

**NORTHFIELD TOWNSHIP**  
**Special Township Board Meeting**  
**Minutes**  
**May 7, 2020**

**CALL TO ORDER**

The meeting was called to order at 7:06 P.M. by Supervisor Chockley at 8350 Main Street. She explained that the meeting was being held via tele-conference due to the COVID-19 pandemic and provided information about how to participate via internet or telephone.

**PLEDGE/INVOCATION**

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

**ROLL CALL**

|                              |                    |
|------------------------------|--------------------|
| Marlene Chockley, Supervisor | Present            |
| Kathleen Manley, Clerk       | Present            |
| Lenore Zelenock, Treasurer   | Present            |
| Tawn Beliger, Trustee        | Present            |
| Janet Chick, Trustee         | Present            |
| Wayne Dockett, Trustee       | Absent with notice |
| Jacki Otto, Trustee          | Present            |

Also present:  
Public Safety Director William Wagner  
Township Manager Steven Aynes  
Planning Consultant Paul Lippens  
Township Attorney James Fink, Fink & Fink PLLC  
Recording Secretary Lisa Lemble  
Members of the community

**FIRST CALL TO THE PUBLIC**

No comments.

**BOARD MEMBER RESPONSE**

None.

**ADOPT AGENDA**

- ▶ **Motion:** Chockley moved, Otto seconded, that the agenda be adopted as presented.  
**Motion carried 6—0 on a voice vote.**

**AGENDA ITEMS**

1.

**Resolution 20-623:  
Kiwanis Foundation of Whitmore Lake  
Request for Closure of Main Street  
During 4<sup>th</sup> of July Parade**

- ▶ **Motion:** Chockley moved, Beliger seconded, to approve Resolution 20-623, Kiwanis Foundation of Whitmore Lake Request for Closure of Main Street During 4<sup>th</sup> of July Parade.

Otto noted that the parade could be canceled if the statewide stay-at-home order is extended into June. Chief Wagner said planning should continue for 4<sup>th</sup> of July events while keeping in mind they may be canceled.

**Motion carried 4—0—2 on a roll call vote, Zelenock and Otto abstaining due to being Kiwanis members. Resolution adopted.**

2.

**Resolution 20-624: Ballot Proposal for the  
Renewal of the Police Protection Services Millage  
for 2021 to 2025 Inclusive**

- ▶ **Motion:** Chockley moved, Beliger seconded, to approve Resolution 20-624: Ballot Proposal for the Renewal of the Police Protection Services Millage for 2021 to 2025 Inclusive

Board members said it is good to see there is no increase in the millage rate proposed and it will decline each year if approved, and it would be good in the future to have information included in the memo about increased costs in the Police and Fire Departments.

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

3.

**Road Commission Dust Control Agreement**

- ▶ **Motion:** Chockley moved, Otto seconded, to approve the Dust Control Agreement with the Road Commission. **Motion carried 7—0 on a roll call vote.**

**Northfield Township Board  
Minutes of Special Meeting  
Via tele-conference  
May 7, 2020**

**ANNOUNCEMENTS**

- The next Board meeting will be May 12<sup>th</sup>.
- The Police Department is being staffed during regular hours even though the lobby is still closed.
- When the lobby can be reopened everyone entering will be screened for COVID-19 symptoms and required to wear a mask.
- Board members:
  - thanked the Police and Fire departments for everything they are doing for the Township during the COVID-19 pandemic as well as the other Township staff and officials.
  - Thanked nurses, noting May 6<sup>th</sup> was National Nurses Day.
  - Encouraged the public to continue social distancing and wearing masks in public.

**SECOND CALL TO THE PUBLIC**

No comments.

**BOARD MEMBER COMMENTS**

There was a brief discussion about how to improve the audio and video quality of meetings while they are being held via tele-conference.

**ADJOURNMENT**

- ▶ **Motion:** Chockley moved, Otto seconded, that the meeting be adjourned.  
**Motion carried 7—0 on a voice vote.**

The meeting adjourned at 7:38 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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at [http://www.twp-northfield.org/government/township\\_board\\_of\\_trustees/](http://www.twp-northfield.org/government/township_board_of_trustees/)

Munger Ventures  
Robb Munger-President  
Redevelopment Site  
January 12, 2020



Subject: Whitmore Lake Fire Barn

Introduction:

After touring your community, it is apparent to me that there is a great opportunity to build upon a solid foundation. After having a long career as an entrepreneur and developer, I now only take on projects that I can significantly improve people's lives and ultimately be a positive influence in a community.

Which I think I can do by the revitalization of the old fire barn.

Please see my attached Bio that lay's out my career to include my work to end homelessness as the founder of Exodus Place and my resent Award from the Governor of Michigan for the revitalization completed on a historic building in the City of Cadillac.

Since I started investing and working in the Cadillac community they have experienced over 20 million dollars in new development in the past three years.

The intent of purchasing the old fire barn would be to remodel it at a cost of approximately \$450,000. With the objective to make it a show piece that will ignite future projects.

I have worked with MEDC on a number of projects and could be a helpful resource to maximize the fire barns potential. The focus is to have a comprehensive community plan for smart growth and not a solo project.

A marketing plan will be in place to showcase the area and the revitalization of the property. The goal is to work with local government and businesses to promote Whitmore Lake, not just a real estate marketing flyer.

Initial plans are to have the lower level become a urban retail center. The second floor would be remodeled for residential rental units.

The plan would be to resurface the parking lot and upgrade landscaping, but to leave it open for the public to use.

Construction on the building would start within 30 days after closing and last up to twelve months.

My plans are to keep this property in my real estate portfolio for 10+ years and look for other projects that can also assist in revitalizing the community.

I can meet for further discussion and would appreciate input to help make this a world class project.

Sincerely,

Robb Munger

## Letter of Intent to Purchase

I am pleased to submit this Letter of Intent, for the proposed purchase of Property on behalf of Munger Ventures. ("Buyer"). The purpose of this Letter is to outline the general terms and conditions under which the Buyer would prepare to enter into a Purchase and Sale Agreement.

1. Property Description: Whitmore Lake Fire Barn located at 75 Barker Road, Whitmore Lake, MI 48189.

2. Purchase Price:

The purchase price will be \$100,000

3. Deposit:

A refundable deposit of \$10,000 will be deposited into Escrow with a Title company of sellers choosing within five days upon the execution of this letter of intent. The deposit equal to \$10,000 shall become non-refundable upon the expiration or removal of the Inspection Period, and shall be credited to the purchase price at Closing.

4. Inspection Period:

Buyer shall have 30 days from receipt of due diligence materials ("Inspection Period") outlined in the Purchase and Sale Agreement to conduct its feasibility studies, including but not limited to physical inspections, review of operating documents, leases and other pertinent materials. If during the Inspection Period, the Buyer determines the property does not meet their expectation for purchase, then Buyer may choose to terminate at their discretion the Purchase and Sale Agreement. A 30 day extension shall be granted to the inspection period if a phase 2 environmental is required.

Buyer's Review; within five working days following the execution of a formal Purchase and Sale Agreement by the parties, Seller will:

(i) Provide Buyer with current Preliminary Title Reports on the Property, including all exception documents;

(ii) Provide Buyer Copies of the Leases and the other agreements, contracts, warranties, reports and other materials regarding the Properties and Seller' ownership of the Property that are now in Seller's possession or under Seller's control;

(iii) Provide Buyer all material surveys, geological studies and reports, soils reports, grading plans, Phase I and II Environmental Studies and Reports, Property insurance, contracts with consultants and contractors that have provided work on the Properties, and other documents

and reports regarding the physical condition of the Properties that are now in Seller's possession or under Seller's control;

(iv) Allow Buyer to enter and inspect the Property as required to satisfy the Buyer's Inspection Contingency.

5. Closing:

Closing shall occur within 30 days of the removal or expiration of Inspection Period.

6. Title:

As a condition to Buyer's obligation to purchase the Property, Buyer shall have the right to receive, at the Closing, Fee Simple Title to the Property as evidenced by an ALTA owner's policy of Title Insurance issued by the Title Company in the full amount of the Purchase Price. The policy shall show the Property free and clear of all trust deeds and monetary liens not obtained or assumed by Buyer, and free and clear of all other items disapproved by Buyer during the Due Diligence Period and which Seller agrees to remove.

7. Representations and Warranties:

As IS, WHERE IS

8. Conditions:

There shall have been no material change in the condition of the Property.

9. Payment of Closing Costs:

All closing costs shall be borne in accordance with the custom prevailing in the County in which the property is located for similar transactions and costs prorated as of the Closing Date

10. Broker:

All/Any brokers fees will be the responsibility of the Seller.

11. Termination:

This proposal, if not fully executed, shall terminate on February 12th, 2020.

12. Assignment:

Buyer may assign this Agreement and Buyers rights under it and only to an entity in which Buyer, or its affiliates, members or members principals, possess, directly or indirectly, the

power to direct or cause the direction of its management and policies, whether through the ownership of voting securities of otherwise, and any other assignment is void.

This Letter is not a binding document and is intended as an outline of the material business terms to serve as a basis for the preparation of a formal Purchase and Sale Agreement.

Regards,

Robert D. Munger- Principle

Buyer: \_\_\_\_\_, Entity to be Formed Agreed and Accepted:

Seller:

# Robert Munger

## PRESIDENT



### ABOUT ME

☎ 616 550 8090

@ robb@robbmunger.com

Extensive background in corporate climate restructuring by integrating strong ethics and leadership. Proven achievements in sustained EBITA growth in diverse corporate environments.

### SKILLS

- Leadership Development
- Management/Budget Planning
- Process Improvements
- Dashboard Design/Implementation
- Profit & Loss Influence
- Change Management
- Strategic Partnerships

### TRAINING

- Board Continuing Education & re-certification-2016
- United States Army  
Numerous Awards and Certificates
- Landmark Leadership Graduate
- Dale Carnegie Graduate



## CORE ACCOMPLISHMENTS

- Michigan Historic Preservation Governors Award 2019 -Cobb-Mitchell Building, Cadillac, Michigan
- Founded and created a sustainable business model for Exodus Place, which is now the largest non-government transitional housing facility in Michigan.
- Received "Special Tribute" from the Michigan State Senate 2016
- "Person of the Year" - Received GVSU Engaged Award for 2014.
- Turned around a failing rescue mission; navigated and reorganized the non-profit to become sustainable.
- Developed and sold a nationally recognized financial organization working with manufactured housing dealers and manufacturers.
- Fee consulted with a focus on strategic business development for the CEO, President, and Regional Vice-Presidents for two manufactured housing companies with revenue in excess of \$1B.
- Grew residential land development business out of a brokerage company that became one of West Michigan's largest developers.



## EXPERIENCE

### President | 2009 - Present

Exodus Place, Grand Rapids, MI

- Increased revenue annually along with creating and implementing budgets.
- Partnered with Holland Rescue Mission to start Thrift Store.
- Developed relationships with over 45 different agencies and non-profits.
- Led the initiative to create operational procedures, policies, and standards in collaboration with staff, Board members and clients. Implemented a weekly dashboard to communicate key operational and financial metrics.

### Interim Executive Director | 2008 - 2009

Guiding Light Mission, Grand Rapids, MI

- Balanced the budget within nine months and increased net income (four consecutive years of net losses preceded my term as Interim Executive Director).
- Developed dashboard to effectively understand and communicate key financial and cash flow metrics with staff and Board Members.
- Secured first time capital grants of nearly \$1M through strategic partnerships.
  - Secured major annual gifts following successful, personal face-to-face solicitations amounting to an increase of \$103,000 in additional gifts compared to the previous year.

### President | 1997 - 2008

Land Development, Grand Rapids, MI

- Negotiated land purchases, entitlement, construction management of roads and infrastructure. Executed action plans for marketing and sales.
- Created and developed showcase land development programs in Michigan and Houston, Texas area.
- Total development history of nearly 2,000 lots with an estimated value of \$90M.
- Contracted and constructed office buildings for medical use and professional CPA's.

### President | 1999 - 2003

National Floor Plan Corporation, Grand Rapids, MI

- Directly responsible for creating a process that minimized capital investment and focused on overall rate of return.
- Achieved a 36% rate of return on capital by strategically planning the cash flow process with the manufacturers and clients.
- Worked collaboratively with a team of attorneys and accountants to facilitate the sale and acquisition to an equity partner.
- Created a web based invoicing system and a defined payment plan that utilized ACH fund transfers to minimize late payments and increase the rate of return on capital.



## EDUCATION

