the following:

1. Failure of PEX to operate bus service and conformance with law or this contract;
2. Violation of PEX of any of the provisions of this Agreement;
3. Any act or failure by any officers, director, employee, or agent of PEX; and
4. Any injury to a person, loss of life, or loss of destruction of property rising out of or relating to the operation of this service.

PEX will promptly notify the Township in writing of any claim or liability which PEX believes to be covered under this paragraph. PEX shall properly accept tender of defense in connection with any claim or liability which PEX has herein agreed to identify and the Township shall be kept properly informed of the status of the proceedings and shall properly be furnished with copies of all documents filed or service upon Plaintiff's and shall be furnished in advance with copies of all documents for proposed to be filed and served by his defense counsel. In the event of suit, PEX shall not without first obtaining approval of the Township, settle or compromise any claims, suit, or action proceeding in respect to which PEX has

agreed in writing in the event there is any prospect that the Township shall be named as Defendant or looked to for any payment of any sum arising out of litigation.

PEX hereby waives any and all right to indemnification and subrogation from the Township for any and all claims, and will obtain a waiver of indemnification and subrogation for any and all claims with respect to the Township from its insurance carrier. PEX will provide a copy of both its waiver and its insurance carrier's waiver to the Township.

#### 8. Prohibited Interests

The parties to this Agreement certify that no member, officer, or employee of PEX or the Township, having direct or indirect control over this Agreement, shall, during his/her employment or in tenure with the Township, and two (2) years thereafter, shall have any interest direct or indirect in this Agreement or the proceeds of it.

#### 9. Equal Employment Opportunity

In the event of PEX's violation of Federal or State civil rights laws, or allegations of noncompliance with any civil rights regulation shall permit the Township to void this Agreement, and sanctions or penalties if imposed upon the Township shall be the responsibility of PEX. During the performance of this contract, PEX agrees as follows:

1. That it will not discriminate against any employees or applicant for employment because of race, color, religion, sex, national origin, ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority

persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

2. That if it hires additional employees to perform this contract or any portion of it, it will determine the availability, in accordance with the state law, minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
3. That in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers, if bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligation under the Department of Human Rights and the Department's Rule and Regulations for the State of Michigan. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Department of Human Rights and the contracting agency will recruit employees from other sources when necessary to fulfill its obligations under this Agreement.
5. That it will submit reports as required by the State authorizing, furnish all relevant information as may from time to time be requested and all respects comply with

the Elliot Larson Act, Rules and Regulations of the Equal Opportunity Commission of the Federal Government.

6. That it will permit access to all relevant books, records, accounts, and work sits by personnel of the City or State of Michigan, for purposes of investigation to ascertain compliance with State law.

#### 10. Independent Contractor.

PEX's relationship with Township under this Agreement is that of independent contractor and not that of employee, partner, or joint venturer. PEX shall be responsible for payment of any and all expenses associated with PEX's activities under this Agreement. PEX shall be responsible for payment of its own federal, state, and local taxes. PEX shall not participate in Township's fringe benefit plans or programs. PEX shall not enter into any agreement or commitment on behalf of Township nor hold itself out as having such authority.

#### 11. Notices

All notices required pursuant to this Agreement shall be in writing and shall be served upon the parties at the address listed in this Agreement. Delivery to an officer authorized to receive notices or the mailing of the notice by registered mail, return receipt requested, shall be sufficient notice.

#### 12. Governing Laws

This Agreement shall be interpreted under and governed by the laws of the State of Michigan.

#### 13. Compliance with Laws

PEX agrees to comply with all applicable statutes, ordinances, and regulations of the United States and State of Michigan, and units of local government.

14. Headings

The section headings of this Agreement are for convenience and reference only and in no way define, limit, or describe the scope of intent of this Agreement.

In witness, the parties have executed this Agreement on the dates recited below:

**PEOPLE'S EXPRESS**

---

By: Douglas Anderson

Its: DIRECTOR

Date: \_\_\_\_\_

**NORTHFIELD TOWNSHIP**

---

By:

Its: SUPERVISOR

Date: \_\_\_\_\_

---

By:

Its: MANAGER

Date: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

NORTH-0

OP ID: CR

DATE (MM/DD/YYYY)

04/09/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Brownrigg Companies, Ltd.  
840 West Long Lake Rd Ste 100  
Troy, MI 48098  
Nancy L. Brownrigg

CONTACT NAME: Nancy L. Brownrigg

PHONE (A/C, No, Ext): 248-373-5580

FAX (A/C, No): 248-792-2752

E-MAIL ADDRESS:

EXAMPLE

INSURED  
**People's Express**  
10 Jennings Rd PO Box 505  
Whitmore Lake, MI 48189

AFFORDING COVERAGE

NAIC #

on Profits

## COVERAGES

## CERTIFICATE

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BINDER	04/01/2016	04/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> PHYS DAM <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> COMP/COLL			CWA0006467	10/01/2014	10/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PD DED \$ 100/1000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10000 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			BINDER	04/01/2016	04/01/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The certificate is included as Additional Insured as respects contractual agreement between Northfield Township and People's Express.

## CERTIFICATE HOLDER

## CANCELLATION

NORTHFI

Northfield Township Offices  
8350 Main St  
Whitmore Lake, MI 48189

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
Nancy L. Brownrigg

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## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Board Room Construction

---

Dear Township Board,

I know there has been some hesitation with this project, so I am trying to be as cautious as possible. If you desire the project to move forward, we need to authorize John DeMattia as Construction Manager for the project. His fees are 5% of the project costs plus his hourly time. If we move forward, I will sign the architect's contract and request that drawings begin. At that point, we would be on the hook for the architect's fees. Following drawings, the project will then get bid and more exact costs estimates will be provided. If the project becomes too costly, then we will not move forward. John DeMattia has indicated that if costs are prohibitive following bidding; he will only charge the township \$1,000 for his time. Your approval will be contingent on contract legal review by Mr. Paul Burns.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager

March 4, 2015

Howard Fink  
Township Manager  
Northfield Township  
8350 Main St.  
Whitmore Lake, MI 48189

RE: Construction Management Proposal  
Conference & Assembly Rooms  
Whitmore Lake, MI

Dear Mr. Fink:

It was a pleasure meeting with you yesterday to discuss your concerns for the addition of an assembly and conference room to the second floor of the Northfield Township offices.

As discussed, we would work with Mr. Joe Phillips AIA to develop comprehensive drawings and budgets for your review before construction would begin.

We will approach this project under a construction management agreement on an open book basis.

Our fee for construction management would be 5%.

I have also included my resume and our schedule of services and fees.

I appreciate you giving me the chance to quote this project and if there are any questions please feel free to call me @ 734-754-1240.

Sincerely,



John M. DeMattia  
President



**John M. DeMattia**  
**John DeMattia Construction, LLC – President**

As president, John is responsible for all company details while maintaining and fostering relationships with past, present and future clients. With over 30 years of experience in the building environment, John has a unique ability that allows him to fully understand his client's needs. He works with the project team step by step from formulating and implementing cost and construction strategies to the project closeout, including owners' financial updates and reports.

John's project experience throughout his extensive career spans everything from schools to pumping stations, glass recycling facilities, municipal offices, manufacturing plants, athletic facilities, class A offices, medical facilities and more.

Some of his experience of interest includes the renovation of an existing facility to house all the archives for the Archdiocese of Detroit at the Sacred Heart Seminary; St. Kateri Catholic Church Expansion and Renovation in Dearborn, MI; the renovation of Christ the King Lutheran Church in Southgate, MI which consisted of a daycare, kitchen and multiple classrooms; the Hope Lutheran Church addition in Farmington Hills, MI included multiple classrooms, a large multipurpose room and kitchenette; and Holy Redeemer Catholic Parish in Detroit was the extensive phased renovation of the historic church, including updating sound and lighting and staying true to its 1920's design replacing its clay roof tiles and copper downspouts as part of a five year program.

John extensive project management and estimating success is fully shown on the Dominos' Farms campus with his involvement in Mr. Monaghan's personal developments and by completing the University of Michigan's MedSports Relocation, the Domino's Farms Connection addition, the Via Sacra School, Mother House and Cellular Tower. John has also completed renovations to Ave Maria Law School, Wayne State University Hilberry Theatre, General Motors Tech Center, Cassidy Lakes Technical School, and performed the Wayne State University Educational Outreach Relocation.

John has his BS in Civil Engineering from Michigan Technological University.

## Schedule of Services and Fees

### Construction Services

Professional and technical services for site evaluation, field supervision, analysis, cost estimating, attending meetings and construction.

Senior Project Manager	\$ 90.00 per hour
Project Manager	\$ 85.00 per hour
Chief Estimator	\$ 85.00 per hour
Senior Estimator	\$ 80.00 per hour
Project Estimator	\$ 70.00 per hour
Superintendent	\$ 80.00 per hour
Project Engineer	\$ 70.00 per hour

#### Note:

- Printing and reproduction to be reimbursed on an at-cost basis.
- Transportation to be reimbursed on an at-cost of \$.60/ mile.
- Outside consultants to be reimbursed on an at-cost plus 5% basis.
- Rates include direct hourly cost, payroll taxes, insurance, and fringe benefits.

Effective: January 1, 2015

## Benefits

- Subcontractors want to work for us. We are one of the best paying contractors and will help subcontractors if they are in a bind. Our subcontractors don't nickel and dime us for extras. This is very important to every owner.
- When we are on site we have, and will do, extra items if we can do them with no cost to the owner. We installed toilet partitions for a previous client when a contractor couldn't get to the site over the Christmas holiday, and have pumped out excess water on a weekend to make sure concrete pours weren't delayed.
- We are trusted by all our clients we have worked for and are still called on for advice. We were trusted to go to Malaysia for a major glass recycling facility.
- We are available after 5:00 PM. We are aware of the necessity of a flexible schedule to consider the patrons and planned events.
- We work for four major bonding companies. Many times when other contractors have gone out of business we were called in to finish their projects. This includes the DITC 60,000 SF (Detroit Integrated Transportation Center). This shows our capability of contract and owner resolution skills.
- We provide monthly budget updates.
- Good working relationships with city and township personnel.
- We have started jobs on hand shakes. Trust is vital to our success. We were brought up with values and believe this should extend in business.



## Our Mission

We believe in a team work environment, from site selection through design and construction. Our goal is complete customer satisfaction within the defined project scope and budget .... always on the same team and on the same page.

### Services

Site Selection  
Land Planning  
Preconstruction Services  
General Contracting  
Construction Management  
Construction Consulting  
Design/Build  
Estimating Services

### Areas of Expertise

Religious and Education Spaces  
Interior Renovations  
Retail Facilities  
Commercial & Industrial Buildings  
Medical Offices  
Municipal Wastewater

## An Approach for Every Project

### Estimating

As a construction firm, our focus is on the early development of project cost models, based upon a high degree of interaction with the design team and conceptual design input. The key to providing solid estimating data and analysis will rest on three essential elements:

- High degree of interaction with architect to develop early conceptual cost estimates.
- Early development of a conceptual cost model which focuses on building systems and potential value engineering strategies.
- Market relevance; that is, the cost model will reflect current market conditions and account for a highly dynamic sub-contractor market.

### Design/Build Approach

The benefits of the design/build delivery method include:

- Synergy of the design and construction teams.
- Cost modeling for the project can begin with the programming process by assigning estimating and project management at project kickoff.
- Cost containment throughout the project's design and construction phases.
- Abbreviated design and construction duration.
- Quality processes and completed project.
- Creative design solutions.
- Single source of responsibility.

### Project Management

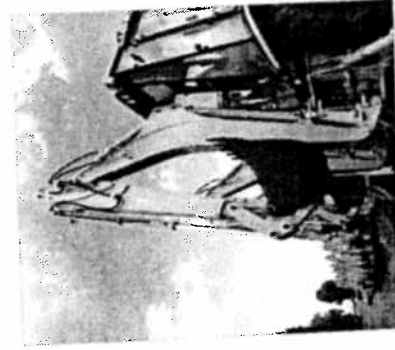
- We develop synergy as a completed design and construction team.
- Programming, estimating and project management capabilities are assigned at the project kickoff.
- Cost containment throughout the project.
- Minimized design and construction durations.
- Ease of project coordination.

### Preconstruction

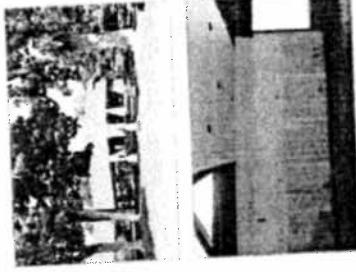
- Site planning and analysis
- Schedule development
- Constructability review
- Cost modeling
- Value management
- Subcontractor review
- Permits
- Construction administration

### Construction

- Agency approvals
- Project management
- Field supervision
- Scheduling
- Cost control
- Quality control
- Site safety
- Project closeout

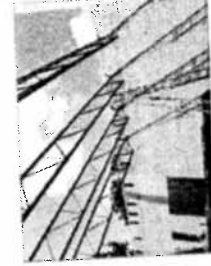


## Projects of Interest



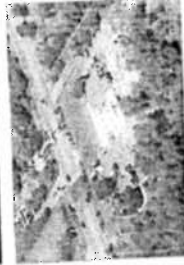
**Meadowbrook Country Club, Northville, MI**  
Size — 15,900 SF Renovation  
Method — Construction Management  
Cost — GMP \$3,000,000  
In Progress — November 2014 - Present

Reconfiguration of the interior walls in the north end of the building, relocation/modification to the existing Goller's Grille Restaurant, Family Dining Room, Pro Shop and Men's Locker Room. Removal of the existing bar. Removal and replacement of two bathrooms; New bar in the Goller's Grille Restaurant; New fireplace in the Family Dining Room; New lockers and new bar in the Men's Locker Room; New exterior windows and doors in the Family Dining Room and Pro Shop; and New lighting, flooring, finishes, and millwork throughout the renovated area.



**St. Kateri Tekakwitha Catholic Church, Dearborn, MI**  
Size — 8,800 SF Addition/Renovation  
Method — Construction Management  
NTX Cost — \$1,900,000  
Scheduled Completion — October 2014

John DeMatia Construction was selected to perform the construction management of this 8,800 addition and renovation using the design/build method. This project consists of joining the church and social hall to provide an easy transition throughout the complex. The 8,800 SF addition incorporates a gathering space, two new bathrooms, a meeting room with a kitchenette, as well as the renovation of the main vestibule. An additional 38,000 SF of parking is also planned to accommodate this growing parish.



**Dominos Farms, Ann Arbor, MI**  
Multiple Projects  
Method — Construction Management  
Combined Cost — Over \$40,000,000  
Spanning from 1993 — Present

For over 20 years John has cultivated a wonderful relationship with Dominos Farms providing construction management and estimating services that have moved with him as his career has progressed. His work can be seen throughout the Dominos Farms campus as well as in Mr. Monaghan's personal developments and include: TAQA Energy Investment US Headquarters, a class A Office Development, The University of Michigan's MedSports Relocation, The Domino's Farms Connection Addition; Spiritus Sanctus Academy School and Gym in Ann Arbor, MI; Mother House in Ann Arbor, MI; Cellular Tower; and Mr. Monaghan's Gym/Pool



## Where business and trust begin on a handshake...

"As owner, I have over 30 years of construction experience. I believe owners and architects need to perform with the contractor as a team for a successful project. My goal is to unite this team to provide the customer a pleasant work environment with as little disruption to their business as possible. We are bringing back the core values of business where **partnership and trust begin on a hand shake.**"

John DeMattia  
President

## Bios

**John DeMattia, President**  
As president John is responsible for all company details while maintaining and fostering relationships with past, present and future clients. With over 30 years of experience in the building environment, John has a unique ability that allows him to fully understand our client's needs. In order to ensure these needs are met, John works with the project team step by step to formulate and implement cost and construction strategies during the planning phase of client projects.

Some of his experience of interest includes Meadowbrook Country Club Renovation in Northville, MI; the Archdiocese of Detroit Archives Relocation and Installation of Operable Partition at the Sacred Heart Seminary also for the Archdiocese of Detroit; St. Kateri Catholic Church Expansion and Renovation in Dearborn, MI; HVAC upgrades to the University Presbyterian Church in Rochester Hills, MI; the renovation of Christ the King Lutheran Church in Southgate, MI which consisted of a daycare, kitchen and multiple classrooms; the Hope Lutheran Church addition in Farmington Hills, MI included multiple classrooms, a large multipurpose room and kitchenette; and Holy Redeemer Catholic Parish in Detroit was the extensive phased renovation of the historic church, including updating sound and lighting and staying true to its 1920's design replacing its clay roof tiles and copper downspouts, as well as the removal, resetting and lock-pointing the stone stair entrance as part of a five year renovation program. John has his BS in Civil Engineering from Michigan Technological University.

**Scott Naumoff, Superintendent**  
As superintendent, Scott oversees coordination and supervision of subcontractors and day-to-day site operations. He also assists with preparing bids, estimates, construction scopes, processing change orders, and formulating schedules for subcontractor distribution as well as maintaining code compliance. Scott has nearly 25 years of experience in the commercial construction industry minimizing risk and delays, and maximizing savings and quality. The scope of his experience includes religious, educational, performing arts, commercial, retail, residential, food service, and industrial clients.

Project experience of interest includes Meadowbrook Country Club Renovation in Northville, MI; the renovation of an existing facility to house all the archives for the Archdiocese of Detroit at the Sacred Heart Seminary, St. Kateri Catholic Church Expansion and Renovation in Dearborn, MI; Hope Lutheran Church addition in Farmington Hills with multiple classrooms, a large multipurpose room and kitchenette; and the Michigan Memorial Lighthouse Mausoleum demolition and reconstruction. Scott graduated from Ferris State University with a Bachelor of Science in Construction Management. He also has specialized certifications in Asbestos Awareness, OSHA training, as well as First Aid certifications in CPR and AED.

## What our Clients Say

"Having had considerable experience with a variety of building contractors, I can say without hesitation that Mr. DeMattia and his staff were a pleasure to work with throughout the entire building process. John rises above other contractors in ways that instill complete confidence in the work that he and his staff are doing. He is a clear, consistent communicator. He is honest and straightforward about the cost of various dimensions of a project, particularly when asked to accommodate change orders."

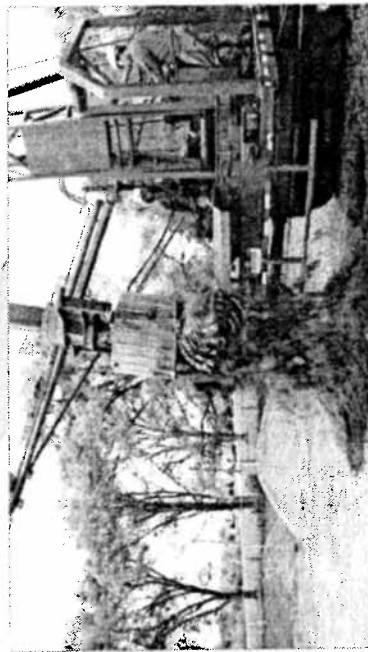
John and his site supervisor were extraordinarily conscientious in their efforts to keep our parish administrator and myself in the communication loop on a daily basis. We always had a very clear sense of how the project was progressing and John was happy to respond to any questions we may have had about a particular dimension of the building addition.

I will simply say that, when our congregation approaches its next building program, my first action will be to contact John DeMattia Construction LLC."

Bradley A. Gee  
Senior Pastor  
Hope Lutheran Church

"John is a very conscientious person, our first job was started on a handshake rather than a contract. He has our company's highest respect through his integrity and commitment to our projects."

Van Belanger  
Facilities Superintendent  
Domino's Farms Corporation



8219 Tan Bay • Commerce Twp. MI 48332  
734.754.1240 telephone • 734.463.3431 fax • [www.johnmattiacconstruction.com](http://www.johnmattiacconstruction.com)



## Who we are and what we do.....

At John DeMattia Construction, our business is about bringing clients dreams to reality through hard work and dedication. We are a full service construction management company offering innovative solutions in site selection, land planning, design/build construction, traditional construction management, general contracting and estimating services. Because of this, our strength in pre-construction services will be a great benefit to your project. We offer:

- A "value-added" estimating approach.
- A unique comfort and familiarity with how to work with the architect early in the process in finding the best solutions.
- Experience in working on a wide variety of projects.
- Local experience with projects in your area.
- Thirty years of working relationships with subcontractors.

## Client List

- Archdiocese of Detroit
- Black and Veatch Inc.
- BASF Corporation
- Brembo North America
- CNA Insurance
- Christ the King Lutheran Church
- City of Ann Arbor, Ann Arbor Municipal Airport
- Davco Corporation
- Domino's Farms Corporation
- Federal Mogul
- First Solar, Inc. - Petersburg, OH; Malaysia
- Ford Motor Company, ACH Saline
- Hope Lutheran Church
- Kaitlin North America
- Meadowbrook Country Club, Northville
- Metro Consulting
- NSK Inc.
- Philmar Plaza
- State of Michigan
- Summit Group
- Tetra Tech, Inc.
- UN Health Services
- University Presbyterian Church
- Wayne State University
- Hilberry Theatre Renovation
- Educational Outreach Relocation
- Western Washtenaw Recycling Center
- Ypsilanti Community Utilities Authority

## Memo

**To:** Northfield Township Board  
**From:** Howard Fink  
**Date:** 4/9/2015  
**Re:** Citizen Survey Proposals

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Dear Township Board,

The Planning Commission has requested to do a scientific citizen survey as part of their current review efforts on the Master Plan. The Planning Commission put out an RFP for this purpose and to date has only received the following proposal. While there is no action at this time (the P.C. has not yet discussed the proposal) I wanted to bring this to your attention.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager



CARLISLE

WORTMAN  
associates, inc.

605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

**MEMORANDUM**

**TO:** Northfield Township Planning Commission

**FROM:** Douglas J. Lewan, Community Planner


**DATE:** April 8, 2015

**RE:** Citizen Survey Proposals

Please find attached the citizen survey proposal the Township received. We sent this request out to seven firms and received this proposal to date. As the deadline for proposal submission has passed we need to decide if we want to move forward with the single bid or to re-issue the request to additional firms.

Please read through the attached proposal and be prepared to discuss this topic at our meeting on the 15<sup>th</sup>. Should you have any questions about this proposal or its contents please don't hesitate to call.

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CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP, AICP  
Principal

April 2, 2015

Marlene Chockley  
Chair  
Planning Commission  
Northfield Township  
8350 Main Street  
Whitmore Lake, MI 48189

Dear Ms. Chockley:

Communities use many forms of research to decide what they should do and how they should grow. In 2010-2012, Northfield Township used planning fairs, a mailed survey and public hearings that resulted in the master plan approved in July of 2012.

Even the most prescient master plan, though, may not anticipate all the possibilities that development proposals may bring to the table. The plan itself acknowledges that uncertainty, saying "As this Master Plan is being written in 2010-2011, during one of the most difficult economic downturns in the history of the State and nation, many of the previous population and housing projections for this area are uncertain ... A change in the economic forecasts of this region (either up or down) will change the projections and some of the assumptions contained in these pages."

In fact, residential development is booming throughout southeast Michigan. A developer has approached the township to build 800-1,200 units on 460 acres in the primarily agricultural southwest corner of the township and has proposed an amendment to the master plan.

The township's most active and vocal citizens are divided on the merits of the proposal. Its leaders recognize that an objective, quantitative survey of a representative sample of all township residents is the best way to make a decision.

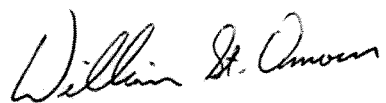
Cobalt Research has conducted research studies for more than 100 municipalities, school districts, institutions and corporations. Our work has enabled communities to make data-driven decisions with confidence.

- When the city of Royal Oak asked voters if they would support a modest tax increase dedicated to maintain and reconstruct local roads, 57 percent of the respondents said "Yes." A November, 2014 vote for up to 2.5 mils for streets was supported by 54 percent of the voters.
- The city of Walla Walla, WA had been unable to pass a package of funding for a municipal pool, although this was a major concern for residents. A 2014 survey identified the most desired pool features and the voters' preferred funding mechanism, and a February, 2015 ballot initiative passed 64%-36%.
- Kalamazoo Township's survey showed that residents' top priority was road repair. That gave the township the confidence to request a \$10 million road improvement bond in February 2015, which was approved 935-614.

In this endeavor, Cobalt is partnering with Sharlan Douglas of Douglas Communications Group, who combines 30+ years of experience as a public relations consultant with nine years as a planning commissioner and her most recent position as a Royal Oak city commissioner.

Ms. Douglas's ability to generate consensus and manage projects in the public arena combined with our deep experience in municipal research make us the ideal team to meet Northfield Township's current challenge.

Sincerely,

A handwritten signature in black ink, reading "William St. Amour". The signature is written in a cursive, flowing style.

William SaintAmour  
Executive Director

## NORTHFIELD TOWNSHIP, MI

### PROPOSAL FOR RESEARCH

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April 2, 2015

Submitted by:

William SaintAmour  
Executive Director  
1134 Municipal Way  
Lansing, MI 48917

T: (877) 888-0209

F: (517) 703-9704

E-mail: [wsaintamour@cobaltcommunityresearch.org](mailto:wsaintamour@cobaltcommunityresearch.org)

*Nondisclosure Statement: All materials contained in this agreement are the confidential and proprietary property of Cobalt Community Research. The information contained herein is provided by Cobalt Community Research for evaluation by the Partner. Dissemination to other parties is prohibited.*

## COBALT EXPERIENCE AND BACKGROUND

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Cobalt Community Research (Cobalt) is a national 501c3 nonprofit organization with a mission to provide research and educational tools that help schools, local governments and other nonprofit organizations across the United States thrive as changes emerge in the economic, demographic and social landscape. Cobalt is located at 1134 Municipal Way, Lansing, Michigan 48917; (877) 888-0209; F: (517) 703-9704; E-mail: wsaintamour@cobaltcommunityresearch.org.

Incorporated in 2007, Cobalt Community Research is a nonprofit research coalition created to give governmental organizations and other associations access to high-quality research at a more reasonable rate through pooling than what is available in the private sector. Cobalt project leads are current public sector practitioners who provide their expertise to improve engagement and alignment between governmental units and the people they serve. Cobalt is the only national nonprofit research coalition in the United States.

Cobalt has been very active in providing research services to local units of government. Projects include the City of Allentown (PA), Luna County (NM), City of Brookfield (WI), City of Copperas Cove (TX), City of Janesville (WI), City of Las Vegas (NV), City of Lakeland (FL), City of Oak Creek (WI), City of Rocky Mount (NC), City of Roseville (MN), City of Warren (MI), City of Wausau (WI) and Saint Clair County (MI). Cobalt provides proprietary sampling, questions and analysis with the ability to add custom questions that meet partnering organizations' specific needs. This provides them with clear, action-oriented insight on funding priorities, quality of life and the services that citizens value.

An important element of the program Cobalt offers are the annual benchmarks we produce. Each year, Cobalt conducts an annual random survey of residents across the United States. This information is used to create more than 80 benchmarks, each of which can be filtered by demographic factors such as age, educational level, gender, work location, household composition, income and more. In addition, these annual benchmarks are developed for individual states, Census regions, the United States overall and also for similarly sized communities across the region and country. This information, along with our unique insight into local government, offers important insight for budgeting and economic development. The coalition offers the only annual, scientifically-generated benchmarking study of citizen perception and engagement in the country. The resulting scientific index provides a more stable reference frame to compare against over time.

Cobalt is a unique coalition offering scientifically rigorous research, customization, actionable analysis and robust benchmarks unlike anything else available to local governments.

## QUALIFICATIONS AND EXPERIENCE OF THE PROJECT TEAM

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Cobalt provides research services that comply with generally accepted research principles. In addition, projects and services will be led by Cobalt staff certified by the Market Research Association's Professional Researcher Certification (PRC) program, which is endorsed by major national and international research organizations such as the AMA (American Marketing Association), the ARF (Advertising Research Foundation), CMOR (Council of Marketing and Opinion Research), IMRO (Interactive Marketing Research Organization), MRII (Marketing Research Institute International), the RIVA Training Institute and the Burke Institute.

The head of research will be William SaintAmour. He serves as research director at the Municipal Employees' Retirement System of Michigan (MERS) and as executive director of Cobalt Community Research. He also has

served the State of Michigan Department of Management and Budget, the Michigan Office of Retirement Services and ADP. He has worked in the research and communications fields for more than 25 years.

Mr. SaintAmour earned an executive certificate from the University of Michigan Ross Business School, a master's degree from Michigan State University and a bachelor's degree from the University of Michigan in Dearborn. He has Certificates of Achievement in Public Plan Policy in employee health and employee pensions and holds the professional research certificate from the Market Research Association.

The project will be coordinated by Sharlan Douglas, president of Douglas Communications Group, a public relations consultancy. She spent nine years on the Royal Oak Planning Commission until being elected to the city commission in 2013. She is the current president of the Michigan Association of Planning.

Ms. Douglas was the founding executive director of the Eight Mile Boulevard Association and the CEO of a chamber of commerce following 30 years in public relations, marketing and fund development. She has facilitated community visioning processes for two cities and managed opinion research projects for several state trade and professional associations. Ms. Douglas received a BA in journalism from Michigan State University and has completed the course work for a master's degree in urban planning at Wayne State University. She is accredited by the Public Relations Society of America.

Analysis, compilation and preparation of results will be conducted by research analyst Pete Charette. Mr. Charette holds the Professional Researcher Certificate from the Market Research Association, has earned a Market Research Certificate from the University of Georgia and holds a bachelor's degree in business administration from Western Michigan University. In addition to his work with communities such as the City of Wausau (WI), City of Las Vegas (NV), City of Lakeland (FL) and the City of Wayne (MI), Mr.. Charette has also worked with the Grosse Pointe Chamber of Commerce and the five Grosse Pointe communities. He has over seven years of experience with local governments.

Sampling and logistics will be conducted by Billie Harris. Ms. Harris holds a bachelor's and master's degrees from Michigan State University and is experienced in data collection methodology and sample design. She has worked on projects that include the Michigan Office of Retirement Services, City of Lakeland (FL), City of Las Vegas (NV) and Luna County (NM). Ms. Harris has more than nine years of experience with local governments.

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#### COBALT'S DELIVERABLES

The results of the project report will include the following:

- Executive summary
- Survey background
- Copy of survey instrument
- Profile of Northfield Township
- Profile of respondents
- General overview of the survey
- Content description and summaries of each survey topic
- Statistical analysis of survey results including graphs, raw data and any other information which could be beneficial to the report.
- Related appendices that include detailed cross-tabs of all demographic groups and all questions
- Raw data upon request (excludes respondent ID to preserve confidentiality)

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#### COBALT PARTNERS

Below are some of the organizations with which Cobalt has worked in recent years:

- Aetna
- ALIVE (Charlotte MI)
- Avondale School District, MI
- Birch Run Area Schools, MI
- Bloomfield Hills Schools, MI
- Bridgeport-Spaulling Community Schools, MI
- Buena Vista School District, MI
- Carrollton Public Schools, MI
- Charlotte Aquatic Center, MI
- Charlotte Performing Arts Center, MI
- Charlotte Public Schools, MI
- Charlotte Area Networking for Development and Opportunity (CANDO)
- City of Allentown, PA
- City of Bloomfield Hills, MI
- City of Brookfield, WI
- City of Charlotte, MI
- City of Clare, MI
- City of Copperas Cove, TX
- City of Dearborn, MI
- City of Ferndale, MI
- City of Garden City, MI
- City of Grosse Pointe, MI
- City of Grosse Pointe Farms, MI
- City of Grosse Pointe Park, MI
- City of Grosse Pointe Shores, MI
- City of Grosse Pointe Woods, MI
- City of Janesville, WI
- City of Las Vegas, NV
- City of Lakeland, FL
- City of Oak Creek, WI
- City of Oak Park, MI
- City of Pleasant Ridge, MI
- City of Rocky Mount, NC
- City of Roseville, MN
- City of Royal Oak, MI
- City of Saline, MI
- City of Walla Walla, WA
- City of Warren, MI
- City of Wausau, WI
- City of Wayne, MI
- City of Williamston, MI
- City of Ypsilanti, MI
- Chesaning Union Schools, MI
- Comstock Charter Township, MI
- Cumberland County, PA
- Dewitt Charter Township, MI
- Edward Lowe Foundation, MI
- Employee Benefits Research Institute
- Farmington Public Schools, MI
- Florida Benchmarking Consortium, FL
- Frankenmuth School District, MI
- Freeland Community School District, MI
- Gabriel, Roeder, Smith & Company (GRS)
- Gallagher Benefit Services
- General Electric (GE)
- Gerald R. Ford School of Public Policy, University of Michigan
- Government Finance Officers Association
- Grosse Pointe Chamber of Commerce, MI
- Hartland Township, MI
- Hayes Green Beach Memorial Hospital
- Hemlock Public School District, MI
- Ice Miller
- Illinois Municipal Retirement Fund (IMRF)
- ING
- International Economic Development Council
- International Foundation of Employee Benefit Plans
- Institutional Society of Risk Professionals
- Kalamazoo Charter Township, MI
- Kansas Government Finance Officers Association
- Luna County, NM
- Maple Valley Schools, MI
- Marquette Township, MI
- Merrill Community Schools, MI
- Michigan Association of School Administrators
- Michigan Association of Transit Systems
- Michigan Government Finance Officers Association
- Michigan State Medical Society
- Michigan Municipal League
- Michigan Office of Retirement Services
- Michigan State University Local Government Benchmarking Consortium
- Michigan Township Association
- Midland (MI) Public Schools, MI
- Milliman
- Minnesota State Retirement System, MN

- Mississippi Public Employees' Retirement System, MS
- Missouri State Employees' Retirement System, MO
- Missouri DOT and Patrol Employees' Retirement System, MO
- Munder Capital Management
- Municipal Employees' Retirement System (MERS) of Michigan
- National Association of State Retirement Administrators (NASRA)
- National Conference on Public Employee Retirement Systems (NCPERS)
- National Council on Teacher Retirement (NCTR)
- New York State Teachers' Retirement System (NYSTRS)
- Northstar Academy, MI
- Ohio Public Employees' Retirement System
- Ohio School Employees' Retirement System
- Oshtemo Charter Township, MI
- Pittsford Area Schools, MI
- Plante & Moran
- Public Financial Management (PFM)
- Public Pension Financial Forum (P2F2)
- Saginaw Intermediate School District, MI
- Saginaw Township Community Schools, MI
- Salem Township, MI
- School District of the City of Saginaw, MI
- Southeast Michigan Council of Governments (SEMCOG)
- St. Clair County, MI
- Swan Valley School District, MI
- Tegrity Group
- Texas Charter Township, MI
- Tyrone Township, MI
- The International Foundation of Employee Benefits
- University of Michigan Center for Local, State and Urban Policy
- Wichita State University, KS
- Ypsilanti Charter Township, MI
- Yale Public Schools, MI

## REFERENCES

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Southeast Michigan Council of Governments (Custom survey projects in 2008, 2010, 2011, 2012, 2013 and 2014)

Dave Boerger, SEMCOG Consultant  
1001 Woodward Avenue, Suite 1400  
Detroit, MI 48226  
[boerger@semcog.org](mailto:boerger@semcog.org)  
(248) 875-7120

City of Royal Oak, Michigan (Project in 2013)  
Stewart Meek, Assistant to the City Manager  
211 South Williams Street, Royal Oak, MI 48067  
[stewartm@ci.royal-oak.mi.us](mailto:stewartm@ci.royal-oak.mi.us)  
(248) 246-3204

City of Warren, Michigan (Project in 2009, 2011 and 2013)  
Lark Samouelian, Communications Director  
5460 Arden Road, Warren MI 48092  
[lsamouelian@cityofwarren.org](mailto:lsamouelian@cityofwarren.org)  
(586) 258-2015

Charter Township of Texas (Project in 2013)  
Julie VanderWiere, Township Superintendent  
7110 West Q Avenue, Kalamazoo, MI 49009  
[julievw@texastownship.org](mailto:julievw@texastownship.org)  
(269) 375-1591

## TOWNSHIP RESPONSIBILITIES

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There are several areas where Northfield Township is responsible for actionable information.

1. Provide Cobalt with scanned copy of the signed and dated agreement
2. Identify a primary point of contact (project lead) on the township staff  
Provide Cobalt with voter registration or utility billing records in Microsoft Excel or TXT format
3. Provide timely feedback on finalizing scope of services and preferred questions
4. Provide Cobalt with timely revisions of survey instrument and cover letters
5. Provide Cobalt with timely approvals of survey instrument and cover letters
6. Provide Cobalt with a date, time and location of meeting for final presentation of results

## SURVEY METHODOLOGY

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Cobalt recommends administering the questionnaire to a random sample of 1,500 citizens drawn from voter registration or utility billing records. Conducting a random sample of this size allows the township to gather representative and statistically valid data at a lower cost compared to a census. In addition to the random sample, Cobalt also recommends a multi-modal methodology approach by collecting surveys through two waves of a mailed survey along with a URL to complete the survey online. Each randomly selected resident will have a unique identification number to prevent multiple responses from the same resident and to avoid a reminder message to residents who already completed the survey. Deployment and data collection is generally completed within six weeks. Cobalt's response rate for a mail/online combination survey is generally between

25 and 35 percent. The combination of mail and online has proven very effective and provides a higher response rate. Township communication in newsletters and media can increase this response rate.

After the township approves the survey, Cobalt mails an initial copy of the survey with a postage paid envelope. After approximately 10 days, non-respondents receive a second reminder letter with a copy of the survey and postage paid envelope.

Data is coded by industry professionals utilizing current technology and robust quality control to ensure accuracy. Data scrubbing of final results ensures duplicate responses, multiple responses from the same individual and responses from invalid survey ID numbers are removed.

Cobalt proposes a five-step process for the development of the assessment.

**Step 1 – Kick-off Discussions**

Clarify the issues and make sure all relevant voices are heard in developing the objectives of the study. Refine the scope, timeline and key deliverables for the project. Confirm informational needs. The collection methodology will also be finalized during this step.

**Step 2 – Questionnaire Development**

Based on the input received during Step 1, Cobalt and the township will develop questions for the questionnaire which will be presented and discussed with the project lead to ensure that the questions included in the assessment are aligned with organizational needs.

**Step 3 – Assessment Deployment**

Cobalt publishes the assessment in the manner determined by the township (mailings, Eblast, Internet only, phone). The Cobalt team's public relations consultant will publicize the launch of the survey. Cobalt collects and codes the responses.

**Step 4 – Modeling & Analysis**

Cobalt will analyze the data and develop modeling using Cobalt's proprietary methodology, which quantifies the relationships between the various elements of the assessment.

**Step 5 – Reporting**

Findings will be communicated to the project lead and other key decision makers in a meeting, with the Township to determine whether that will be at the planning commission or board of directors. A summary report in PowerPoint, detailed cross tabs, and other supporting documents will be provided to the project lead.

## FEE SCHEDULE

Count	Core Package	Subtotal
1	Includes administration, meetings, correspondence, planning, publicity placement executive summary in MS PowerPoint, 2 sheets (4 pages of custom questions (which can include budget priority analysis, future projects, communication preference, etc.,) demographic questions, detailed cross-tabs with thermal mapping, raw data, phone-based follow-up with sponsor on draft results, onsite presentation of final results	\$ 6,497
<b>Additional Modules and Options (See reference for Examples)</b>		
	Additional Pages: \$1,000 per page	\$ -
	Non-English Versions: \$650 per translation	\$ -
	Follow-up Citizen Work Groups/Focus Groups (Sponsor provides location and recruits participants): \$1,200	\$ -
<b>Distribution</b>		
1	Web link for completion online (included) \$Waived	\$ -
	Eblast distribution via email list provided by Sponsor (3 waves): \$100 per 1,000 recipients	\$ -
1	Mail distribution: Production and postage for an initial first class mailing to 1,500 residents of the assessment with cover letter, data entry, a second mailing to those who have not responded, and business reply postage. <b>\$3,550</b>	\$ 3,550
	Mail distribution: Production and postage for an initial non-profit rate mailing to 1,500 residents of the assessment with cover letter, data entry, a second mailing to those who have not responded, and business reply postage. <b>\$2,800</b>	\$ -
<b>Total Quote: \$10047</b>		

## CONCLUSION

While our services to Northfield Township will focus on a specific issue, Cobalt's work with communities across the country gives us a unique understanding about the many, broad issues affecting local governments. As a Michigan based non-profit, we care about the success of Michigan communities. Our partners consistently give us very high marks in satisfaction.

"The information we received from working with Cobalt was excellent in better understanding our organization. I would highly recommend other municipalities to utilize Cobalt and the survey methods when making planning and budgeting decisions."

Karen Lovejoy Roe, Township Manager  
Charter Township of Ypsilanti, MI

We welcome the opportunity to help Northfield Township find the right framework for future development decisions.