NORTHFIELD TOWNSHIP BOARD AGENDA

NOTICE OF SPECIAL MEETING

June 10, 2014 - - 6:30 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
ROLL CALL
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC

CLOSED SESSION PER MCL 15.268(8)(d) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 7:00 pm

* 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
June 10, 2014 - - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
CONSENT AGENDA: Minutes, Bills
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC
CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

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

PUBLIC HEARING

1. Budget Hearing

AGENDA ITEMS

1. Budget Amendment Resolution
2. Proposed Millage Rates Resolution
3. Budget Adoption – General Appropriations Act Approval
4. Resignation of Township Assessor, Jay Singh
5. Hiring of a Part-Time Police Officer
6. Dividing Donations for the 4th of July Parade & Fireworks
7. Re-affirming Amendments to the following Ordinances Previously Approved by the Board and Planning Commission:
    a) Section 2.03 Definitions
    b) Section 3.19 Water and Sewage facilities
    c) Section 10.01.D Accessory Uses and Buildings
    d) Article 12 AR District
    e) Article 13 AR-2 District
    f) Article 20 LR Low Density Residential
    g) Article 60.34 Food Cart Vending
    h) Article 62 Sign Regulations
    i) Section 65.05 Repairs and Maintenance
8. Approval of Amendments to the following Ordinances, approved by the Planning Commission:
    a) Article 11 RC Recreation

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b) Article 21 SR-1 Single-Family Residential
c) Article 22 SR-2 Single-Family Residential
d) Article 25 MR Multi-Family Residential
e) Article 25, addition of Section 60.34 Day Care Facilities
f) Article 25, addition of Section 60.35 Adult Foster Care Facilities
g) Article 63 Conditional Use Standards
h) Article 68 Amendments
i) Open Space Development Option
j) Article 69 Public Notice

9. Approval of Independent Insurance Analyst
10. Approval of Township Manager Employment Contract
11. Non-Motorized Path RFP
12. Acquisition of Foreclosed Parks Properties
13. Approval of Fund Balance Policy
14. Washtenaw County Roads Commission Projects

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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NORTHFIELD TOWNSHIP
Township Board
Minutes
June 10, 2014

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
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
Police Sgt. Martin Smith
Community Center Director Tammy Averill
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

Dockett asked that the minutes be pulled for discussion. Engstrom added these as item 16.

▶ **Motion:** Otto moved, Engstrom supported, that the consent agenda be accepted as amended. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

Engstrom added *Results of Closed Session Discussion* as item 15.

▶ **Motion:** Engstrom moved, Otto supported, that the balance of the agenda be adopted as amended. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

Road Maintenance. Mary Devlin expressed concern about untrimmed plants at Jennings and Brookside creating a dangerous traffic situation which the Road Commission has not addressed despite her repeated calls.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

REPORTS

Department Heads

Police. Public Safety Director Wagner read his written report summary for the month of May.

▶ **Motion:** Chick moved, Engstrom supported, that Jordan Salmi be hired as a Firefighter Trainee contingent upon a background check and passing of a physical. **Motion carried 6—0 on a voice vote.**

Fire. Sgt. Smith read the report summary for the month of May.

Wastewater Treatment Plant. Hardesty referred to his written report, and he reported that a sewage leak of an estimated 10,000-15,000 gallons emptied into the Horseshoe Drain. He said Washtenaw County did not require any testing regarding this.

Senior Center. Averill referred to her written report and requested action on an item the Board had discussed at the workshop session.

▶ **Motion:** Otto moved, Engstrom supported, to allow Averill to pay a $50 per session honorarium in appreciation for karaoke services to Jack and Arnie Davis. **Motion carried 6—0 on a voice vote.**

Financial. Braun referred to the Revenue and Expenditure report for May.

Other

Zoning Board of Appeals. Otto noted a meeting is scheduled for June 16, 2014.

Planning Commission. Chick reported that on June 4th the Commission recommended approval of several zoning ordinance amendments and heard input from residents in response to a request from Biltmore Development to amend the Master Plan to allow construction of a large housing development on Whitmore Lake Road south of N. Territorial.

Parks and Recreation. Thomas reported that the grand opening of Bark Park will be on Saturday, June 21st.

Township Manager. Fink referred to his written report and provided information about liability insurance bids, the resignation of the Assessor, vendor donations for 4th of July events, resumes for the office of Clerk, and preparations for the upcoming election.

PUBLIC HEARING: BUDGET

▶ **Motion:** Otto moved, Thomas supported, that the public hearing be opened.
Motion carried 6—0 on a voice vote.

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

▶ **Motion:** Otto moved, Chick supported, that the public hearing be closed.
Motion carried 6—0 on a voice vote.

BUSINESS ITEMS

1.
Budget Amendment Resolution

▶ **Motion:** Otto moved, Engstrom supported, that a *Resolution of the Township of Whitmore Lake, Washtenaw County, Michigan, Transferring Monies and Amending the 2014 Budget within the General, Police, Fire, State & Federal NARC, Building Department, WWTP, Seven Mile Sewer, Horseshoe Lake and N.T. Sewer Fund Budgets* be approved as presented. **Motion carried 6—0 on a roll call vote, Resolution adopted.**

2.
Proposed Millage Rates Resolution

▶ **Motion:** Otto moved, Engstrom supported, adoption of the 2014 millage rates:

Proposed 2014 Millage Rates

WHEREAS, Truth in taxation, Public Act 5 of 1982 requires publication of a notice to hold a public hearing to allow the Northfield Township Board of Trustees to approve additional millage not subject to rollback; and

WHEREAS, based on 2014 assessed valuation as submitted by the Northfield Township assessor and reviewed by the County Board of Commissioners, established at $320,985,930 the general allocation and voter-authorized millage rate is subject to Truth in Taxation rollback, as well as Headlee rollback; and,

WHEREAS, it is within the complete authority of the Northfield Township Board of Trustees to establish the number of mills to be levied from within its authorized millage rate; and,

WHEREAS, the following millages are authorized by the electorate and allocated by the county:

General Operating	1.160 mills	
Fire/Medical Rescue	1.924 mills	2011-2013 inclusive
Police Protection	1. 00 mills	2011-2015 inclusive
Police Protection	1. 50 mills	2011-2015 inclusive
Police Protection	2.00 mills	2012-2015 inclusive
Building Bond	As required to make bond payment	

THEREFORE, BE IT RESOLVED, that the maximum allowable millage levies for 2014 are as follows:

General Operating	.7997 mills
Fire/Medical Services	1.9240 mills
Police Protection	.9735 mills
Police Protection	1.4603 mills
Police Protection	1.8684 mills
Building Bond	.8760 mills

In answer to a question from Dockett, Fink said these are the maximum millage rates allowed. Dockett said would like lower millages to be assessed given the excess fund balance the Township has.

Motion carried 5—1 on a roll call vote, Dockett opposed. Resolution adopted.

3.
Budget Adoption: General Appropriations Act Approval

Chick explained that the Board voted on all of these previously, but without proper public notice

▶ **Motion:** Chick moved, Engstrom supported, that the *Northfield Township General Appropriations Act* be adopted as presented. **Motion carried 5—1 on a roll call vote, Dockett opposed. Resolution adopted.**

4.
Resignation of Township Assessor, Jay Singh

▶ **Motion:** Otto moved, Chick supported, that the resignation of Township Assessor, Jay Singh, be accepted per his interoffice memo dated June 9, 2014.
Motion carried 6—0 on a voice vote.

5.
Hiring of a Part-Time Police Officer

▶ **Motion:** Chick moved, Otto supported, that Michael Buxton be hired as a Part-Time Police Officer effective July 5, 2014, contingent upon substantial completion of standard medical, drug, and psychological testing.
Motion carried 6—0 on a voice vote.

6.
Dividing Donations for the 4th of July Parade and Fireworks

Otto thanked Township vendors Tetra Tech, OHM, Paul Burns, Carlisle-Wortman, Microtech, and Webb Mechanical for their generous donations totaling $2,050.

▶ **Motion:** Otto moved, Engstrom supported, that the parade committee be awarded $1,025 and the fireworks committee be awarded $1,025.
Motion carried 6—0 on a voice vote.

7.
Reaffirmation of Amendments to Ordinances Previously Approved by the Township Board and Planning Commission

Chick explained that these amendments were previously approved by the Township Board, but the required public notice had not been done.

a. *Section 2.03, Definitions.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 2.03, Definitions, be approved to include a new definition of "farm" be approved as presented in the Board packet.
Motion carried 6—0 on a voice vote.

b. *Section 3.19, Water and Sewage Facilities.*

▶ **Motion:** Chick moved, Thomas supported, an amendment to Section 3.19, Water and Sewage Facilities and associated definitions found in Section 2.03 be approved as presented in the Board packet.
Motion carried 6—0 on a voice vote.

c. *Section 10.01.D, Accessory Uses and Buildings.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 10.01.D, Accessory Uses and Buildings revising the locations of accessory structures be approved as presented in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

d. *Article12, AR District.*

▶ **Motion:** Chick moved, Thomas supported, that language revisions to Article 12, AR District, be approved as presented in the Board packet.
Motion carried 6—0 on a voice vote.

e. *Article 13, AR-2 District.*

▶ **Motion:** Chick moved, Thomas supported, to approve the deletion of Article 13, AR-2 District, as presented in the Board packet.
Motion carried 6—0 on a voice vote.

f. *Article 20, LR Low Density Residential District.*

▶ **Motion:** Chick moved, Thomas supported, that language revisions to Article 20, LR Low Density Residential District, be approved as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

g. *Article 60.34, Food Cart Vending.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Article 60.34, Food Cart Vending, as well as associated definitions in Section 20.03 be approved as presented in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

h. *Article 62, Sign Regulations.*

▶ **Motion:** Chick moved, Thomas supported, that amendments to Article 62, Sign Regulations, be approved as presented in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

i. *Section 65.05, Repairs and Maintenance.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 65.05, Repairs and Maintenance, be approved as presented in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

8.
Approval of Amendments to Ordinances, as recommended by the Planning Commission

Chick explained that the following are amendments recently recommended for approval by the Planning Commission.

a. *Article 11, RC Recreation.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 11, RC Recreation, as provided in the Board packet. **Motion carried 6—0 on a voice vote.**

b. *Article 21, SR-1 Single-Family Residential.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 21, DR-1 Single-Family Residential, as provided in the Board packet.
Motion carried 6—0 on a voice vote.

c. *Article 22, SR-2 Single-Family Residential.*

▶ **Motion:** Chick moved, Thomas supported to approve revisions and the addition of current language to Article 22, SR-2 Single-Family Residential, as provided in the Board packet.
Motion carried 6—0 on a voice vote.

d. *Article 25, MR Multi-Family Residential.*

- **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 25, MR Multi-Family Residential, as provided in the Board packet.
  Motion carried 6—0 on a voice vote.

e. *Article 25. Addition of Section 60.34, Day Care Facilities.*

- **Motion:** Chick moved, Thomas supported, to approve revisions to Section 60.34, Day Care Facilities, as provided in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

f. *Article 25, Addition of Section 60.35, Adult Foster Care Facilities.*

- **Motion:** Chick moved, Thomas supported, to approve revisions to Section 60.35, Adult Foster Care Facilities, and associated definitions to section 2.03 as provided in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

g. *Article 63, Conditional Use Standards.*

- **Motion:** Chick moved, Thomas supported, to approved revisions to Article 63, Conditional Use Standards, as provided in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

h. *Article 68 Amendments.*

- **Motion:** Chick moved, Thomas supported, to approve revisions to Article 68 Amendments as provided in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

i. *Open Space Development Option.*

- **Motion:** Chick moved, Thomas supported, to approve the Open Space Development Option as provided in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

j. *Article 69, Public Notice.*

- **Motion:** Chick moved, Thomas supported, to approve Article 69, Public Notice, as provided in the Board packet. **Motion carried 6—0 on a voice vote.**

9.
Approval of Independent Insurance Analyst

- **Motion:** Otto moved, Braun supported, that Fink be authorized to contract with Voss Insurance Services with a maximum fee of $1,350.
  Motion carried 6—0 on a voice vote.

10.
Approval of
Township Manager Employment Contract

Engstrom explained this would extend Fink's current contract by two years. She noted that the Board held a review of Fink's job performance in closed session and received glowing reviews from all Board members.

- **Motion:** Engstrom moved, Chick supported, that Howard Fink's employment contract b amended as presented, which will terminate on November 20 , 2016.

Dockett said he thinks Fink is doing a wonderful job, but he does not support the use of a contract for any employee.

Motion carried 5—1 on a voice vote, Dockett opposed.

11.
Non-Motorized Path Request for Proposals

The Board discussed the pros and cons of requesting engineering bids for Phase 3 of the Barker Road Non-Motorized Pathway from the entire engineering community or only firms with a working relationship with the Township.

- **Motion:** Thomas moved, Dockett supported, to approve the proposed RFP for engineering services for Phase III of the non-motorized path, and to open up the bidding to all engineering firms.
  Motion carried 6—0 on a voice vote.

12.
Acquisition of Foreclosed Properties for Parkland

- **Motion:** Otto moved, Chick supported, that authorized Fink to purchase Parcel B-02-08-276-029 and B-02-08-276-022 at the cost of the minimum total bid of $1,605. **Motion carried 6—0 on a voice vote.**

13.
Approval of Fund Balance Policy

- **Motion:** Otto moved, Braun supported, to establish the fund balance percentage at 85% in excess funds at 855 for the general fund.
  Motion carried 6—0 on a voice vote.

14.
Washtenaw County Road Commission Projects

- **Motion:** Otto moved, Thomas supported, that the agreement between the Washtenaw County Road Commission and Northfield Township be executed, with the estimated amount to be spent by the Township on these projects during 2014 at $80,122.10. **Motion carried 6—0 on a voice vote.**

15.
Results of Closed Session Discussion

▶ **Motion:** Otto moved, Chick supported, that Fink and Burns be given permission to provide an offer to Darlene Curtis in writing and in accordance with the recommendations made during the close session of the Township Board.
Motion carried 6—0 on a voice vote.

16. Minutes

▶ **Motion:** Thomas moved, Engstrom supported, that the minutes of the regular Township Board meeting of May13, 2014, and the workshop session of May 27, 2014, be accepted as presented, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

- Chick read a statement praising Fink's work for the Township. Otto supported those comments.
- Thomas asked the Board to direct the Township Manager to take the minutes of this meeting and send them to the Washtenaw County Road Commission in hopes of getting some action on the issue raised by Mary Devlin during the First Call to the Public.

ADJOURNMENT

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

The meeting adjourned 8:37 P.M.

Submitted by Lisa Lemble.

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

Approved by the Township Board on July 8, 2014.

_____
Angie Westover, Clerk

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

NORTHFIELD TOWNSHIP
Township Board
Notes
June 10, 2014

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
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
Police Sgt. Martin Smith
Community Center Director Tammy Averill
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

Dockett asked that the minutes be pulled for discussion. Engstrom added these as item 16.

▶ **Motion:** Otto moved, Engstrom supported, that the consent agenda be accepted as amended. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

Engstrom added *Results of Closed Session Discussion* as item 15.

▶ **Motion:** Engstrom moved, Otto supported, that the balance of the agenda be adopted as amended. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

Road Maintenance. Mary Devlin, 9211 Brookside, said she recently saw someone in a wheelchair turning from Brookside—in the road because there are no sidewalks—onto Jennings, and if a car had been turning onto the street the person in the wheelchair would certainly have been hit because the tremendously overgrown foliage there blocks the view of drivers. She said she has gotten no response to several calls to the Washtenaw County Road Commission.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

REPORTS

Department Heads

Police. Public Safety Director Wagner read his written report summary for the month of May, and said the only significant mutual aid fire call related to the fire at the Roadies restaurant in Green Oak Township.

▶ **Motion:** Chick moved, Engstrom supported, that Jordan Salmi be hired as a Firefighter Trainee contingent upon a background check and passing of a physical. **Motion carried 6—0 on a voice vote.**

In answer to a question from Dockett, Wagner said department personnel were trained in safe use of the department's new boat.

Fire. Sgt. Smith read the report summary for the month of May.

Wastewater Treatment Plant. Hardesty referred to his written report, and he reported that a sewage leak of an estimated 10,000-15,000 gallons into the Horseshoe Drain. He said Washtenaw County did not required any testing regarding this.

In answer to a question from Dockett, Hardesty said in a single day last month 3.5-4 inches of rain was recorded in one day.

In answer to another question from Dockett, Fink said before a meter can be installed in the Public Safety Building the Township Board must first pass an ordinance. He said he can have that ordinance ready for the Board to act upon at the next regular meeting.

Senior Center. Averill referred to her written report and requested action on an item the Board had discussed at the workshop session.

▶ **Motion:** Otto moved, Engstrom supported, to allow Averill to pay a $50 per session honorarium in appreciation for karaoke services to Jack and Arnie Davis. **Motion carried 6—0 on a voice vote.**

Financial. Braun referred to the Revenue and Expenditure report for May.

Other

Zoning Board of Appeals. Otto noted a meeting is scheduled for June 16, 2014.

Planning Commission. Chick reported that on June 4th the Commission:

- Recommended approval of an amendment to the Master Plan and several zoning ordinance amendments, and those are on this agenda for action.
- Discussed and heard input from a number of residents about the request from Biltmore Development to amend the Master Plan to allow their proposed residential development on Whitmore Lake road. The earliest the proposed amendment could reach the Township Board is August.

Parks and Recreation. Thomas reported that the grand opening of Bark Park will be on Saturday, June 21st at 11:00 A.M.

Township Manager. Fink referred to his written report and added:

- Two liability insurance carriers are bidding against each other which is good for the Township. He will be recommending the hiring of Voss Insurance Services to provide an analysis of the proposals.
- The Township's Assessor, Jay Singh, has submitted his resignation, and Fink provided information to the Board about a potential assessing services company.
- A number of Township vendors have made donations totaling $2,050 toward the 4th of July parade and fireworks.
- He wants to focus time on resumes for the Clerk's position, so that will mean delaying some other projects. One application and one indication of interest have been received for the Clerk's position.
- He and Bruestle are getting support at no charge from the Deputy Clerk in Pittsfield Township to prepare for the upcoming election, so he does not anticipate needing to hire an employee to help with this, although there may be some consulting expense.

In answer to questions, Fink said as part of the June 14th County/Northfield Township clean-up computers and furniture will be accepted, but no paper shredding will be provided.

PUBLIC HEARING: BUDGET

▶ **Motion:** Otto moved, Thomas supported, that the public hearing be opened.
Motion carried 6—0 on a voice vote.

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

▶ **Motion:** Otto moved, Chick supported, that the public hearing be closed.
Motion carried 6—0 on a voice vote.

BUSINESS ITEMS

1.
Budget Amendment Resolution

▶ **Motion:** Otto moved, Engstrom supported, that a *Resolution of the Township of Whitmore Lake, Washtenaw County, Michigan, Transferring Monies and Amending the 2014 Budget within the General, Police, Fire, State & Federal NARC, Building Department, WWTP, Seven Mile Sewer, Horseshoe Lake and N.T. Sewer Fund Budgets* be approved as presented. **Motion carried 6—0 on a roll call vote, Resolution adopted.**

2.
Proposed Millage Rates Resolution

▶ **Motion:** Otto moved, Engstrom supported, adoption of the 2014 millage rates:

Proposed 2014 Millage Rates

WHEREAS, Truth in taxation, Public Act 5 of 1982 requires publication of a notice to hold a public hearing to allow the Northfield Township Board of Trustees to approve additional millage not subject to rollback; and

WHEREAS, based on 2014 assessed valuation as submitted by the Northfield Township assessor and reviewed by the County Board of Commissioners, established at $320,985,930 the general allocation and voter-authorized millage rate is subject to Truth in Taxation rollback, as well as Headlee rollback; and,

WHEREAS, it is within the complete authority of the Northfield Township Board of Trustees to establish the number of mills to be levied from within its authorized millage rate; and,

WHEREAS, the following millages are authorized by the electorate and allocated by the county:

General Operating	1.160 mills	
Fire/Medical Rescue	1.924 mills	2011-2013 inclusive
Police Protection	1. 00 mills	2011-2015 inclusive
Police Protection	1. 50 mills	2011-2015 inclusive
Police Protection	2.00 mills	2012-2015 inclusive
Building Bond	As required to make bond payment	

THEREFORE, BE IT RESOLVED, that the maximum allowable millage levies for 2014 are as follows:

General Operating	.7997 mills
Fire/Medical Services	1.9240 mills
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Police Protection	1.8684 mills
Building Bond	.8760 mills

In answer to a question from Dockett, Fink said these are the maximum millage rates allowed. Dockett said would like lower millages to be assessed given the excess fund balance the Township has.

Motion carried 5—1 on a roll call vote, Dockett opposed. Resolution adopted.

3.
Budget Adoption: General Appropriations Act Approval

Chick explained that the Board voted on all of these previously, but without proper public notice

▶ **Motion:** Chick moved, Engstrom supported, that the *Northfield Township General Appropriations Act* be adopted as presented.

In answer to a question from Dockett, Fink said it is good practice to allow Department Heads to transfer funds between line items. He recalled the Board had a lengthy discussion about this last year and he recommends continuing the policy.

Motion carried 5—1 on a roll call vote, Dockett opposed. Resolution adopted.

4.
Resignation of Township Assessor, Jay Singh

▶ **Motion:** Otto moved, Chick supported, that the resignation of Township Assessor, Jay Singh, be accepted per his interoffice memo dated June 9, 2014. **Motion carried 6—0 on a voice vote.**

5.
Hiring of a Part-Time Police Officer

Wagner said having this officer will help the department avoid overtime costs once he is trained. In answer to a question from Dockett, Wagner said he would hope to keep this officer as long as possible; it is not a temporary position.

▶ **Motion:** Chick moved, Otto supported, that Michael Buxton be hired as a Part-Time Police Officer effective July 5, 2014, contingent upon substantial completion of standard medical, drug, and psychological testing. **Motion carried 6—0 on a voice vote.**

6.
Dividing Donations for the 4th of July Parade and Fireworks

Otto explained that both the fireworks and parade committees are in great need of funding, and she proposed that the $2,050 collected from Township vendors be split between the two committees.

▶ **Motion:** Otto moved, Engstrom supported, that the parade committee be awarded $1,025 and the fireworks committee be awarded $1,025. **Motion carried 6—0 on a voice vote.**

Otto thanked Tetra Tech, OHM, Paul Burns, Carlisle-Wortman, Microtech, and Webb Mechanical for their generous donations.

7.
Reaffirmation of Amendments to Ordinances Previously Approved by the Township Board and Planning Commission

Chick explained that these amendments were previously approved by the Township Board, but the required public notice had not been done.

a. *Section 2.03, Definitions.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 2.03, Definitions, be approved to include a new definition of "farm" be approved as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

b. *Section 3.19, Water and Sewage Facilities.*

▶ **Motion:** Chick moved, Thomas supported, an amendment to Section 3.19, Water and Sewage Facilities and associated definitions found in Section 2.03 be approved as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

c. *Section 10.01.D, Accessory Uses and Buildings.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 10.01.D, Accessory Uses and Buildings revising the locations of accessory structures be approved as presented in the Board packet. **Motion carried 5—1 on a voice vote, Dockett opposed.**

d. *Article12, AR District.*

▶ **Motion:** Chick moved, Thomas supported, that language revisions to Article 12, AR District, be approved as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

e. *Article 13, AR-2 District.*

▶ **Motion:** Chick moved, Thomas supported, to approve the deletion of Article 13, AR-2 District, as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

f. *Article 20, LR Low Density Residential District.*

▶ **Motion:** Chick moved, Thomas supported, that language revisions to Article 20, LR Low Density Residential District, be approved as presented in the Board packet. **Motion carried 6—0 on a voice vote.**

g. *Article 60.34, Food Cart Vending.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Article 60.34, Food Cart Vending, as well as associated definitions in Section 20.03 be approved as presented in the Board packet.

Dockett said he is opposed to additional regulations. Chick said this amendment actually allows small businesses to

be present in the community that the ordinance did not previously allow.

Motion carried 5—1 on a voice vote, Dockett opposed.

h. *Article 62, Sign Regulations.*

▶ **Motion:** Chick moved, Thomas supported, that amendments to Article 62, Sign Regulations, be approved as presented in the Board packet.

Dockett said signs are overregulated.

Motion carried 5—1 on a voice vote, Dockett opposed.

i. *Section 65.05, Repairs and Maintenance.*

▶ **Motion:** Chick moved, Thomas supported, that an amendment to Section 65.05, Repairs and Maintenance, be approved as presented in the Board packet.

Dockett said he thinks this is unfair to anyone who has a fire. Chick said this actually allows damaged buildings to be rebuilt as long as the footprint is not enlarged.

Motion carried 5—1 on a voice vote, Dockett opposed.

8.
Approval of Amendments to Ordinances, as recommended by the Planning Commission

Chick explained that the following are amendments recently recommended for approval by the Planning Commission.

a. *Article 11, RC Recreation.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 11, RC Recreation, as provided in the Board packet. **Motion carried 6—0 on a voice vote.**

b. *Article 21, SR-1 Single-Family Residential.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 21, DR-1 Single-Family Residential, as provided in the Board packet.
Motion carried 6—0 on a voice vote.

c. *Article 22, SR-2 Single-Family Residential.*

▶ **Motion:** Chick moved, Thomas supported to approve revisions and the addition of current language to Article 22, SR-2 Single-Family Residential, as provided in the Board packet.
Motion carried 6—0 on a voice vote.

d. *Article 25, MR Multi-Family Residential.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions and the addition of current language to Article 25, MR Multi-Family Residential, as provided in the Board packet.
Motion carried 6—0 on a voice vote.

e. *Article 25. Addition of Section 60.34, Day Care Facilities.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions to Section 60.34, Day Care Facilities, as provided in the Board packet.

Dockett said there are too many government regulations.

Motion carried 5—1 on a voice vote, Dockett opposed.

f. *Article 25, Addition of Section 60.35, Adult Foster Care Facilities.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions to Section 60.35, Adult Foster Care Facilities, and associated definitions to section 2.03 as provided in the Board packet.

Dockett said he is opposed to regulations regarding this.

Motion carried 5—1 on a voice vote, Dockett opposed.

g. *Article 63, Conditional Use Standards.*

▶ **Motion:** Chick moved, Thomas supported, to approved revisions to Article 63, Conditional Use Standards, as provided in the Board packet.

Fink explained that this amendment collects the information about conditional uses into one section of the ordinance for clarity, and it reduces the size of the sign applicants are required to post.

Motion carried 5—1 on a voice vote, Dockett opposed.

h. *Article 68 Amendments.*

▶ **Motion:** Chick moved, Thomas supported, to approve revisions to Article 68 Amendments as provided in the Board packet.

Dockett objected to the proposal.

Motion carried 5—1 on a voice vote, Dockett opposed.

i. *Open Space Development Option.*

▶ **Motion:** Chick moved, Thomas supported, to approve the Open Space Development Option as provided in the Board packet.

Dockett questioned why there would be a reference to metes and bounds legal descriptions in the SR-2 district since SR-2 zoning is applied only to platted lots.

Motion carried 5—1 on a voice vote, Dockett opposed.

j. *Article 69, Public Notice.*

▶ **Motion:** Chick moved, Thomas supported, to approve Article 69, Public Notice, as provided in the Board packet. **Motion carried 6—0 on a voice vote.**

9.
Approval of Independent Insurance Analyst

In addition to his comments earlier in the meeting, Fink noted that Paul Burns will be reviewing the legal aspects of this matter, so there will be a number of eyes on it. He said he has no special information about the firms that submitted proposals, so he would recommend approving the less expensive one. In answer to a question from Dockett, Fink said last year's premium for this coverage was $138,000, and the lowest quote so far for this year is $101,500.

▶ **Motion:** Otto moved, Braun supported, that Fink be authorized to contract with Voss Insurance Services with a maximum fee of $1,350.
Motion carried 6—0 on a voice vote.

10.
Approval of
Township Manager Employment Contract

Engstrom explained this would extend Fink's current contract by two years. She noted that the Board held a review of Fink's job performance in closed session and received glowing reviews from all Board members.

▶ **Motion:** Engstrom moved, Chick supported, that Howard Fink's employment contract b amended as presented, which will terminate on November 20 , 2016.

Dockett said he thinks Fink is doing a wonderful job, but he does not support the use of a contract for any employee.

Motion carried 5—1 on a voice vote, Dockett opposed.

11.
Non-Motorized Path Request for Proposals

Fink said the Request for Proposals (RFP) needs to be approved, but the more critical issue is who to invite to submit engineering proposals. He recommended that Tetra Tech and Orchard, Hiltz, and McCliment (OHM) be invited to bid against each other. He said although it is likely that lower bids would be received, his concern about opening it up to the entire engineering community is that the Township does not have a sense of their work product, whereas the Township works well with both Tetra Tech and OHM and both are qualified to do the work.

Dockett said he would like to see it opened up to the entire engineering community because this is a major project—$250,000. Fink said does not think the Board has ever bid out the engineering services, rather the work was awarded to Boss Engineering. Otto agreed that the bidding process should be opened to all engineering firms, but cost should not be only factor in making a choice. She said she hopes OHM and Tetra Tech will submit more competitive bids if they know the process has been opened up. Engstrom said she would prefer to use a firm the Township is familiar with to get this project completed. Chick said another company would have to provide excellent references.

▶ **Motion:** Thomas moved, Dockett supported, to approve the proposed RFP for engineering services for Phase III of the non-motorized path, and to open up the bidding to all engineering firms.
Motion carried 6—0 on a voice vote.

12.
Acquisition of Foreclosed Properties for Parkland

Fink recommended that these parcels that have come up on the County's list of foreclosed properties be purchased by the Township as part of a large future park.

Dockett said only the County's interest is conveyed, rather than clear title, with these sales, but since the Township will not be interested in selling the parcels he is not concerned about that. Fink said that is a good point, and it is probably appropriate for the Township attorney's office to start a project of examining the titles of the properties that have been acquired because the Township could be getting close to starting a park project.

▶ **Motion:** Otto moved, Chick supported, that authorized Fink to purchase Parcel B-02-08-276-029 and B-02-08-276-022 at the cost of the minimum total bid of $1,605. **Motion carried 6—0 on a voice vote.**

13.
Approval of Fund Balance Policy

Fink said he would like the Board to consider now only the matter of what percentage of the Township's annual general fund expenditures should be retained in the general fund, and to discuss later the issue of how to spend the excess.

In answer to a question from Dockett, Braun said she recommends an 85% fund balance. Fink noted this policy can always be amended. Otto said 85% is acceptable to her.

▶ **Motion:** Otto moved, Braun supported, to establish the fund balance percentage at 85% in excess funds at 855 for the general fund.

Thomas noted that the Board has given this matter great consideration, having previously discussed it at length during workshop sessions.

Motion carried 6—0 on a voice vote.

14.
Washtenaw County Road Commission Projects

Fink reviewed the 2014 proposal for Northfield Township projects from the Washtenaw County Road Commission (WCRC): Dust control, Dixboro Road between North Territorial and Five Mile, and Township-wide limestone for

$80, 122. He said recommended looking at Jennings and Joy Roads project next year.

Fink explained that the Eight Mile project is not on the list because Green Oak Township is asking for additional work to be done and revised total costs are not available, but 25% of the original cost has been included in the budget.

Engstrom noted she was contacted by a resident of the Five Mile Road service Drive who spoke at the Call to the Public at the joint meeting of the Board and the Road Commission. She said this resident was concerned that Board members were not receptive to her comments. Engstrom explained that Calls to the Public are not questions-and-answer periods, but Board members do listen carefully and take notes about public comments. Otto noted that she saw the Road Commission working on Five Mile today, so the public should be take note that they are listening.

Fink said when Road Commission officials are in the audience it is a perfect time for members of the public to ask questions and make requests. He noted that it might be a coincidence that a 1000 signature petition was submitted to the WCRC about repairing North Territorial and the fact that work on the road was then scheduled, but it could also be that the petition had an effect. He encouraged members of the public to continue to contact the Road Commission and speak at meetings.

Chick asked Fink to prioritize school bus routes when considering limestone projects. Fink asked for help with that from Chick and other Board members.

- **Motion:** Otto moved, Thomas supported, that the agreement between the Washtenaw County Road Commission and Northfield Township be executed, with the estimated amount to be spent by the Township on these projects during 2014 at $80,122.10. **Motion carried 6—0 on a voice vote.**

15.
Results of Closed Session Discussion

- **Motion:** Otto moved, Chick supported, that Fink and Burns be given permission to provide an offer to Darlene Curtis in writing and in accordance with the recommendations made during the close session of the Township Board.
  Motion carried 6—0 on a voice vote.

16. Minutes

- **Motion:** Thomas moved, Engstrom supported, that the minutes of the regular Township Board meeting of May13, 2014, and the workshop session of May 27, 2014, be accepted as presented, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Township Manager. Chick read a statement praising Fink's work for the Township. Otto supported those comments.

General Comments. Dockett asked everyone to buy locally and support the men and women in uniform.

Road Conditions. Thomas asked the Board to direct the Township Manager to take the minutes of this meeting and send them to the Washtenaw County Road Commission in hopes of getting some action on the issue raised by Mary Devlin during the First Call to the Public. Fink said this is a serious situation with what amounts to trees needing to be trimmed to provide proper sight distance.

ADJOURNMENT

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

The meeting adjourned 8:37 P.M.

Submitted by Lisa Lemble.

These notes are an expanded version of the official meeting minutes adopted by the Board of Trustees. Minutes and notes for all meetings are available on the Township's website at
http://www.twp-northfield.org/government/township_board_of_trustees/

NORTHFIELD TOWNSHIP BOARD AGENDA

NOTICE OF SPECIAL MEETING

June 10, 2014 - - 6:30 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
ROLL CALL
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC

CLOSED SESSION PER MCL 15.268(8)(d) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 7:00 pm

* 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
June 10, 2014 - - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
CONSENT AGENDA: Minutes, Bills
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC
CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

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

PUBLIC HEARING

1. Budget Hearing

AGENDA ITEMS

1. Budget Amendment Resolution
2. Proposed Millage Rates Resolution
3. Budget Adoption – General Appropriations Act Approval
4. Resignation of Township Assessor, Jay Singh
5. Hiring of a Part-Time Police Officer
6. Dividing Donations for the 4th of July Parade & Fireworks
7. Re-affirming Amendments to the following Ordinances Previously Approved by the Board and Planning Commission:
   a) Section 2.03 Definitions
   b) Section 3.19 Water and Sewage facilities
   c) Section 10.01.D Accessory Uses and Buildings
   d) Article 12 AR District
   e) Article 13 AR-2 District
   f) Article 20 LR Low Density Residential
   g) Article 60.34 Food Cart Vending
   h) Article 62 Sign Regulations
   i) Section 65.05 Repairs and Maintenance
8. Approval of Amendments to the following Ordinances, approved by the Planning Commission:
   a) Article 11 RC Recreation

* Denotes previous backup; + denotes no backup in package

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b) Article 21 SR-1 Single-Family Residential
c) Article 22 SR-2 Single-Family Residential
d) Article 25 MR Multi-Family Residential
e) Article 25, addition of Section 60.34 Day Care Facilities
f) Article 25, addition of Section 60.35 Adult Foster Care Facilities
g) Article 63 Conditional Use Standards
h) Article 68 Amendments
i) Open Space Development Option
j) Article 69 Public Notice

9. Approval of Independent Insurance Analyst
10. Approval of Township Manager Employment Contract
11. Non-Motorized Path RFP
12. Acquisition of Foreclosed Parks Properties
13. Approval of Fund Balance Policy
14. Washtenaw County Roads Commission Projects

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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NORTHFIELD TOWNSHIP
Township Board
Minutes
May 13, 2014

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
Shelle Manning, Clerk	Absent with notice
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
Police Sgt. Martin Smith
Community Center Director Tammy Averill
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

▶ **Motion:** Engstrom moved, Chick supported, that the items in the consent agenda be approved as presented. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

▶ **Motion:** Thomas moved, Engstrom supported, that the balance of the agenda be adopted with item 15, Approval of Department of Public Safety Ordinance, removed. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, commented on the closing of the Whitmore Lake Florist. Jim Nelson, 7777 Sutton Road, reported that broadcast of Township meetings has been moved from Channel 99 to 191 on the Charter cable system.

REPORTS

Department Heads

Fire. Chief Wagner read the report summary for the month of April and answered questions about staffing and Huron Valley Ambulance service.

Police. Sgt. Smith read the report summary for the month of April.

Wastewater Treatment Plant. Hardesty referred to his written report and briefly reviewed problems at the plant due to recent heavy rains.

Community Center. Averill referred to her written report and proposals for a new building sign.

Other

Zoning Board of Appeals. Otto reported no meeting was held in April.

Planning Commission. Chick reported that public hearings were held on amendments to two zoning ordinance sections and the Master Plan.

Parks and Recreation. Thomas said there is nothing to add to the information in the Manager's Report.

Financial. Braun referred to the Revenue and Expenditure report and graphs in the packet, and she noted that a committee of the Joint Treasurers and Assessors is being formed to address personal property taxes issues.

Township Manager. Fink referred to his written report and made additional comments about rain damage to the Barker Road non-motorized path, the Whitmore Lake Sewer Assessment District, budgeting, and staff raises.

BUSINESS ITEMS

1.
Certificates of Appreciation for Bark Park

Randall Rush, Chair of the Parks & Recreation Board, noted that the Township's dog park is now open and presented certificates of appreciation for the donated labor and materials to Chuck Steuer, Tim Seville, Vega Foods, Tim Hardesty, Jacki Otto, Janet Chick, The Whitmore Lake Rod and Gun Club, The Morning Kiwanis, Tractor Supply, Clay Rush, Dennis Woodworth, and Howard Fink.

2.
Civic Event Application: German Park

- **Motion:** Otto moved, Thomas supported, that the Civic Event Application for German Park be approved as presented for June 28, July 26, and August 30, 2014. **Motion carried 6—0 on a voice vote.**

- **Motion:** Otto moved, Thomas supported, that the Law Enforcement Services contract between German Park Recreation Club and Northfield Township be approved as presented.
Motion carried 6—0 on a voice vote.

3.
Permit for Fireworks Display

- **Motion:** Otto moved, Chick supported, that the permit for the Fourth of July Fireworks Display issued to Andrew Espensahde be approved as presented.
Motion carried 6—0 on a voice vote.

4.
Civic Event Application: 4th of July Fireworks

- **Motion:** Otto moved, Chick supported, that the Civic Event Application for the 4th of July Fireworks be approved as presented.
Motion carried 6—0 on a voice vote

5.
Lawn Care Bids

- **Motion:** Otto moved, Engstrom supported, that the three year contract for lawn care from J&M Landscaping be approved in the amount of $5,925 per year which includes two weedings annually. **Motion carried 5—1 on a voice vote, Dockett opposed.**

6.
Appointment of Planning Commission Representative to Parks & Recreation Board

- **Motion:** Thomas moved, Engstrom supported, that Sam Iaquinto be appointed as the Planning Commission liaison to the Parks & Recreation Board.
Motion carried 6—0 on a voice vote.

7.
Appointment of Downtown Development Authority Representative to the Parks & Recreation Board

- **Motion:** Thomas moved, supported, that Doug Wilbur be appointed as the Downtown Development Authority liaison to the Parks & Recreation Board.
Motion carried 5—1 on a voice vote, Dockett opposed.

8.
Approval of Revised Building Fees

- **Motion:** Chick moved, Otto supported, that the Northfield Township Department of Building Safety Fees be approved as presented. **Motion carried 5—1 on a voice vote, Dockett opposed.**

- **Motion:** Chick moved, Thomas supported, that the requirement for permits for building maintenance be eliminated as defined in Howard Fink's memo.

Weiland said this is more of a policy change. He said money is really not being made on these and they take time to process.

Motion carried 6—0 on a voice vote.

9.
Approval of Wastewater Study Rate

- **Motion:** Otto moved, Chick supported, that the rate increase for the Wastewater Treatment Plant to $84/quarter for residential and $5.60 as a metered rate per thousand gallons be approved.

- **Amended motion:** Otto moved, Chick supported, that the rate increase for the Wastewater Treatment Plant to $84/quarter for residential and $5.60 as a metered rate per thousand gallons be approved, effective July 1, 2014. **Amended motion carried 5—1 on a voice vote, Dockett opposed.**

10.
Approval of Library Allocation Fees

Otto said she agrees with the amount that the Board has established, but she would prefer to have the fees implemented on a staggered basis over two years to allow the library time to prepare for it.

- **Motion:** Otto moved, Thomas supported, that Library Allocation fees be implemented on a staggered allocation with an increase of $2484.50 each year until the fee reaches $8969, that the fees be reviewed annually, and that that the fees be adjusted in the year they are incurred. **Motion failed 3—3 on a voice vote, Dockett, Engstrom, and Braun opposed.**

- **Motion:** Thomas moved, Chick supported, that Library Allocation fees be implemented according to the recommendation in the memo in the amount of $8969 beginning with the new budget cycle to be reviewed annually. **Motion carried 6—0 on a voice vote**

11.
Approval of Lease for 75 Barker Road

Dockett said he wants to have the lessee sign the agreement first. Otto said that is a best business practice.

▶ **Motion:** Otto moved, Engstrom supported, that the lease with National Home Care and Staffing at 75 Barker Road for a term of one year commencing the day after the existing lease ends in June. **Motion carried 6—0 on a voice vote.**

12. Approval of Ordinance: Housing Discrimination

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Housing Discrimination law of the Township as outlined in the Board packet be adopted. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

13. Approval of Ordinance: Off-Road Vehicles

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Off-Road Vehicle law of the Township as outlined in the Board packet be adopted. **Motion carried 5—1 on a roll call vote, Dockett opposed. Ordinance adopted.**

14. Approval of Ordinance: Michigan Vehicle Code

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Traffic and Vehicle law of the township as outlined in the Board packet be adopted. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

15. Approval of Ordinance: Department of Public Safety

Removed from the agenda.

16. Approval of Ordinance: Metro-Act

▶ **Motion:** Otto moved, Engstrom supported, that the Metro Act ordinance be approved outlined in the Board packet. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

17. Approval of Ordinance: Solicitation

▶ **Motion:** Otto moved, Chick supported, that the Solicitation ordinance be approved as outlined in the Board packet. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

- Fink said he will work on setting up a meeting with Huron Valley Ambulance as quickly as possible.
- Dockett made comments about metering sewer usage for the Public Safety Building; Thomas asked that this be discussed at the next Board workshop.
- Otto complimented work by Whitmore Lake students on a robotics project and commended their teachers.
- Thomas said Debra Mozurkewich should have been recognized for her work on the Bark Park.

ADJOURNMENT

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

The meeting adjourned at 8:40 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 _____, 2014.

_____
Michele K. Manning, Clerk

Official minutes of all meetings, as well as expanded notes, are available on the Township's website at http://twp-northfield.org/board_of_trustees_minutes_and_agendas/index.php

Draft

NORTHFIELD TOWNSHIP
Township Board
Notes
May 13, 2014

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
Shelle Manning, Clerk	Absent with notice
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
Police Sgt. Martin Smith
Community Center Director Tammy Averill
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

▶ **Motion:** Engstrom moved, Chick supported, that the items in the consent agenda be approved as presented. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

Engstrom noted that Fink had requested removal of one agenda item.

▶ **Motion:** Thomas moved, Engstrom supported, that the balance of the agenda be adopted with item 15, Approval of Department of Public Safety Ordinance, removed. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, commented on the closing of the Whitmore Lake Florist.

Jim Nelson, 7777 Sutton Road, reported that broadcast of Township meetings has been moved from Channel 99 to 191 on the Charter cable system.

REPORTS

Department Heads

Fire. Chief Wagner read the report summary for the month of April. In answer to a question from Dockett, Wagner said they are short 6-7 staff members. He said response time is acceptable, but they struggle with large events requiring a lot of personnel.

In answer to a question from Chick, Wagner explained the problems the department has been having with Huron Valley Ambulance.

Police. Sgt. Smith read the report summary for the month of April.

Wastewater Treatment Plant. Hardesty referred to his written report and mentioned the email he sent the day before about some of the treated water in the plant having to bypass the final treatment stage because of the heavy rain that fell very quickly. In answer to a question from Dockett, Hardesty said the extra water is likely coming from sump pumps that are hooked into the system, but some of it could come in through manhole covers. He said a study about this has not been done for quite a while.

Community Center. Averill referred to a second estimate for a new sign that she had distributed and said she expects two more to come in soon. Dockett said it is not fair to other vendors to publish the estimates that were received first. Fink said he had not thought of that when he asked for that information to be put in packets, but he agreed with Dockett.

Other

Zoning Board of Appeals. Otto reported no meeting was held in April.

Planning Commission. Chick reported that public hearings were held on text amendments to the Recreation Conservation District, the zoning ordinance amendment procedure, and the Master Plan. She said the Master Plan amendment is still under consideration, but the other two items were recommended for approval by the Board.

Parks and Recreation. Thomas said there is nothing to add to the information in the Manager's Report.

Financial. Braun referred to the Revenue and Expenditure report and graphs in the packet, and she noted that a committee of the Joint Treasurers and Assessors is being formed to address personal property taxes issues.

Township Manager. Fink referred to his written report and added:

- There are some washout areas in the new section of the non-motorized path near Barker Road and US-23. He said Boss Engineering and Concrete Construction

looked at them and Concrete Construction will be cutting out and replacing some concrete. Wagner said he is monitoring the situation and has placed barriers around unsafe areas, but it is still possible to walk on the path without going out into the road. In answer to a question from Dockett, Fink said the contractor will incur the expense of this work.

- He attended the joint meeting of Treasurers and Assessors with Braun and found it to be very productive.

In answer to a question from Dockett regarding the Whitmore Lake Sewer Assessment District (SAD), Fink said the Township needs to consider whether plans should be made for future expansion of this system while at the same time not burdening existing residents of the district. Dockett said he would be opposed to spending money on bigger lines that will not be used in the future. Fink he wanted to let the Board know that the Township is looking ahead.

Dockett objected to Fink's proposal to give a 3% raise to staff. Fink said he would never ask for inappropriate raises, and he thinks it is appropriate for small raises to be given to adjust for the cost of living when the budget allows. He added that raises would not be given until the budget is complete and evaluations are done.

Dockett said any excess money at the end of the fiscal year should be used to pay down debt rather than spending it. Chick said a policy needs to be developed about how to make decisions regarding such funds.

BUSINESS ITEMS

1.
Certificates of Appreciation for Bark Park

Randall Rush, Chair of the Parks & Recreation Board, noted that the Township's dog park is now open and it is a great success. He said he wanted to share thanks and appreciation for the people who helped make this happen. He thanked the Township Board, the school board, and the members of the Parks & Recreation Board. He gave special thanks to committee member Chuck Steuer who provided engineering and substantial leadership. He said an official grand opening is being planned.

Rush said donations to the Township for the dog park can be made at the Township office and they will be used for enhancements to the park which was built with donated materials and labor in a wonderful example of the community working together.

He presented certificates of appreciation to:

- Tim Seville who donated labor, use of equipment, and lawn mowing,
- Vega Foods for a cash donation,
- Tim Hardesty for performing labor on the project,
- Jacki Otto and Janet Chick for cash donations,
- The Whitmore Lake Rod and Gun Club,
- The Morning Kiwanis,
- Tractor Supply for discounts on materials and construction consultation,
- Clay Rush and Dennis Woodworth for donated labor, and
- Howard Fink for the many, many hours he put into the project.

2.
Civic Event Application: German Park

Chief Wagner noted approval is needed on both the Civic Event Application and the Police Contract. In answer to a question from Dockett, Wagner said proof of insurance has been provided.

Wally Jarvis, representative of German Park, said his grandfather was one of the founding members. He presented copies of a history they have published of the 75 years of the park.

▶ **Motion:** Otto moved, Thomas supported, that the Civic Event Application for German Park be approved as presented for June 28, July 26, and August 30, 2014. **Motion carried 6—0 on a voice vote.**

▶ **Motion:** Otto moved, Thomas supported, that the Law Enforcement Services contract between German Park Recreation Club and Northfield Township be approved as presented.
Motion carried 6—0 on a voice vote.

3.
Permit for Fireworks Display

▶ **Motion:** Otto moved, Chick supported, that the permit for the Fourth of July Fireworks Display issued to Andrew Espensahde be approved as presented.
Motion carried 6—0 on a voice vote.

4.
Civic Event Application: 4th of July Fireworks

▶ **Motion:** Otto moved, Chick supported, that the Civic Event Application for the 4th of July Fireworks be approved as presented.
Motion carried 6—0 on a voice vote

Wagner noted raffle tickets are being sold to raise funds for the fireworks.

5.
Lawn Care Bids

▶ **Motion:** Otto moved, Engstrom supported, that the three year contract for lawn care from J&M Landscaping be approved in the amount of $5,925 per year which includes two weedings annually.

In answer to a question from Dockett, Fink confirmed that J&M agreed to three year pricing. Dockett asked what the benefit of a three year contract is. Engstrom explained it is to lock in the pricing. In answer to a question from Chick, Wagner said two annual weedings is sufficient.

Motion carried 5—1 on a voice vote, Dockett opposed.

6.
Appointment of Planning Commission Representative to Parks & Recreation Board

Thomas reported that Iaquinto volunteered to serve on the Parks & Recreation Board. He the terms of service run with Township Board terms.

- **Motion:** Thomas moved, Engstrom supported, that Sam Iaquinto be appointed as the Planning Commission liaison to the Parks & Recreation Board. **Motion carried 6—0 on a voice vote.**

7.
Appointment of Downtown Development Authority Representative to the Parks & Recreation Board

Thomas reported that Doug Wilbur volunteered to serve on the Parks & Recreation Board.

- **Motion:** Thomas moved, supported, that Doug Wilbur be appointed as the Downtown Development Authority liaison to the Parks & Recreation Board.

Dockett said Wilbur has not paid all of this personal property taxes owed to the Township so he will vote against this.

Motion carried 5—1 on a voice vote, Dockett opposed.

8.
Approval of Revised Building Fees

Fink referred to the schedule of fees that he and zoning administrator Kurt Weiland are recommending for approval. He said they believe that the new fee system is the best way to go, but since it is new unanticipated issues may come up so they will be monitoring it. He noted that per State law revenues and expenditures must essentially zero out for the building fund.

He added that he and Weiland are recommending that maintenance-type permits be eliminated. Dockett said he appreciates this recommendation and asked whether replacement of doors is included. Weiland said as long as the exit width does not change, doors and frames could be replaced without a permit.

- **Motion:** Chick moved, Otto supported, that the Northfield Township Department of Building Safety Fees be approved as presented. **Motion carried 5—1 on a voice vote, Dockett opposed.**

- **Motion:** Chick moved, Thomas supported, that the requirement for permits for building maintenance be eliminated as defined in Howard Fink's memo.

Weiland said this is more of a policy change. He said money is really not being made on these and they take time to process.

Motion carried 6—0 on a voice vote.

9.
Approval of Wastewater Study Rate

Fink said the related ordinance mentioned in his memo will be provided to the Board next month.

- **Motion:** Otto moved, Chick supported, that the rate increase for the Wastewater Treatment Plant to $84/quarter for residential and $5.60 as a metered rate per thousand gallons be approved.

In answer to a question from Dockett, Fink said he recommends this be effective at the beginning of the next billing cycle to avoid the need for proration.

In answer to a question from Dockett, Brian Rubel of Tetra Tech Engineering said 14% more flow passes through the Wastewater Treatment Plant than is actually billed for due to extra water that gets into the system.

Dockett said he would like to see sewer usage for the Public Safety Building sewage metered because he believes Township residents are subsidizing that usage to a great extent. Engstrom suggested bringing that up at a future meeting. Thomas said he would be in favor of the metering.

- **Amended motion:** Otto moved, Chick supported, that the rate increase for the Wastewater Treatment Plant to $84/quarter for residential and $5.60 as a metered rate per thousand gallons be approved, effective July 1, 2014. **Amended motion carried 5—1 on a voice vote, Dockett opposed.**

10.
Approval of Library Allocation Fees

Otto said she agrees with the amount that the Board has established, but she would prefer to have the fees implemented on a staggered basis over two years to allow the library time to prepare for it.

Fink said there is no case law or precedent concerning this issue, so there is nothing that says the Township or the Library has to agree to this. He said Treasury has indicated that charging for statutory and non-statutory duties is allowed, and the Library has indicated they are amenable to this but do not want to pay for building overhead.

- **Motion:** Otto moved, Thomas supported, that Library Allocation fees be implemented on a staggered allocation with an increase of $2484.50 each year until the fee reaches $8969, that the fees be reviewed annually, and that that the fees be adjusted in the year they are incurred. **Motion failed 3—3 on a voice vote, Dockett, Engstrom, and Braun opposed.**

- **Motion:** Thomas moved, Chick supported, that Library Allocation fees be implemented according to the recommendation in the memo in the amount of $8969 beginning with the new budget cycle to be reviewed annually. **Motion carried 6—0 on a voice vote**

11.
Approval of Lease for 75 Barker Road

Dockett said he wants to have the lessee sign the agreement first. Otto said that is a best business practice.

▶ **Motion:** Otto moved, Engstrom supported, that the lease with National Home Care and Staffing at 75 Barker Road for a term of one year commencing the day after the existing lease ends in June. **Motion carried 6—0 on a voice vote.**

12.
Approval of Ordinance: Housing Discrimination

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Housing Discrimination law of the Township as outlined in the Board packet be adopted. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

13.
Approval of Ordinance: Off-Road Vehicles

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Off-Road Vehicle law of the Township as outlined in the Board packet be adopted. **Motion carried 5—1 on a roll call vote, Dockett opposed. Ordinance adopted.**

14.
Approval of Ordinance: Michigan Vehicle Code

▶ **Motion:** Otto moved, Engstrom supported, that the ordinance to amend the Traffic and Vehicle law of the township as outlined in the Board packet be adopted. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

15.
Approval of Ordinance: Department of Public Safety

Removed from the agenda.

16.
Approval of Ordinance: Metro-Act

▶ **Motion:** Otto moved, Engstrom supported, that the Metro Act ordinance be approved outlined in the Board packet. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

17.
Approval of Ordinance: Solicitation

In answer to a question from Thomas, Fink said this has been reviewed by Township attorney Paul Burns.

▶ **Motion:** Otto moved, Chick supported, that the Solicitation ordinance be approved as outlined in the Board packet. **Motion carried 6—0 on a roll call vote. Ordinance adopted.**

Fink said more ordinances will be on the next agenda.

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

In answer to a question from Chick, Fink said he will work on setting up a meeting with Huron Valley Ambulance as quickly as possible.

Dockett repeated his statement made earlier that the Public Safety Building should be metered for sewer usage because he believes rate payers are subsidizing this cost. Thomas said he would like to see this included on the next workshop agenda. Hardesty said he could not find anything in the sewer ordinance indicating a flow threshold at which businesses should be metered. Fink said the overall policy will be examined.

Dockett said it cost $994, 803 to run the Township last month, he encouraged people to buy locally, use local services, and remember the men and women serving in uniform.

Otto said she attended the school board meeting last night and was very impressed with the robotics display by students. She commended the school district on their work with the students.

Thomas said Debra Mozurkewich should have been recognized for her work on the Bark Park.

ADJOURNMENT

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

The meeting adjourned at 8:40 P.M.

Submitted by Lisa Lemble.

These notes are an expanded version of the official meeting minutes adopted by the Board of Trustees. Minutes and notes for all meetings are available on the Township's website at http://twp-northfield.org/board_of_trustees_minutes_and_agendas/index.php

NORTHFIELD TOWNSHIP
Township Board Workshop
Minutes
May 27, 2014

CALL TO ORDER/PLEDGE

The workshop was called to order at 7:03 P.M. by Supervisor Engstrom at 8350 Main Street, and she led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Shelle Manning, Clerk	Present (left at 8:45 P.M.)
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present (arrived at 7:10 P.M.)

Also present:
Township Manager Howard Fink
William Wagner, Public Safety Director
Paul Burns, Township Attorney
Tami Averill, Community Center Director
Tim Hardesty, Wastewater Treatment Plant Superintendent
Rick Yaeger, Controller
Lisa Lemble, Recording Secretary
Members of the community

ADOPT BALANCE OF AGENDA

Otto asked that *Township Clerk Resignation* be added as Item 3a.

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

FIRST CALL TO THE PUBLIC

Members of the public made requests for road and drain maintenance in Northfield and Green Oak Townships, thanked Manager Fink for his work, and asked for consideration of an employer-contribution college fund.

CORRESPONDENCE AND ANNOUNCEMENTS

Township Manager Fink referred to his written report and provided additional information about a column he proposes to write for the Northfield *Courant*, filling vacant Board positions, the proposed budget code enforcement efforts, hiring someone to oversee the upcoming election, and road repair history in the Township. Dockett said it is difficult for him to discuss agenda items when information has been provided just before the start of the meeting.

AGENDA ITEMS

1.
Washtenaw County Road Commission Annual Meeting

Roy Townsend, Managing Director of the Washtenaw County Road Commission (WCRC) provided information about the source of and declining levels of road repair funds in Michigan, and Jim Harmon, Director of Operations with the WCRC, reviewed the proposed road projects for 2014:

- Eight Mile from Spencer to Rushton. Fink noted the total project cost is $115,000 and Green Oak Township has indicated they will provide 75% (about $87,000) of the funding because the majority of residents along that road live in Green Oak.
- Dixboro from N. Territorial to Five Mile.
- Five Mile from US-23 north to the unpaved section (two different options)
- Six Mile from Earhart to Dixboro.
- Township-wide limestone.
- Township-wide ditching.

The Board discussed options for spending the approximately $125,000 available ($85,000 from the Township and a $40,000 Road Commission match)

2.
Budget Presentation

Fink referred to the budget synopsis prepared by Rick Yaeger and said a net fund balance increase of $79,249 is projected based on an expected increase in revenue of 6.1% paired with an expected to increase in expenditures by only .8%. He said he believes that when funds are available it is important to keep wages level with the cost of living.

Dockett noted the Fire Department is given $25,000 from the general fund each year, so it is not living within its budget. He also objected to raises proposed for Wastewater Treatment Plant (WWTP) employees.

3.
Fund Balance Policy

Fink referred to his memo of May 22nd and the spreadsheet showing what funds would be available at 80%, 90%, and 100% of the recommended fund balance ($480,000, $337,000, and $193,000 respectively). He said these excess funds could be used for additional road maintenance projects, to pay down debt, or any number of projects. He said this requires various policy decisions including at

what level the fund balance should be maintained and how the excess could be spent.

The Board briefly discussed possible general fund levels and ways to use the excess funds. Fink said he will prepare a proposal for the Board to vote on at the June 10th Board meeting regarding the level to be maintained in the general fund.

3a.
Resignation of Clerk

Otto noted that Manning has submitted her resignation, to be effective when accepted by the Board, and per the Board's policy a replacement is to be appointed within 45 days of the acceptance. There was discussion about whether to vote immediately or wait until the June 10th regular session, and how to handle Jewelie Bruestle's employment with the Township since her position as Deputy Clerk ceases with the Clerk's resignation. Township attorney Burns said while the Board may wait until June 10th to act on this resignation, Manning could rescind her resignation prior to that date. Otto said he does not think Manning will be changing her mind.

- **Motion:** Thomas moved, Otto supported, that the Northfield Township Board of Trustees accept the resignation of Clerk Michelle Manning submitted May 27, 2014, in writing to the Board, effective May 27, 2014. **Motion carried 7—0 on a voice vote.**

- **Motion:** Otto moved, Engstrom supported, to allow Fink to reallocate Jewelie Bruestle from Deputy Clerk to an employee of the Township until otherwise noticed. **Motion carried 7—0 on a voice vote.**

3B.
Township Manager Employment Contract

[Considered out of agenda order].

Fink noted the Township labor attorney prepared a short addendum to his employment contract. Dockett said he thinks Fink has created too many rules and regulations and approved too many raises, but it is good to have someone like him with the Township. He said no one else has a contract with the Township and he does not think one is needed for the Manager, so he will not vote in favor of this. The other Board members indicated this should be placed on the June 10th agenda for consideration.

4.
County Meals on Wheels/ Congregate Meals Program

Community Center Director Averill referred to her May 22nd memo about providing meals in the center and for delivery to homes, and said she anticipates an October 1st start date.

5.
Community Center Teen Programming

Averill said she has been soliciting input from the community about uses of the Center and has gotten a lot of ideas from some very interested teens who have also begun volunteering at the center and have attended some events (karaoke). She said all events will supervised by her, and she will probably start with holding events for teens one night per week to see how it goes.

6.
Community Center Karaoke

Fink noted that the person originally lined up to do this fell through, so one of Tammy's cousins has been doing these nights very successfully ever since. He said he has no objection to that person being compensated for doing this, but because it is a relative of the Director he recommended that the Board approve this. It was agreed to schedule this for a vote on June 8th.

7.
Liability Insurance

Fink reported that a major carrier has provided a quote that is $36,000 less than what the Township is currently paying, and the current carrier has quoted a renewal price $25,000 less than the current policy. He recommended hiring an independent broker at a cost of about $1,500-$2,400 to evaluate the various proposals.

8.
Acquisition of Foreclosed "Parks" Property from the County

Fink said he has gotten up to speed about the Township's history of acquiring property in the Whitmore Lake Summer Homes Subdivision for future park use and now realizes what a phenomenal opportunity this is. He referred to an aerial showing that the Township already owns the vast majority of the vacant lots in this area. He noted there are currently two lots up for bid by the County for a total of $1,605.

9.
Sewer Meter Reading Policy

Fink recalled that at the last Board meeting Dockett asked why the Public Safety Building is not metered and charged for sewer usage. He referred to the rate schedule for various types of businesses, and said after discussion with Wastewater Treatment Superintendent Hardesty they are proposing that a clause be added to this schedule to allow commercial businesses to have a meter installed and be charged for actual usage, rather than according to the schedule, but that the customer would be responsible for all maintenance costs for the meter. He said after that amendment the Township wants to install a meter and be billed for usage. He noted meters used with high iron content water can experience maintenance problems.

10.
Non-Motorized Path Request for Proposals

Not discussed due to time.

11.
Township Manager Employment Contract

Discussed as item 3B.

SECOND CALL TO THE PUBLIC

Members of the public made comments about road maintenance projects and their funding, spending the excess in the general fund, and the Clerk's resignation.

BOARD MEMBER COMMENTS

Dockett asked about the Horseshoe Lake Sewer District and Board meeting minutes.

ADJOURNMENT

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

The meeting adjourned at 10:12 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 _____ 2014.

_____
_____, Clerk

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

Draft

NORTHFIELD TOWNSHIP
Township Board Workshop
Notes
May 27, 2014

CALL TO ORDER/PLEDGE

The workshop was called to order at 7:03 P.M. by Supervisor Engstrom at 8350 Main Street, and she led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Shelle Manning, Clerk	Present (left at 8:45 P.M.)
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present (arrived at 7:10 P.M.)

Also present:
Township Manager Howard Fink
William Wagner, Public Safety Director
Paul Burns, Township Attorney
Tami Averill, Community Center Director
Tim Hardesty, Wastewater Treatment Plant Superintendent
Rick Yaeger, Controller
Lisa Lemble, Recording Secretary
Members of the community

ADOPT BALANCE OF AGENDA

Otto asked that *Township Clerk Resignation* be added as Item 3a.

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

FIRST CALL TO THE PUBLIC

Road/Drain Maintenance . Mary Devlin, 9221 Brookside, asked that dead trees along Brookside be removed, better grading be performed, the drain be cleaned out, and high weeds be cut for traffic visibility.

Jill Avery said she lives at 11861 Cahill Court off Eight Mile Road in Livingston County and the drain along Eight Mile overflows creating hazardous road conditions and damage to cars.

Larry Megdall, owner of The Links at Whitmore Lake, said despite limestone being put down a few years ago, after any rain or after a diversion of traffic from US-23 potholes develop quickly causing damage to cars and keeping customers away from The Links.

Jerry Mansford, Cahill Court in Green Oak Township, said the workers for the County do a good job, but more work is needed on Eight Mile. Marilyn Harrington, owner of the Octagon House at 66525 W. Eight Mile Road, also said the condition of Eight Mile is terrible.

Manager. Mary Devlin thanked Howard Fink for doing a superb job.

College Funding Initiative. James Smith, 440 Barker Road, said he is working on an initiative to provide college educations for children at no cost to the families. He said he has found out about a program that has employers contribute to educational funds for employees' children, and he provided written information to Manager Fink.

CORRESPONDENCE AND ANNOUNCEMENTS

Township Manager Fink referred to his written report and added:

- He had provided Board members with a cop of the column he proposed to submit to the Northfield *Courant.*
- Related to the resignation of the Clerk he had provided Board members with the previously adopted policy regarding replacement of Board members.
- He had provided a budget narrative.
- Bill Lenehan is a doing a great job on code enforcement. So far in 2014 40 complaints had been looked into with about one third each in the hamlet area, Horseshoe Lake, and the rural areas. He provided a brief overview of the status of the investigations.
- He will be asking the Board to hire someone to oversee the upcoming election.
- Related to the Road Commission meeting he reminded Board members that Green Oak Township has committed 75% of the cost of the Rushton Road project.
- He had provided a five year compilation of what the County has contributed to road projects in Northfield Township.

Dockett said it is difficult for him to discuss agenda items when information has been provided just before the start of the meeting.

AGENDA ITEMS

1.
Washtenaw County Road Commission Annual Meeting

Roy Townsend, Managing Director of the Washtenaw County Road Commission (WCRC) said Michigan spends less per capita per mile on roads than any other state. He said property taxes do not fund roads for the most part,

rather it is gas taxes and vehicle registrations, but those are also among the lowest in the nation and have not increased for decades. He said his department deals with this every day. As an example, he said his department receives $1500/year/mile to grade Eight Mile Road.

He referred to the written materials he had provided and said as soon as the Township decides which local road projects it wants to do they can get them into the schedule. He said the WCRC spent $805,452 on primary roads in Northfield Township in 2013 and $465,010 on local roads.

Jim Harmon, Director of Operations with the WCRC, reviewed the proposed road projects for 2014:

- Eight Mile from Spencer to Rushton. Fink noted the total project cost is $115,000 and Green Oak Township has indicated they will provide 75% (about $87,000) of the funding because the majority of residents along that road live in Green Oak.
- Dixboro from N. Territorial to Five Mile.
- Five Mile from US-23 north to the unpaved section (two different options)
- Six Mile from Earhart to Dixboro.
- Township-wide limestone.
- Township-wide ditching.

Fink noted that with the Road Commission's $40,000 match and the Township's $85,000 a total of about $125,000 will be available for local road projects. He said that is not enough to do everything everyone wants, but he drove the roads with Mike Bernbeck of the WCRC, and based on that he agrees with Bernbeck that Eight Mile is most in need of work. He also said Township-wide ditching and limestone projects should be left to him and Bernbeck to choose.

In answer to a question from Engstrom, Fink confirmed that the Five Mile project will be affected by the US-23 project, so he would recommend waiting on that since it might be paved or rerouted at that point. Townsend agreed and said since others are proposing to pay for 50%-75% of the Eight Mile and Dixboro Road projects he would recommend proceeding with those.

Townsend noted that they will be resurfacing N. Territorial from Dixboro to Earhart. He explained that other sections are in worse condition, but it is more cost effective to maintain roads in relatively good condition, and they are waiting for federal funding for the sections that are in worse condition.

Townsend said he is aware that extending Seven Mile Road is of interest to Northfield Township, but the County does not have enough money to maintain existing roads so any new roads must be funded locally. Dockett said that project was on track for many years. Fink said he does not think the Seven Mile extension is tied to development of the Kelley property, and it may be necessary to do the project even if the Kelley property never develops, so he would like to sit down at some point to discuss the possibilities for this project.

Townsend noted that over the last 10 years Washtenaw County has lost about $30 million in road funding adjusted for inflation. He also noted that other Townships have been using special assessment districts to maintain some public local roads using Public Act 246 and he strongly encouraged Northfield Township to consider this funding mechanism. He said the Township could also raise $400,000 with a Township-wide special assessment at the rate of about $85/parcel.

A member of the public said she runs a child care business off the service drive at Five Mile and the condition of the road is embarrassing. In answer to a question from another member of the public, Fink said if Northfield Township decides not to contribute 25% of the Eight Mile Road cost Green Oak Township would have to decide whether they would proceed and pay 100% of the cost. He questioned whether residents along the road could contribute to the cost if Northfield Township does not. Board members said he that is very generous, but Northfield Township's share is a reasonable cost for that project.

Fink recommended proceeding with the Eight Mile and Dixboro projects. In answer to a question from a member of the public, Townsend said the Eight Mile project would probably start in August if approved by the Board. Townsend asked that the Board approve dust control work as quickly as possible. Chick recommended that Fink consider school bus routes for areas of limestone application. In answer to a question from Engstrom, Townsend said the County performs street sweeping twice each year.

Otto said there is a section of Six Mile that is starting to crumble. Townsend said soils in that area are suspect, and any road that handles 500 cars/day should be paved to remain pothole free, but there is no money for that. He said the limestone application that was done several years ago only buys time.

A member of the public asked about how to proceed with requesting creation of an SAD.

2.
Budget Presentation

Fink referred to the budget synopsis prepared by Rick Yaeger. He said revenues are going up slightly, and some improvements are supported by the budget. He said health insurance costs may rise significantly, but a number of increases have been absorbed to this point. He said he believes that when funds are available it is important to keep wages level with the cost of living. He said he will also probably be asking for increases for new employees who were promised six month reviews.

Regarding the general fund Fink said an increase in revenue of 6.1% is expected and expenditures are expected to increase by .8%, which would lead to a net fund balance increase of $79,249.

In answer to questions, Fink and Yaeger said:

- The rental income for 75 Barker Road includes rent for the two extra rooms.
- The sewer administration fee from the Library is shown on page 2.
- The recording secretary is increasing her fees and will also be taking minutes at an additional Board meeting each month.

- The Downtown Development Authority (DDA) fund balance at the end of 2013-14 will be about $80,000-$90,000, of which about $40,000-$50,000 will be left at the end of 2014-15.
- The raise for the Wastewater Treatment Plant (WWTP) Superintendent is justified, noting that Hardesty did not receive a significant increase when promoted and makes significantly less than the last Superintendent while doing the same work.

Dockett noted the Fire Department is given $25,000 from the general fund each year, so it is not living within its budget. He also objected to raises proposed for Wastewater Treatment Plant (WWTP) employees.

3.
Fund Balance Policy

Fink referred to his memo of May 22nd and the spreadsheet showing what funds would be available at 80%, 90%, and 100% of the recommended fund balance ($480,000, $337,000, and $193,000 respectively). He said these excess funds could be used for additional road maintenance projects, to pay down debt, or any number of projects. He said this requires various policy decisions including at what level the fund balance should be maintained and how the excess could be spent.

In answer to a question from Dockett, Fink said the fund balance has been increasing significantly over the past five years and while he thinks maintaining a 100% fund balance is excessive it is up to the Board to make these decisions. Dockett said he would like to see debt paid down and not tax property owners as much as has been done in the past.

Chick said other communities she has looked at maintain a 75% or 80% fund balance. She also said the excess funds could be used partly to pay down debt and partly for other projects. Braun said she feels comfortable maintaining a fund balance in the 80%-90% range. Engstrom said she would like to see high priority projects funded, noting that Main Street needs to be maintained more frequently.

Thomas asked how other Board members feel about proposing a millage for main roads in the Township to see how residents feel about it. Fink said Green Oak Township passed a millage recently and Scio Township passed a township-wide special assessment district (SAD). He said he would recommend approaching this in the way Green Oak did, creating a very specific program to put before the voters, because voters are more likely to tax themselves if they know exactly how the money will be spent.

[Manning left at this point].

Fink said whether it is a millage or a Township-wide SAD he would recommend that the Board take action because the road problems will not go away and there is no other funding source. Thomas said he sees the fund balance as being somewhat related to roads because they are a pressing issue. Otto said she would first like the Board to determine what level of funding it will feel comfortable maintaining in the general fund.

Dockett said he has been dissatisfied with the quality of work the County does on road repair and maintenance and he recommended using a private contractor.

Engstrom said no matter what level the Board decides on for the fund balance she would like to see the excess spent on roads. Fink said he will prepare a proposal for the Board to vote on at the June 10th Board meeting regarding the level to be maintained in the general fund.

Fink asked what information the Board would like about either a millage or an SAD for road improvements. Dockett said if the voters approve a millage he will go for it. Fink said he will start preparing a more detailed analysis of road conditions with the Road Commission to develop an idea of how much money would be needed for what. Dockett said there would have to be something for everyone in a specific proposal for the millage to pass.

3a.
Resignation of Clerk

Otto noted that Manning has submitted her resignation, and the letter states that it will be effective when accepted by the Board. She also noted that according to the Board's policy a replacement is to be appointed within 45 days of the effective date of the resignation. Fink recommended voting on this on June 10th, which would then be the start of the 45 day period. Dockett suggested that the vote be taken immediately. Fink acknowledged that would be legal, but said he would like to maintain the practice of Board workshop sessions being non-voting meetings.

Fink said he will put out notices now (on the Township website, in the media, in the *Courant*) indicating that letters of interest and resumes will be accepted. The Board agreed to a submittal deadline of June 24th, review of applications and interviews on June 24th, and a vote on July 8th with a special meeting between those two dates if needed to consider additional candidates.

Otto noted that Jewelie Bruestle was appointed Deputy Clerk by Manning, and her employment will end when the Clerk's resignation is accepted. Fink said he will prepare documents for the Board to act on to make her a Township employee prior to the acceptance of Manning's resignation to protect her employment with the Township. He said it is up to the Board to decide how the position of Deputy Clerk should be handled; it is not simply a matter of the Clerk choosing the Deputy.

Fink said someone will need to be hired to manage the upcoming election, and that needs to be done now. He said he and Bruestle can explore possibilities with Pittsfield Township during a meeting they have set up there tomorrow, and he is exploring other possibilities using a list provided by the County. He said Bruestle is a great employee, but she has never run an election before. Dockett asked whether Bruestle or anyone else hired is legally allowed to work on the election if they are not Northfield Township residents. Fink said they are.

Burns said while the Board may wait until June 10th to act on this resignation, Manning could rescind her resignation prior to that date. Otto said he does not think Manning will be changing her mind. Fink said if the Board voted now action would also have to be taken on Bruestle's employment status, and it would start the 45 day period for appointing a new Clerk. Otto noted the regular July 8th Board meeting would be 42 days from now.

- **Motion:** Thomas moved, Otto supported, that the Northfield Township Board of Trustees accept the resignation of Clerk Michelle Manning submitted May 27, 2014, in writing to the Board, effective May 27, 2014. **Motion carried 7—0 on a voice vote.**

- **Motion:** Otto moved, Engstrom supported, to allow Fink to reallocate Jewelie Bruestle from Deputy Clerk to an employee of the Township until otherwise noticed. **Motion carried 7—0 on a voice vote.**

3B.
Township Manager Employment Contract

Thomas asked that this be considered out of agenda order.

Fink noted the Township labor attorney prepared a short addendum to his employment contract. Fink said he and his wife are actively looking for a home in Northfield Township. He noted the Board gave him a positive review for his first year with the Township and he looks forward to extending his time with the Township.

Dockett said he thinks Fink has created too many rules and regulations and approved too many raises, but it is good to have someone like him with the Township. He said no one else has a contract with the Township and he does not think one is needed for the Manager, so he will not vote in favor of this. The other Board members indicated this should be placed on the June 10th agenda for consideration.

4.
County Meals on Wheels/ Congregate Meals Program

Community Center Director Averill referred to her May 22nd memo about providing meals in the center and for delivery to homes. She said she has not received pricing information, but she anticipates an October 1st start date. Engstrom noted a presentation about this was made last year, but nothing further was done, so she thanked Averill for addressing this.

In answer to a question from Otto about the kitchen being certified by the Health Department, Averill said she is waiting to hear about some of the details (use of dishes, need for a handwashing sink). She noted the meals would be delivered already prepared

5.
Community Center Teen Programming

Averill said she has been soliciting input from the community about uses of the Center and has gotten a lot of ideas from some very interested teens who have also begun volunteering at the center and have attended some events (karaoke). She said all events will supervised by her.

She said she will probably start with holding events for teens one night per week to see how it goes. Chick said she likes the idea of skate park because kids can afford a skateboard.

6.
Community Center Karaoke

Fink noted that the person originally lined up to do this fell through, so one of Tammy's cousins has been doing these nights very successfully ever since. He said he has no objection to that person being compensated for doing this, but because it is a relative of the Director he recommended that the Board approve this.

In answer to a question from Engstrom, Averill said the person originally scheduled to run these sessions was scheduled as a volunteer. Engstrom said the proposed $50/session seems low to her. It was agreed to schedule this for a vote on June 8th.

7.
Liability Insurance

Fink said a major carrier has provided a quote that is $36,000 less than what the Township is currently paying. He said he has not been happy with the Township's current broker, and he has learned that she has never gone out for quotes. He said he is not sure what the up or down sides are of changing brokers. He said it is appropriate to put this insurance out for bids every 3-5 years, and the market is soft right now so the current provider—the Par Plan—has come back with a price that is $25,000 lower.

Fink said he knows quite a bit about liability insurance, but he is not an expert, so it might be appropriate to hire an independent broker to evaluate the various proposals. He said he expects this would cost $1,500-$2,500 and he has identified one company— Risk Services—that could do this, and without that type of guidance the Board will end up having to choose between the opinions of two brokers about which policy to choose.

8.
Acquisition of Foreclosed "Parks" Property from the County

Fink said he has gotten up to speed about the Township's history of acquiring property in the Whitmore Lake Summer Homes Subdivision for future park use, and he referred to an aerial showing that the Township already owns the vast majority of the vacant lots in this area. He noted there are currently two lots up for bid by the County for a total of $1,605. In answer to a question from Dockett, Fink said he will confirm the price with the County. Regarding six parcels that were available last year, Fink said he did understand the project then, but he now realizes this is a phenomenal opportunity for the Township to develop parkland over a period of years.

9.
Sewer Meter Reading Policy

Fink recalled that at the last Board meeting Dockett asked why the Public Safety Building is not metered and charged for sewer usage. He referred to the rate schedule for various types of businesses, and said after discussion with Wastewater Treatment Superintendent Hardesty they are proposing that a clause be added to this schedule to allow commercial businesses to have a meter installed and be charged for actual usage, rather than according to the

schedule, but that the customer would be responsible for all maintenance costs for the meter. He said after that amendment the Township wants to install a meter and be billed for usage. He noted meters used with high iron content water can experience maintenance problems.

Dockett said he was not complaining about what he pays for his business, but the Public Safety Building is four times the size of his building, so he thinks it should pay more. There was discussion about how to categorize the Police and Fire operations. Hardesty said he has no problem installing a meter in the Public Safety Building. Dockett said he would have no problem with that and it could turn out that the usage is less than is currently being charged for. In answer to a question from Otto, Hardesty said the Township is currently being assessed at 4 REUs.

10.
Non-Motorized Path Request for Proposals

Not discussed due to time.

11.
Township Manager Employment Contract

Discussed as item 3B.

SECOND CALL TO THE PUBLIC

Road Maintenance. Chuck Steuer, 760 Six Mile Road, said a lot of limestone has been added to Six Mile in the past, but nothing was done about drainage. He said as a result of that he ended up with four inches of ice forming in his garage this past winter that did not thaw until mid-April. He asked that limestone not be added without doing necessary ditching.

Regarding the idea of a millage for road improvements, Steuer said the Board needs to be careful that proposing a road millage does not result in renewals of Police and Fire millages failing.

Fund Balance. Chuck Steuer said the Board should not be allowed to spend all of the excess in the fund balance this year.

Public Safety Sewer Meter. In answer to a question from Chuck Steuer, Hardesty said only the softened water used in the Public Safety Building should be metered. Steuer said in that case the meter should not be damaged by iron in the water.

Clerk's Resignation. Mary Devlin, 9211 Brookside, asked whether an effective date was necessary for the motion concerning Jewelie Bruestle. Burns said with the acceptance of Manning's resignation the position of Deputy Clerk ceased to exist, and the motion allows Fink to change Bruestle's status as soon as tomorrow.

Thank you. Mary Devlin said Fink and Averill have done a fantastic job serving the Township.

BOARD MEMBER COMMENTS

Horseshoe Lake Sewer District. In answer to a question from Dockett, Fink said he will have a report about this for Dockett before the next Board meeting.

Board Meeting Minutes. Dockett asked why he has not received minutes of the May 13th Board meeting. Fink said they are put in the box for pickup, but they are not distributed to Board members until the packet for the regular meeting is distributed.

ADJOURNMENT

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

The meeting adjourned at 10:12 P.M.

Submitted by Lisa Lemble.

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

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 06/12/2014 - 06/12/2014
JOURNALIZED
OPEN

"Open"

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-124	WORKER'S COMP PAYMENTS	MML WORKERS' COMP FUND	POLICY PREMIUM 7/1/14-7/1/15	26,902.00	
		Total For Dept 000		26,902.00	
Dept 101 TOWNSHIP BOARD					
101-101-807	MEMBERSHIP DUES	MTA	ANNUAL DUES 7/1/14-6/30/15	5,344.67	
101-101-807	MEMBERSHIP DUES	THE GREATER BRIGHTON ARE	ANNUAL DUES 07-2014 THROUGH 06-2015	200.00	
		Total For Dept 101 TOWNSHIP BOARD		5,544.67	
Dept 191 ELECTIONS					
101-191-727	SUPPLIES	ELECTION SYSTEMS & SOFTW	COVERAGE DATE 7/1/14-6/30/15	239.56	
		Total For Dept 191 ELECTIONS		239.56	
Dept 265 HALL AND GROUNDS					
101-265-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	ANTIVIRUS JUNE 1-JUNE 30	90.00	
		Total For Dept 265 HALL AND GROUNDS		90.00	
Dept 270 LEGAL/PROFESSIONAL					
101-270-806	ENGINEER	OHM ADVISORS	SERVICES RENDERED THROUGH 4/19/14	884.25	
		Total For Dept 270 LEGAL/PROFESSIONAL		884.25	
Dept 412 PLANNING/ZONING DEPT					
101-412-809	CODE ENFORCEMENT	PITTSFIELD TOWNSHIP	BD INSPECTIONS AND ZONING COMPLIANCE	520.00	
101-412-900	PRINTING & PUBLICATIONS	ALPHAGRAPHICS	CITATION TICKETS	826.90	
		Total For Dept 412 PLANNING/ZONING DEPT		1,346.90	
Dept 666 COMMUNITY CENTER					
101-666-812	SCC TRIPS/PROGRAMS	RED CARPET TRAVEL CLUB	5/14 ANDREWS BROTHERS	83.52	
101-666-812	SCC TRIPS/PROGRAMS	SALLY MARTTILA	MAY YOGA	145.00	
101-666-930	REPAIRS & MAINTENANCE	DAMON DOTSON	2 DOOR SWEEPS	23.30	
		Total For Dept 666 COMMUNITY CENTER		251.82	
		Total For Fund 101 GENERAL FUND		35,259.20	
Fund 207 LAW ENFORCEMENT FUND					
Dept 301 OPERATING COSTS					
207-301-727	SUPPLIES	TIMOTHY GREENE	PETTY CASH, JUNE 2014	29.55	
207-301-741	UNIFORMS/GEAR & ALLOWANCE	NORTH EASTERN UNIFORMS &	5.11 TACLITE PRO PANT	49.99	
207-301-807	MEMBERSHIP DUES	TIMOTHY GREENE	PETTY CASH, JUNE 2014	10.00	
207-301-851	POSTAGE	TIMOTHY GREENE	PETTY CASH, JUNE 2014	13.50	
		Total For Dept 301 OPERATING COSTS		103.04	
Dept 333 TRANSPORTATION					
207-333-860	FUEL & MILEAGE	DAVID POWELL	SHELL REIMBURSE 5/20/14	25.10	
207-333-860	FUEL & MILEAGE	WEX BANK	FUEL PURCHASES 05/06/14-05/23/14	2,604.13	
207-333-930	REPAIRS & MAINTENANCE	CRUISERS	BRACKET, TRUNK ORGANIZER; BRACKET, BA	105.00	
207-333-930	REPAIRS & MAINTENANCE	CRUISERS	DIAGNOSED, REMOVED & REPLACED DOCK	127.50	
207-333-930	REPAIRS & MAINTENANCE	CRUISERS	TROY CP-UV-CARGO-MNT REAR CARGO LIFT	481.25	
207-333-930	REPAIRS & MAINTENANCE	CRUISERS	TIGHTENED LOOSE CONNECTION FOR MONITO	170.00	
207-333-930	REPAIRS & MAINTENANCE	DIRTSQUIRT, LLC	WASHES FROM 4/2/14-5/24/14	100.00	
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	TIRE REPAIR 6/2/14	12.00	
		Total For Dept 333 TRANSPORTATION		3,624.98	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
Fund 207 LAW ENFORCEMENT FUND					
			Total For Fund 207 LAW ENFORCEMENT FUND	3,728.02	
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-957	TRAINING & DEVELOPMENT	EMERGENT HEALTH PARTNERS	MEDICAL FIRST RESPONDER COURSE 5/5/14	450.00	
216-226-957	TRAINING & DEVELOPMENT	HAMBURG TOWNSHIP FIRE DE	1 STUDENT: FIREFIGHTER MICHAEL MICHNO	750.00	
216-226-957	TRAINING & DEVELOPMENT	HAMBURG TOWNSHIP FIRE DE	2 STUDENTS: LT. KATRINA HANOSH & MICH	200.00	
			Total For Dept 226 PERSONNEL	1,400.00	
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ANN ARBOR WELDING SUPPLY	13 CF MEDICAL OXYGEN	101.97	
216-301-727	SUPPLIES	GRAINGER	FIRE EXTINGUISHER BRACKET & FIRE EXTI	144.14	
			Total For Dept 301 OPERATING COSTS	246.11	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	CRC 05084 & MMM 31548	15.03	
216-333-930	REPAIRS & MAINTENANCE	EMERGENCY VEHICLES PLUS	WORK PERFORMED ON 5/3/14 UNIT # ENGIN	648.00	
			Total For Dept 333 TRANSPORTATION	663.03	
			Total For Fund 216 MEDICAL RESCUE FUND	2,309.14	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-904	DONATIONS - EVENTS/COMMUNITY PR	RANDY RUSCH	PLASTIC RUBBERMAID	57.19	
			Total For Dept 301 OPERATING COSTS	57.19	
			Total For Fund 230 DONATION FUND	57.19	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 000					
287-000-488	TRADE PERMIT FEES	TODD'S SERVICES	CANCELLED PERMIT	39.00	
			Total For Dept 000	39.00	
Dept 261 GOVERNMENT SHARED SERVICES					
287-261-725	INSPECTOR EXPENSES	PITTSFIELD TOWNSHIP	BD INSPECTIONS AND ZONING COMPLIANCE	3,242.00	
			Total For Dept 261 GOVERNMENT SHARED SERVICES	3,242.00	
Dept 301 OPERATING COSTS					
287-301-725	INSPECTOR EXPENSES	DINO BONA	INSPECTIONS 5/1/14-5/31/14	358.80	
			Total For Dept 301 OPERATING COSTS	358.80	
			Total For Fund 287 BUILDING DEPARTMENT FUND	3,639.80	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY	10.00	
			Total For Dept 301 OPERATING COSTS	10.00	
			Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD	10.00	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	SELF STIRRING PROBE FOR 5000/5100	667.88	
571-301-740	OPERATING SUPPLIES	USA BLUE BOOK	YELLOW 4 LITERS NIST, ALUMINUM POLE 6	1,525.97	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	APRIL 23-MAY 32	242.68	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-930	REPAIRS & MAINTENANCE	ALLMAX SOFTWARE, INC.	OPERATOR10 WASTEWATER DATA MANAGEMENT	880.00	
571-301-930	REPAIRS & MAINTENANCE	BOULLION SALES, INC.	BRACKET 111	61.30	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	ANT 201	20.66	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	SLS 2692	11.69	
571-301-930	REPAIRS & MAINTENANCE	GOLDEN SEPTIC & LANDSCAP	CRUSHED LIMESTONE	166.17	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	5VB18 KEYSTOCK; 6LC93 RETAIN RING; 5D	39.70	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	6LC95 RETAIN RING	20.33	
571-301-930	REPAIRS & MAINTENANCE	RS TECHNICAL SERVICES, I	S. O. NUMBER 10861	5,357.82	
571-301-930	REPAIRS & MAINTENANCE	WARD'S DO IT CENTER	STATEMENT DATE 6/1/14	258.86	
		Total For Dept 301 OPERATING COSTS		9,253.06	
		Total For Fund 571 WASTEWATER TREATMENT FUND		9,253.06	
			Total For All Funds:	54,256.41	

--- FUND TOTALS BY VENDOR ---

Fund 101 GENERAL FUND		
0135.4	- ALPHAGRAPHICS	826.90
1367.5	- MML WORKERS' COMP FUND	26,902.00
1381	- MTA	5,344.67
1389	- MICRO TECH SERVICES INC	90.00
1600	- OHM ADVISORS	884.25
2458	- RED CARPET TRAVEL CLUB	83.52
9818.5	- PITTSFIELD TOWNSHIP	520.00
MISC	- MISC VENDOR	607.86
TOTAL FUND 101 GENERAL FUND		35,259.20
Fund 207 LAW ENFORCEMENT FUND		
0373.1	- CRUISERS	883.75
0772	- TIMOTHY GREENE	53.05
1985.2	- WEX BANK	2,604.13
2117	- VAL'S SERVICE STATION	12.00
9492	- DIRTSQUIRT, LLC	100.00
9804	- NORTH EASTERN UNIFORMS & EQUIPMENT	49.99
9816	- DAVID POWELL	25.10
TOTAL FUND 207 LAW ENFORCEMENT FUND		3,728.02
Fund 216 MEDICAL RESCUE FUND		
0155	- ANN ARBOR WELDING SUPPLY	101.97
0765	- GRAINGER	144.14
0806	- HAMBURG TOWNSHIP FIRE DEPT	950.00
1105	- EMERGENT HEALTH PARTNERS	450.00
2273.1	- CARQUEST AUTO PARTS - FD	15.03
9905	- EMERGENCY VEHICLES PLUS	648.00
TOTAL FUND 216 MEDICAL RESCUE FUND		2,309.14
Fund 230 DONATION FUND		
MISC	- MISC VENDOR	57.19
TOTAL FUND 230 DONATION FUND		57.19
Fund 287 BUILDING DEPARTMENT FUND		
9783	- TODD'S SERVICES	39.00
9818.2	- DINO BONA	358.80
9818.5	- PITTSFIELD TOWNSHIP	3,242.00

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
		TOTAL FUND 287 BUILDING DEPARTMENT FUND		3,639.80	
		Fund 370 PUBLIC SAFETY BLDG DEBT FD			
		0134.3	- ALLIANCE WINDOW CLEANING	10.00	
		TOTAL FUND 370 PUBLIC SAFETY BLDG DEBT F		10.00	
		Fund 571 WASTEWATER TREATMENT FUND			
		0134.2	- ALLMAX SOFTWARE, INC.	880.00	
		0765	- GRAINGER	60.03	
		1456.00	- SPRINT/NEXTEL COMMUNICATIONS	242.68	
		1882	- RS TECHNICAL SERVICES, INC.	5,357.82	
		2101.5	- USA BLUE BOOK	1,525.97	
		2149	- WARD'S DO IT CENTER	258.86	
		2273	- CARQUEST AUTO PARTS - WWTP	32.35	
		2521	- GOLDEN SEPTIC & LANDSCAPING SUPPLIE	166.17	
		MISC	- MISC VENDOR	61.30	
		NCL	- NCL OF WISCONSIN, INC.	667.88	
		TOTAL FUND 571 WASTEWATER TREATMENT FUND		9,253.06	

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 05/13/2014 - 06/05/2014
Banks: MIF

Paid

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/21/2014	MIF	271(E)*#	PAYROLL				
				SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(25.26)
				SALARIES	701	172	2,961.54
				CLERICAL/DEP /SUPER/ELECTION	704	172	875.00
				SOCIAL SECURITY	715	172	455.06
				PENSION	718	172	296.14
				CONTROLLER	722	172	2,112.00
				SALARIES	701	215	480.76
				DEPUTY SALARIES	703	215	1,289.06
				SOCIAL SECURITY	715	215	135.39
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,783.88
				CLERICAL/DEP /SUPER/ELECTION	704	253	717.75
				SOCIAL SECURITY	715	253	228.17
				PENSION	718	253	157.68
				ASST ASSESSOR	709	257	303.75
				ASSESSOR	713	257	2,363.07
				SOCIAL SECURITY	715	257	204.01
				PENSION	718	257	236.30
				SOCIAL SECURITY	715	412	91.80
				PLANN COMM	726	412	1,200.00
				SALARIES	701	666	1,365.38
				SOCIAL SECURITY	715	666	104.45
				PENSION	718	666	136.52
				CHECK MIF 271(E) TOTAL FOR FUND 101:			18,433.97
06/04/2014	MIF	272(E)*#	PAYROLL				
				SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(8.14)
				SALARIES	701	172	2,961.54
				CLERICAL/DEP /SUPER/ELECTION	704	172	934.50
				SOCIAL SECURITY	715	172	410.66
				PENSION	718	172	296.14
				CONTROLLER	722	172	1,472.00
				SALARIES	701	215	480.76
				DEPUTY SALARIES	703	215	1,312.50
				SOCIAL SECURITY	715	215	137.18

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,695.18
				CLERICAL/DEP /SUPER/ELECTION	704	253	721.38
				SOCIAL SECURITY	715	253	221.65
				PENSION	718	253	157.68
				ASST ASSESSOR	709	257	885.00
				ASSESSOR	713	257	2,363.07
				SOCIAL SECURITY	715	257	248.48
				PENSION	718	257	236.30
				JANITORIAL SALARIES	710	265	480.00
				SOCIAL SECURITY	715	265	36.72
				SOCIAL SECURITY	715	412	53.55
				PLANN COMM	726	412	700.00
				SALARIES	701	666	1,365.38
				SOCIAL SECURITY	715	666	104.45
				PENSION	718	666	136.52
				CHECK MIF 272(E) TOTAL FOR FUND 101:			18,364.02
05/13/2014	MIF	37573	TERMINIX	REPAIRS & MAINTENANCE	930	666	39.00
05/13/2014	MIF	37575	WASHTENAW COUNTY TREASURER	CHARGEBACKS - PRIOR TAX YEARS	938	265	100.81
05/15/2014	MIF	37578	ALL AMERICAN CLEANING CO.	GROUNDS/CLEANG/JANITORL SERVIC	816	666	350.00
05/15/2014	MIF	37584*#	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	265	46.00
05/15/2014	MIF	37587	CARLISLE, WORTMAN ASSOCIATES, IN	PLANNER FEES	801	412	855.00
				PLANNER FEES	801	412	545.00
				PLANNER FEES	801	412	765.00
				PLANNER FEES	801	412	450.00
				CHECK MIF 37587 TOTAL FOR FUND 101:			2,615.00
05/15/2014	MIF	37593	KOCH & WHITE HEATING & COOLING	REPAIRS & MAINTENANCE	930	666	330.00
05/15/2014	MIF	37595	MICRO TECH SERVICES INC	REPAIRS & MAINTENANCE	930	265	90.00
05/15/2014	MIF	37599*#	PAUL E BURNS	LEGAL	803	253	500.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				LEGAL	803	270	6,300.00
				ALLOCATE TO DEPARTMENTS	927	270	(3,800.00)
				CHECK MIF 37599 TOTAL FOR FUND 101:			3,000.00
05/15/2014	MIF	37600	POS WORLD	SUPPLIES	727	265	90.00
05/15/2014	MIF	37602*#	RAFT	TRAINING & DEVELOPMENT	957	172	80.00
05/15/2014	MIF	37604	SALLY MARTILLA	SCC TRIPS/PROGRAMS	812	666	125.00
05/15/2014	MIF	37608	TTL ASSOCIATES, INC	WL SPEC ASSESS RECEIVABLE-CURRENT	045	000	5,800.00
05/15/2014	MIF	37612*#	NORTHFIELD TOWNSHIP	UTILITIES	920	666	71.55
05/22/2014	MIF	37614*#	ALLIANCE WINDOW CLEANING	GROUNDS/CLEANG/JANITORL SERVIC	816	265	10.00
				REPAIRS & MAINTENANCE	930	666	58.00
				CHECK MIF 37614 TOTAL FOR FUND 101:			68.00
05/22/2014	MIF	37616*#	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	265	23.00
				RENTAL EQUIPMENT	940	265	14.00
				CHECK MIF 37616 TOTAL FOR FUND 101:			37.00
05/22/2014	MIF	37618	BS&A SOFTWARE	COMPUTER	972	900	390.00
05/22/2014	MIF	37624#	JAMES NELSON	RECORD SEC	723	215	170.00
				RECORD SEC	723	215	127.50
				RECORD SEC	723	215	170.00
				RECORD SEC	723	215	170.00
				RECORD SEC	723	215	85.00
				RECORD SEC	723	215	170.00
				RECORD SEC	723	412	170.00
				RECORD SEC	723	412	127.50
				RECORD SEC	723	412	255.00
				RECORD SEC	723	412	85.00
				RECORD SEC	723	412	85.00
				RECORD SEC	723	412	170.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK MIF 37624 TOTAL FOR FUND 101:			1,785.00
05/22/2014	MIF	37627	KATHLEEN MANLEY	TRAINING & DEVELOPMENT	957	257	510.00
05/22/2014	MIF	37628	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	666	24.00
05/22/2014	MIF	37629#	MLIVE MEDIA GROUP	PRINTING & PUBLICATIONS	900	101	265.00
				PRINTING & PUBLICATIONS	900	412	527.00
				CHECK MIF 37629 TOTAL FOR FUND 101:			792.00
05/22/2014	MIF	37633	PEOPLE'S EXPRESS TRANSIT	SCC TRIPS/PROGRAMS	812	666	355.00
05/22/2014	MIF	37634*#	QUILL CORP	SUPPLIES	727	265	307.48
				SUPPLIES	727	265	53.47
				CHECK MIF 37634 TOTAL FOR FUND 101:			360.95
05/22/2014	MIF	37635	STANDARD INSURANCE COMPANY	LIFE/DISB. INSURANCE	717	172	1,307.00
05/22/2014	MIF	37636	STAPLES CREDIT PLAN	SUPPLIES	727	265	118.06
05/22/2014	MIF	37639*#	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	172	50.36
05/22/2014	MIF	37643	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	375.00
05/22/2014	MIF	37644*#	BLUE CROSS BLUE SHIELD OF MICHIG	ACCOUNTS RECEIVABLE - OTHER	070	000	494.28
				HOSPITALIZATION	716	172	796.89
				HOSPITALIZATION	716	253	494.28
				HOSPITALIZATION	716	257	1,186.30
				HOSPITALIZATION	716	666	332.02
				CHECK MIF 37644 TOTAL FOR FUND 101:			3,303.77
05/23/2014	MIF	37646*#	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	265	364.94
05/23/2014	MIF	37647*#	PURCHASE POWER	POSTAGE	851	265	1,112.74
				POSTAGE	851	666	60.48
				CHECK MIF 37647 TOTAL FOR FUND 101:			1,173.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/23/2014	MIF	37648*#	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	265	206.74
05/27/2014	MIF	37649*#	AT&T LONG DISTANCE	COMMUNICATION			** VOIDED **
05/27/2014	MIF	37651	DTE ENERGY	UTILITIES			** VOIDED **
05/27/2014	MIF	37652*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE			** VOIDED **
				LIFE/DISB. INSURANCE			** VOIDED **
				LIFE/DISB. INSURANCE			** VOIDED **
				LIFE/DISB. INSURANCE			** VOIDED **
05/27/2014	MIF	37653*#	AT&T LONG DISTANCE	COMMUNICATION	850	265	504.20
					850	666	33.33
				CHECK MIF 37653 TOTAL FOR FUND 101:			537.53
05/27/2014	MIF	37655	DTE ENERGY	UTILITIES	920	448	2,916.21
05/27/2014	MIF	37656*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE	717	172	92.97
				LIFE/DISB. INSURANCE	717	253	43.92
				LIFE/DISB. INSURANCE	717	257	75.42
				LIFE/DISB. INSURANCE	717	666	50.14
				CHECK MIF 37656 TOTAL FOR FUND 101:			262.45
06/03/2014	MIF	37657	APEX SOFTWARE	CONTRACTUAL SERVICES	818	257	235.00
06/03/2014	MIF	37660	AT&T - UVERSE	COMMUNICATION	850	666	40.00
06/03/2014	MIF	37664	CHARTER COMMUNICATIONS	COMMUNICATION	850	265	44.23
06/03/2014	MIF	37666*#	DTE ENERGY	UTILITIES			** VOIDED **
				UTILITIES			** VOIDED **
				UTILITIES			** VOIDED **

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/04/2014	MIF	37674*#	DTE ENERGY	UTILITIES	920	265	37.48
				UTILITIES	920	666	51.40
				CHECK MIF 37674 TOTAL FOR FUND 101:			88.88
				Total for fund 101 GENERAL FUND			64,880.69

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
05/21/2014	MIF	271(E)*#	PAYROLL	SALARIES-CHIEF/COMMAND OFFICERS	701	226	7,231.20
				SALARIES - FT PATROL OFFICERS	702	226	14,046.20
				CLERICAL	704	226	2,377.55
				SALARIES-PART TIME	708	226	862.86
				SALARIES-OVERTIME	711	226	1,920.89
				SOCIAL SECURITY	715	226	2,022.56
				PENSION	718	226	2,262.00
				CHECK MIF 271(E) TOTAL FOR FUND 207:			30,723.26
06/04/2014	MIF	272(E)*#	PAYROLL	SALARIES-CHIEF/COMMAND OFFICERS	701	226	7,230.40
				SALARIES - FT PATROL OFFICERS	702	226	14,121.64
				CLERICAL	704	226	2,420.41
				SALARIES-PART TIME	708	226	1,148.81
				JANITORIAL SALARIES	710	226	400.00
				SALARIES-OVERTIME	711	226	510.54
				SOCIAL SECURITY	715	226	1,976.13
				PENSION	718	226	2,262.00
				CHECK MIF 272(E) TOTAL FOR FUND 207:			30,069.93
05/13/2014	MIF	37576	AT&T	COMMUNICATION	850	301	312.56
05/15/2014	MIF	37582	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	31.25
05/15/2014	MIF	37584*#	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	52.89
05/15/2014	MIF	37589	CDW GOVERNMENT INC		727	301	91.17
05/15/2014	MIF	37590	DIRECT PAPER SUPPLY	SUPPLIES	727	301	139.50
05/15/2014	MIF	37591*	GRAINGER	SUPPLIES	727	301	311.85
05/15/2014	MIF	37596	NORTH EASTERN UNIFORMS & EQUIPME	UNIFORMS/GEAR & ALLOWANCE	741	301	8.00
05/15/2014	MIF	37599*#	PAUL E BURNS	LEGAL	803	270	3,300.00
05/15/2014	MIF	37602*#	RAFT	TRAINING & DEVELOPMENT	957	226	15.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
05/15/2014	MIF	37606	STATE OF MICHIGAN	DUE TO OTHERS	214	000	1,110.00
05/15/2014	MIF	37610	VAL'S SERVICE STATION	REPAIRS & MAINTENANCE	930	333	20.00
05/22/2014	MIF	37616*#	ARBOR SPRINGS WATER CO INC		727	301	26.34
05/22/2014	MIF	37617	BRIGHTON FORD INC		930	333	224.00
					930	333	161.89
				CHECK MIF 37617 TOTAL FOR FUND 207:			385.89
05/22/2014	MIF	37620	CRUISERS	REPAIRS & MAINTENANCE	930	333	198.00
05/22/2014	MIF	37622	DON'S BODY SHOP		930	333	20.00
05/22/2014	MIF	37623*#	HEWLETT-PACKARD FINANCIAL SRV. C	COMPUTER	972	301	200.00
05/22/2014	MIF	37631	NORTH EASTERN UNIFORMS & EQUIPME	UNIFORMS/GEAR & ALLOWANCE	741	301	204.96
				UNIFORMS/GEAR & ALLOWANCE	741	301	52.49
				CHECK MIF 37631 TOTAL FOR FUND 207:			257.45
05/22/2014	MIF	37632	OCCUPATIONAL HEALTH CENTERS OF M	MEDICAL TESTING	730	226	137.50
05/22/2014	MIF	37638	VAL'S SERVICE STATION	REPAIRS & MAINTENANCE	930	333	12.00
05/22/2014	MIF	37639*#	VERIZON WIRELESS MESSAGING SVC		850	301	500.51
05/22/2014	MIF	37644*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	6,773.55
				HOSPITALIZATION	716	226	1,186.30
				CHECK MIF 37644 TOTAL FOR FUND 207:			7,959.85
05/23/2014	MIF	37645	14A-3 DISTRICT COURT	DUE TO OTHERS	214	000	610.00
05/23/2014	MIF	37646*#	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	301	39.83
05/23/2014	MIF	37648*#	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	301	114.91

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
05/27/2014	MIF	37649*#	AT&T LONG DISTANCE				** VOIDED **
05/27/2014	MIF	37652*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE			** VOIDED **
05/27/2014	MIF	37653*#	AT&T LONG DISTANCE		850	301	320.26
05/27/2014	MIF	37656*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE	717	226	727.90
06/03/2014	MIF	37663	CDW GOVERNMENT INC	COMPUTER	972	900	200.02
06/03/2014	MIF	37670	WELLS FARGO FINANCIAL LEASING	SUPPLIES	727	301	87.50
				REPAIRS & MAINTENANCE	930	301	66.49
				CHECK MIF 37670 TOTAL FOR FUND 207:			153.99
06/04/2014	MIF	37671*	AT&T	COMMUNICATION	850	301	309.30
				Total for fund 207 LAW ENFORCEMENT FUND			78,359.16

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND							
05/21/2014	MIF	271(E)*#	PAYROLL	CHIEF SALARY	701	226	2,969.54
				DUTY SHIFT P-TIME	702	226	4,704.00
				ADMINISTRATIVE ASSISTANT	705	226	261.95
				PAID ON CALL	708	226	1,319.87
				SOCIAL SECURITY	715	226	731.21
				PENSION	718	226	296.14
				TRAINING WAGES	958	226	303.00
				CHECK MIF 271(E) TOTAL FOR FUND 216:			10,585.71
06/04/2014	MIF	272(E)*#	PAYROLL	CHIEF SALARY	701	226	2,961.54
				DUTY SHIFT P-TIME	702	226	4,704.00
				ADMINISTRATIVE ASSISTANT	705	226	193.44
				PAID ON CALL	708	226	1,195.77
				SOCIAL SECURITY	715	226	726.88
				PENSION	718	226	296.14
				TRAINING WAGES	958	226	447.00
				CHECK MIF 272(E) TOTAL FOR FUND 216:			10,524.77
05/13/2014	MIF	37570*	AT&T	COMMUNICATION	850	301	206.29
05/13/2014	MIF	37571	HOME DEPOT CREDIT SERVICES	REPAIRS & MAINTENANCE	930	301	149.69
05/13/2014	MIF	37572	MOTOROLA SOLUTIONS, INC.	RADIO REPAIR	932	301	630.00
05/13/2014	MIF	37574	TRACTOR SUPPLY CREDIT PLAN	EQUIPMENT	970	900	35.45
05/15/2014	MIF	37580	APOLLO FIRE APPARATUS REPAIR	REPAIRS & MAINTENANCE	930	333	322.32
05/15/2014	MIF	37581	APOLLO FIRE EQUIPMENT	SUPPLIES	727	301	129.48
				REPAIRS & MAINTENANCE	930	301	453.20
				CHECK MIF 37581 TOTAL FOR FUND 216:			582.68
05/15/2014	MIF	37583	ARGUS-HAZCO	SUPPLIES	727	301	231.23
05/15/2014	MIF	37584*#	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	82.78

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 05/13/2014 - 06/05/2014
Banks: MIF

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND							
05/15/2014	MIF	37585	BATTERIES PLUS	SUPPLIES	727	301	75.96
05/15/2014	MIF	37588	CARQUEST AUTO PARTS - FD	REPAIRS & MAINTENANCE	930	333	106.92
				REPAIRS & MAINTENANCE	930	333	18.66
				CHECK MIF 37588 TOTAL FOR FUND 216:			125.58
05/15/2014	MIF	37591*	GRAINGER	SUPPLIES	727	301	311.85
05/15/2014	MIF	37594	MARC VOLGER	TRAINING & DEVELOPMENT	957	226	410.00
05/15/2014	MIF	37602*#	RAFT	TRAINING & DEVELOPMENT	957	226	15.00
05/15/2014	MIF	37605	SPEARS FIRE & SAFETY SRVCS INC	REPAIRS & MAINTENANCE	930	301	100.00
05/22/2014	MIF	37615	APOLLO FIRE EQUIPMENT	REPAIRS & MAINTENANCE	930	301	198.74
05/22/2014	MIF	37623*#	HEWLETT-PACKARD FINANCIAL SRV. C	COMPUTER	972	900	58.63
05/22/2014	MIF	37626	JOHN BAIER	COMMUNICATION	850	301	99.00
05/22/2014	MIF	37630	MOORE MEDICAL CORP	SUPPLIES	727	301	109.00
05/22/2014	MIF	37637	TUV RHEINLAND INDUSTRIAL SOLUTIO	REPAIRS & MAINTENANCE	930	301	440.00
05/22/2014	MIF	37639*#	VERIZON WIRELESS MESSAGING SVC		850	301	144.39
05/22/2014	MIF	37640	WEX BANK	FUEL & MILEAGE	860	333	1,142.93
05/22/2014	MIF	37641	CLIA LABORATORY PROGRAM	MEMBERSHIP DUES	807	301	150.00
05/22/2014	MIF	37642	STATE OF MICHIGAN	MEMBERSHIP DUES	807	301	150.00
05/22/2014	MIF	37644*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	996.11
05/27/2014	MIF	37649*#	AT&T LONG DISTANCE				** VOIDED **
05/27/2014	MIF	37652*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE			** VOIDED **

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND							
05/27/2014	MIF	37653*#	AT&T LONG DISTANCE		850	301	6.51
05/27/2014	MIF	37656*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE	717	226	80.58
06/03/2014	MIF	37659*	AT&T	COMMUNICATION	850	301	66.35
				COMMUNICATION	850	301	205.54
				CHECK MIF 37659 TOTAL FOR FUND 216:			271.89
06/03/2014	MIF	37661	BATTERIES PLUS	SUPPLIES	727	301	34.50
06/03/2014	MIF	37666*#	DTE ENERGY	UTILITIES			** VOIDED **
06/04/2014	MIF	37674*#	DTE ENERGY	UTILITIES	920	301	134.62
				Total for fund 216 MEDICAL RESCUE FUND			28,406.21

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 230 DONATION FUND							
05/15/2014	MIF	37613	WASTE MANAGEMENT OF MI	DONATIONS - EVENTS/COMMUNITY PROJECTS	904	301	24.00
				Total for fund 230 DONATION FUND			24.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND							
06/03/2014	MIF	37659*	AT&T	COMMUNICATION	850	301	31.43
				Total for fund 287 BUILDING DEPARTMENT FUND			31.43

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 05/13/2014 - 06/05/2014
Banks: MIF

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD							
05/13/2014	MIF	37570*	AT&T	COMMUNICATION	850	301	128.69
05/15/2014	MIF	37579	ALLSTAR ALARM LLC	CONTRACTUAL SERVICES	818	301	261.00
05/15/2014	MIF	37607	TERMINIX	REPAIRS & MAINTENANCE	930	301	64.00
05/15/2014	MIF	37612*#	NORTHFIELD TOWNSHIP	UTILITIES	920	301	286.20
05/22/2014	MIF	37614*#	ALLIANCE WINDOW CLEANING	REPAIRS & MAINTENANCE	930	301	10.00
06/03/2014	MIF	37665*	CONSUMERS ENERGY	UTILITIES	920	301	1,718.01
06/03/2014	MIF	37666*#	DTE ENERGY	UTILITIES			** VOIDED **
06/04/2014	MIF	37671*	AT&T	COMMUNICATION	850	301	128.63
06/04/2014	MIF	37672	CHARTER COMMUNICATIONS	COMMUNICATION	850	301	106.98
06/04/2014	MIF	37674*#	DTE ENERGY	UTILITIES	920	301	1,666.68
				Total for fund 370 PUBLIC SAFETY BLDG DEBT FD			4,370.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND							
05/21/2014	MIF	271(E)*#	PAYROLL	SALARIES	701	226	2,328.76
				SALARIES	702	226	6,889.59
				SOCIAL SECURITY	715	226	705.20
				PENSION	718	226	879.78
				CHECK MIF 271(E) TOTAL FOR FUND 571:			10,803.33
06/04/2014	MIF	272(E)*#	PAYROLL	SALARIES	701	226	2,328.76
				SALARIES	702	226	6,889.59
				SOCIAL SECURITY	715	226	705.20
				PENSION	718	226	879.78
				CHECK MIF 272(E) TOTAL FOR FUND 571:			10,803.33
05/15/2014	MIF	37577	ALEXANDER CHEMICAL CORP		740	301	2,755.00
					740	301	(1,100.00)
				CHECK MIF 37577 TOTAL FOR FUND 571:			1,655.00
05/15/2014	MIF	37584*#	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	16.09
05/15/2014	MIF	37586	BRIGHTON ANALYTICAL LLC	LAB & TESTING	817	301	60.00
05/15/2014	MIF	37591*	GRAINGER	REPAIRS & MAINTENANCE	930	301	9.91
				REPAIRS & MAINTENANCE	930	301	36.11
				CHECK MIF 37591 TOTAL FOR FUND 571:			46.02
05/15/2014	MIF	37592*	KENNEDY INDUSTRIES INC	COLLECTION SYS ANNUAL MAINT	819	301	5,064.96
				COLLECTION SYS ANNUAL MAINT	819	301	1,368.00
				CHECK MIF 37592 TOTAL FOR FUND 571:			6,432.96
05/15/2014	MIF	37597	NORTHWEST PIPE & SUPPLY, INC	REPAIRS & MAINTENANCE	930	301	55.00
05/15/2014	MIF	37598	PARAGON LABORATORIES, INC.	LAB & TESTING	817	301	230.00
05/15/2014	MIF	37601	QUILL CORP	SUPPLIES	727	301	21.80
05/15/2014	MIF	37603	RS TECHNICAL SERVICES, INC.	EQUIPMENT	970	900	3,490.47

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND							
05/15/2014	MIF	37609	USA BLUE BOOK		930	301	54.41
05/15/2014	MIF	37611	VIPERSPACE INC.	EQUIPMENT	970	900	2,784.00
05/22/2014	MIF	37619	CARQUEST AUTO PARTS - WWTP	REPAIRS & MAINTENANCE	930	301	30.99
05/22/2014	MIF	37621	DE LAGE LANDEN FINANCIAL SERVICE	RENTAL EQUIPMENT	940	301	69.00
05/22/2014	MIF	37634*#	QUILL CORP	SUPPLIES	727	301	179.99
				SUPPLIES	727	301	539.98
				SUPPLIES	727	301	(269.99)
				CHECK MIF 37634 TOTAL FOR FUND 571:			449.98
05/22/2014	MIF	37644*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	4,260.24
05/23/2014	MIF	37647*#	PURCHASE POWER	POSTAGE	851	301	847.77
05/27/2014	MIF	37649*#	AT&T LONG DISTANCE				** VOIDED **
05/27/2014	MIF	37650	CONSUMERS ENERGY	UTILITIES			** VOIDED **
05/27/2014	MIF	37652*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE			** VOIDED **
05/27/2014	MIF	37653*#	AT&T LONG DISTANCE		850	301	37.10
05/27/2014	MIF	37654	CONSUMERS ENERGY	UTILITIES	920	301	20.21
05/27/2014	MIF	37656*#	LINCOLN NATIONAL LIFE INSURANCE	LIFE/DISB. INSURANCE	717	226	302.20
06/03/2014	MIF	37658	ARBOR SPRINGS WATER CO INC	REPAIRS & MAINTENANCE	930	301	34.50
06/03/2014	MIF	37659*	AT&T	COMMUNICATION	850	301	267.93
06/03/2014	MIF	37662	CARQUEST AUTO PARTS - WWTP	REPAIRS & MAINTENANCE	930	301	5.50

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

Timothy Greene
Lieutenant
Police Operations

NORTHFIELD TOWNSHIP FIRE DEPARTMENT STATISTICAL REPORT FOR May 2014

June 10, 2014

To The Northfield Township Board of Trustees:

The Northfield Township Fire Department responded to 55 requests for service in May 2014. This is about the same as May2013 when we responded to 59 calls.

Of the requests for service, 11 were motor vehicle accidents.14 of the requests were fire related calls and 27 were medical emergency calls. Of the fire calls, 6 were structure fires (mainly mutual aid). 4 were grass fires, 3 were wires down and 1 was a carbon monoxide alarm. We also responded to a request for water rescue in Green Oak on Whitmore Lake.

Of the responses for the month 53% were in the Hamlet area of the Township, 34% were in the rural areas of the Township and the remaining were Mutual Aid outside the township.

Mutual Aid calls for the month: We assisted other agencies six times and received assistance 3 times.

The Average response time for the month of May was 6:00.

For the month of May our responses have leveled out. The only significant calls were mutual aid fires in Hamburg Township. We assisted at the Roadies fire for 4-5 hours.

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
Police: 734-449-9911 • Fax: 734-449-0511
www.twp.northfield.mi.us

Timothy Greene
Lieutenant
Police Operations

June 2014
Director of Public Safety
Board Communication

1. **Fire department training May:** Training for the month of May consisted of Ladder and pump operations, Boat training on the lake.

2. **EMS/ HVA update:** We are still awaiting word from Dale Berry to meet with Trustees Chick and Otto. Meanwhile, as I stated in a recent email I will be giving periodic updates on ALS response times. We have also been advised as of June 1st we will be seeing an Echo (1 person paramedic unit) responding from Dexter. This will only be for calls west of US 23. While this will help a little it certainly isn't the answer.

3. **Tornado Siren:** The new outside weather warning siren has been installed at Six Mile and US 23. The siren has now been wired and should be operational any day. I will advise by email when it is operational.

4. **Paid on Call Fire fighters:** We have been advertising for Paid on Call Fire fighters. We have only received 1 application. We will be starting the hiring process for that individual. We are currently at 19 paid on call fire fighters.

5. **Calls of significance:** The only call of significance was a mutual aid response to Hamburg Township for the fire at Roadies.

6. **Fourth of July activities:** We are continuing to prepare for the Fourth of July activities. 5/10 K and Splash and Dash will be on June 28th. The parade and Fireworks will be held on July 4th.

7. **Alice training:** On June 9th we will be training the Spiritus Sanctus staff in the ALICE model. Earlier in the year nearly all of the Whitmore Lake School staff was trained in this "active shooter" training. This will leave only the Ann Arbor Christian School as the only school not trained. Most all of the Public schools in the County have trained in this model and all the Police departments are still currently training in the Police portion of this new type of training. We train the schools in partner with the Washtenaw County Sheriff's Department.

8. **Hosted training:** We recently hosted traffic interdiction training for law enforcement agencies in Washtenaw and Livingston Counties. There were about 35 officers trained in what to look for in traffic stops where drugs may be expected to be found in a vehicle. We also hosted a babysitting class for a local Girl Scout troop.

9. **New Hire Request:** I am requesting the approval to hire Jordan Salmi as a Fire Fighter trainee contingent on the passing of a background check and passing of a physical.

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

Northfield Township Public Safety

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Timothy Greene
Lieutenant
Police Operations

MONTHLY REPORT
MAY 2014

TO: The Northfield Township Board of Trustees
FROM: Timothy Greene, Lieutenant
RE: Monthly Operations Review
DATE: Township Board Meeting of June 10, 2014

GENERAL ENFORCEMENT STATISTICS

The Northfield Township Police Department responded to 482 complaints during the Month of May 2014, and handled 5 mutual aid responses inside the township and 4 outside the township. Of the total complaints answered, 59 % of them were in the hamlet area and 41 % were handled throughout the rest of the Township. The average response time on calls for service is 6.39 minutes. Officers generated a total of 12 arrests. An itemized listing of monthly activities is attached.

Timothy Greene
Lieutenant

Attachments:

CLEAR-1018 Verified Offense By Date
Agency: NR
5/1/2014 12:00:00 AM - 5/31/2014 12:00:00 AM

Offense Code	Description	Incident Count
1099	Kidnapping (Other)	1
1178	CSC 4th Degree -Forcible Contact	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	4
2203	B&E - Burglary - Forced Entry - Non-Residence	1
2204	B&E - Burglary - No Forced Entry - Residence- Home Invasion	1
2305	Larceny - Personal Property from Vehicle - LFA	2
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	1
2609	Identity Theft	1
2676	No-Account Check	1
2693	Uttering and Publishing Check	1
2902	Damage to Property - Private Property - MDOP	3
2903	Damage to Property - Public Property - MDOP	1
3550	Narcotic Equipment - Paraphernalia	1
5311	Disorderly Conduct	1
5707	Trespass (Other)	1
8011	Accident - Fail to Stop and Identify	1
C2832	Miscellaneous School Complaint	2
C2899	Juvenile - All Other	2
C2930	License / Title / Registration	1
C2931	DWLS OPS License Suspended / Revoked	1
C2933	Vehicle Registration - Improper / Expired	2
C2934	Vehicle Insurance - None / Expired	3
C2935	DWLS 2nd OPS License Suspended / Revoked	2
C3010	Felony Arrest Warrant (Originating Agency)	3
C3020	Misdemeanor Arrest Warrant (Originating Agency)	3
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	8
C3145	Property Damage Traffic Crash PDA	5
C3155	Personal Injury Traffic Crash PIA	3
C3175	Private Property H&R Traffic Crash	1
C3208	Death Investigation - Cause Unknown	1
C3250	Mental	1
C3299	Welfare Check	5
C3310	Family Trouble	4
C3312	Neighborhood Trouble	2
C3316	Lost Property	3
C3318	Found Property	7
C3324	Suspicious Circumstances	15
C3326	Suspicious Vehicles	13
C3328	Suspicious Persons	5
C3329	Intelligence Information	2
C3330	Assist Other Law Enforcement Agency	5
C3331	Assist Medical	5
C3332	Assist Fire Department	4
C3333	Assist Motorist	3
C3336	Assist Citizen	21

CLEAR-1018 Verified Offense By Date
Agency: NR
5/1/2014 12:00:00 AM - 5/31/2014 12:00:00 AM

Offense Code	Description	Incident Count
C3337	Assist Citizen - Vehicle Lockout	5
C3345	Accidental Property Damage	1
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	11
C3399	Miscellaneous All Other	1
C3702	Traffic Complaint / Road Hazard	15
C3704	Traffic Complaint / Abandoned Auto	3
C3707	Vehicle Release	2
C3799	Miscellaneous Traffic Complaint	2
C3803	Animal Barking Dog	1
C3804	Animal Complaint	3
C3808	Animal Bite / Scratch	1
C3902	Burglary Alarm	1
C4041	Speeding Citation	44
C4042	Careless Driving Citation	1
C4044	Follow to Close Citation	1
C4046	Disobey Stop Sign Citation	1
C4047	Disobey Traffic Signal Citation	1
C4050	Improper Turning Citation	1
C4093	School Zone Citation	2
C4105	Equipment Citation	3
C4125	Seat Belt Law Citation	4
C4222	Parking - Aband Motor Vehicle	2
C4299	Other Parking Citations	1
C4307	Drove W/Expired Ops	2
C4313	Veh Reg Impr/Expired Citation	1
L3501	911 Hang Up - NR	1
L3502	Follow Up - NR	2
L3503	Opened in Error - NR	2
L3504	PBT Station - NR	15
L3505	Fireworks No Report - NR	1
L3506	Shots Fired - NR	2
L3507	Fingerprints - NR	8
L3508	Ticket Sign Off - NR	4
L3509	Loud Party - NR	2
L3510	Loud Music - NR	1
L3521	Open Door / Window - NR	2
L3526	False Alarm - NR	17
L3535	GUN Permit, Applications, CCW Permits - NR	30
L3538	Property/Vacation Check - NR	4
L3540	Child Safety Seat Inspection - NR	1
L3542	BOL - NR	9
L3545	Commercial Vehicle Oversize - NR	1
L3547	Subpoena Service - NR	5
L3551	Sex Offender Registration/Verification - NR	2

CLEAR-1018 Verified Offense By Date
Agency: NR
5/1/2014 12:00:00 AM - 5/31/2014 12:00:00 AM

Offense Code	Description		Incident Count
L3552	Traffic Stop - NR		58
L3568	Local Records Check - NR		7
L3569	Assist Other Police Agency - Inside Northfield - NR		5
L3570	Assist Other Police Agency - Outside Northfield - NR		4
L3571	Disorderly Person - NR		2
L3597	Non Terminal - NR		28
L4598	Information - NR		1
L4925	Commercial Vehicle Violations - NR		1
L6012	Traffic Direction / Control / Problem - NR		1
L6501	Property Check/Directed Patrol/Vac Watch - NR		1
		Sum:	482

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted
For the Month of May

Classification		May/2013	May/2014	%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 IST DEGREE	0	0	-
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003	SEXUAL PENETRATION ORAL/ANAL -CSC IST DEGREE	0	0	-
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005	SEXUAL PENETRATION OBJECT -CSC IST DEGREE	0	0	-
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	0	-100.0%
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	1	-
12000	ROBBERY	0	0	-
13001	NONAGGRAVATED ASSAULT	0	0	-
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	-
13003	INTIMIDATION/STALKING	0	0	-
20000	ARSON	0	0	-
21000	EXTORTION	0	0	-
22001	BURGLARY -FORCED ENTRY	0	0	-
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	-
23001	LARCENY -POCKETPICKING	0	0	-
23002	LARCENY -PURSESNATCHING	0	0	-
23003	LARCENY -THEFT FROM BUILDING	1	0	-100.0%
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	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	0	0	-
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	-
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	-
26003	FRAUD -IMPERSONATION	0	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	0	0	-
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002	RETAIL FRAUD -THEFT	0	0	-

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted
For the Month of May

Classification		May/2013	May/2014	%Change
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	-
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	-
36001	SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000	OBSCENITY	0	0	-
39001	GAMBLING- BETTING/WAGERING	0	0	-
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004	GAMBLING -SPORTS TAMPERING	0	0	-
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
51000	BRIBERY	0	0	-
52001	WEAPONS OFFENSE- CONCEALED	0	0	-
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003	WEAPONS OFFENSE -OTHER	0	0	-
	Total for Group A	**2**	**1**	**-50.0%**
01000	SOVEREIGNTY	0	0	-
02000	MILITARY	0	0	-
03000	IMMIGRATION	0	0	-
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000	ABORTION	0	0	-
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004	POSSESSION OF BURGLARY TOOLS	0	0	-
26006	FRAUD -BAD CHECKS	0	0	-
36003	PEEPING TOM	0	0	-
36004	SEX OFFENSE -OTHER	0	0	-
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002	FAMILY -NONSUPPORT	0	0	-
38003	FAMILY -OTHER	0	0	-
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002	LIQUOR VIOLATIONS -OTHER	0	0	-
42000	DRUNKENNESS	0	0	-
48000	OBSTRUCTING POLICE	0	0	-
49000	ESCAPE/FLIGHT	0	0	-
50000	OBSTRUCTING JUSTICE	1	0	-100.0%
53001	DISORDERLY CONDUCT	0	0	-
53002	PUBLIC PEACE -OTHER	0	0	-
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	0	-
55000	HEALTH AND SAFETY	0	0	-
56000	CIVIL RIGHTS	0	0	-
57001	TRESPASS	0	0	-

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted
For the Month of May

Classification		May/2013	May/2014	%Change
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	-
	Total for Group B	**1**	**0**	**-100.0%**
2800	JUVENILE OFFENSES AND COMPLAINTS	0	0	-
2900	TRAFFIC OFFENSES	0	0	-
3000	WARRANTS	0	0	-
3100	TRAFFIC CRASHES	0	0	-
3200	SICK / INJURY COMPLAINT	0	0	-
3300	MISCELLANEOUS COMPLAINTS	0	0	-
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500	NON-CRIMINAL COMPLAINTS	0	0	-
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	0	0	-
3800	ANIMAL COMPLAINTS	0	0	-
3900	ALARMS	0	0	-
	Total for Group C	**0**	**0**	**-**
2700	LOCAL ORDINANCES - GENERIC	0	0	-
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	-
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	-
4200	PARKING CITATIONS	0	0	-
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	-
4400	WATERCRAFT CITATIONS	0	0	-
4500	MISCELLANEOUS A THROUGH UUUU	0	0	-
4600	LIQUOR CITATIONS / SUMMONS	0	0	-
4700	COMMERCIAL VEHICLE CITATIONS	0	0	-
4800	LOCAL ORDINANCE WARNINGS	0	0	-
4900	TRAFFIC WARNINGS	0	0	-
	Total for Group D	**0**	**0**	**-**
5000	FIRE CLASSIFICATIONS	0	0	-
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
	Total for Group E	**0**	**0**	**-**
6000	MISCELLANEOUS ACTIVITIES (6000)	0	0	-
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200	ARREST ASSIST	0	0	-

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted
For the Month of May

Classification		May/2013	May/2014	%Change
6300	CANINE ACTIVITIES	0	0	-
6500	CRIME PREVENTION ACTIVITIES	0	0	-
6600	COURT / WARRANT ACTIVITIES	0	0	-
6700	INVESTIGATIVE ACTIVITIES	0	0	-
	Total for Group F	**0**	**0**	**-**
	Total for All Groups	**3**	**1**	**-66.7%**

MONTHLY REPORT

EVENTS OF SIGNIFICANCE

MAY, 2014

DISORDERLY CONDUCT / RESIST & OBSTRUCT

On May 23, officers responded to the call of a Disorderly Subject on the grounds of Harbor Cove Apartments. Upon arrival, officers located the 15 year old subject. Officers shouted commands at the disorderly male, which he ignored and then charged at the officers. Officers took him to the ground and were attempting to restrain him. The subject was yelling incoherently & appeared to be under the influence of a drug. The subject broke free from the officers as a third officer arrived on scene. The third officer deployed a taser on the subject, which only slowed him down for a few seconds. He was back on his feet within seconds and charged at the officers again. An officer took him to the ground again, and all three officers on scene held him down and were able to restrain him in handcuffs. It was determined that the subject had used acid prior to this incident and the subject was transported to the hospital for treatment. Charges are pending at this time.

KIDNAPPING

On May 20, officers responded to a business on Whitmore Lake Road, where a utility worked reported that he had been intentionally locked inside the facility by an employee. Officers arrived and spoke with the caller, who had managed to escape over a fence. The caller stated that the business was behind on their utility payments and he was sent there to turn off service to that location. The employee was upset by this and closed an overhead garage door, thus locking him inside the yard of the business. Officers then spoke with the employee, who admitted to locking him inside the yard. Officers then determined that the employee had a Concealed Pistol License and was carrying an unregistered handgun, which they seized. Charges are pending at this time for Kidnapping and Possession of a Firearm in the Commission of a Crime.

HIT & RUN CRASH

On May 10, officers responded to an injury crash on Baker Rd. Upon arrival, the driver and passenger of an involved pickup had fled the scene on foot. The remaining vehicle (SUV) was occupied by a female driver, who was 6 mths pregnant and injured. She was transported to the hospital. Officers impounded the pickup and attempted to locate the owner. With assistance from Livingston County, officers located and interviewed him. The man claimed that his truck had been stolen, though he had not reported it. After further questioning, he demanded a lawyer. Officers then located the female who had fled the scene; she was hospitalized with injuries as well. She told the officers that the male they had interviewed was indeed the driver of the vehicle and that they both had fled the scene. Multiple charges against the driver are currently pending at the Prosecutor's Office .

BREAKING & ENTERING

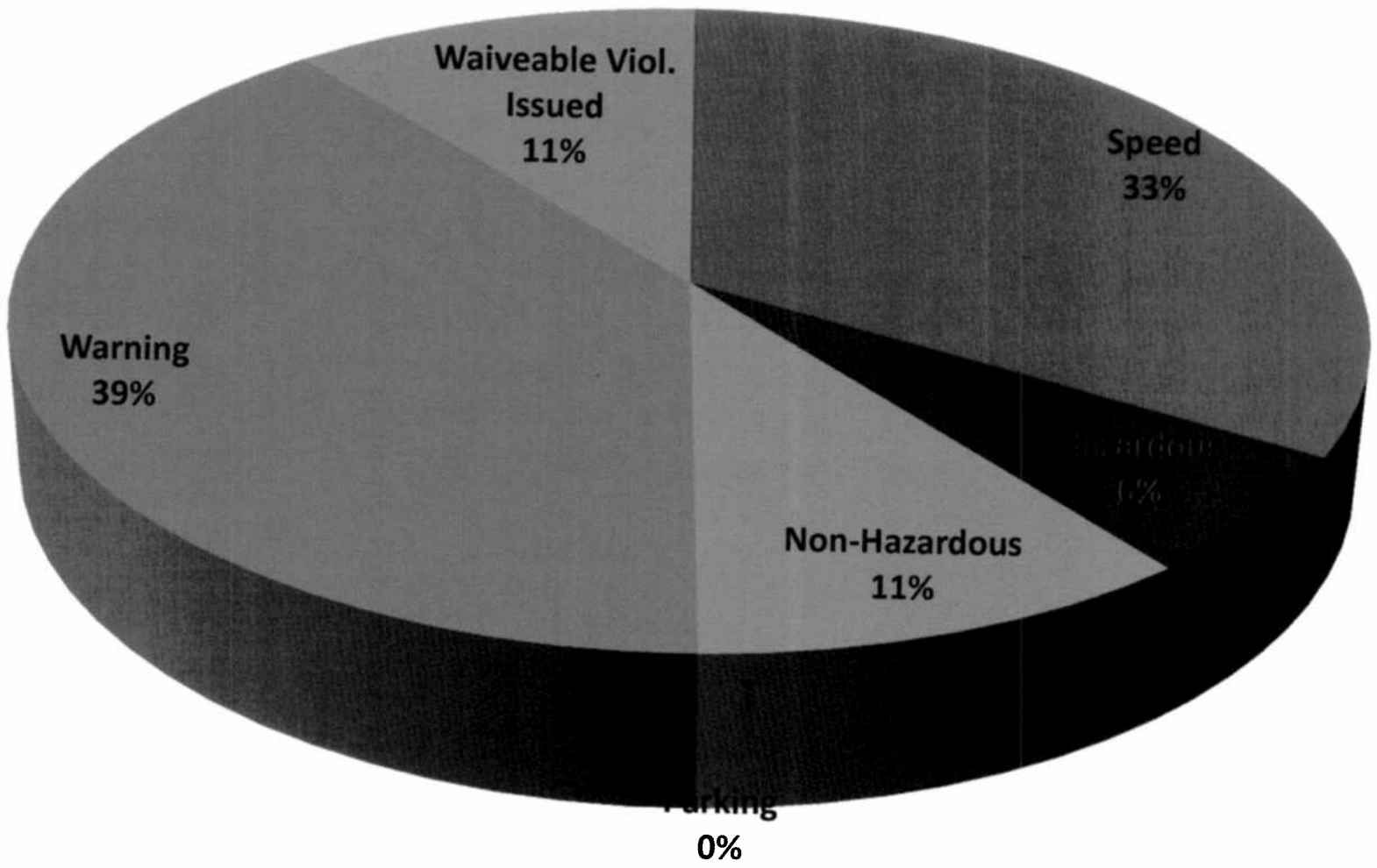
On May 10, officers responded to a Breaking & Entering of a business on Barker Rd. It appeared that the suspect forced an entry door open and proceeded to steal over $11,000 worth of merchandise and currency. This case is under investigation at this time.

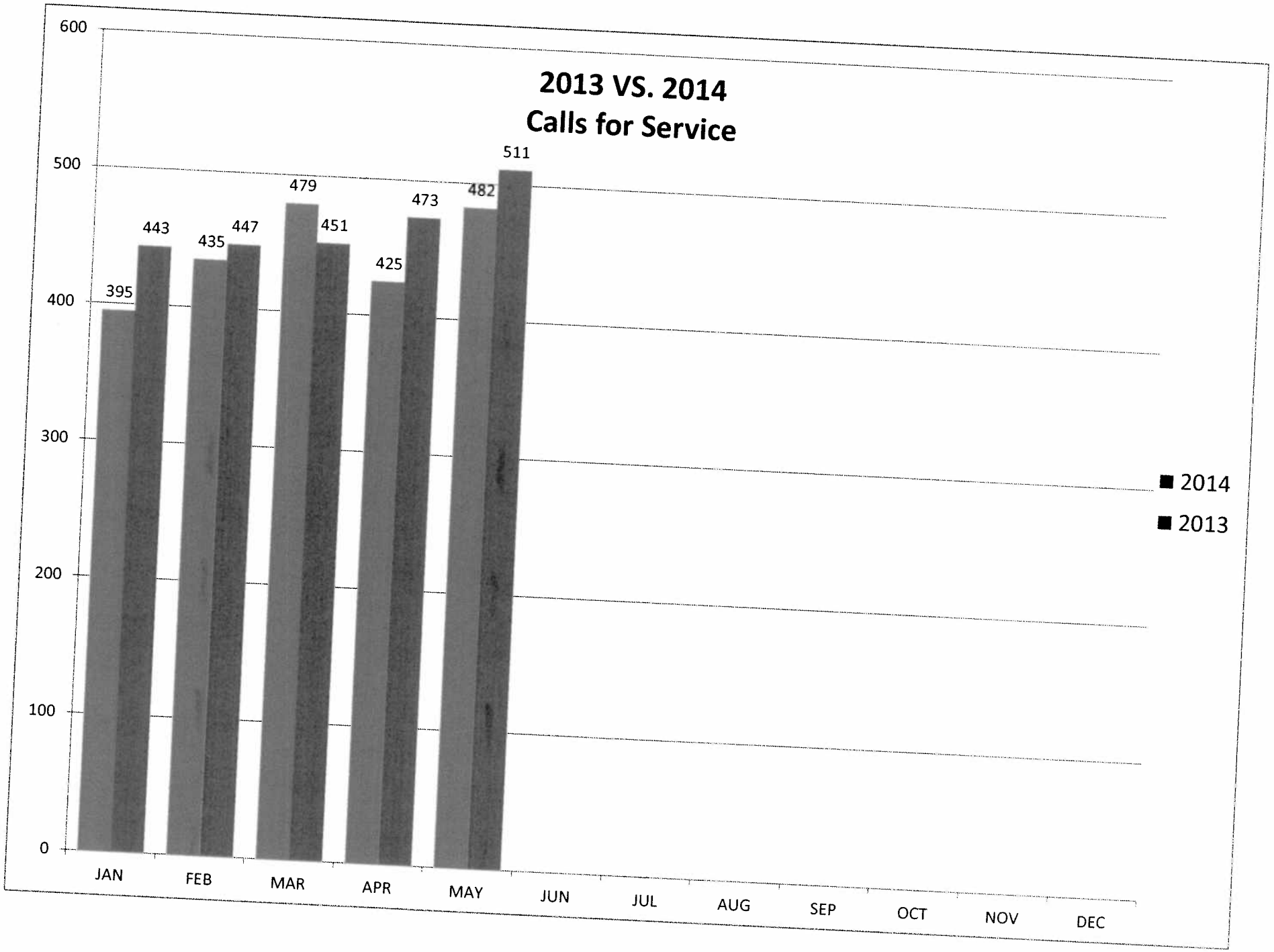
MONTHLY TRAINING FOR MAY 2014

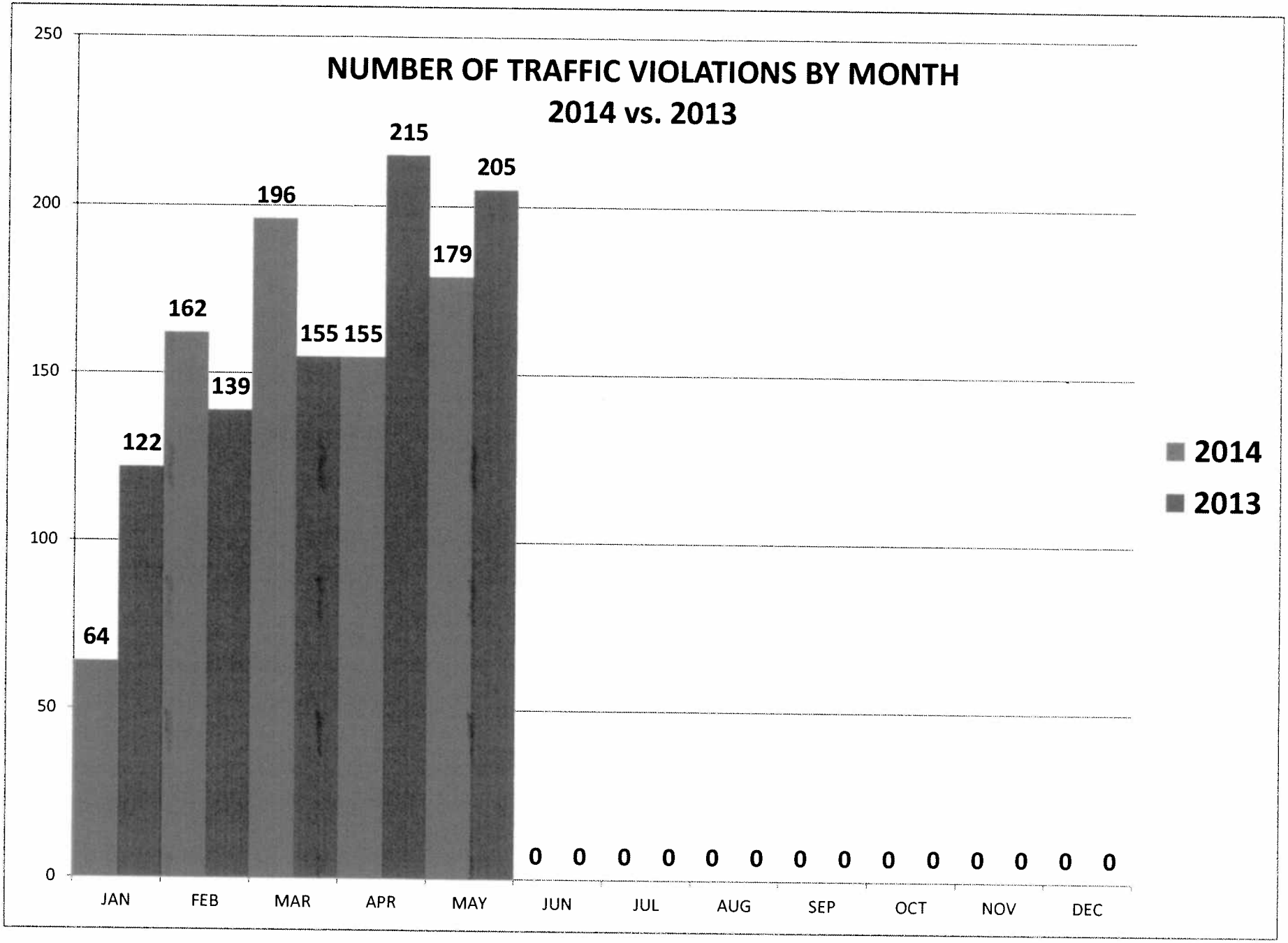
FORMAL TRAINING

Ofc. J. Scuereb –	School CPTED Practitioner Certification
Ofc. D. King-	Firearms Qualifications
Ofc. J. Howe -	Active Shooter 1
Reserve Ofc. Berkey –	Police Reserve Officer Training – Basic Academy

TRAFFIC VIOLATIONS ISSUED BY TYPE
May 2014




2013 VS. 2014
Calls for Service
600
500
400
300
200
100
0
395
443
435
447
479
451
425
473
482
511
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2014
2013

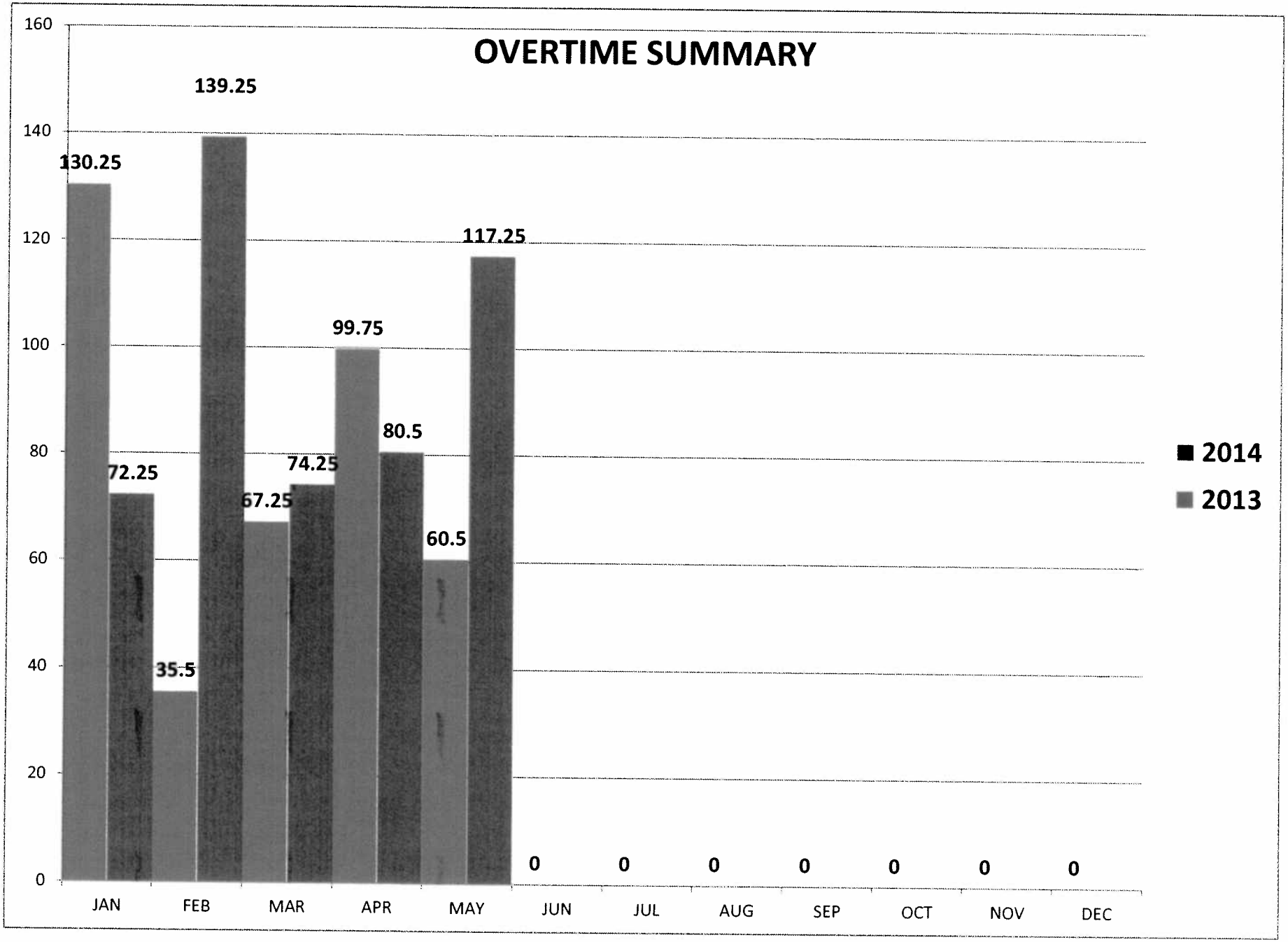

NUMBER OF TRAFFIC VIOLATIONS BY MONTH
2014 vs. 2013
250
200
150
100
50
0
64
122
162
139
196
155
155
215
179
205
0 0 0 0 0 0 0 0 0 0 0 0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2014
2013

TRAFFIC VIOLATIONS SUMMARY

JANUARY 1, 2014 THROUGH DECEMBER 31, 2014													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	11	41	49	53	59								213
Hazardous	4	13	12	8	11								48
Non-Hazardous	10	19	17	14	19								79
Parking	0	0	0	0	0								0
Warning	29	64	81	59	70								303
Waiveable Viol. Issued	10	25	37	21	20								113
TOTAL	64	162	196	155	179	0	0	0	0	0	0	0	756

JANUARY 1, 2013 THROUGH DECEMBER 31, 2013													
2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25	25	27	62	74								213
Hazardous	10	8	8	12	7								45
Non-Hazardous	8	14	15	22	26								85
Parking	0	1	0	1	1								3
Warning	69	70	86	103	79								407
Waiveable	10	21	19	15	18								83
TOTAL	122	139	155	215	205	0	0	0	0	0	0	0	836

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


OVERTIME SUMMARY
160
140
120
100
80
60
40
20
0
130.25
72.25
35.5
139.25
67.25
74.25
99.75
80.5
60.5
117.25
0
0
0
0
0
0
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2014
2013

OVERTIME SUMMARY

2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
OVERTIME BY TYPE													
Court	10	23.5	38.25	38	31								140.75
Complaint Investigation	0.25	0	0.75	9	9								19
Report Writing	0	0	0	0	0								0
Training	0	0	0	0	4								4
Short Shift	4	12	28.25	32.25	16.5								93
Administrative	0	0	0	6	0								6
Special Detail	0	0	0	14.5	0								14.5
Holiday	116	0	0	0	0								116
TOTAL	130.25	35.5	67.25	99.75	60.5	0	0	0	0	0	0	0	393.25

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2013 VS. 2014													
2014 - TOTAL	130.25	35.5	67.25	99.75	60.5	0	0	0	0	0	0	0	393.25
2013 - TOTAL	72.25	139.25	74.25	80.5	117.25								483.5

EMPLOYEE TIME OFF

2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	44	36	51	0	0								131
Comp	9.5	9.5	23.5	26.75	13.25								82.5
Vacation	46	0	60	106	12								224
Holiday	48	10	0	5	10								73
PTO	44	61.75	80	39	123								347.75
Other	12	0	0	0	0								
TOTAL	203.5	117.25	214.5	176.75	158.25	0	0	0	0	0	0	0	858.25

RESERVE UNIT HOURS

RESERVE HOURS BY TYPE													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Training	0	0	0	5	3								8
Patrol	23.5	20.5	16.5	23.75	17								101.25
Crime Prevention	0	0	0	0	0								0
Special Events	0	21	0	0	0								21
Administrative	0	0	0	0	0								0
TOTAL	23.5	41.5	16.5	28.75	20	0	0	0	0	0	0	0	130.25

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

To: Northfield Township Board of Trustees

From: Tim Hardesty Wastewater Treatment Plant Superintendent

Date: June 4th, 2013

Subject: May 2014 Monthly Report

5/2/14: Replaced the pump guide rails at the Elmcrest pump station.

5/6/14: Replaced the pump guide rails at the Nine Mile Rd. pump station.

5/7/14: Started re-piping the feed and exhaust lines for the chlorinators.

5/12/14: Call back because of power fail alarms at Main St, Northshore #2 and Elmcrest pump stations. Plant alarms because of high flows from heavy rain. Had to bypass a portion of partially treated flow around the final clarifiers and into the chlorine contact tank.

5/12/14: Responded to a call at 9441 Forrest regarding a hole in homeowners' drive. The hole appeared to be an old cistern or dry well that had cement blocks in the hole. The sewer line was on the other side of the road from homeowners' house about thirty feet away.

5/13/14: Inspected new connection at 10429 Nine Mile Rd.

5/15-16/14: Repaired the Hycor solids separator.

5/15/14: Call back for high level alarm at plant.

5/16/14 Call back for high level alarm at plant.

5/16/14: Finished repairs to the Hycor unit.

5/16/14: Used high pressure sewer cleaning machine to unplug the waste line from the grit pump.

5/20/14: Repaired the bracket holding coils on to the lawn mower frame.

5/20/14: Re-built polymer pump head with new hydra tube and seals.

5/21/14: Started cleaning grease out of wet wells

5/22/14: Continuing to cleaning grease out of wet wells.

5/23/14: Replaced two faucets and a trap at the community center.

5/28/14: Brian MacDonald went to a traffic control rules and regulations seminar.

May 2013 Daily Average Flow	.733MGD
May 2014 Daily Average Flow	1.038MGD
Maximum May Daily Flow 2013	.906MGD
Maximum May Daily Flow 2014	2.048MGD
Minimum May Daily Flow 2013	.639MGD
Minimum May Daily Flow 2014	.742MGD
6 – Month Average Flow	.784MGD
12 – Month Average Flow	.668MGD
Total Gallons Treated May 2013	21,531,000MG
Total Gallons Treated May 2014	32,185,000MG
Rainfall (inches) May 2013	1.92"
Rainfall (inches) May 2014	6.28"
Connections / Tap-ins' to system	1
Miss Dig Staking's	5

Northfield Township Senior Center
Monthly Report
April 2014
Tami Averill, Director

I. **May Overview**

May has been a busy month at the Community Center. Lunch and a Movie, Tai Chi, Cooking with the Chef, and other activities took place throughout the month. Planning for this year's Family Outdoor Movie Nights, and summer and fall programming continued.

Per the memo in your May 27th workshop packets, I am working with area teens to develop teen programming. Their parents have also been helpful, offering suggestions and offering to volunteer their time when programs begin. We will begin adding teen programming beginning in July!

The May collaboration meeting was held between the Community Center, Library and Whitmore Lake Schools' Community Recreation Department. We shared information regarding upcoming programming plans and continued discussion regarding putting together a collaborative community-wide Halloween event. Programs and events at all three facilities continue to be added to the website calendar.

I have been attending the Parks and Recreation Commission meetings. I have been recording the minutes of the meetings. I continue to assist Howard as the work on the 5-year plan continues.

Progress is being made towards the Community Center becoming a site for Meals on Wheels and congregate lunches. We are working with the Washtenaw County Office of Community and Economic Development to move this forward. We are awaiting information on licensing of our kitchen and the figures and details needed to put together a contract to present to the Board for approval.

The work toward replacing our signs continues. I am awaiting one more design and quote, and will have information to present to the Board at the next workshop.

Planning for future programming and trips has also been taking place. New art classes will be added shortly. Upcoming trips include the Purple Rose Theatre, Greektown Casino, and Turkeyville dinner theater. I am also working with Red Carpet Travel to organize a family oriented trip to Michigan Adventure.

We had a craft booth at the Whitmore Lake Public Schools' Fun Night (May 9). We will also have a craft/informational booth at the Summer Extravaganza (June 7). We are also continuing to work on planning/constructing a float for the 4th of July Parade.

II. Program Evaluation

a. **On Going Services**– Massage Therapy continues every Monday. Lynn has been maintaining a full schedule.

Foot Care takes place on the first Thursday and second Friday of each month. Ava Passino, RN, has also been maintaining a full schedule each time she is in.

The Medical Loan Closet continues to be available to the community. Five loans were made in May.

b. **Classes**
MAH Fitness (8 participants/week), Chair Yoga (7 participants/week) and Michigan Rehabilitation Exercise (8-10 participants/week) continued. Tai Chi began a new session with 3 people attending. Yoga for Beginners, our first evening class has 6 people attending each week. The participants in each of these sessions give the instructors great reviews.

We have added a second Michigan Rehabilitation Exercise class on Thursday mornings. The first Yoga for Kids class did not have enough enrollees to run, but the June session is getting a number of students signed up.

The Whitmore Lake Portrait Group remains steady with their participation. There is still a waiting list to join. The art gallery that showcases their art continues to be popular with our guests.

c. **On-Going Activities**
Pinochle continues every Tuesday and Thursday afternoon. Attendance was consistent at 8 to 12 players per week.

Knit/Crochet/Craft continues on Fridays, from 11:30a.m. to 1:30p.m., with 4 to 5 crafters in attendance.

d. **Special Events**
Lunch and a Movie took place May 14th. There were 6 attendees who enjoyed pizza, salad, chips, cookies, beverages and friendly conversation. They then settled in to watch "The Majestic," with Jim Carrey and Martin Landau.

"Karaoke Night at the Community Center," continues to be popular. There were 20 people in attendance at each of the two sessions we had in May. Some of our guests come to sing and some just to listen, enjoy the

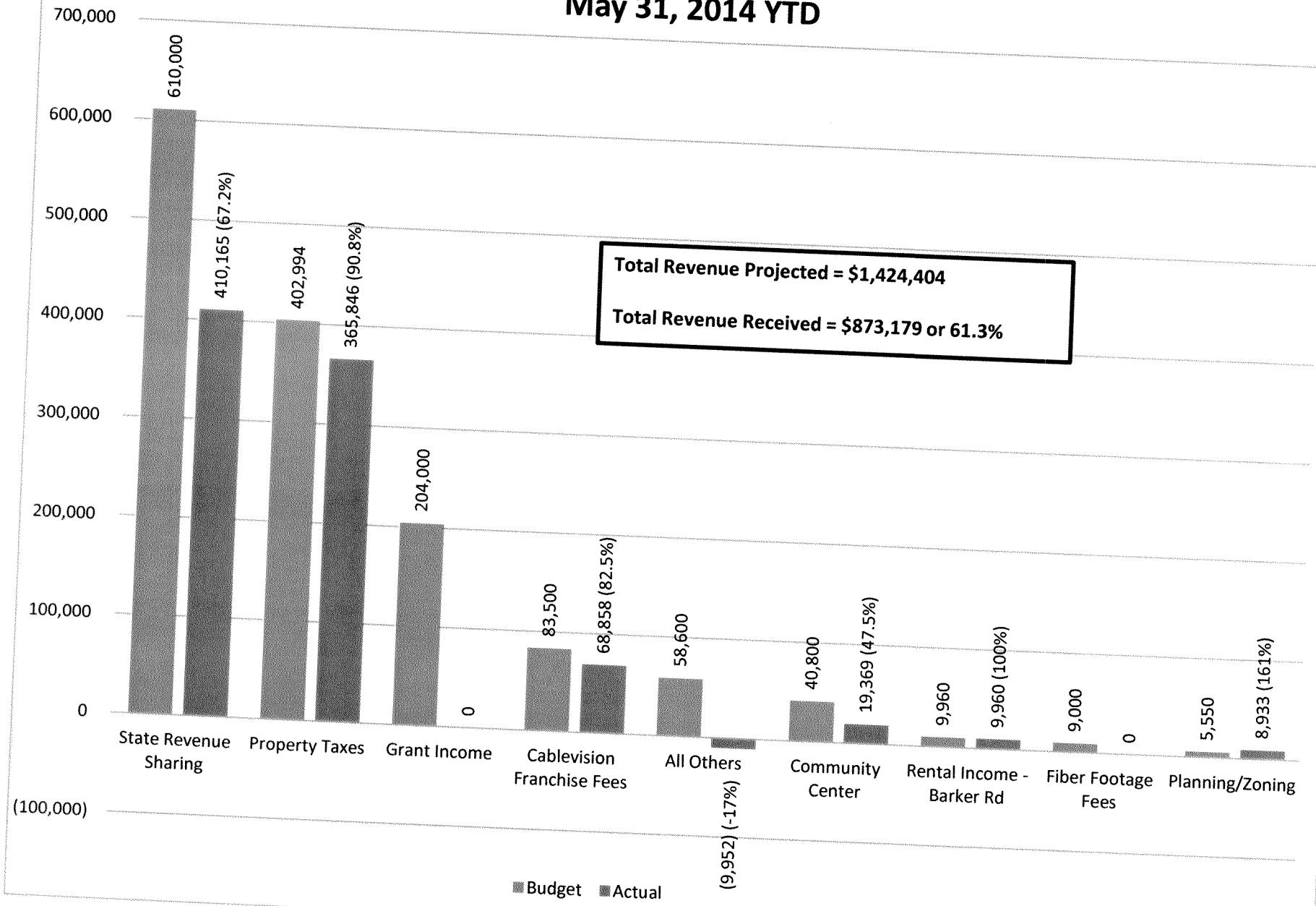
entertainment, and socialize. Although the program was scheduled from 7:00pm. To 9:00p.m., we go until our singers feel like stopping. Our May 23rd session ran until 10:30p.m.

Per the memo that was included in your May 27th workshop packets, I would like to be able to pay our Karaoke DJs, Jack and Amie Davis a $50.00 per session honorarium in appreciation of their services. As was mentioned in the memo, Jack Davis is my cousin. Howard and I would like to be sure that there is no implication of a conflict of interest, if they are compensated for their services, so we would like to have Board approval before moving forward with this. I have checked in to the possibility of renting equipment. The going rate is about $75.00 per hour and does not include the cost of someone to run the system and DJ.

Chef Thomas from the Regency presented a delightful program and delicious food to 6 participants at Cooking with the Chef on May 21. He shared recipes and cooking tips with our guests, and even presented the winner of a door prize drawing with a personalized chef's jacket. The program way a truly a hit!

The Regency is also sending a Registered Nurse on the first Monday of each month between 11:00a.m. and 12:00p.m. to do blood pressure screenings for the community.

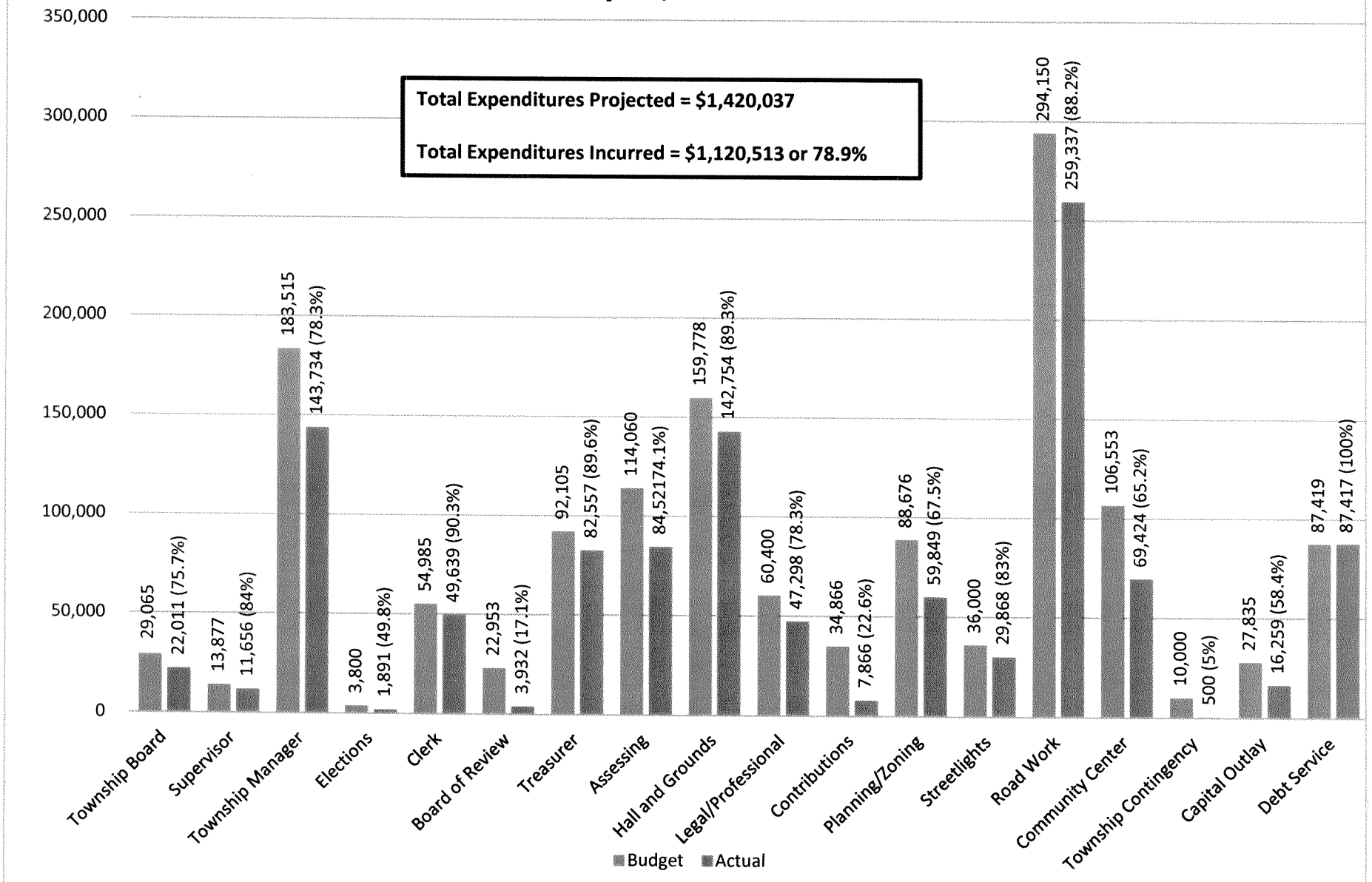
NORTHFIELD TOWNSHIP
GENERAL FUND
Revenues Projected vs. Received
May 31, 2014 YTD



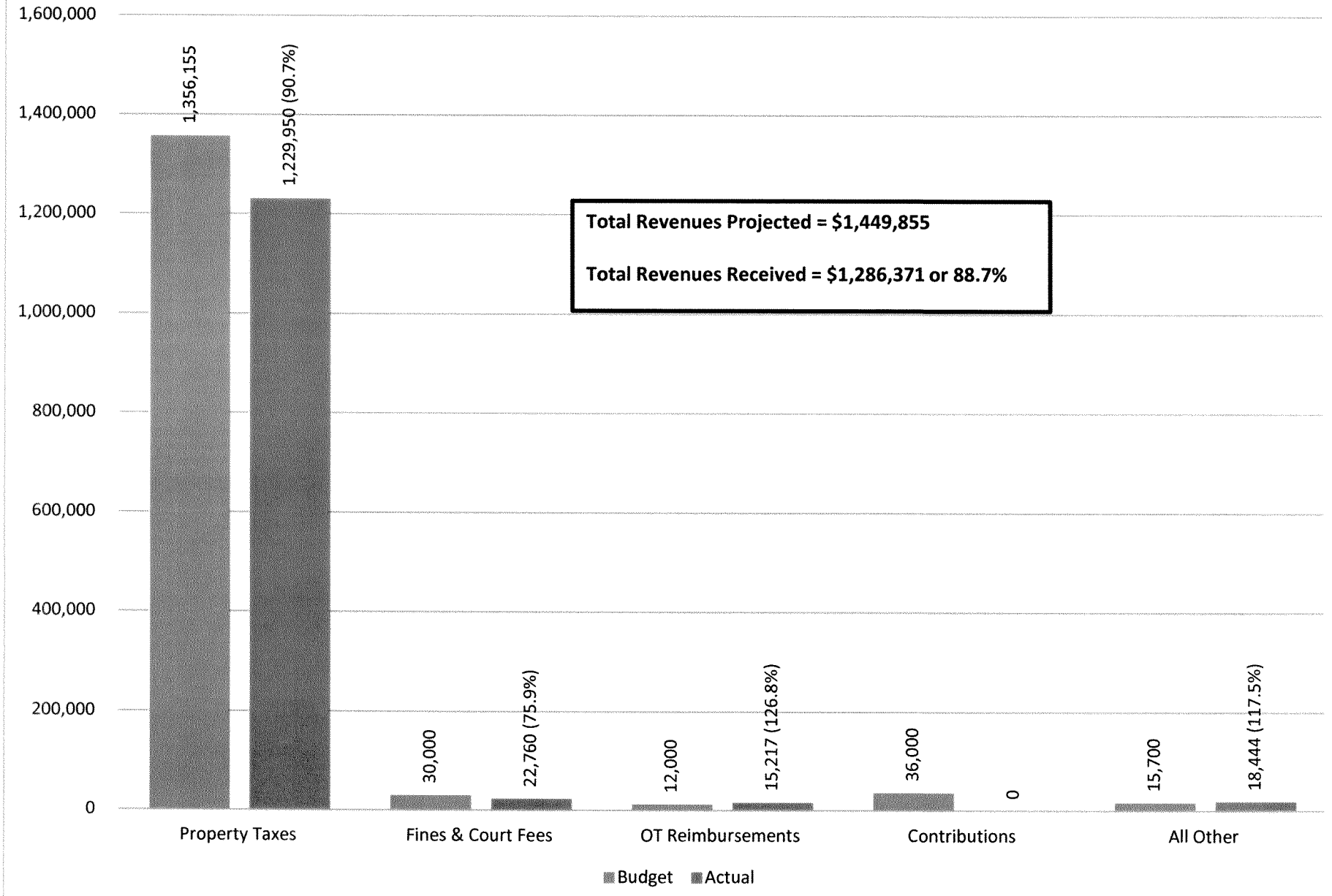
Total Revenue Projected = $1,424,404

Total Revenue Received = $873,179 or 61.3%

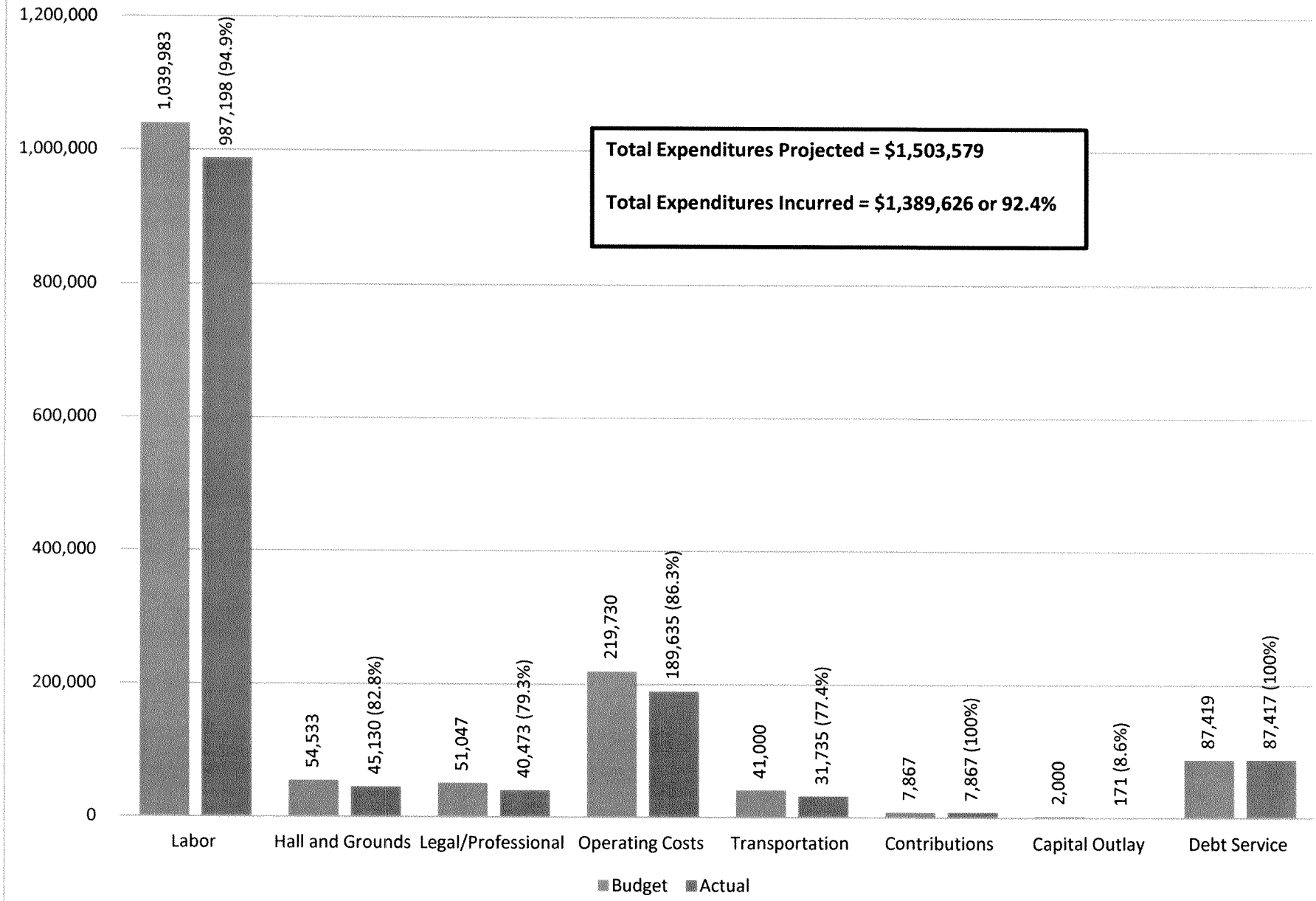
NORTHFIELD TOWNSHIP
GENERAL FUND
Expenditures Projected vs. Incurred
May 31, 2014 YTD



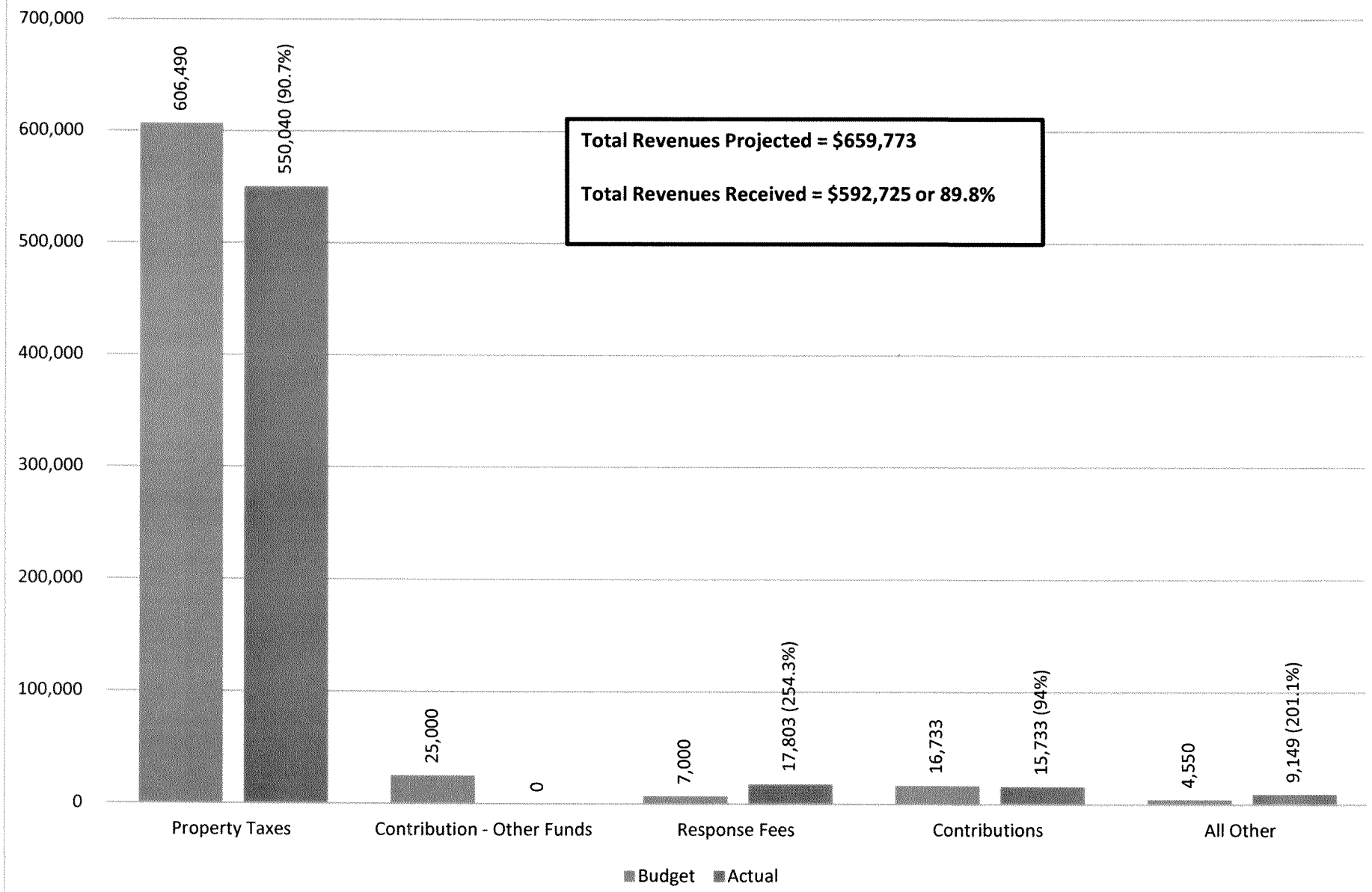
NORTHFIELD TOWNSHIP
POLICE FUND
Revenues Projected vs. Received
May 31, 2014 YTD



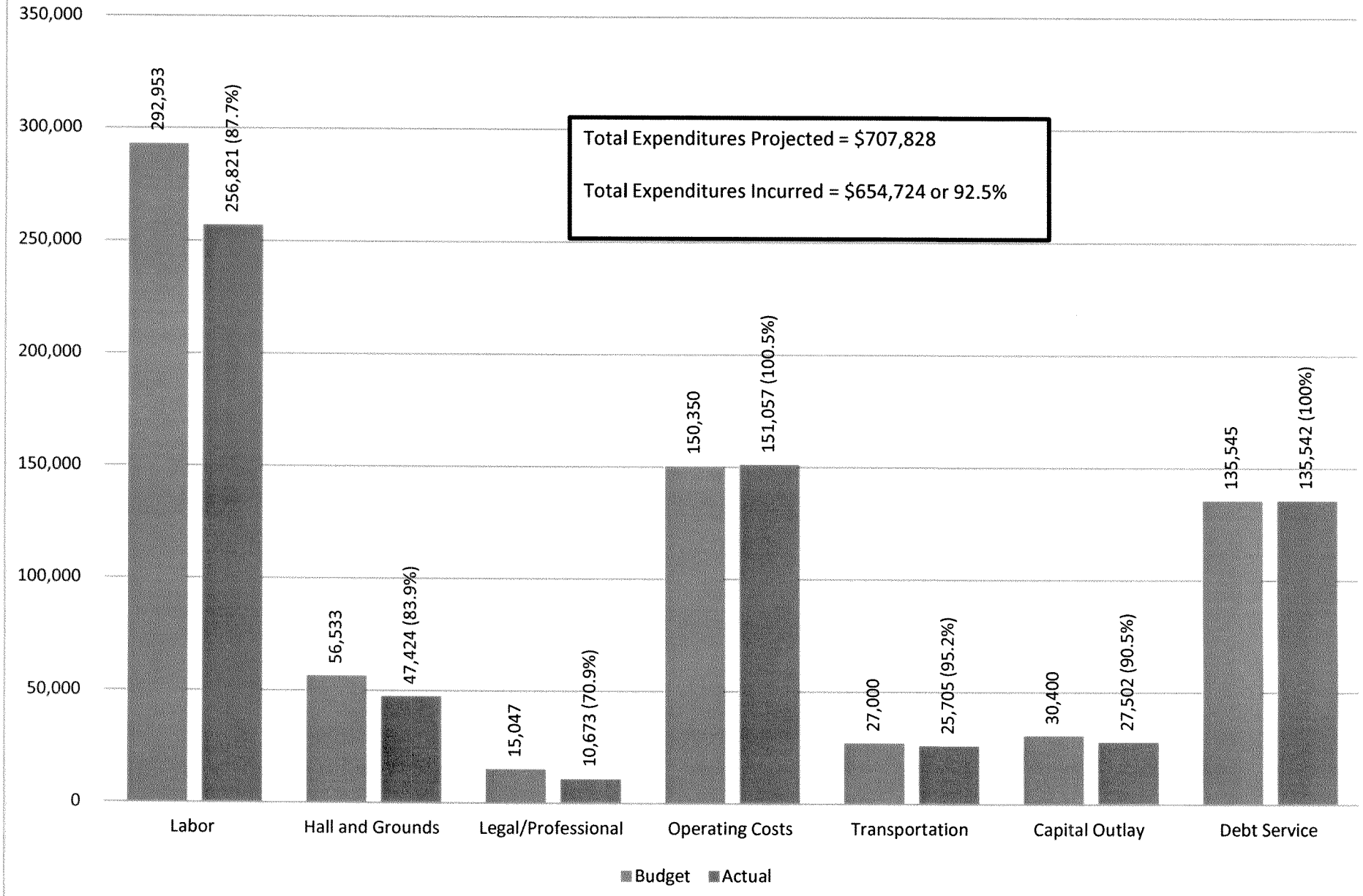
NORTHFIELD TOWNSHIP
POLICE FUND
Expenditures Projected vs. Incurred
May 31, 2014 YTD



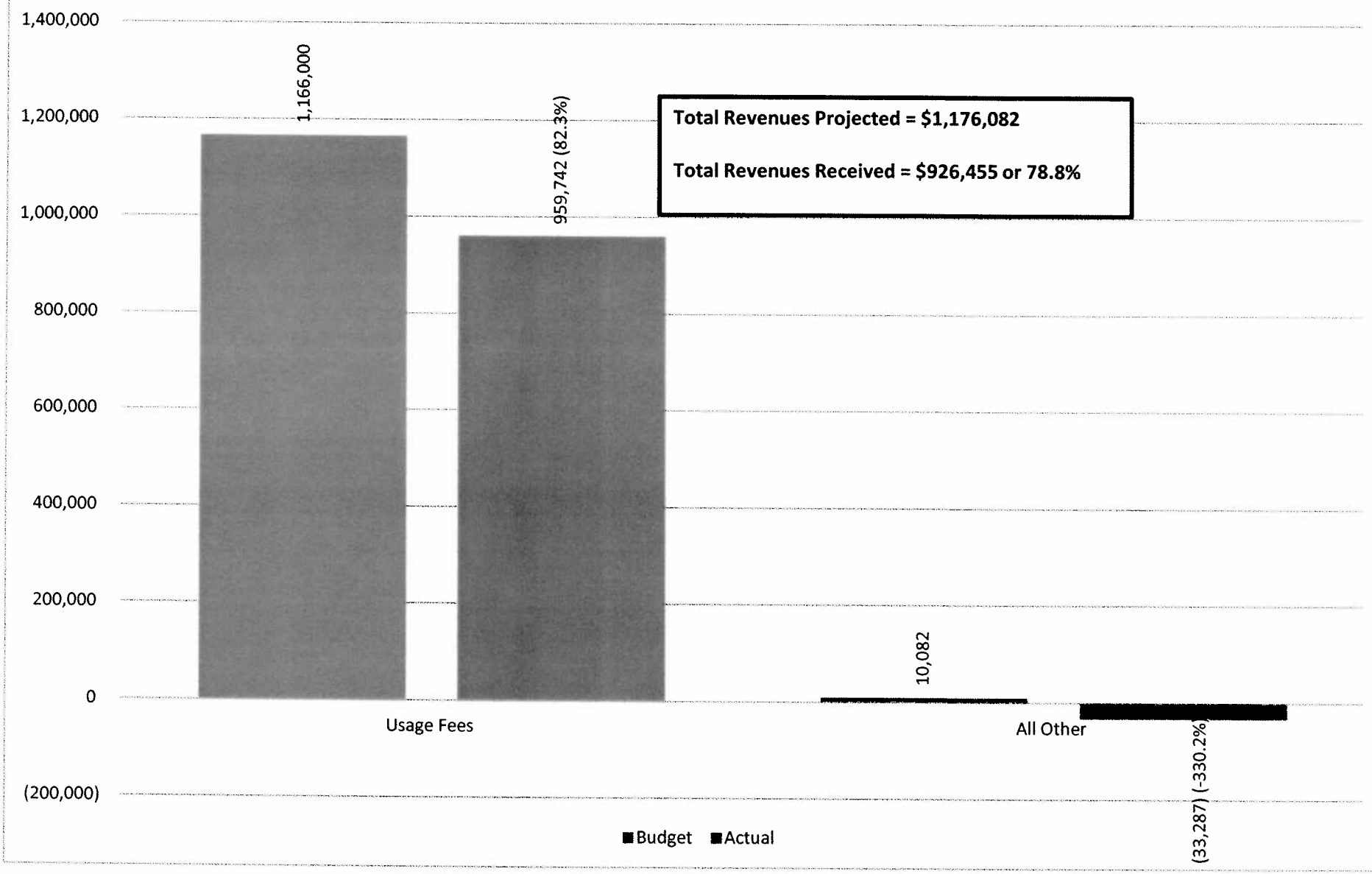
NORTHFIELD TOWNSHIP
FIRE/MEDICAL RESCUE FUND
Revenues Projected vs. Received
May 31, 2014 YTD



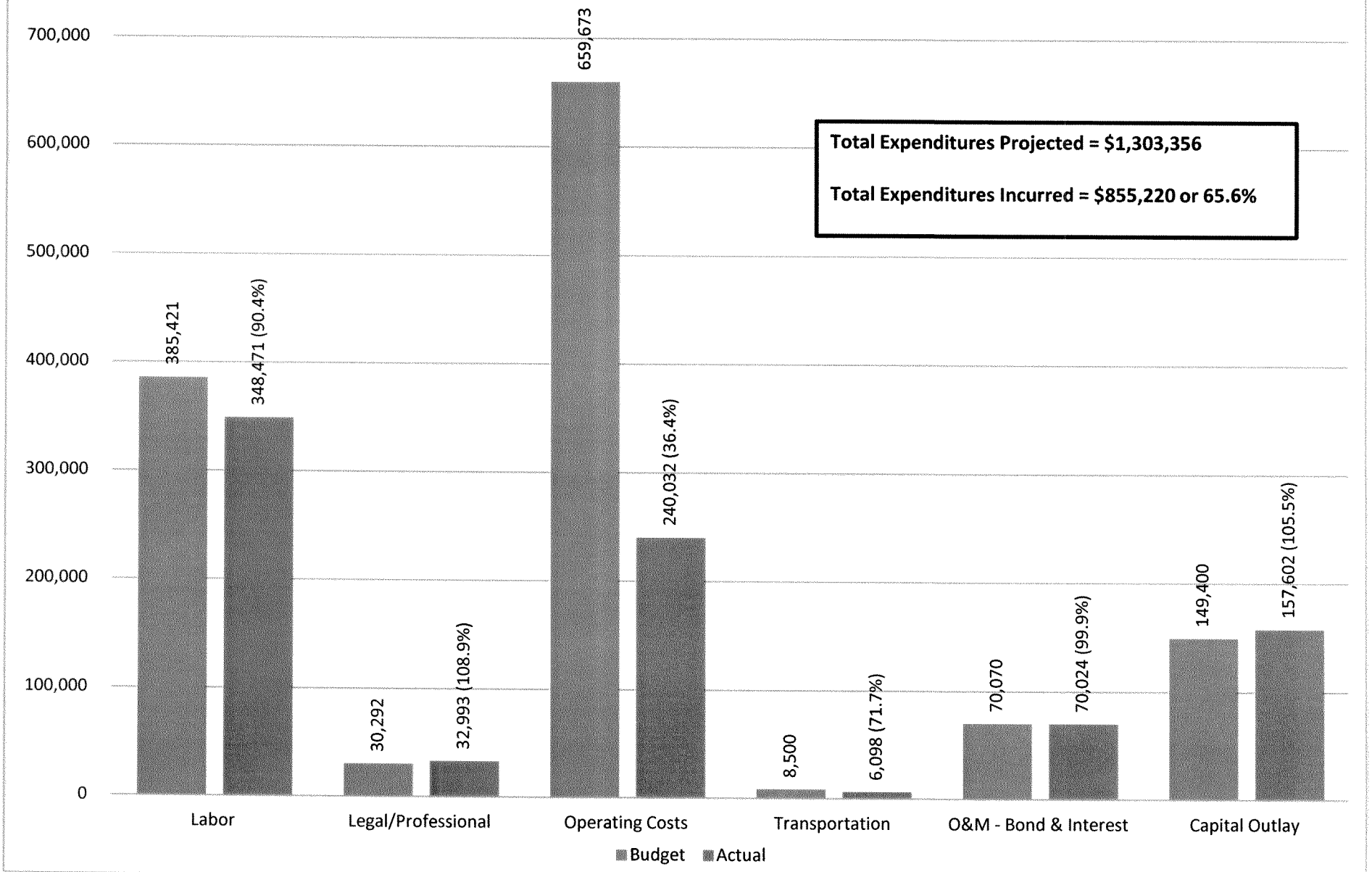
NORTHFIELD TOWNSHIP
FIRE/MEDICAL RESCUE FUND
Total Expenditures Projected vs. Incurred
May 31, 2014 YTD



NORTHFIELD TOWNSHIP
WWTP FUND
Revenues Projected vs. Received
May 31, 2014 YTD



NORTHFIELD TOWNSHIP
WWTP FUND
Total Expenditures Projected vs. Incurred
May 31, 2014 YTD



REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 05/31/2014
% Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-426	PRIOR YEAR TAX INTEREST	6,995.72	0.00	343.84	0.00	(343.84)	100.00
101-000-452	PEDDLER'S LICENSES	0.00	0.00	30.00	30.00	(30.00)	100.00
101-000-453	CABLEVISION FRANCHISE FEES	88,812.21	83,500.00	68,858.48	23,202.68	14,641.52	82.47
101-000-455	FIBER FOOTAGE FEES	9,338.77	9,000.00	0.00	0.00	9,000.00	0.00
101-000-574	STATE SHARED REVENUE	604,327.00	610,000.00	410,165.00	89,208.00	199,835.00	67.24
101-000-590	GRANT INCOME	68,591.25	204,000.00	0.00	0.00	204,000.00	0.00
101-000-626	COPY & FOIA INCOME	284.23	250.00	264.01	36.03	(14.01)	105.60
101-000-665	INTEREST INCOME	10,295.89	5,200.00	1,504.59	0.00	3,695.41	28.93
101-000-667	RENTAL INCOME	3,600.00	0.00	0.00	0.00	0.00	0.00
101-000-671	REIMBURSEMENT/OTHER INCOME	13,560.52	650.00	919.06	15.18	(269.06)	141.39
101-000-675	CONTRIBUTION-PRIVATE SOURCES	2,000.00	0.00	9.00	0.00	(9.00)	100.00
101-000-688	RENTAL INCOME - BARKER RD	9,966.00	9,960.00	9,960.00	830.00	0.00	100.00
101-000-690	UNREALIZED GAIN/LOSS	(24,994.77)	0.00	(38,124.65)	0.00	38,124.65	100.00
Total Dept 000		792,776.82	922,560.00	453,929.33	113,321.89	468,630.67	49.20
Dept 191-ELECTIONS							
101-191-671	REIMBURSEMENT/OTHER INCOME	0.00	3,500.00	2,312.01	0.00	1,187.99	66.06
Total Dept 191-ELECTIONS		0.00	3,500.00	2,312.01	0.00	1,187.99	66.06
Dept 253-TREASURER							
101-253-402	CURRENT PROPERTY TAX	246,782.87	252,084.00	228,609.62	0.00	23,474.38	90.69
101-253-404	MOBILE HOME LICENSE FEES	2,457.00	2,910.00	2,418.50	240.00	491.50	83.11
101-253-445	PENALTY & INTEREST ON TAXES	9,582.25	500.00	125.67	0.00	374.33	25.13
101-253-627	SUMMER TAX PREPARATION	13,465.00	13,500.00	13,480.00	0.00	20.00	99.85
101-253-680	TAX ADMINISTRATION FEES	132,104.53	134,000.00	121,212.21	0.00	12,787.79	90.46
Total Dept 253-TREASURER		404,391.65	402,994.00	365,846.00	240.00	37,148.00	90.78
Dept 336-CONTRIBUTIONS							
101-336-624	DDA	0.00	10,000.00	22,790.00	0.00	(12,790.00)	227.90
101-336-625	SEWER ADMINISTRATION	39,000.00	39,000.00	0.00	0.00	39,000.00	0.00
Total Dept 336-CONTRIBUTIONS		39,000.00	49,000.00	22,790.00	0.00	26,210.00	46.51
Dept 412-PLANNING/ZONING DEPT							
101-412-477	ZONING COMPLIANCE PERMITS	5,000.00	3,000.00	4,700.00	700.00	(1,700.00)	156.67
101-412-607	ZONING ADMINISTRATIVE FEES	900.00	0.00	0.00	0.00	0.00	0.00
101-412-608	VARIANCES/APPEALS	2,350.00	2,000.00	2,118.11	850.00	(118.11)	105.91
101-412-610	SITE PLAN REVIEW	6,010.00	0.00	0.00	0.00	0.00	0.00
101-412-629	ZONING COPIES	65.00	50.00	15.00	0.00	35.00	30.00
101-412-637	SPLIT APPLICATIONS	650.00	500.00	2,100.00	250.00	(1,600.00)	420.00
Total Dept 412-PLANNING/ZONING DEPT		14,975.00	5,550.00	8,933.11	1,800.00	(3,383.11)	160.96
Dept 666-COMMUNITY CENTER							
101-666-590	GRANT INCOME	0.00	2,550.00	2,550.00	0.00	0.00	100.00
101-666-643	SCC TRIPS/PROGRAMS	35,655.00	35,000.00	14,875.75	510.75	20,124.25	42.50
101-666-649	SCC MEMBERSHIP	3,274.00	2,750.00	1,363.07	0.00	1,386.93	49.57

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 05/31/2014
% Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-666-676	CONTRIBUTIONS - SCC	871.31	500.00	580.00	0.00	(80.00)	116.00
Total Dept 666-COMMUNITY CENTER		39,800.31	40,800.00	19,368.82	510.75	21,431.18	47.47
TOTAL Revenues		1,290,943.78	1,424,404.00	873,179.27	115,872.64	551,224.73	61.30
Expenditures							
Dept 101-TOWNSHIP BOARD							
101-101-701	SALARIES	9,458.24	10,000.00	7,083.22	0.00	2,916.78	70.83
101-101-715	SOCIAL SECURITY	723.58	765.00	541.88	0.00	223.12	70.83
101-101-717	LIFE/DISB. INSURANCE	86.25	0.00	0.00	0.00	0.00	0.00
101-101-718	PENSION	112.50	0.00	0.00	0.00	0.00	0.00
101-101-807	MEMBERSHIP DUES	9,961.15	10,000.00	8,030.51	0.00	1,969.49	80.31
101-101-900	PRINTING & PUBLICATIONS	5,244.49	6,300.00	6,117.59	265.00	182.41	97.10
101-101-956	MISCELLANEOUS	2,863.50	0.00	0.00	0.00	0.00	0.00
101-101-957	TRAINING & DEVELOPMENT	0.00	2,000.00	238.00	0.00	1,762.00	11.90
Total Dept 101-TOWNSHIP BOARD		28,449.71	29,065.00	22,011.20	265.00	7,053.80	75.73
Dept 171-SUPERVISOR							
101-171-701	SALARIES	25,105.08	12,500.00	11,538.24	961.52	961.76	92.31
101-171-715	SOCIAL SECURITY	1,220.46	957.00	118.13	(33.29)	838.87	12.34
101-171-716	HOSPITALIZATION	2,131.22	0.00	0.00	0.00	0.00	0.00
101-171-717	LIFE/DISB. INSURANCE	263.95	0.00	0.00	0.00	0.00	0.00
101-171-718	PENSION	1,789.23	0.00	0.00	0.00	0.00	0.00
101-171-807	MEMBERSHIP DUES	0.00	120.00	0.00	0.00	120.00	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	200.00	0.00	0.00	200.00	0.00
Total Dept 171-SUPERVISOR		30,509.94	13,877.00	11,656.37	928.23	2,220.63	84.00
Dept 172-TOWNSHIP MANAGER							
101-172-701	SALARIES	8,292.31	77,000.00	71,139.86	5,923.08	5,860.14	92.39
101-172-704	CLERICAL/DEP /SUPER/ELECTION	0.00	31,410.00	9,436.00	1,638.00	21,974.00	30.04
101-172-715	SOCIAL SECURITY	4,385.67	12,366.00	10,046.83	871.20	2,319.17	81.25
101-172-716	HOSPITALIZATION	2,237.46	13,419.00	13,270.27	796.89	148.73	98.89
101-172-717	LIFE/DISB. INSURANCE	0.00	915.00	2,329.10	1,399.97	(1,414.10)	254.55
101-172-718	PENSION	829.20	7,700.00	7,107.34	592.28	592.66	92.30
101-172-722	CONTROLLER	52,000.00	53,248.00	50,755.20	3,827.20	2,492.80	95.32
101-172-818	CONTRACTUAL SERVICES	0.00	13,500.00	7,468.26	0.00	6,031.74	55.32
101-172-850	COMMUNICATION	0.00	840.00	709.43	50.36	130.57	84.46
101-172-860	FUEL & MILEAGE	0.00	2,000.00	255.38	0.00	1,744.62	12.77
101-172-927	ALLOCATE TO DEPARTMENTS	(30,160.04)	(30,883.00)	(29,437.00)	(17,030.00)	(1,446.00)	95.32
101-172-957	TRAINING & DEVELOPMENT	0.00	2,000.00	653.47	80.00	1,346.53	32.67
Total Dept 172-TOWNSHIP MANAGER		37,584.60	183,515.00	143,734.14	(1,851.02)	39,780.86	78.32
Dept 191-ELECTIONS							
101-191-704	CLERICAL/DEP /SUPER/ELECTION	6,325.77	2,000.00	1,400.36	0.00	599.64	70.02
101-191-727	SUPPLIES	2,634.16	1,000.00	291.12	0.00	708.88	29.11
101-191-851	POSTAGE	1,000.00	400.00	200.00	0.00	200.00	50.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-191-900	PRINTING & PUBLICATIONS	1,924.16	400.00	0.00	0.00	400.00	0.00
Total Dept 191-ELECTIONS		11,884.09	3,800.00	1,891.48	0.00	1,908.52	49.78
Dept 215-CLERK							
101-215-701	SALARIES	31,911.27	16,870.00	15,907.81	961.52	962.19	94.30
101-215-703	DEPUTY SALARIES	17,577.00	28,355.00	26,061.33	2,428.12	2,293.67	91.91
101-215-715	SOCIAL SECURITY	3,785.99	3,460.00	3,210.64	259.31	249.36	92.79
101-215-717	LIFE/DISB. INSURANCE	260.70	0.00	0.00	0.00	0.00	0.00
101-215-718	PENSION	1,763.80	0.00	0.00	0.00	0.00	0.00
101-215-723	RECORD SEC	4,895.00	5,000.00	3,967.50	892.50	1,032.50	79.35
101-215-807	MEMBERSHIP DUES	180.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	0.00	200.00	11.75	0.00	188.25	5.88
101-215-922	LATE FEES AND PENALTIES	302.18	0.00	360.94	0.00	(360.94)	100.00
101-215-957	TRAINING & DEVELOPMENT	0.00	1,000.00	119.00	0.00	881.00	11.90
Total Dept 215-CLERK		60,675.94	54,985.00	49,638.97	4,541.45	5,346.03	90.28
Dept 247-BOARD OF REVIEW							
101-247-706	BOARD OF REVIEW FEE	1,458.00	2,000.00	1,356.00	0.00	644.00	67.80
101-247-715	SOCIAL SECURITY	111.50	153.00	103.74	0.00	49.26	67.80
101-247-900	PRINTING & PUBLICATIONS	0.00	800.00	506.00	0.00	294.00	63.25
101-247-959	TRIBUNALS AND DRAINS	9,129.24	20,000.00	1,966.06	0.00	18,033.94	9.83
Total Dept 247-BOARD OF REVIEW		10,698.74	22,953.00	3,931.80	0.00	19,021.20	17.13
Dept 253-TREASURER							
101-253-701	SALARIES	23,865.29	12,500.00	11,538.24	961.52	961.76	92.31
101-253-703	DEPUTY SALARIES	39,449.27	41,000.00	41,843.31	3,508.63	(843.31)	102.06
101-253-704	CLERICAL/DEP /SUPER/ELECTION	15,331.22	19,255.00	17,946.34	1,439.13	1,308.66	93.20
101-253-715	SOCIAL SECURITY	6,016.41	5,568.00	5,456.69	452.09	111.31	98.00
101-253-716	HOSPITALIZATION	5,806.28	6,612.00	5,784.07	494.28	827.93	87.48
101-253-717	LIFE/DISB. INSURANCE	310.78	560.00	541.25	43.92	18.75	96.65
101-253-718	PENSION	5,445.28	4,100.00	3,772.04	315.36	327.96	92.00
101-253-803	LEGAL	6,000.00	6,000.00	4,500.00	0.00	1,500.00	75.00
101-253-804	TAX STATEMENT PREPARATION	1,379.57	1,500.00	1,248.09	0.00	251.91	83.21
101-253-807	MEMBERSHIP DUES	100.00	120.00	100.00	0.00	20.00	83.33
101-253-851	POSTAGE	2,474.72	3,200.00	3,243.42	0.00	(43.42)	101.36
101-253-860	FUEL & MILEAGE	0.00	0.00	127.11	0.00	(127.11)	100.00
101-253-927	ALLOCATE TO DEPARTMENTS	(12,708.00)	(13,810.00)	(13,868.00)	(7,800.00)	58.00	100.42
101-253-956	MISCELLANEOUS	858.23	3,500.00	324.00	0.00	3,176.00	9.26
101-253-957	TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 253-TREASURER		94,329.05	92,105.00	82,556.56	(585.07)	9,548.44	89.63
Dept 257-ASSESSING							
101-257-709	ASST ASSESSOR	3,903.75	22,254.00	2,977.50	1,050.00	19,276.50	13.38
101-257-713	ASSESSOR	59,999.94	62,464.00	58,158.30	4,726.14	4,305.70	93.11
101-257-715	SOCIAL SECURITY	5,003.41	6,481.00	4,676.79	441.87	1,804.21	72.16
101-257-716	HOSPITALIZATION	1,500.00	8,245.00	8,171.74	1,186.30	73.26	99.11
101-257-717	LIFE/DISB. INSURANCE	887.04	920.00	905.04	75.42	14.96	98.37
101-257-718	PENSION	5,999.76	6,246.00	5,665.66	472.60	580.34	90.71

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 05/31/2014
% Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-257-720	BANKED PTO	230.77	0.00	0.00	0.00	0.00	0.00
101-257-727	SUPPLIES	75.00	1,000.00	977.70	0.00	22.30	97.77
101-257-807	MEMBERSHIP DUES	390.00	450.00	290.00	0.00	160.00	64.44
101-257-851	POSTAGE	2,099.01	3,000.00	1,513.40	0.00	1,486.60	50.45
101-257-860	FUEL & MILEAGE	338.54	2,000.00	674.42	0.00	1,325.58	33.72
101-257-957	TRAINING & DEVELOPMENT	0.00	1,000.00	510.00	510.00	490.00	51.00
Total Dept 257-ASSESSING		80,427.22	114,060.00	84,520.55	8,462.33	29,539.45	74.10
Dept 265-HALL AND GROUNDS							
101-265-710	JANITORIAL SALARIES	5,080.00	6,000.00	4,800.00	440.00	1,200.00	80.00
101-265-715	SOCIAL SECURITY	388.62	459.00	367.20	33.66	91.80	80.00
101-265-721	UNEMPLOYMENT BENEFITS	0.00	0.00	24.77	24.77	(24.77)	100.00
101-265-727	SUPPLIES	7,716.37	8,500.00	8,722.54	1,034.31	(222.54)	102.62
101-265-731	WORKERS COMP INSURANCE	1,721.00	1,155.00	0.00	0.00	1,155.00	0.00
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC	4,985.00	4,000.00	3,164.40	10.00	835.60	79.11
101-265-821	PSB MAINT & OPS ALLOCATION	42,945.00	54,534.00	45,130.00	25,401.00	9,404.00	82.76
101-265-850	COMMUNICATION	5,213.48	4,380.00	7,855.35	711.43	(3,475.35)	179.35
101-265-851	POSTAGE	4,396.77	5,500.00	4,708.08	1,112.74	791.92	85.60
101-265-860	FUEL & MILEAGE	1,922.27	0.00	0.00	0.00	0.00	0.00
101-265-910	INSURANCE & BONDS	29,996.00	30,700.00	26,016.37	0.00	4,683.63	84.74
101-265-920	UTILITIES	3,549.18	1,500.00	391.59	(841.66)	1,108.41	26.11
101-265-930	REPAIRS & MAINTENANCE	29,454.94	15,000.00	15,165.22	90.00	(165.22)	101.10
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	56.99	23,500.00	23,310.93	100.81	189.07	99.20
101-265-940	RENTAL EQUIPMENT	3,909.80	4,300.00	3,072.10	(35.64)	1,227.90	71.44
101-265-956	MISCELLANEOUS	0.00	250.00	25.00	0.00	225.00	10.00
101-265-957	TRAINING & DEVELOPMENT	3,481.34	0.00	0.00	0.00	0.00	0.00
Total Dept 265-HALL AND GROUNDS		144,816.76	159,778.00	142,753.55	28,081.42	17,024.45	89.34
Dept 270-LEGAL/PROFESSIONAL							
101-270-800	OTHER PROFESSIONAL FEES	8,187.50	500.00	500.00	0.00	0.00	100.00
101-270-802	AUDIT FEES	4,500.00	4,500.00	4,500.00	0.00	0.00	100.00
101-270-803	LEGAL	104,996.06	96,000.00	74,414.11	0.00	21,585.89	77.51
101-270-806	ENGINEER	3,159.00	5,000.00	2,084.25	884.25	2,915.75	41.69
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(34,200.00)	0.00	(11,400.00)	75.00
Total Dept 270-LEGAL/PROFESSIONAL		75,242.56	60,400.00	47,298.36	884.25	13,101.64	78.31
Dept 336-CONTRIBUTIONS							
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	2,350.00	2,000.00	0.00	0.00	2,000.00	0.00
101-336-964	CONTRIBUTION-FIRE & MED RES	29,310.00	32,866.00	7,866.00	0.00	25,000.00	23.93
101-336-965	CONTR-HUMAN SVC CONTRACT	3,600.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		35,260.00	34,866.00	7,866.00	0.00	27,000.00	22.56
Dept 412-PLANNING/ZONING DEPT							
101-412-707	ZBA SALARIES	2,000.00	3,000.00	1,300.00	0.00	1,700.00	43.33
101-412-715	SOCIAL SECURITY	711.45	1,071.00	841.50	175.95	229.50	78.57
101-412-723	RECORD SEC	4,240.00	4,500.00	4,147.50	892.50	352.50	92.17
101-412-726	PLANN COMM	7,300.00	11,000.00	9,700.00	2,300.00	1,300.00	88.18
101-412-727	SUPPLIES	0.00	200.00	76.49	0.00	123.51	38.25

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-412-800	OTHER PROFESSIONAL FEES	0.00	3,000.00	3,605.00	0.00	(605.00)	120.17
101-412-801	PLANNER FEES	32,773.65	28,000.00	23,189.74	2,615.00	4,810.26	82.82
101-412-803	LEGAL	1,655.00	10,000.00	0.00	0.00	10,000.00	0.00
101-412-809	CODE ENFORCEMENT	8,491.66	15,000.00	7,426.44	1,306.44	7,573.56	49.51
101-412-851	POSTAGE	0.00	500.00	0.00	0.00	500.00	0.00
101-412-900	PRINTING & PUBLICATIONS	1,361.04	1,500.00	2,058.11	1,353.90	(558.11)	137.21
101-412-927	ALLOCATE TO DEPARTMENTS	6,354.00	6,905.00	6,934.00	3,900.00	(29.00)	100.42
101-412-957	TRAINING & DEVELOPMENT	0.00	4,000.00	569.78	0.00	3,430.22	14.24
Total Dept 412-PLANNING/ZONING DEPT		64,886.80	88,676.00	59,848.56	12,543.79	28,827.44	67.49
Dept 448-STREET LIGHTS							
101-448-920	UTILITIES	36,626.00	36,000.00	29,867.95	2,916.21	6,132.05	82.97
Total Dept 448-STREET LIGHTS		36,626.00	36,000.00	29,867.95	2,916.21	6,132.05	82.97
Dept 449-ROAD WORK							
101-449-813	ROADWORK	47,808.00	34,650.00	18,435.73	0.00	16,214.27	53.21
101-449-814	ROAD IMPROVEMENTS	54,296.74	55,500.00	43,535.75	0.00	11,964.25	78.44
101-449-929	GRANT EXPENSE	68,591.25	204,000.00	197,365.72	47.50	6,634.28	96.75
Total Dept 449-ROAD WORK		170,695.99	294,150.00	259,337.20	47.50	34,812.80	88.16
Dept 666-COMMUNITY CENTER							
101-666-701	SALARIES	37,288.34	35,500.00	24,164.03	2,730.76	11,335.97	68.07
101-666-702	SALARIES	6,359.25	0.00	0.00	0.00	0.00	0.00
101-666-715	SOCIAL SECURITY	3,339.03	2,716.00	1,848.52	208.90	867.48	68.06
101-666-716	HOSPITALIZATION	10,094.15	6,557.00	6,085.64	332.02	471.36	92.81
101-666-717	LIFE/DISB. INSURANCE	429.66	670.00	401.12	50.14	268.88	59.87
101-666-718	PENSION	2,701.60	3,550.00	2,867.18	273.04	682.82	80.77
101-666-720	BANKED PTO	(3,377.12)	0.00	0.00	0.00	0.00	0.00
101-666-727	SUPPLIES	1,062.62	1,800.00	1,079.23	24.00	720.77	59.96
101-666-731	WORKERS COMP INSURANCE	413.00	270.00	0.00	0.00	270.00	0.00
101-666-807	MEMBERSHIP DUES	220.00	220.00	220.00	0.00	0.00	100.00
101-666-812	SCC TRIPS/PROGRAMS	30,042.84	30,000.00	16,524.56	1,668.16	13,475.44	55.08
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	6,970.00	7,320.00	6,834.20	350.00	485.80	93.36
101-666-850	COMMUNICATION	2,066.87	2,300.00	1,773.27	224.56	526.73	77.10
101-666-851	POSTAGE	846.00	1,000.00	660.48	60.48	339.52	66.05
101-666-900	PRINTING & PUBLICATIONS	567.68	1,000.00	0.00	0.00	1,000.00	0.00
101-666-910	INSURANCE & BONDS	1,840.00	1,900.00	1,070.00	0.00	830.00	56.32
101-666-920	UTILITIES	2,689.17	4,500.00	2,342.56	220.84	2,157.44	52.06
101-666-929	GRANT EXPENSE	0.00	2,550.00	1,789.98	1,789.98	760.02	70.20
101-666-930	REPAIRS & MAINTENANCE	7,925.36	4,300.00	1,657.64	427.00	2,642.36	38.55
101-666-970	EQUIPMENT	349.99	400.00	105.47	0.00	294.53	26.37
Total Dept 666-COMMUNITY CENTER		111,828.44	106,553.00	69,423.88	8,359.88	37,129.12	65.15
Dept 850-TOWNSHIP CONTINGENCY							
101-850-905	CONTINGENCY FUNDS	11,044.25	10,000.00	500.00	0.00	9,500.00	5.00
Total Dept 850-TOWNSHIP CONTINGENCY		11,044.25	10,000.00	500.00	0.00	9,500.00	5.00

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Fund 101 - GENERAL FUND							
Expenditures							
Dept 900-CAPITAL OUTLAY							
101-900-972	COMPUTER	7,125.39	23,335.00	16,259.38	390.00	7,075.62	69.68
101-900-978	LAND ACQUISITION	6,585.87	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 900-CAPITAL OUTLAY		13,711.26	27,835.00	16,259.38	390.00	11,575.62	58.41
Dept 905-DEBT SERVICE							
101-905-985	PSB SHARE OF BOND PMT	94,320.18	87,419.00	87,417.29	0.00	1.71	100.00
Total Dept 905-DEBT SERVICE		94,320.18	87,419.00	87,417.29	0.00	1.71	100.00
TOTAL Expenditures		1,112,991.53	1,420,037.00	1,120,513.24	64,983.97	299,523.76	78.91
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,290,943.78	1,424,404.00	873,179.27	115,872.64	551,224.73	61.30
TOTAL EXPENDITURES		1,112,991.53	1,420,037.00	1,120,513.24	64,983.97	299,523.76	78.91
NET OF REVENUES & EXPENDITURES		177,952.25	4,367.00	(247,333.97)	50,888.67	251,700.97	5,663.70
BEG. FUND BALANCE		1,218,801.59	1,396,753.84	1,396,753.84			(5,663.7
END FUND BALANCE		1,396,753.84	1,401,120.84	1,149,419.87			(5,663.7

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Fund 207 - LAW ENFORCEMENT FUND							
Revenues							
Dept 000							
207-000-402	CURRENT PROPERTY TAX	1,327,750.81	1,356,155.00	1,229,950.03	0.00	126,204.97	90.69
207-000-445	PENALTY & INTEREST ON TAXES	1,089.05	0.00	589.70	0.00	(589.70)	100.00
207-000-570	LIQUOR LICENSE & PERMITS	2,589.40	3,000.00	2,605.35	0.00	394.65	86.85
207-000-590	GRANT INCOME	13,872.50	0.00	0.00	0.00	0.00	0.00
207-000-626	COPY & FOIA INCOME	1,536.50	2,000.00	1,944.50	516.00	55.50	97.23
207-000-656	FINES & COURT FEES	27,330.86	30,000.00	22,760.00	1,404.48	7,240.00	75.87
207-000-658	IMPOUND FEES	1,660.00	2,000.00	2,060.00	0.00	(60.00)	103.00
207-000-664	FEES PAID FOR OFFICER WAGES	5,957.76	6,000.00	3,671.00	0.00	2,329.00	61.18
207-000-671	REIMBURSEMENT/OTHER INCOME	2,046.00	2,500.00	3,586.75	205.00	(1,086.75)	143.47
207-000-673	SALE OF FIXED ASSET	0.00	0.00	3,986.00	0.00	(3,986.00)	100.00
207-000-675	CONTRIBUTION-PRIVATE SOURCES	3,000.00	200.00	0.00	0.00	200.00	0.00
207-000-681	OT REIMBURSEMENT	21,586.19	12,000.00	15,217.41	0.00	(3,217.41)	126.81
Total Dept 000		1,408,419.07	1,413,855.00	1,286,370.74	2,125.48	127,484.26	90.98
Dept 336-CONTRIBUTIONS							
207-336-588	CONTRIBUTION OTHER FUND(S)	42,500.00	35,000.00	0.00	0.00	35,000.00	0.00
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	1,350.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		43,850.00	36,000.00	0.00	0.00	36,000.00	0.00
TOTAL Revenues		1,452,269.07	1,449,855.00	1,286,370.74	2,125.48	163,484.26	88.72
Expenditures							
Dept 226-PERSONNEL							
207-226-701	SALARIES	144,716.34	187,651.00	173,211.71	14,150.04	14,439.29	92.31
207-226-702	SALARIES	352,055.97	322,775.00	337,644.61	27,537.35	(14,869.61)	104.61
207-226-704	CLERICAL/DEP /SUPER/ELECTION	57,110.13	65,755.00	56,064.04	4,797.95	9,690.96	85.26
207-226-708	SALARIES-PART TIME	50,179.78	50,000.00	20,635.80	1,423.80	29,364.20	41.27
207-226-710	JANITORIAL SALARIES	4,160.00	4,608.00	3,840.00	320.00	768.00	83.33
207-226-711	SALARIES-OVERTIME	49,608.48	50,000.00	54,549.81	5,504.46	(4,549.81)	109.10
207-226-714	HOLIDAY	29,066.25	29,469.00	31,837.50	0.00	(2,368.50)	108.04
207-226-715	SOCIAL SECURITY	54,287.97	55,138.00	53,523.20	4,110.62	1,614.80	97.07
207-226-716	HOSPITALIZATION	125,151.63	131,458.00	130,587.23	7,959.85	870.77	99.34
207-226-717	LIFE/DISB. INSURANCE	7,743.12	8,022.00	8,447.24	727.90	(425.24)	105.30
207-226-718	PENSION	52,390.28	54,819.00	52,981.86	4,524.00	1,837.14	96.65
207-226-719	EMPLOYEE FRINGE-LONGEVITY	4,500.00	4,800.00	4,800.00	0.00	0.00	100.00
207-226-720	BANKED PTO	(1,271.27)	0.00	0.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	81.00	1,000.00	275.00	137.50	725.00	27.50
207-226-731	WORKERS COMP INSURANCE	13,225.00	10,130.00	0.00	0.00	10,130.00	0.00
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,400.00	5,700.00	5,900.00	0.00	(200.00)	103.51
207-226-927	ALLOCATE TO DEPARTMENTS	52,179.00	54,658.00	51,110.00	27,779.00	3,548.00	93.51
207-226-957	TRAINING & DEVELOPMENT	2,008.73	4,000.00	1,790.00	15.00	2,210.00	44.75
Total Dept 226-PERSONNEL		1,002,592.41	1,039,983.00	987,198.00	98,987.47	52,785.00	94.92
Dept 265-HALL AND GROUNDS							
207-265-821	PSB MAINT & OPS ALLOCATION	42,945.00	54,533.00	45,130.00	25,400.00	9,403.00	82.76
Total Dept 265-HALL AND GROUNDS		42,945.00	54,533.00	45,130.00	25,400.00	9,403.00	82.76

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Fund 207 - LAW ENFORCEMENT FUND							
Expenditures							
Dept 270-LEGAL/PROFESSIONAL							
207-270-722	CONTROLLER	7,800.01	7,987.00	7,613.00	4,404.00	374.00	95.32
207-270-802	AUDIT FEES	3,060.00	3,060.00	3,060.00	0.00	0.00	100.00
207-270-803	LEGAL	39,600.00	40,000.00	29,800.00	0.00	10,200.00	74.50
Total Dept 270-LEGAL/PROFESSIONAL		50,460.01	51,047.00	40,473.00	4,404.00	10,574.00	79.29
Dept 301-OPERATING COSTS							
207-301-727	SUPPLIES	6,918.09	6,000.00	3,850.86	631.22	2,149.14	64.18
207-301-741	UNIFORMS/GEAR & ALLOWANCE	2,003.21	4,000.00	2,622.68	265.45	1,377.32	65.57
207-301-807	MEMBERSHIP DUES	1,247.50	2,000.00	1,736.10	0.00	263.90	86.81
207-301-818	CONTRACTUAL SERVICES	17,571.00	17,500.00	13,970.25	3,576.75	3,529.75	79.83
207-301-820	DISPATCH SERVICES	63,346.92	67,980.00	52,789.10	0.00	15,190.90	77.65
207-301-850	COMMUNICATION	12,894.03	16,000.00	13,456.22	1,992.34	2,543.78	84.10
207-301-851	POSTAGE	100.00	250.00	123.40	0.00	126.60	49.36
207-301-900	PRINTING & PUBLICATIONS	333.58	1,000.00	186.35	130.30	813.65	18.64
207-301-910	INSURANCE & BONDS	20,754.00	21,100.00	20,675.00	0.00	425.00	97.99
207-301-929	GRANT EXPENSE	13,872.50	0.00	0.00	0.00	0.00	0.00
207-301-930	REPAIRS & MAINTENANCE	2,055.56	3,000.00	3,716.68	(61.64)	(716.68)	123.89
207-301-932	RADIO REPAIR	2,200.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	(3,321.28)	73,000.00	73,000.54	0.00	(0.54)	100.00
207-301-940	RENTAL EQUIPMENT	1,691.61	2,300.00	1,204.43	(27.77)	1,095.57	52.37
207-301-956	MISCELLANEOUS	7,585.00	100.00	0.00	0.00	100.00	0.00
207-301-959	TRIBUNALS AND DRAINS	2,170.10	2,000.00	0.00	0.00	2,000.00	0.00
207-301-972	COMPUTER	2,044.82	2,400.00	2,303.13	200.00	96.87	95.96
Total Dept 301-OPERATING COSTS		153,466.64	219,730.00	189,634.74	6,706.65	30,095.26	86.30
Dept 333-TRANSPORTATION							
207-333-860	FUEL & MILEAGE	32,616.37	28,000.00	23,196.46	2,751.97	4,803.54	82.84
207-333-930	REPAIRS & MAINTENANCE	13,571.27	13,000.00	8,538.11	635.89	4,461.89	65.68
Total Dept 333-TRANSPORTATION		46,187.64	41,000.00	31,734.57	3,387.86	9,265.43	77.40
Dept 336-CONTRIBUTIONS							
207-336-964	CONTRIBUTION-FIRE & MED RES	0.00	7,867.00	7,867.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		0.00	7,867.00	7,867.00	0.00	0.00	100.00
Dept 900-CAPITAL OUTLAY							
207-900-970	EQUIPMENT	0.00	1,500.00	0.00	0.00	1,500.00	0.00
207-900-972	COMPUTER	370.59	500.00	171.28	0.00	328.72	34.26
207-900-974	VEHICLE	8,573.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		8,943.59	2,000.00	171.28	0.00	1,828.72	8.56
Dept 905-DEBT SERVICE							
207-905-985	PSB SHARE OF BOND PMT	94,320.17	87,419.00	87,417.27	0.00	1.73	100.00
207-905-995	DEBT SERVICE - INTEREST	262.25	0.00	0.00	0.00	0.00	0.00

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Fund 207 - LAW ENFORCEMENT FUND							
Expenditures							
Total Dept 905-DEBT SERVICE		94,582.42	87,419.00	87,417.27	0.00	1.73	100.00
Dept 998-PRIOR PERIOD ADJUSTMENT							
207-998-898	PRIOR PERIOD ADJUSTMENT	(31,673.46)	0.00	0.00	0.00	0.00	0.00
Total Dept 998-PRIOR PERIOD ADJUSTMENT		(31,673.46)	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		1,367,504.25	1,503,579.00	1,389,625.86	138,885.98	113,953.14	92.42
Fund 207 - LAW ENFORCEMENT FUND:							
TOTAL REVENUES		1,452,269.07	1,449,855.00	1,286,370.74	2,125.48	163,484.26	88.72
TOTAL EXPENDITURES		1,367,504.25	1,503,579.00	1,389,625.86	138,885.98	113,953.14	92.42
NET OF REVENUES & EXPENDITURES		84,764.82	(53,724.00)	(103,255.12)	(136,760.50)	49,531.12	192.20
BEG. FUND BALANCE		319,185.79	403,950.61	403,950.61			192.20
END FUND BALANCE		403,950.61	350,226.61	300,695.49			192.20

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Fund 216 - MEDICAL RESCUE FUND							
Revenues							
Dept 000							
216-000-402	CURRENT PROPERTY TAX	593,774.94	606,490.00	550,040.34	0.00	56,449.66	90.69
216-000-445	PENALTY & INTEREST ON TAXES	487.32	0.00	276.95	0.00	(276.95)	100.00
216-000-482	HOUSE NUMBERS	200.00	250.00	400.00	160.00	(150.00)	160.00
216-000-588	CONTRIBUTION OTHER FUND(S)	29,310.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-590	GRANT INCOME	0.00	0.00	22.10	0.00	(22.10)	100.00
216-000-615	INSURANCE PROCEEDS	3,616.74	0.00	0.00	0.00	0.00	0.00
216-000-626	COPY & FOIA INCOME	46.00	0.00	23.00	0.00	(23.00)	100.00
216-000-635	RESPONSE FEES	3,087.25	7,000.00	17,802.75	0.00	(10,802.75)	254.33
216-000-639	DRIVEWAY INSPECTIONS	500.00	300.00	550.00	100.00	(250.00)	183.33
216-000-671	REIMBURSEMENT/OTHER INCOME	2,595.45	4,000.00	4,719.25	0.00	(719.25)	117.98
216-000-673	SALE OF FIXED ASSET	0.00	0.00	3,058.00	0.00	(3,058.00)	100.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	100.00	0.00	(100.00)	100.00
Total Dept 000		633,617.70	643,040.00	576,992.39	260.00	66,047.61	89.73
Dept 336-CONTRIBUTIONS							
216-336-588	CONTRIBUTION OTHER FUND(S)	0.00	15,733.00	15,733.00	0.00	0.00	100.00
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		1,000.00	16,733.00	15,733.00	0.00	1,000.00	94.02
TOTAL Revenues		634,617.70	659,773.00	592,725.39	260.00	67,047.61	89.84
Expenditures							
Dept 226-PERSONNEL							
216-226-701	SALARIES	82,000.05	77,000.00	71,128.45	5,931.08	5,871.55	92.37
216-226-702	SALARIES	123,982.00	125,000.00	115,093.00	9,408.00	9,907.00	92.07
216-226-705	ADMINISTRATIVE ASSISTANT	5,343.80	5,500.00	4,967.32	487.63	532.68	90.31
216-226-708	SALARIES-PART TIME	46,103.73	48,000.00	45,575.92	2,846.46	2,424.08	94.95
216-226-712	SALARIES - OFFICERS	10,406.00	14,000.00	11,245.00	0.00	2,755.00	80.32
216-226-715	SOCIAL SECURITY	21,160.94	21,690.00	19,716.54	1,497.34	1,973.46	90.90
216-226-716	HOSPITALIZATION	15,957.00	18,091.00	17,569.74	996.11	521.26	97.12
216-226-717	LIFE/DISB. INSURANCE	948.96	980.00	966.96	80.58	13.04	98.67
216-226-718	PENSION	7,699.63	7,700.00	7,107.36	592.28	592.64	92.30
216-226-720	BANKED PTO	2,554.33	0.00	0.00	0.00	0.00	0.00
216-226-730	MEDICAL TESTING	689.00	2,500.00	421.50	0.00	2,078.50	16.86
216-226-731	WORKERS COMP INSURANCE	14,037.00	9,150.00	0.00	0.00	9,150.00	0.00
216-226-927	ALLOCATE TO DEPARTMENTS	(52,179.00)	(54,658.00)	(51,110.00)	(27,779.00)	(3,548.00)	93.51
216-226-957	TRAINING & DEVELOPMENT	3,582.67	4,000.00	4,416.34	1,825.00	(416.34)	110.41
216-226-958	TRAINING WAGES	8,878.50	14,000.00	9,723.00	900.00	4,277.00	69.45
Total Dept 226-PERSONNEL		291,164.61	292,953.00	256,821.13	(3,214.52)	36,131.87	87.67
Dept 265-HALL AND GROUNDS							
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	1,966.00	2,000.00	2,294.40	0.00	(294.40)	114.72
216-265-821	PSB MAINT & OPS ALLOCATION	42,945.00	54,533.00	45,130.00	25,400.00	9,403.00	82.76
Total Dept 265-HALL AND GROUNDS		44,911.00	56,533.00	47,424.40	25,400.00	9,108.60	83.89
Dept 270-LEGAL/PROFESSIONAL							
216-270-722	CONTROLLER	7,800.01	7,987.00	7,613.00	4,404.00	374.00	95.32

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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	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		10,860.01	15,047.00	10,673.00	4,404.00	4,374.00	70.93
Dept 301-OPERATING COSTS							
216-301-727	SUPPLIES	7,217.16	8,000.00	7,428.78	1,084.44	571.22	92.86
216-301-741	UNIFORMS/GEAR & ALLOWANCE	2,028.90	4,000.00	3,410.42	0.00	589.58	85.26
216-301-807	MEMBERSHIP DUES	1,575.00	1,800.00	1,700.68	300.00	99.32	94.48
216-301-818	CONTRACTUAL SERVICES	1,473.33	700.00	8,286.38	0.00	(7,586.38)	1,183.77
216-301-820	DISPATCH SERVICES	9,809.40	11,000.00	8,820.70	0.00	2,179.30	80.19
216-301-850	COMMUNICATION	6,368.29	8,000.00	5,531.10	456.19	2,468.90	69.14
216-301-851	POSTAGE	19.05	50.00	38.22	0.00	11.78	76.44
216-301-900	PRINTING & PUBLICATIONS	56.00	200.00	0.00	0.00	200.00	0.00
216-301-910	INSURANCE & BONDS	65,357.00	66,600.00	65,114.00	0.00	1,486.00	97.77
216-301-920	UTILITIES	10,469.56	9,000.00	15,560.91	241.53	(6,560.91)	172.90
216-301-930	REPAIRS & MAINTENANCE	3,520.43	4,000.00	1,893.91	1,341.63	2,106.09	47.35
216-301-932	RADIO REPAIR	2,200.00	2,000.00	630.00	630.00	1,370.00	31.50
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	(939.85)	35,000.00	32,642.13	0.00	2,357.87	93.26
216-301-959	TRIBUNALS AND DRAINS	970.49	0.00	0.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		110,124.76	150,350.00	151,057.23	4,053.79	(707.23)	100.47
Dept 333-TRANSPORTATION							
216-333-860	FUEL & MILEAGE	12,257.35	11,000.00	10,628.62	1,142.93	371.38	96.62
216-333-930	REPAIRS & MAINTENANCE	25,376.28	16,000.00	15,076.74	1,095.90	923.26	94.23
Total Dept 333-TRANSPORTATION		37,633.63	27,000.00	25,705.36	2,238.83	1,294.64	95.21
Dept 900-CAPITAL OUTLAY							
216-900-970	EQUIPMENT	3,213.53	29,600.00	26,856.69	35.45	2,743.31	90.73
216-900-972	COMPUTER	586.30	800.00	644.93	58.63	155.07	80.62
Total Dept 900-CAPITAL OUTLAY		3,799.83	30,400.00	27,501.62	94.08	2,898.38	90.47
Dept 905-DEBT SERVICE							
216-905-985	PSB SHARE OF BOND PMT	94,320.16	87,419.00	87,417.27	0.00	1.73	100.00
216-905-991	DEBT SERVICE - PRINCIPAL	39,819.32	41,751.00	41,750.56	0.00	0.44	100.00
216-905-995	DEBT SERVICE - INTEREST	8,305.33	6,375.00	6,374.09	0.00	0.91	99.99
Total Dept 905-DEBT SERVICE		142,444.81	135,545.00	135,541.92	0.00	3.08	100.00
TOTAL Expenditures		640,938.65	707,828.00	654,724.66	32,976.18	53,103.34	92.50
Fund 216 - MEDICAL RESCUE FUND:							
TOTAL REVENUES		634,617.70	659,773.00	592,725.39	260.00	67,047.61	89.84
TOTAL EXPENDITURES		640,938.65	707,828.00	654,724.66	32,976.18	53,103.34	92.50
NET OF REVENUES & EXPENDITURES		(6,320.95)	(48,055.00)	(61,999.27)	(32,716.18)	13,944.27	129.02

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Fund 216 - MEDICAL RESCUE FUND							
BEG. FUND BALANCE		425,441.48	419,120.53	419,120.53			129.02
END FUND BALANCE		419,120.53	371,065.53	357,121.26			129.02

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Fund 230 - DONATION FUND							
Revenues							
Dept 000							
230-000-690	DONATION - DOG PARK	500.00	1,650.00	1,850.00	0.00	(200.00)	112.12
230-000-692	DONATION - EVENTS/COMMUNITY PROJECTS	0.00	1,000.00	1,000.00	0.00	0.00	100.00
230-000-698	DONATIONS - ALL OTHER SCC	0.00	0.00	20.00	0.00	(20.00)	100.00
Total Dept 000		500.00	2,650.00	2,870.00	0.00	(220.00)	108.30
TOTAL Revenues		500.00	2,650.00	2,870.00	0.00	(220.00)	108.30
Expenditures							
Dept 301-OPERATING COSTS							
230-301-904	DONATIONS - EVENTS/COMMUNITY PROJECTS	0.00	2,150.00	1,395.76	24.00	754.24	64.92
Total Dept 301-OPERATING COSTS		0.00	2,150.00	1,395.76	24.00	754.24	64.92
TOTAL Expenditures		0.00	2,150.00	1,395.76	24.00	754.24	64.92
Fund 230 - DONATION FUND:							
TOTAL REVENUES		500.00	2,650.00	2,870.00	0.00	(220.00)	108.30
TOTAL EXPENDITURES		0.00	2,150.00	1,395.76	24.00	754.24	64.92
NET OF REVENUES & EXPENDITURES		500.00	500.00	1,474.24	(24.00)	(974.24)	294.85
BEG. FUND BALANCE			500.00	500.00			294.85
END FUND BALANCE		500.00	1,000.00	1,974.24			294.85

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Fund 248 - DOWNTOWN DEVELOPMENT AUTH							
Revenues							
Dept 000							
248-000-671	REIMBURSEMENT/OTHER INCOME	0.00	0.00	20.00	20.00	(20.00)	100.00
248-000-675	CONTRIBUTION-PRIVATE SOURCES	136.00	0.00	25,247.28	0.00	(25,247.28)	100.00
Total Dept 000		136.00	0.00	25,267.28	20.00	(25,267.28)	100.00
TOTAL Revenues		136.00	0.00	25,267.28	20.00	(25,267.28)	100.00
Expenditures							
Dept 301-OPERATING COSTS							
248-301-727	SUPPLIES	0.00	100.00	0.00	0.00	100.00	0.00
248-301-746	FARMERS MARKET	850.00	500.00	0.00	0.00	500.00	0.00
248-301-800	OTHER PROFESSIONAL FEES	0.00	5,100.00	1,100.00	1,100.00	4,000.00	21.57
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	0.00	1,200.00	1,200.00	200.00	0.00	100.00
Total Dept 301-OPERATING COSTS		850.00	6,900.00	2,300.00	1,300.00	4,600.00	33.33
Dept 449-ROAD WORK							
248-449-814	ROAD IMPROVEMENTS	0.00	22,790.00	22,790.00	0.00	0.00	100.00
Total Dept 449-ROAD WORK		0.00	22,790.00	22,790.00	0.00	0.00	100.00
Dept 900-CAPITAL OUTLAY							
248-900-925	STREETSCAPING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 900-CAPITAL OUTLAY		1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Expenditures		2,350.00	31,190.00	25,090.00	1,300.00	6,100.00	80.44
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:							
TOTAL REVENUES		136.00	0.00	25,267.28	20.00	(25,267.28)	100.00
TOTAL EXPENDITURES		2,350.00	31,190.00	25,090.00	1,300.00	6,100.00	80.44
NET OF REVENUES & EXPENDITURES		(2,214.00)	(31,190.00)	177.28	(1,280.00)	(31,367.28)	0.57
BEG. FUND BALANCE		93,436.05	91,222.05	91,222.05			(0.57)
END FUND BALANCE		91,222.05	60,032.05	91,399.33			(0.57)

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Fund 265 - NARCOTICS FUND							
Revenues							
Dept 000							
265-000-661	FORFEITURES	4,988.00	30,000.00	29,373.25	0.00	626.75	97.91
Total Dept 000		4,988.00	30,000.00	29,373.25	0.00	626.75	97.91
TOTAL Revenues		4,988.00	30,000.00	29,373.25	0.00	626.75	97.91
Expenditures							
Dept 226-PERSONNEL							
265-226-957	TRAINING & DEVELOPMENT	350.00	500.00	275.00	0.00	225.00	55.00
Total Dept 226-PERSONNEL		350.00	500.00	275.00	0.00	225.00	55.00
Dept 301-OPERATING COSTS							
265-301-727	SUPPLIES	300.00	0.00	0.00	0.00	0.00	0.00
265-301-899	FORFEITURE SHARING	2,723.32	2,000.00	14,086.54	0.00	(12,086.54)	704.33
265-301-956	MISCELLANEOUS	110.29	100.00	139.20	0.00	(39.20)	139.20
Total Dept 301-OPERATING COSTS		3,133.61	2,100.00	14,225.74	0.00	(12,125.74)	677.42
Dept 336-CONTRIBUTIONS							
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	7,500.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		7,500.00	0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY							
265-900-970	EQUIPMENT	0.00	0.00	300.00	300.00	(300.00)	100.00
Total Dept 900-CAPITAL OUTLAY		0.00	0.00	300.00	300.00	(300.00)	100.00
TOTAL Expenditures		10,983.61	2,600.00	14,800.74	300.00	(12,200.74)	569.26
Fund 265 - NARCOTICS FUND:							
TOTAL REVENUES		4,988.00	30,000.00	29,373.25	0.00	626.75	97.91
TOTAL EXPENDITURES		10,983.61	2,600.00	14,800.74	300.00	(12,200.74)	569.26
NET OF REVENUES & EXPENDITURES		(5,995.61)	27,400.00	14,572.51	(300.00)	12,827.49	53.18
BEG. FUND BALANCE		40,174.99	34,179.38	34,179.38			53.18
END FUND BALANCE		34,179.38	61,579.38	48,751.89			53.18

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Fund 266 - FEDERAL NARCOTICS FUND							
Revenues							
Dept 000							
266-000-661	FORFEITURES	225,054.06	150,000.00	442,977.82	3,155.90	(292,977.82)	295.32
Total Dept 000		225,054.06	150,000.00	442,977.82	3,155.90	(292,977.82)	295.32
TOTAL Revenues		225,054.06	150,000.00	442,977.82	3,155.90	(292,977.82)	295.32
Expenditures							
Dept 301-OPERATING COSTS							
266-301-727	SUPPLIES	918.00	0.00	1,214.28	0.00	(1,214.28)	100.00
Total Dept 301-OPERATING COSTS		918.00	0.00	1,214.28	0.00	(1,214.28)	100.00
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	28,729.71	15,000.00	7,644.21	1,596.00	7,355.79	50.96
266-900-974	VEHICLE	63,863.00	75,000.00	85,312.50	24,332.00	(10,312.50)	113.75
Total Dept 900-CAPITAL OUTLAY		92,592.71	90,000.00	92,956.71	25,928.00	(2,956.71)	103.29
TOTAL Expenditures		128,510.71	125,000.00	94,170.99	25,928.00	30,829.01	75.34
Fund 266 - FEDERAL NARCOTICS FUND:							
TOTAL REVENUES		225,054.06	150,000.00	442,977.82	3,155.90	(292,977.82)	295.32
TOTAL EXPENDITURES		128,510.71	125,000.00	94,170.99	25,928.00	30,829.01	75.34
NET OF REVENUES & EXPENDITURES		96,543.35	25,000.00	348,806.83	(22,772.10)	(323,806.83)	1,395.23
BEG. FUND BALANCE		107,538.22	204,081.57	204,081.57			1,395.23
END FUND BALANCE		204,081.57	229,081.57	552,888.40			1,395.23

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Fund 287 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 000							
287-000-481	SIGN PERMITS	0.00	0.00	831.00	0.00	(831.00)	100.00
287-000-484	BUILDING PLAN REVIEW FEES	3,422.50	2,000.00	2,884.00	500.00	(884.00)	144.20
287-000-485	BUILDING PERMIT FEES	31,759.70	22,000.00	31,808.00	3,882.00	(9,808.00)	144.58
287-000-486	CONTRACTOR'S REGISTRATION	870.00	500.00	615.00	75.00	(115.00)	123.00
287-000-488	TRADE PERMIT FEES	20,270.00	15,000.00	19,035.00	1,047.00	(4,035.00)	126.90
Total Dept 000		56,322.20	39,500.00	55,173.00	5,504.00	(15,673.00)	139.68
TOTAL Revenues		56,322.20	39,500.00	55,173.00	5,504.00	(15,673.00)	139.68
Expenditures							
Dept 226-PERSONNEL							
287-226-720	BANKED PTO	(149.93)	0.00	0.00	0.00	0.00	0.00
287-226-927	ALLOCATE TO DEPARTMENTS	6,354.00	6,905.00	6,934.00	3,900.00	(29.00)	100.42
Total Dept 226-PERSONNEL		6,204.07	6,905.00	6,934.00	3,900.00	(29.00)	100.42
Dept 261-GOVERNMENT SHARED SERVICES							
287-261-725	INSPECTOR EXPENSES	19,270.50	15,000.00	18,836.00	(2,023.00)	(3,836.00)	125.57
Total Dept 261-GOVERNMENT SHARED SERVICES		19,270.50	15,000.00	18,836.00	(2,023.00)	(3,836.00)	125.57
Dept 270-LEGAL/PROFESSIONAL							
287-270-722	CONTROLLER	1,560.01	1,597.00	1,522.00	881.00	75.00	95.30
287-270-802	AUDIT FEES	900.00	900.00	900.00	0.00	0.00	100.00
Total Dept 270-LEGAL/PROFESSIONAL		2,460.01	2,497.00	2,422.00	881.00	75.00	97.00
Dept 301-OPERATING COSTS							
287-301-725	INSPECTOR EXPENSES	11,045.10	12,500.00	9,979.60	5,604.00	2,520.40	79.84
287-301-727	SUPPLIES	0.00	100.00	0.00	0.00	100.00	0.00
287-301-850	COMMUNICATION	259.97	300.00	492.53	31.44	(192.53)	164.18
287-301-910	INSURANCE & BONDS	687.00	600.00	600.00	0.00	0.00	100.00
287-301-930	REPAIRS & MAINTENANCE	610.00	625.00	0.00	0.00	625.00	0.00
Total Dept 301-OPERATING COSTS		12,602.07	14,125.00	11,072.13	5,635.44	3,052.87	78.39
TOTAL Expenditures		40,536.65	38,527.00	39,264.13	8,393.44	(737.13)	101.91
Fund 287 - BUILDING DEPARTMENT FUND:							
TOTAL REVENUES		56,322.20	39,500.00	55,173.00	5,504.00	(15,673.00)	139.68
TOTAL EXPENDITURES		40,536.65	38,527.00	39,264.13	8,393.44	(737.13)	101.91
NET OF REVENUES & EXPENDITURES		15,785.55	973.00	15,908.87	(2,889.44)	(14,935.87)	1,635.03
BEG. FUND BALANCE		23,635.95	39,421.50	39,421.50			1,635.03
END FUND BALANCE		39,421.50	40,394.50	55,330.37			1,635.03

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 369 - BLDG AUTH DEBT FUND							
Revenues							
Dept 000							
369-000-668	BOND PROCEEDS	2,473,799.00	0.00	0.00	0.00	0.00	0.00
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	282,960.51	262,257.00	262,251.83	0.00	5.17	100.00
Total Dept 000		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
TOTAL Revenues		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
Expenditures							
Dept 905-DEBT SERVICE							
369-905-906	BOND ISSUANCE COST	33,799.00	0.00	0.00	0.00	0.00	0.00
369-905-939	BOND PAYOFF	2,440,000.00	0.00	0.00	0.00	0.00	0.00
369-905-942	3 M BOND BLDG AUTH	188,278.90	179,472.00	179,470.20	0.00	1.80	100.00
369-905-943	500K CAPITAL IMP	0.00	29,073.00	29,071.90	0.00	1.10	100.00
369-905-987	INTEREST 3 M BOND	38,917.66	46,224.00	46,222.31	0.00	1.69	100.00
369-905-992	INTEREST 500K BOND	55,763.95	7,488.00	7,487.42	0.00	0.58	99.99
Total Dept 905-DEBT SERVICE		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
TOTAL Expenditures		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
Fund 369 - BLDG AUTH DEBT FUND:							
TOTAL REVENUES		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
TOTAL EXPENDITURES		2,756,759.51	262,257.00	262,251.83	0.00	5.17	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE							
END FUND BALANCE							

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 370 - PUBLIC SAFETY BLDG DEBT FD							
Revenues							
Dept 000							
370-000-402	CURRENT PROPERTY TAX	295,734.01	286,700.00	257,571.85	0.00	29,128.15	89.84
370-000-445	PENALTY & INTEREST ON TAXES	228.53	0.00	122.00	0.00	(122.00)	100.00
370-000-588	CONTRIBUTION OTHER FUND(S)	128,835.00	163,600.00	135,390.00	76,201.00	28,210.00	82.76
370-000-615	INSURANCE PROCEEDS	25,000.00	0.00	0.00	0.00	0.00	0.00
370-000-668	BOND PROCEEDS	2,415,000.00	0.00	0.00	0.00	0.00	0.00
370-000-671	REIMBURSEMENT/OTHER INCOME	0.00	0.00	26.46	26.46	(26.46)	100.00
Total Dept 000		2,864,797.54	450,300.00	393,110.31	76,227.46	57,189.69	87.30
TOTAL Revenues		2,864,797.54	450,300.00	393,110.31	76,227.46	57,189.69	87.30
Expenditures							
Dept 301-OPERATING COSTS							
370-301-727	SUPPLIES	983.39	1,200.00	766.87	0.00	433.13	63.91
370-301-803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	10,334.50	10,500.00	8,873.00	0.00	1,627.00	84.50
370-301-818	CONTRACTUAL SERVICES	8,138.94	11,500.00	9,302.82	261.00	2,197.18	80.89
370-301-850	COMMUNICATION	3,437.41	3,500.00	3,276.06	235.67	223.94	93.60
370-301-910	INSURANCE & BONDS	7,051.00	7,200.00	7,156.00	0.00	44.00	99.39
370-301-920	UTILITIES	86,919.02	92,500.00	74,182.67	6,288.22	18,317.33	80.20
370-301-930	REPAIRS & MAINTENANCE	37,145.78	20,000.00	16,758.63	84.00	3,241.37	83.79
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	82.80	16,000.00	15,073.73	0.00	926.27	94.21
370-301-959	TRIBUNALS AND DRAINS	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 301-OPERATING COSTS		154,092.84	163,600.00	135,389.78	6,868.89	28,210.22	82.76
Dept 905-DEBT SERVICE							
370-905-906	BOND ISSUANCE COST	40,000.00	0.00	0.00	0.00	0.00	0.00
370-905-939	BOND PAYOFF	2,375,000.00	0.00	0.00	0.00	0.00	0.00
370-905-945	3.8 M PSB BOND	215,000.00	235,000.00	235,000.00	0.00	0.00	100.00
370-905-994	INTEREST 3.8 BOND PSB	85,534.78	51,700.00	51,700.00	0.00	0.00	100.00
Total Dept 905-DEBT SERVICE		2,715,534.78	286,700.00	286,700.00	0.00	0.00	100.00
TOTAL Expenditures		2,869,627.62	450,300.00	422,089.78	6,868.89	28,210.22	93.74
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:							
TOTAL REVENUES		2,864,797.54	450,300.00	393,110.31	76,227.46	57,189.69	87.30
TOTAL EXPENDITURES		2,869,627.62	450,300.00	422,089.78	6,868.89	28,210.22	93.74
NET OF REVENUES & EXPENDITURES		(4,830.08)	0.00	(28,979.47)	69,358.57	28,979.47	100.00
BEG. FUND BALANCE		61,580.45	56,750.37	56,750.37			100.00
END FUND BALANCE		56,750.37	56,750.37	27,770.90			100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Revenues							
Dept 000							
571-000-445	PENALTY & INTEREST ON TAXES	3.15	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	7,100.00	0.00	3,550.00	0.00	(3,550.00)	100.00
571-000-651	USAGE FEES	1,180,693.74	1,166,000.00	959,741.79	283,562.15	206,258.21	82.31
571-000-665	INTEREST INCOME	11,767.65	8,000.00	1,062.00	0.00	6,938.00	13.28
571-000-671	REIMBURSEMENT/OTHER INCOME	4,620.96	2,000.00	1,719.94	10.00	280.06	86.00
571-000-672	SAD INTEREST	91.12	82.00	0.00	0.00	82.00	0.00
571-000-673	SALE OF FIXED ASSET	0.00	0.00	5,000.00	0.00	(5,000.00)	100.00
571-000-690	UNREALIZED GAIN/LOSS	(34,852.95)	0.00	(44,618.58)	0.00	44,618.58	100.00
Total Dept 000		1,169,423.67	1,176,082.00	926,455.15	283,572.15	249,626.85	78.77
TOTAL Revenues		1,169,423.67	1,176,082.00	926,455.15	283,572.15	249,626.85	78.77
Expenditures							
Dept 226-PERSONNEL							
571-226-701	SALARIES	58,500.00	60,548.00	55,811.48	4,657.52	4,736.52	92.18
571-226-702	SALARIES	190,779.09	179,160.00	171,772.22	13,779.18	7,387.78	95.88
571-226-711	SALARIES-OVERTIME	16,717.48	20,000.00	3,431.02	0.00	16,568.98	17.16
571-226-715	SOCIAL SECURITY	20,348.77	19,868.00	17,672.62	1,410.40	2,195.38	88.95
571-226-716	HOSPITALIZATION	64,620.37	74,682.00	73,726.03	4,260.24	955.97	98.72
571-226-717	LIFE/DISB. INSURANCE	3,351.54	3,487.00	3,535.20	302.20	(48.20)	101.38
571-226-718	PENSION	22,446.14	22,876.00	21,127.30	1,759.56	1,748.70	92.36
571-226-720	BANKED PTO	(4,421.81)	0.00	0.00	0.00	0.00	0.00
571-226-731	WORKERS COMP INSURANCE	3,540.00	2,800.00	0.00	0.00	2,800.00	0.00
571-226-957	TRAINING & DEVELOPMENT	520.00	2,000.00	1,395.00	0.00	605.00	69.75
Total Dept 226-PERSONNEL		376,401.58	385,421.00	348,470.87	26,169.10	36,950.13	90.41
Dept 270-LEGAL/PROFESSIONAL							
571-270-722	CONTROLLER	13,000.01	13,312.00	12,689.00	7,341.00	623.00	95.32
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	4,500.00	10,000.00	13,824.40	0.00	(3,824.40)	138.24
Total Dept 270-LEGAL/PROFESSIONAL		23,980.01	30,292.00	32,993.40	7,341.00	(2,701.40)	108.92
Dept 301-OPERATING COSTS							
571-301-727	SUPPLIES	864.59	1,200.00	1,452.00	487.87	(252.00)	121.00
571-301-740	OPERATING SUPPLIES	54,847.96	49,066.00	30,892.67	3,848.85	18,173.33	62.96
571-301-741	UNIFORMS/GEAR & ALLOWANCE	442.32	1,500.00	614.91	0.00	885.09	40.99
571-301-807	MEMBERSHIP DUES	144.00	2,000.00	765.00	0.00	1,235.00	38.25
571-301-817	LAB & TESTING	2,824.50	4,000.00	1,318.75	290.00	2,681.25	32.97
571-301-819	COLLECTION SYS ANNUAL MAINT	52,672.06	55,000.00	36,664.21	6,432.96	18,335.79	66.66
571-301-825	SEWER ADMINISTRATION FEES	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
571-301-850	COMMUNICATION	5,030.48	5,000.00	6,181.08	539.73	(1,181.08)	123.62
571-301-851	POSTAGE	2,598.42	5,000.00	2,702.84	847.77	2,297.16	54.06
571-301-900	PRINTING & PUBLICATIONS	70.00	500.00	24.20	0.00	475.80	4.84
571-301-910	INSURANCE & BONDS	19,839.00	20,300.00	20,166.00	0.00	134.00	99.34
571-301-920	UTILITIES	112,145.11	113,000.00	95,092.17	8,383.50	17,907.83	84.15
571-301-930	REPAIRS & MAINTENANCE	79,676.33	116,530.00	40,506.14	6,766.00	76,023.86	34.76
571-301-940	RENTAL EQUIPMENT	828.00	1,000.00	763.00	69.00	237.00	76.30

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2013	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014	ACTIVITY FOR MONTH 05/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Expenditures							
571-301-941	UNIFORMS - RENTALS	3,392.75	3,700.00	2,888.69	0.00	811.31	78.07
571-301-950	LAND LEASING	257.75	258.00	0.00	0.00	258.00	0.00
571-301-968	DEPRECIATION EXPENSE	229,864.00	240,215.00	0.00	0.00	240,215.00	0.00
Total Dept 301-OPERATING COSTS		600,497.27	653,269.00	240,031.66	27,665.68	413,237.34	36.74
Dept 333-TRANSPORTATION							
571-333-860	FUEL & MILEAGE	5,853.94	6,000.00	4,218.89	1,386.91	1,781.11	70.31
571-333-930	REPAIRS & MAINTENANCE	1,056.64	2,500.00	1,879.03	0.00	620.97	75.16
Total Dept 333-TRANSPORTATION		6,910.58	8,500.00	6,097.92	1,386.91	2,402.08	71.74
Dept 528-O & M - BOND & INTEREST							
571-528-954	AGENT FEES	637.46	700.00	657.57	0.00	42.43	93.94
571-528-989	INTEREST 1992 BOND	18,138.76	16,740.00	16,738.76	0.00	1.24	99.99
571-528-995	DEBT SERVICE - INTEREST	65,460.62	52,630.00	52,627.76	0.00	2.24	100.00
Total Dept 528-O & M - BOND & INTEREST		84,236.84	70,070.00	70,024.09	0.00	45.91	99.93
Dept 900-CAPITAL OUTLAY							
571-900-970	EQUIPMENT	0.00	155,804.00	157,601.97	6,274.47	(1,797.97)	101.15
Total Dept 900-CAPITAL OUTLAY		0.00	155,804.00	157,601.97	6,274.47	(1,797.97)	101.15
TOTAL Expenditures		1,092,026.28	1,303,356.00	855,219.91	68,837.16	448,136.09	65.62
Fund 571 - WASTEWATER TREATMENT FUND:							
TOTAL REVENUES		1,169,423.67	1,176,082.00	926,455.15	283,572.15	249,626.85	78.77
TOTAL EXPENDITURES		1,092,026.28	1,303,356.00	855,219.91	68,837.16	448,136.09	65.62
NET OF REVENUES & EXPENDITURES		77,397.39	(127,274.00)	71,235.24	214,734.99	(198,509.24)	55.97
BEG. FUND BALANCE		5,837,375.20	5,914,772.59	5,914,772.59			(55.97)
END FUND BALANCE		5,914,772.59	5,787,498.59	5,986,007.83			(55.97)

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Fund 815 - DIST # 5 SEVEN MILE SEWER							
Revenues							
Dept 000							
815-000-665	INTEREST INCOME	1,462.03	1,000.00	134.95	0.00	865.05	13.50
815-000-671	REIMBURSEMENT/OTHER INCOME	0.00	0.00	2.05	2.05	(2.05)	100.00
815-000-672	SAD INTEREST	14,248.19	12,952.00	119.81	0.00	12,832.19	0.93
815-000-690	UNREALIZED GAIN/LOSS	(4,428.83)	0.00	(5,669.76)	0.00	5,669.76	100.00
Total Dept 000		11,281.39	13,952.00	(5,412.95)	2.05	19,364.95	(38.80)
TOTAL Revenues		11,281.39	13,952.00	(5,412.95)	2.05	19,364.95	(38.80)
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							
815-905-906	BOND ISSUANCE COST	6,201.00	0.00	0.00	0.00	0.00	0.00
815-905-995	DEBT SERVICE - INTEREST	14,944.14	9,905.00	9,904.78	0.00	0.22	100.00
Total Dept 905-DEBT SERVICE		21,145.14	9,905.00	9,904.78	0.00	0.22	100.00
TOTAL Expenditures		38,664.14	27,424.00	9,904.78	0.00	17,519.22	36.12
Fund 815 - DIST # 5 SEVEN MILE SEWER:							
TOTAL REVENUES		11,281.39	13,952.00	(5,412.95)	2.05	19,364.95	38.80
TOTAL EXPENDITURES		38,664.14	27,424.00	9,904.78	0.00	17,519.22	36.12
NET OF REVENUES & EXPENDITURES		(27,382.75)	(13,472.00)	(15,317.73)	2.05	1,845.73	113.70
BEG. FUND BALANCE		660,212.71	632,829.96	632,829.96			113.70
END FUND BALANCE		632,829.96	619,357.96	617,512.23			113.70

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Fund 883 - DISTRICT #3 HORSESHOE LAKE							
Revenues							
Dept 000							
883-000-665	INTEREST INCOME	11,632.55	8,000.00	1,073.72	0.00	6,926.28	13.42
883-000-690	UNREALIZED GAIN/LOSS	(35,238.06)	0.00	(45,111.60)	0.00	45,111.60	100.00
Total Dept 000		(23,605.51)	8,000.00	(44,037.88)	0.00	52,037.88	(550.47)
TOTAL Revenues		(23,605.51)	8,000.00	(44,037.88)	0.00	52,037.88	(550.47)
Expenditures							
Dept 301-OPERATING COSTS							
883-301-920	UTILITIES	969.45	1,200.00	657.97	60.63	542.03	54.83
883-301-930	REPAIRS & MAINTENANCE	1,520.68	15,000.00	5,393.29	2,052.00	9,606.71	35.96
883-301-956	MISCELLANEOUS	0.00	100.00	0.00	0.00	100.00	0.00
883-301-968	DEPRECIATION EXPENSE	6,246.00	4,464.00	0.00	0.00	4,464.00	0.00
Total Dept 301-OPERATING COSTS		8,736.13	20,764.00	6,051.26	2,112.63	14,712.74	29.14
TOTAL Expenditures		8,736.13	20,764.00	6,051.26	2,112.63	14,712.74	29.14
Fund 883 - DISTRICT #3 HORSESHOE LAKE:							
TOTAL REVENUES		(23,605.51)	8,000.00	(44,037.88)	0.00	52,037.88	550.47
TOTAL EXPENDITURES		8,736.13	20,764.00	6,051.26	2,112.63	14,712.74	29.14
NET OF REVENUES & EXPENDITURES		(32,341.64)	(12,764.00)	(50,089.14)	(2,112.63)	37,325.14	392.43
BEG. FUND BALANCE		777,337.69	744,996.05	744,996.05			392.43
END FUND BALANCE		744,996.05	732,232.05	694,906.91			392.43

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Fund 890 - N.T. SEWER DISTRICT							
Revenues							
Dept 000							
890-000-445	PENALTY & INTEREST ON TAXES	159.31	0.00	0.00	0.00	0.00	0.00
890-000-665	INTEREST INCOME	7,182.96	5,000.00	663.02	0.00	4,336.98	13.26
890-000-672	SAD INTEREST	68,880.07	59,040.00	0.00	0.00	59,040.00	0.00
890-000-690	UNREALIZED GAIN/LOSS	(21,759.02)	0.00	(27,855.80)	0.00	27,855.80	100.00
Total Dept 000		54,463.32	64,040.00	(27,192.78)	0.00	91,232.78	(42.46)
TOTAL Revenues		54,463.32	64,040.00	(27,192.78)	0.00	91,232.78	(42.46)
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	76,796.00	76,142.00	0.00	0.00	76,142.00	0.00
Total Dept 301-OPERATING COSTS		76,796.00	76,342.00	0.00	0.00	76,342.00	0.00
Dept 905-DEBT SERVICE							
890-905-954	AGENT FEES	407.54	450.00	420.43	0.00	29.57	93.43
890-905-998	INTEREST NT BOND	41,851.88	33,650.00	33,647.24	0.00	2.76	99.99
Total Dept 905-DEBT SERVICE		42,259.42	34,100.00	34,067.67	0.00	32.33	99.91
TOTAL Expenditures		119,055.42	110,442.00	34,067.67	0.00	76,374.33	30.85
Fund 890 - N.T. SEWER DISTRICT:							
TOTAL REVENUES		54,463.32	64,040.00	(27,192.78)	0.00	91,232.78	42.46
TOTAL EXPENDITURES		119,055.42	110,442.00	34,067.67	0.00	76,374.33	30.85
NET OF REVENUES & EXPENDITURES		(64,592.10)	(46,402.00)	(61,260.45)	0.00	14,858.45	132.02
BEG. FUND BALANCE		3,165,616.14	3,101,024.04	3,101,024.04			132.02
END FUND BALANCE		3,101,024.04	3,054,622.04	3,039,763.59			132.02
TOTAL REVENUES - ALL FUNDS		10,497,950.73	5,730,813.00	4,813,110.43	486,739.68	917,702.57	83.99
TOTAL EXPENDITURES - ALL FUNDS		10,188,684.50	6,005,454.00	4,929,170.61	350,610.25	1,076,283.39	82.08
NET OF REVENUES & EXPENDITURES		309,266.23	(274,641.00)	(116,060.18)	136,129.43	(158,580.82)	42.26
BEG. FUND BALANCE - ALL FUNDS		12,730,336.26	13,039,602.49	13,039,602.49			132.02
END FUND BALANCE - ALL FUNDS		13,039,602.49	12,764,961.49	12,923,542.31			132.02

Managers Report, June 2014

Economic Development

Biltmore development has presented a master plan amendment to the Planning Commission. There is no question that the request will generate a great deal of conversation and debate. Regardless of the outcome, I believe it is an opportunity that needs to be evaluated. The conversation and results of the process will have a large impact on the growth patterns and development of our community for many years. I look forward to the dialogue. Given that Biltmore has presented this proposal, I will look to see if the possibility of new residential units in the township might jump start retail along the N. Territorial corridor.

75 Barker

The lease for 75 Barker has been approved by National Staffing. My apologies for the awkward nature in which it came together. As a recap, they are now responsible for all utilities and are paying an additional $150 per month. The lease, which begins in July is for one year.

Liability Insurance

On the agenda is the approval for a independent analyst to evaluate our insurance coverage. We are in an enviable position to save a lot of money and receive good coverage from either carrier. I also have instructed the broker to quote the fireman's policy; and hope to receive a savings there as well.

Parks and Recreation

The Parks and Recreation Commission continues to move forward with creation of the Master Plan. The Parks and Recreation Commission has approved the format of the participatory community meeting process, to be held July 15th at 7:00 pm at the Township Hall. We were hoping to do it at the Links Country Club (which donated the room), but the cost of food would be prohibitive. I am looking forward to this process. Once all the details are finalized, I will be training facilitators to assist at the meeting. We will now shift to marketing the meeting to the community. Please help us get the word out.

Whitmore Lake SAD

By the board meeting, we will have the easements documents sent to property owners. Once easements are complete, we will then be in a position to put the project out to bid. While it is still possible that we can begin construction this year, I would anticipate bids happening in 2014 and construction in 2015.

Credit Card Payments

We now have a credit card processer in the office. While it works, it's not the efficient system that I anticipated. The efficiency is related to how official payments integrate their Point of Sale transaction system, which does not automatically update in our BS&A software. The online system works much better, as any payments made online are fully

integrated and automatically updated into BS&A. It took us a while to get to the this point, but the system seems to now be working well. To make things even more efficient, I am going to begin investigating a kiosk system at the front counter so that residents can pay their bills online, without staff having to receipt the payment.

Website

The website is working nicely and seems to be in great shape. Please let us know if there are any improvements / changes / etc. that you desire. Since the launch of the site, we have been collecting email addresses for an online / email newsletter (via mail chimp). Soon we will be launching our first email newsletter and will try and have one every other month. I will present the board with the newsletter design and if time permits, we can discuss this at an upcoming workshop.

DDA

The DDA is wishing to have a joint meeting with the Board of Trustees. We originally planned this meeting for our next workshop in June, but given the Clerks resignation and this date being set aside for interviews, I might have that pushed back until July, depending on how many applicants we have. The DDA has asked Miller Canfield for a proposal to re-set the DDA tax increment financing plan. This action will essentially re-set the base assessed value that any increase in increment is calculated on. Such an action would need to be ratified by the board, and as such, I will be presenting to the board on any impacts this might have on our budget. Overall, I think it is a good strategy, but want to ensure that everyone is well informed on how tax increment financing works and its effects on the township budget.

Solid Waste

As a reminder, the Washtenaw County Solid Waste will be holding its Household Hazardous Waste cleanup day at Township Hall, Saturday, June 14 beginning at 9:00 am (I will be on site all day). This will be a great opportunity for residents to get rid of a lot of recycling, tires, furniture etc. for a minimal donation. Please help get the word out. The Township Parking lot footprint will be turned into quite a large operation, with multiple vendors taking all types of recycling and hazardous household waste. Information is available on our home page under Recent Township News.

Codification

Its seems like a long time ago that we started discussing codification, but we are reaching the end of this project. This endeavor will be of great benefit to our residents in helping understand our rules / regulations, our staff in enforcing and knowing the regulations in effect, and our legal counsel in understanding the sequence of how each ordinance was amended over time. I have no doubt this project will serve us well in the future.

Evaluations

I have begun evaluations. Following the conclusion of evaluations, I am going to update all our job descriptions for each position. This will all be reviewed by the board, as I anticipate some changes in job duties, particularly in the building and zoning areas.

Upstairs Construction

I am going to re-start the project in creating a more professional board / conference room upstairs (including a dias). I believe this is important, as it helps to create a professional image of our government. From a purely comfort standpoint, we will be able to deal with the horrendous air flow and acoustics that are present in our board meetings. Stay tuned for updates on this project.

Elections

Jewelie and I are moving forward with the elections. There is much to be done and much to learn quickly given Ms. Manning's resignation. Pittsfield Township's deputy clerk has committed to assisting us through the process and will not charge us for any work done during normal business hours. We are grateful for this support. Jewelie and I intend to contract out some of the services so we are not overwhelmed during elections. All in all, we expect to spend considerably less then originally thought following Ms. Manning's resignation.

Respectfully Submitted,

Howard Fink

Howard Fink, Township Manager

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/6/2014

Re: Budget

Dear Township Board,

Attached with this memo is the budget that needs to be adopted. A public hearing will be held prior to adoption of the actual Budget Appropriations Resolution and truth in taxation document. A few minor changes have been made from the workshop meeting, including additional funds for contractual services related to the elections, and some minor adjustments on our property tax collections due to a error in the original assessed value used. Additionally, we added an extra $45,000 for road improvements (25,000 for township wide limestone) and $20,000 for the Townships portion of the non-motorized path, phase 3. Also, please note that the 3% raises are included in this budget (which will not go in effect until evaluations are complete for each employee). Given the 6 month review, I am requesting an increase over the 3% for Jennifer and Tami, as indicated in the budget. Also, as I mentioned at the workshop, Tim Hardesty is receiving a larger increase.

Respectfully Submitted,

Howard Fink

RESOLUTION 14- _____

TOWNSHIP OF NORTHFIELD, MICHIGAN
A RESOLUTION OF THE TOWNSHIP OF WHITMORE LAKE, WASHTENAW COUNTY, MICHIGAN, TRANSFERRING MONIES AND AMENDING THE 2014 BUDGET WITHIN THE GENERAL, POLICE, FIRE, STATE & FEDERAL NARC, BUILDING DEPARTMENT, WWTP, SEVEN MILE SEWER, HORSESHOE LAKE AND N.T. SEWER FUND BUDGETS

WHEREAS, in the appropriation of funds for the year 2014 there is a need to transfer certain monies from General Fund, WWTP Fund and Federal NARC Funds,

WHEREAS, in the appropriation of funds for the year 2014 there is a need to amend the General, Police, Fire, State and Federal NARC, Building Department, WWTP, Seven Mile Sewer, Horseshoe Lake Sewer and N.T. funds.

BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN, that the following transfers and amendments be approved:

See Attached Transfer and Amendment Schedule

DULY RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN, THIS _____ DAY OF _____, 2014.

_____
Marilyn Engstrom, Supervisor

_____

NORTHFIELD TOWNSHIP

8350 Main St.
734-449-2880

To: Township Board

Date: June 10, 2014

From: Rick Yaeger

RE: Amendment #2 and Budgeted Transfers/Contributions

Attached you will find a schedule showing final amendments for the Fiscal 2014 year. The amendments have brief explanations as to why they are being done and they impact the General, Police, Fire, State & Federal NARC, Building Department, WWTP, Seven Mile Sewer, Horseshoe Lake Sewer and N.T. Sewer Funds.

In addition, there are four Transfers/Contributions that were budgeted that I am seeking approval to make. They are listed on the last page of the amendment schedule.

Thank You,

Rick Yaeger
Controller – Northfield Township

NORTHFIELD TOWNSHIP
Amendment #2 to FYE 2014 Budget
FYE 2014

	AMENDMENT #2	
	Increases	Decreases
GENERAL FUND - #101		
TRANSFER AMENDMENT		
- None		
Total Transfer Increases/Decreases	0	0
REGULAR AMENDMENT		
REVENUE		
- Decrease Grant Income to Level to be Reimbursed		8,000
- Recognize balance of Investment Loss		38,125
- Add Contributions DDA for Money Received for the Pathway	12,790	
- Increase Zoning Compliance Permits for unexpected activity	1,700	
- Increase Split Applications for unexpected activity	1,600	
- Decrease CC Trips/Programs due to lack of activity		20,000
Total Revenue Amendments	16,090	66,125
EXPENDITURES		
Township Manager		
- Decrease Twp. Mgr. Admin. Asst. for lack of use		20,000
- Decrease FICA related to the wage decrease mentioned above		1,400
- Decrease Contractual Services for Monies not used		3,000
Board of Review		
- Decrease Tribunals and Drains for Monies not Used		15,000
Treasurer		
- Decrease Miscellaneous Due to a Large Reduction in Bank Fees Paid		2,500
- Decrease Training & Development for Monies not Used		2,000
Assessing		
- Decrease Asst. Assessor wages for Monies not Used		15,000
- Decrease FICA related to the wage decrease mentioned above		1,100
- Decrease Fuel & Mileage for Monies not Used		1,000
Hall and Grounds		
- Decrease Insurance & Bonds due to Cost coming in less than expected		4,500
Planning/Zoning		
- Decrease Legal Due to Lack of Use		10,000
- Decrease Training & Development for Monies not Used		3,000
Community Center		
- Decrease CC Director Wages for Monies not Used		8,500
- Decrease FICA related to the wage decrease mentioned above		500
- Decrease Pension Due to the Wage decrease mentioned above		850
- Decrease CC Trips/Programs due to lack of activity		10,000
- Decrease Printing & Publications Due to Lack of Use		500
- Decrease Insurance & Bonds due to Cost coming in less than expected		800
- Decrease Repairs & Maintenance for Monies not Used		1,500
Township Contingency		
- Decrease Contingency for Funds Not Needed During the Year		8,000
Capital Outlay		
- Decrease Computer for Funds not Needed During the Year		5,000
- Decrease Land Acquisition for Funds Not Needed During the Year		4,500
Total Expenditure Amendments	0	118,650

NORTHFIELD TOWNSHIP

Amendment #2 to FYE 2014 Budget

FYE 2014

	AMENDMENT #2	
	Increases	Decreases
Total **Recommended** Amendments	**68,615**	
FYE 2014 Amended Contribution to Fund Balance	**4,367**	
FYE 2014 Ending Contribution to Fund Balance	**72,982**	
Beginning Fund Balance	**1,396,754**	
Ending Fund Balance	**1,469,736**	

NORTHFIELD TOWNSHIP

Amendment #2 to FYE 2014 Budget

FYE 2014

	AMENDMENT #2	
	Increases	Decreases
POLICE FUND - #207		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Increase Reimbursement/Other Income for Additional Amt. Received	**1,100**	
- Add Sale of Fixed Asset for the Sale of 3 Vehicles	**4,000**	
- Increase OT Reimbursement for additional time reimbursed by State	**5,000**	
Total Revenue Amendments	**10,100**	**0**
EXPENDITURES		
Labor		
- Increase Salaries OT for additional time spent working on Drug Enforcement	**5,000**	
Total Expenditure Amendments	**5,000**	**0**
Total **Recommended** Amendments	**5,100**	
FYE 2014 Amended Contribution to Fund Balance	**(53,724)**	
FYE 2014 Ending Contribution to Fund Balance	**(48,624)**	
Beginning Fund Balance	**403,951**	
Ending Fund Balance	**355,327**	
FIRE FUND - #216		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Increase Response Fees for Additional amounts received during the year	**11,000**	
- Add Sale of Fixed Assets for the sale of 2 vehicles	**3,000**	
Total Revenue Amendments	**11,000**	**0**
EXPENDITURES		
Total Expenditure Amendments	**0**	**0**
Total **Recommended** Amendments	**11,000**	
FYE 2014 Amended Contribution to Fund Balance	**(48,055)**	
FYE 2014 Ending Contribution to Fund Balance	**(37,055)**	
Beginning Fund Balance	**419,121**	
Ending Fund Balance	**382,066**	

NORTHFIELD TOWNSHIP
Amendment #2 to FYE 2014 Budget
FYE 2014

	AMENDMENT #2	
	Increases	Decreases
ST.NARC FUND - #265		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- None	0	
Total Revenue Amendments	0	0
EXPENDITURES		
Operating Costs		
- Increase Forfeiture Sharing Due to Additional Help from Other Communities	15,000	
Capital Outlay		
- Add Equipment for Items purchased during the year	300	
Total Expenditure Increases	15,300	0
Total **Recommended** Amendments	(15,300)	
FYE 2014 Amended Contribution to Fund Balance	27,400	
FYE 2014 Ending Contribution to Fund Balance	12,100	
Beginning Fund Balance	34,179	
Ending Fund Balance	46,279	
FED. NARC FUND - #266		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Increase Forfeitures for additional activity not anticipated during the year	293,000	
Total Revenue Amendments	293,000	0
EXPENDITURES		
Operating Costs		
- Add supplies not anticipated to be needed during the year	1,500	
Capital Outlay		
- Increase Vehicle Expense for additional cost of Outfitting New Vehicles	17,500	
Total Expenditure Increases	19,000	0
Total **Recommended** Amendments	274,000	
FYE 2014 Amended Contribution to Fund Balance	25,000	
FYE 2014 Ending Contribution to Fund Balance	299,000	
Beginning Fund Balance	204,082	
Ending Fund Balance	503,082	

NORTHFIELD TOWNSHIP
Amendment #2 to FYE 2014 Budget
FYE 2014

	AMENDMENT #2	
	Increases	Decreases
BUILDING DEPT. FUND - #287		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Increase Sign Permits for Activity not Anticipated during the year	**1,000**	
- Increase Building Plan Review Fees for additional activity during the year	**1,000**	
- Increase Building Permit Fees for additional activity during the year	**10,000**	
- Increase Trade Permit Fees for additional activity during the year	**5,000**	
Total Revenue Amendments	**17,000**	**0**
EXPENDITURES		
Personnel		
- Increase Allocate to Departments for additional time Deputy Treasurer has put in	**1,000**	
Government Shared Services		
- Increase Inspector Expenses due to the increased activity mentioned above	**10,000**	
Total Expenditure Increases	**11,000**	**0**
Total **Recommended** Amendments	**6,000**	
FYE 2014 Amended Contribution to Fund Balance	**973**	
FYE 2014 Ending Contribution to Fund Balance	**6,973**	
Beginning Fund Balance	**39,422**	
Ending Fund Balance	**46,395**	

NORTHFIELD TOWNSHIP
Amendment #2 to FYE 2014 Budget
FYE 2014

	AMENDMENT #2	
	Increases	Decreases
WWTP FUND - #571		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Add Tap-In-Fees not anticipated during the year	**3,550**	
- Decrease Interest Income due to a change in the Investment Policy		**5,000**
- Add Sale of Fixed Asset for the sale of 1 Vehicle	**5,000**	
- Recognize balance of Investment Loss		**44,625**
Total Revenue Amendments	**8,550**	**49,625**
EXPENDITURES		
- None		
Total Expenditure Increases	**0**	**0**
Total **Recommended** Amendments	**(41,075)**	
FYE 2014 Amended Contribution to Fund Balance	**(127,274)**	
FYE 2014 Ending Contribution to Fund Balance	**(168,349)**	
Beginning Fund Balance	**5,914,773**	
Ending Fund Balance	**5,746,424**	

NORTHFIELD TOWNSHIP

Amendment #2 to FYE 2014 Budget

FYE 2014

	AMENDMENT #2	
	Increases	Decreases
SEVEN MILE SEWER FUND - #815		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Decrease Interest Income due to a change in the Investment Policy		500
- Recognize balance of Investment Loss		5,700
Total Revenue Amendments	0	6,200
EXPENDITURES		
- None		
Total Expenditure Increases	0	0
Total **Recommended** Amendments	(6,200)	
FYE 2014 Amended Contribution to Fund Balance	(13,472)	
FYE 2014 Ending Contribution to Fund Balance	(19,672)	
Beginning Fund Balance	632,830	
Ending Fund Balance	613,158	
HORSESHOE LAKE FUND - #883		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Decrease Interest Income due to a change in the Investment Policy		5,000
- Recognize balance of Investment Loss		45,200
Total Revenue Amendments	0	50,200
EXPENDITURES		
- None		
Total Expenditure Increases	0	0
Total **Recommended** Amendments	(50,200)	
FYE 2014 Amended Contribution to Fund Balance	(12,764)	
FYE 2014 Ending Contribution to Fund Balance	(62,964)	
Beginning Fund Balance	744,996	
Ending Fund Balance	682,032	

NORTHFIELD TOWNSHIP
Amendment #2 to FYE 2014 Budget
FYE 2014

	AMENDMENT #2	
	Increases	Decreases
N.T. SEWER FUND - #890		
TRANSFER AMENDMENT		
- None		
REGULAR AMENDMENT		
REVENUE		
- Decrease Interest Income due to a change in the Investment Policy		3,000
- Recognize balance of Investment Loss		28,000
Total Revenue Amendments	0	31,000
EXPENDITURES		
- None		
Total Expenditure Increases	0	0
Total **Recommended** Amendments	(31,000)	
FYE 2014 Amended Contribution to Fund Balance	(46,402)	
FYE 2014 Ending Contribution to Fund Balance	(77,402)	
Beginning Fund Balance	3,101,024	
Ending Fund Balance	3,023,622	

TRANSFER/CONTRIBUTION APPROVAL

1) Sewer Admin. Fee to General Fund	35,000
2) Contribution to Fire Fund from General Fund	25,000
3) Federal NARC Contribution to Police Fund	35,000
4) Fourth of July Contribution to Police and Fire Funds from General Fund	2,000

PROPOSED 2014 MILLAGE RATES
RESOLUTION NO. 13- _____

At a regular meeting of the Northfield Township Board of Trustees held at the Northfield Township Public Safety Building, 8350 Main Street, Whitmore Lake, on the 10th day of June 2014 at 7:00 o'clock p.m.

PRESENT:

ABSENT:

The following preamble and resolution was offered by member _____ and supported by member _____.

WHEREAS, Truth in Taxation, Public Act 5 of 1982 required publication of a notice to hold a public hearing to allow the Northfield Township Board of Trustees to approve additional millage not subject to rollback; and,

WHEREAS, based on 2014 assessed valuation as submitted by the Northfield Township assessor and reviewed by the County Board of Commissioners, established at $320,985,930 the general allocation and voter-authorized millage rate is subject to Truth in Taxation rollback as well as Headlee rollback; and,

WHEREAS, it is within the complete authority of the Northfield Township Board of Trustees to establish the number of mills to be levied from within its authorized millage rate; and,

WHEREAS, the following millages are authorized by the electorate and allocated by the county:

General Operating	1.160 mills	
Fire/Medical Services	1.924 mills	2011 – 2013 inclusive
Police Protection	1.000 mills	2011 – 2015 inclusive
Police Protection	1.500 mills	2011 – 2015 inclusive
Police Protection	2.000 mills	2012 – 2015 inclusive
Building Bond	As required to make bond payment	

THEREFORE, BE IT RESOLVED that the maximum allowable millage levies for 2014 are as follows:

General Operating	.7997 mills
Fire/Medical Services	1.9240 mills
Police Protection	.9735 mills
Police Protection	1.4603 mills
Police Protection	1.8684 mills
Building Bond	.8760 mills

ROLL CALL VOTE:

AYE:

NAY:

Resolution declared adopted:

_____
Marilyn Handloser-Engstrom
Northfield Township Supervisor

DATE: June 10, 2014

NORTHFIELD TOWNSHIP
GENERAL APPROPRIATIONS ACT

RESOLUTION NO. 14-_____

A resolution to establish a general appropriations act for Northfield Township; to define the powers and duties of the Northfield Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

Section 1: Title
The resolution shall be known as the Northfield Township General Appropriations Act.

Section 2: Chief Administrative Officer
The Township Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administration Officer enumerated in this act.

Section 3: Fiscal Officer
The Clerk (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget
Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in AnnArbor.com, a newspaper of general circulation, on May 29, 2014 and a public hearing on the proposed budget was held on June 10, 2014.

Section 5: Estimated Revenues
Estimated revenues for fiscal year 2014 – 2015 for the various township funds, including an allocated millage of .7997 mills for the General Fund, 4.3022 mills for the Law Enforcement Fund, 1.924 mills for the Fire/Medical Rescue Fund and various miscellaneous revenues shall total for each fund as follows:

GENERAL FUND REVENUES		
Taxes	$	256,700
Tax Administrative Fees	$	134,000
State Shared Revenue	$	650,000
Grant Income	$	250,000
Cable Franchise and Fiber Footage Fees	$	94,250
Interest and Rentals	$	15,160
Other Revenue	$	110,859
Total Revenue and Other Sources	**$**	**1,510,969**

POLICE FUND REVENUES		
Taxes	$	1,380,946
Fines & Court Fees	$	30,000
Other Revenue	$	71,200
Total Revenue and Other Sources	**$**	**1,482,146**

FIRE/MEDICAL RESCUE FUND REVENUES		
Taxes	$	617,577
Contribution from General	$	25,000
Other Revenue	$	14,575
Total Revenue and Other Sources	**$**	**657,152**

DDA FUND REVENUES		
Taxes	$	0
Other Revenues	$	0
Total Revenue and Other Sources	**$**	**0**
STATE NARC FUND		
Forfeitures	$	50,000
Other Revenues	$	0
Total Revenue and Other Sources	**$**	**50,000**
FEDERAL NARC FUND		
Forfeitures	$	100,000
Other Revenues	$	0
Total Revenue and Other Sources	**$**	**100,000**
BUILDING DEPARTMENT FUND		
Building Permit Fees	$	29,240
Trade Permit Fees	$	19,950
Building Plan Review Fees	$	2,650
Other Revenue	$	675
Total Revenue and Other Sources	**$**	**52,515**
BUILDING AUTHORITY DEBT FUND		
Funds Transfer for Bond Payment	$	255,666
Other Revenue	$	0
Total Revenue and Other Sources	**$**	**255,666**
PSB FUND		
Taxes	$	281,178
Contribution Other Funds	$	149,800
Other Revenue	$	0
Total Revenue and Other Sources	**$**	**430,978**
WWTP FUND		
Usage Fees	$	1,359,000
Interest	$	1,000
Other Revenue	$	2,073
Total Revenue and Other Sources	**$**	**1,362,073**
SEVEN MILE SEWER FUND		
SAD Interest	$	10,220
Interest	$	150
Other Revenue	$	0
Total Revenue and Other Sources	**$**	**10,370**
HORSESHOE LAKE FUND		
Interest	$	1,000
Other Revenue	$	0
Total Revenue and Other Sources	**$**	**1,000**
N.T SEWER FUND		
SAD Interest	$	49,200
Interest	$	750
Other Revenue	$	0

Total Revenue and Other Sources	**$**	**49,950**

Section 6: Transfers In (Out) Between Funds

Transfers In:

General Fund	$	.00
Building Department Fund	$	.00
Law Enforcement Fund	$	.00
Narcotics Fund	$	.00
Fire/Medical Rescue Fund	$	.00
Fire Truck Bond Millage Fund	$	.00
Wastewater Treatment Fund	$	.00
Sewer District #3 Fund	$	.00
Sewer District #5 SAD Fund	$	.00
North Territorial Sewer SAD Fund	$	.00
Public Safety Building Debt Fund	$	.00
Building Authority Debt Fund	$	.00
Downtown Development Authority Fund	$	.00
Contingency Fund	$	.00
Roadwork Fund	$	.00
Capital Improvement Fund	$	.00
Total Transfers In	**$**	**.00**

Transfers Out:

General Fund	$	.00
Building Department Fund	$	.00
Law Enforcement Fund	$	.00
Narcotics Fund	$	.00
Fire/Medical Rescue Fund	$	.00
Fire Truck Bond Millage Fund	$	.00
Wastewater Treatment Fund	$	.00
Sewer District #3 Fund	$	.00
Sewer District #5 SAD Fund	$	.00
North Territorial Sewer SAD Fund	$	.00
Public Safety Building Debt Fund	$	.00
Building Authority Debt Fund	$	.00
Downtown Development Authority Fund	$	.00
Total Transfers Out	**$**	**.00**

Section 7: Estimated Expenditures

Estimated expenditures for fiscal year 2014 – 2015 for various township funds as follows:

GENERAL FUND EXPENDITURES			
101	TOWNSHIP BOARD	$	29,765
171	SUPERVISOR	$	14,877
172	TOWNSHIP MANAGER	$	170,666
191	ELECTIONS	$	19,150
215	CLERK	$	57,065
247	BOARD OF REVIEW	$	22,953
253	TREASURER	$	86,319
257	ASSESSING	$	123,766
265	HALL AND GROUNDS	$	141,679
270	LEGAL/PROFESSIONAL	$	65,400
336	CONTRIBUTIONS	$	27,500
412	PLANNING/ZONING	$	91,739
448	STREET LIGHTS	$	37,020
449	ROADWORK	$	380,500
666	SENIOR CENTER	$	100,005
850	TOWNSHIP CONTINGENCY	$	10,000
900	CAPITAL OUTLAY	$	16,000
905	DEBT SERVICE	$	85,225
Total General Fund Expenditures		**$**	**1,479,629**
207	POLICE FUND	$	1,481,649
216	FIRE/MEDICAL RESCUE FUND	$	656,643
248	DDA FUND	$	42,700
265	STATE NARC FUND	$	26,300
266	FEDERAL NARC FUND	$	285,000
287	BUILDING DEPARTMENT FUND	$	52,232
369	BLDG AUTHORITY DEBT FUND	$	255,666
370	PSB FUND	$	430,978
571	WWTP FUND	$	1,219,734
815	SEVEN MILE SEWER FUND	$	26,521
883	HORSESHOE LAKE FUND	$	90,000
890	N.T. SEWER FUND	$	99,537

Section 8: Adoption of Budget by Reference

The various fund budgets of Northfield Township are hereby adopted by reference, with revenues and activity expenditures as indicated in Section 5, 6 and 7 of this resolution.

Section 9: Adoption of Budgets by Activities

The Board of Trustees of Northfield Township adopts the 2014 – 2015 fiscal year funds by activity. Township officials responsible for the expenditures authorized in the budget may expend funds up to, but not to exceed, the total appropriation authorized for each activity, and may make transfers among the various line items contained in the activities appropriation, according to the policy set forth in section 11.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

Section 11: Transfer Authority
The Chief Administrative Officer (Township Manager) shall have the authority to make transfers among the various line items within a department budget without prior board approval, if the amount to be transferred does not exceed the appropriation items from which the transfer is to be made. As a general practice, Department Heads shall recommend transfers within various line items to the Township Manager for approval, so long as the activity budgets are not negative. Budget amendments, as required by law, will be made when activities are negative and or additional appropriations must be approved for expenditures to be made. Additional appropriations would be made when new revenue is available or to deplete fund balance. Such budget amendments, unless authorized by the board in the form of a motion to approve an expenditure, shall be made prior to said expenditure. Otherwise, budget amendments shall be done at least twice annually.

Department heads shall submit to the manager a transfer request when line items within activities are negative. Such transfers shall be permitted under the following limits:

Public Safety Director	$4,000
Manager	$5,000
Waste Water Treatment Plant	$4,000
Senior Center Director	$1,000
Clerk	$1,000
Treasurer	$1,000

Transfers shall not be permitted in salary and personnel line items from expenditure accounts 701 to 725. Such transfers shall be done by budget amendments or prior authorization by the board in the form of a motion to approve an expenditure.

When budget amendments are made, the Board shall be notified on the details. Under no circumstances may the total fund budget be changed without prior board approval. The Township board reserves the right to alter the transfer policy at any time.

Section 12: Periodic Fiscal Reports
The fiscal officer shall transmit to the Board at the end of each month, a report of financial operations, including, but not limited to:

a. a summary statement of actual financial condition of the funds at the end of the previous month (balance sheet);
b. a summary statement showing the receipts and expenditures for the previous month and for the current fiscal year to the end of the previous month (revenue/expenditure report).

Section 13: Limit on Obligations and Payments
No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriations and sufficient funds are or will be available to meet the obligation.

Section 14: Budget Monitoring
Whenever it appears to the Fiscal Officer of the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Fiscal Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year.

Section 15: Violation of the Act
Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in PA 621 (1978) and the Northfield Township personnel manual.

Section 16: Board Adoption
Motion made by _____, supported by_____, to adopt the foregoing resolution as submitted.

ROLL CALL VOTE:

AYES:
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION DECLARED ADOPTED JUNE 10, 2014.

_____
Marilyn Handloser-Engstrom
Northfield Township Supervisor

Dated: June 10, 2014

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND (With Wage Increases)
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	0	6,996	0	344	**0**	0	0.00%
101-000-452	PEDDLER'S LICENSES	300	0	0	0	**0**	0	0.00%
101-000-453	CABLEVISION FRANCHISE FEES	83,238	88,812	83,500	68,858	**85,000**	1,500	1.80%
	(Based on Current Agreement)							
101-000-455	FIBER FOOTAGE FEES	9,320	9,339	9,000	0	**9,250**	250	2.78%
	(Based on Current Agreement)							
101-000-480	MAY CLEAN UP	149	0	0	0	**0**	0	0.00%
	(Program Eliminated Due To Lack of Participation)							
101-000-574	STATE SHARED REVENUE	592,068	604,327	610,000	320,957	**650,000**	40,000	6.56%
	(Based on Latest Info From State which shows $655,000)							
101-000-590	GRANT INCOME	98,130	68,591	204,000	0	**250,000**	46,000	22.55%
	(Phase 3 of Pathway)							
101-000-615	INSURANCE PROCEEDS	0	0	0	0	**0**	0	0.00%
101-000-626	COPY & FOIA INCOME	367	284	250	249	**250**	0	0.00%
101-000-665	INTEREST INCOME	13,240	10,296	5,200	1,505	**1,500**	(3,700)	-71.15%
101-000-667	RENTAL INCOME	3,600	3,600	0	0	**0**	0	0.00%
101-000-668	BOND PROCEEDS	0	0	0	0	**0**	0	0.00%
101-000-671	REIMBURSEMENT/OTHER INCOME	4,057	13,561	650	904	**650**	0	0.00%
	(5 Events @ $100 Ea. + Farm Lease @ $150)							
101-000-673	SALE OF FIXED ASSET	0	0	0	0	**0**	0	0.00%
101-000-675	CONTRIBUTION-PRIVATE SOURCES	1,000	2,000	0	9	**0**	0	0.00%
101-000-688	RENTAL INCOME - BARKER RD	6,676	9,966	9,960	9,130	**11,760**	1,800	18.07%
	($980 x 12)							
101-000-690	UNREALIZED GAIN/LOSS	0	(24,995)	0	(38,125)	**0**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND (With Wage Increases)
2014-2015 FISCAL YEAR
AS OF 05/14/14

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Totals for Dept 000		812,145	792,777	922,560	363,831	**1,008,410**	85,850	9.31%
Dept 191: ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	3,622	0	3,500	2,312	**0**	(3,500)	0.00%
Totals for Dept 191-ELECTIONS		3,622	0	3,500	2,312	**0**	(3,500)	0.00%
Dept 253: TREASURER								
101-253-402	CURRENT PROPERTY TAX	257,837	246,783	252,084	228,610	**256,700**	4,616	1.83%
	(Based on 2014 Millage Rates and Tax Value of Properties)							
101-253-404	MOBILE HOME LICENSE FEES	3,564	2,457	2,910	2,418	**2,850**	(60)	-2.06%
	(Monthly Tax on the Total Number of Mobile Homes (475x$.50 per Mth) Currently Being Used)							
101-253-425	MTT PROPERTY TAX ADJUSTMENTS	69	0	0	0	**0**	0	0.00%
101-253-445	PENALTY & INTEREST ON TAXES	5,307	9,582	500	126	**500**	0	0.00%
	(For Late Payments of Property Taxes)							
101-253-627	SUMMER TAX PREPARATION	12,833	13,465	13,500	13,480	**13,490**	(10)	-0.07%
	(Additional Fee Collected from Schools)							
101-253-680	TAX ADMINISTRATION FEES	137,781	132,105	134,000	121,212	**134,000**	0	0.00%
	(1% Fee Added to Tax Bills)							
Totals for Dept 253-TREASURER		417,391	404,392	402,994	365,846	**407,540**	4,546	1.13%
Dept 336: CONTRIBUTIONS								
101-336-624	DDA	0	0	10,000	22,790	**20,000**	10,000	100.00%
	(Contribution to Phase 3 OF THE Non-Motorized Path)							
101-336-625	SEWER ADMINISTRATION	39,000	39,000	39,000	0	**43,969**	4,969	12.74%
	(Admin Fee from Sewer - $35,000 and Library - $8,969)							
Totals for Dept 336-CONTRIBUTIONS		39,000	39,000	49,000	22,790	**63,969**	14,969	30.55%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 101: GENERAL FUND (With Wage Increases)
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AS OF 05/14/14

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Dept 412: PLANNING/ZONING DEPT								
101-412-477	ZONING COMPLIANCE PERMITS	3,800	5,000	3,000	4,500	**3,000**	0	0.00%
101-412-607	ZONING ADMINISTRATIVE FEES	300	900	0	0	**0**	0	0.00%
101-412-608	VARIANCES/APPEALS	3,525	2,350	2,000	1,268	**2,000**	0	0.00%
101-412-610	SITE PLAN REVIEW	5,990	6,010	0	0	**0**	0	0.00%
101-412-629	ZONING COPIES	27	65	50	15	**50**	0	0.00%
101-412-637	SPLIT APPLICATIONS	600	650	500	1,850	**500**	0	0.00%
Totals for Dept 412-PLANNING/ZONING DEPT		14,242	14,975	5,550	7,633	**5,550**	0	0.00%
Dept 666: COMMUNITY CENTER								
101-666-590	GRANT INCOME	0	0	2,550	2,550	**0**	(2,550)	-100.00%
101-666-643	CC TRIPS/PROGRAMS	45,747	35,655	35,000	14,565	**25,000**	(10,000)	-28.57%
101-666-649	CC MEMBERSHIP	2,804	3,274	2,750	1,363	**0**	(2,750)	-100.00%
101-666-671	REIMBURSEMENT/OTHER INCOME	1,133	0	0	0	**0**	0	0.00%
101-666-676	CONTRIBUTIONS - CC	565	871	500	580	**500**	0	0.00%
101-666-689	NHS - COST RECOVERY	5,060	0	0	0	**0**	0	0.00%
Totals for Dept 666-COMMUNITY CENTER		55,309	39,800	40,800	19,058	**25,500**	(15,300)	-37.50%
	TOTAL ESTIMATED REVENUES	1,341,709	1,290,944	1,424,404	781,470	**1,510,969**	86,565	6.08%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND (With Wage Increases)
2014-2015 FISCAL YEAR
AS OF 05/14/14

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APPROPRIATIONS								
Dept 101: TOWNSHIP BOARD								
101-101-701	SALARIES	7,375	9,458	10,000	7,083	**10,000**	0	0.00%
	($2,500 x 4)							
101-101-715	SOCIAL SECURITY	564	724	765	542	**765**	0	0.00%
	($10,000 x 7.65%)							
101-101-717	LIFE/DISB. INSURANCE	214	86	0	0	**0**	0	0.00%
101-101-718	PENSION	225	113	0	0	**0**	0	0.00%
101-101-807	MEMBERSHIP DUES	9,788	9,961	10,000	8,030	**10,500**	500	5.00%
	($5,500 MTA, $225 Bri C of C, $1,475 SEMCOG, $1,100 WATS, $1,100 Huron River Watershed, $175 Mich Mun League, $925 Other)							
101-101-900	PRINTING & PUBLICATIONS	5,765	5,244	6,300	5,853	**6,500**	200	3.17%
	(Publishing of Minutes from Twp Board Mtgs and Ads for Employment - $4,500; Newsletter - $2,000)							
101-101-955	DDA	0	0	0	0	**0**	0	0.00%
101-101-956	MISCELLANEOUS	0	2,864	0	0	**0**	0	0.00%
101-101-957	TRAINING & DEVELOPMENT	0	0	2,000	238	**2,000**	0	0.00%
Totals for Dept 101-TOWNSHIP BOARD		23,931	28,450	29,065	21,746	**29,765**	700	2.41%
Dept 171: SUPERVISOR								
101-171-701	SALARIES	39,934	25,105	12,500	11,058	**12,500**	0	0.00%
101-171-715	SOCIAL SECURITY	742	1,221	957	143	**957**	0	0.00%
	($12,500 x 7.65%)							
101-171-716	HOSPITALIZATION	5,861	2,131	0	0	**0**	0	0.00%
101-171-717	LIFE/DISB. INSURANCE	633	264	0	0	**0**	0	0.00%
101-171-718	PENSION	3,993	1,789	0	0	**0**	0	0.00%

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101-171-807	MEMBERSHIP DUES	0	0	120	0	**120**	0	0.00%
101-171-850	COMMUNICATION	263	0	0	0	**0**	0	0.00%
101-171-860	FUEL & MILEAGE	0	0	0	0	**200**	200	100.00%
	(Misc. Conferences)							
101-171-956	MISCELLANEOUS	0	0	100	0	**100**	0	0.00%
101-171-957	TRAINING & DEVELOPMENT	0	0	200	0	**1,000**	800	400.00%
Totals for Dept 171-SUPERVISOR		51,426	30,510	13,877	11,201	**14,877**	1,000	7.21%
Dept 172: TOWNSHIP MANAGER								
101-172-701	SALARIES	0	8,292	77,000	68,178	**77,000**	0	0.00%
101-172-704	TOWNSHIP MANAGER ASSISTANT	0	0	31,410	8,561	**26,625**	(4,785)	-15.23%
	($16/Hr x 32 Hrs/Wk x 52 Wks)(Includes a $2.00/Hr Increase)							
101-172-715	SOCIAL SECURITY	0	4,386	12,366	9,592	**12,125**	(241)	-1.95%
	($158,475 x 7.65%)							
101-172-716	HOSPITALIZATION	0	2,238	13,419	12,474	**14,505**	1,086	8.09%
	(Cap of $11,818 plus Dental & Optical)							
101-172-717	LIFE/DISB. INSURANCE	0	0	915	929	**975**	60	6.56%
	($81.29 x 12)							
101-172-718	PENSION	0	829	7,700	6,811	**7,700**	0	0.00%
101-172-722	CONTROLLER	0	52,000	53,248	48,643	**54,850**	1,602	3.01%
	(20 Hrs/Wk x $52.74/Hr x 52 Wks)(Includes a 3% Increase)							
101-172-818	CONTRACTUAL SERVICES	0	0	13,500	7,468	**10,000**	(3,500)	-25.93%
	(Website Development - $1,000; Codification of Ordinance's - $6,500, Other - $2,500)							
101-172-850	COMMUNICATION	0	0	840	659	**1,000**	160	19.05%
	(Telephone @ $83/Mth)							
101-172-860	FUEL & MILEAGE	0	0	2,000	255	**1,000**	(1,000)	-50.00%
101-172-927	ALLOCATE TO DEPARTMENTS	0	(30,160)	(30,883)	(12,407)	**(37,114)**	(6,231)	20.18%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
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	(Controller Allocation to Police, Fire, Bldg Dept and WWTP - $31,813)(Twp. Mgr. Allocation to Bldg Dept. - $5,301)							
101-172-957	TRAINING & DEVELOPMENT	0	0	2,000	654	**2,000**	0	0.00%
Totals for Dept 172-TOWNSHIP MANAGER		0	37,585	183,515	151,817	**170,666**	(12,849)	-7.00%
Dept 191: ELECTIONS								
101-191-704	ELECTION WAGES	2,523	6,326	2,000	1,400	**6,500**	4,500	225.00%
101-191-727	SUPPLIES	1,659	2,634	1,000	291	**2,650**	1,650	165.00%
101-191-818	CONTRACTUAL SERVICES	0	0	0	0	**7,000**	7,000	100.00%
101-191-851	POSTAGE	1,830	1,000	400	200	**1,000**	600	150.00%
101-191-900	PRINTING & PUBLICATIONS	1,960	1,924	400	0	**2,000**	1,600	400.00%
Totals for Dept 191-ELECTIONS		7,972	11,884	3,800	1,891	**19,150**	15,350	403.95%
Dept 215: CLERK								
101-215-701	SALARIES	39,364	31,911	16,870	15,427	**12,500**	(4,370)	-25.90%
101-215-703	DEPUTY SALARIES	14,622	17,577	28,355	24,772	**32,130**	3,775	13.31%
	(52 Wks @ 32 Hrs x $19.31/Hr)(Includes a 3% Increase)							
101-215-715	SOCIAL SECURITY	8,223	3,786	3,460	3,075	**3,415**	(45)	-1.30%
	($44,630 x 7.65%)							
101-215-716	HOSPITALIZATION	1,500	0	0	0	**0**	0	0.00%
101-215-717	LIFE/DISB. INSURANCE	626	261	0	0	**0**	0	0.00%
101-215-718	PENSION	3,936	1,764	0	0	**0**	0	0.00%
101-215-722	CONTROLLER	52,000	0	0	0	**0**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
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101-215-723	RECORD SEC	4,305	4,895	5,000	3,075	**7,720**	2,720	54.40%
	(Recording Sec - $195/Mtg x 24 Mtgs plus $125/Mtg over 3 Hrs x 8; Video Operator - $85/Mtg x 24 Mtgs)							
101-215-807	MEMBERSHIP DUES	280	180	100	0	**100**	0	0.00%
101-215-860	FUEL & MILEAGE	152	0	200	12	**200**	0	0.00%
	(Budgeted $200)							
101-215-922	LATE FEES AND PENALTIES	0	302	0	361	**0**	0	0.00%
101-215-927	ALLOCATE TO DEPARTMENTS	(30,160)	0	0	0	**0**	0	0.00%
101-215-957	TRAINING & DEVELOPMENT	0	0	1,000	119	**1,000**	0	0.00%
Totals for Dept 215-CLERK		94,848	60,676	54,985	46,841	**57,065**	2,080	3.78%
Dept 247: BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	2,034	1,458	2,000	1,356	**2,000**	0	0.00%
101-247-715	SOCIAL SECURITY	156	112	153	104	**153**	0	0.00%
	($2,000 x 7.65%)							
101-247-900	PRINTING & PUBLICATIONS	504	0	800	506	**800**	0	0.00%
101-247-959	TRIBUNALS AND DRAINS	15,285	9,129	20,000	1,966	**20,000**	0	0.00%
Totals for Dept 247-BOARD OF REVIEW		17,979	10,699	22,953	3,932	**22,953**	0	0.00%
Dept 253: TREASURER								
101-253-701	SALARIES	39,364	23,865	12,500	11,058	**12,500**	0	0.00%
101-253-703	DEPUTY SALARIES	39,163	39,449	41,000	40,059	**42,230**	1,230	3.00%
	(Includes a 3% Increase)							
101-253-704	FRONT DESK CLERICAL	14,181	15,331	19,255	17,229	**19,425**	170	0.88%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

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	(52 Wks @ 25 Hrs x $14.94/Hr)(Includes a 3% Increase)							
101-253-715	SOCIAL SECURITY	7,060	6,016	5,568	5,229	**5,675**	107	1.92%
	($74,155 x 7.65%)							
101-253-716	HOSPITALIZATION	9,893	5,806	6,612	5,290	**7,050**	438	6.62%
	(Cap of $5,775 plus Dental & Optical)							
101-253-717	LIFE/DISB. INSURANCE	812	311	560	497	**530**	(30)	-5.36%
	($44.13 x 12)(Deputy Only)							
101-253-718	PENSION	7,716	5,445	4,100	3,614	**4,223**	123	3.00%
	(10% of Base Salary - Deputy Only)							
101-253-732	HOSPITALIZATION - DEDUCTIBLES	857	0	0	0	**0**	0	0.00%
101-253-803	LEGAL	6,000	6,000	6,000	4,500	**6,000**	0	0.00%
	($500/Mth)							
101-253-804	TAX STATEMENT PREPARATION	624	1,380	1,500	1,248	**2,000**	500	33.33%
	(Tax Bill Printing)							
101-253-807	MEMBERSHIP DUES	100	100	120	100	**130**	10	8.33%
	(MMTA Dues for Treasurer & Deputy @ $65 Ea.)							
101-253-851	POSTAGE	1,238	2,475	3,200	3,243	**3,400**	200	6.25%
	(Tax Bill Mailing)							
101-253-860	FUEL & MILEAGE	73	0	0	127	**200**	200	0.00%
101-253-927	ALLOCATE TO DEPARTMENTS	(10,922)	(12,708)	(13,810)	(6,068)	**(19,544)**	(5,734)	41.52%
	(Deputy Treasurer Allocation to Planning and Bldg Dept & Deputy Asst. Allocation to Bldg. Dept.)							
101-253-956	MISCELLANEOUS	2,458	858	3,500	324	**500**	(3,000)	-85.71%
	(Bank Service Charges)							
101-253-957	TRAINING & DEVELOPMENT	0	0	2,000	0	**2,000**	0	0.00%
Totals for Dept 253-TREASURER		118,617	94,328	92,105	86,450	**86,319**	(5,786)	-6.28%
Dept 257: ASSESSING								
101-257-709	ASST ASSESSOR	16,140	3,904	22,254	2,674	**25,710**	3,456	15.53%
	(32 Hrs/Wk x $15.45/Hr x 52 Wks)(Includes a 3% Wage Increase)							
101-257-713	ASSESSOR	60,000	60,000	62,464	55,795	**63,283**	819	1.31%
	(Includes a 3% Increase)							

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Fund 101: GENERAL FUND (With Wage Increases)
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
101-257-715	SOCIAL SECURITY	5,825	5,003	6,481	4,473	**6,810**	329	5.08%
	($88,993 x 7.65%)							
101-257-716	HOSPITALIZATION	7,628	1,500	8,245	6,985	**14,875**	6,630	80.41%
	(Cap of $11,818 plus Dental & Optical)							
101-257-717	LIFE/DISB. INSURANCE	734	887	920	830	**810**	(110)	-11.96%
	($67.19 x 12)							
101-257-718	PENSION	5,077	6,000	6,246	5,429	**6,328**	82	1.31%
	(10% of Base Salary)							
101-257-720	BANKED PTO	4,659	231	0	0	**0**	0	0.00%
101-257-727	SUPPLIES	41	75	1,000	978	**1,000**	0	0.00%
101-257-732	HOSPITALIZATION - DEDUCTIBLES	197	0	0	0	**0**	0	0.00%
101-257-807	MEMBERSHIP DUES	215	390	450	290	**450**	0	0.00%
	($125 MAA Annual Dues, $25 WAA Annual Dues, $175 Assessment Admin. Certification, $125 Misc)							
101-257-851	POSTAGE	2,646	2,099	3,000	1,513	**2,500**	(500)	-16.67%
	(Mailing of Assessing Notices)							
101-257-860	FUEL & MILEAGE	360	338	2,000	675	**1,000**	(1,000)	-50.00%
	(Reimbursement of Mileage from Home Inspections)(Budgeted $2,000)							
101-257-957	TRAINING & DEVELOPMENT	0	0	1,000	0	**1,000**	0	0.00%
Totals for Dept 257-ASSESSING		103,522	80,427	114,060	79,642	**123,766**	9,706	8.51%
Dept 265: HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES	5,360	5,080	6,000	4,800	**6,000**	0	0.00%
101-265-715	SOCIAL SECURITY	410	389	459	367	**460**	1	0.22%
	($6,000 x 7.65%)							
101-265-716	HOSPITALIZATION	0	0	0	0	**0**	0	0.00%
101-265-721	UNEMPLOYMENT BENEFITS	3,258	0	0	25	**0**	0	0.00%
101-265-727	SUPPLIES	10,476	7,716	8,500	7,856	**9,000**	500	5.88%

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101-265-731	WORKERS COMP INSURANCE	1,153	1,721	1,155	0	**1,155**	0	0.00%
101-265-732	HOSPITALIZATION - DEDUCTIBLES	0	0	0	0	**0**	0	0.00%
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC	2,120	4,985	4,000	3,154	**4,800**	800	20.00%
	(Center Island Flower Beds - $1,050; Lawn Maintenance - $1,400; Snow Removal & Salting - $2,350)							
101-265-821	PSB MAINT & OPS ALLOCATION	43,765	42,945	54,534	19,729	**49,934**	(4,600)	-8.44%
	($149,800 x 33.33%)							
101-265-850	COMMUNICATION	3,424	5,214	4,380	7,351	**8,280**	3,900	89.04%
	(Phone Service - $245/Mth; Long Distance - $400/Mth; Livestreaming @ $45/Mth)							
101-265-851	POSTAGE	3,177	4,397	5,500	3,595	**5,500**	0	0.00%
	(Sewer Bill Mailings - $4,500; Newsletter Mailing - $850; Extra Misc - $150)							
101-265-860	FUEL & MILEAGE	2,023	1,922	0	0	**0**	0	0.00%
101-265-910	INSURANCE & BONDS	29,780	29,996	30,700	26,016	**30,700**	0	0.00%
101-265-920	UTILITIES	6,229	3,549	1,500	354	**1,500**	0	0.00%
	(Heat - $1,000; Electric - $500 for Barker Rd.)							
101-265-930	REPAIRS & MAINTENANCE	28,410	29,455	15,000	15,165	**17,800**	2,800	18.67%
	($10,935 BS&A Sftwr, Anti-Virus @ $100/Mth, $2,490 On-Site Flex Contract for IT, $1,000 Postage Mach Maint., $1,000 Siren & Extingusher Maint, $1,175 Misc)							
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	23,699	57	23,500	23,311	**2,000**	(21,500)	-91.49%
101-265-940	RENTAL EQUIPMENT	4,173	3,910	4,300	3,108	**4,300**	0	0.00%
	($2,800 Copier Lease, $65 P.O. Box Rental, $168 Water Cooler, $1,000 Postage Meter Rental, $267 Misc)							
101-265-956	MISCELLANEOUS	137	0	250	25	**250**	0	0.00%
101-265-957	TRAINING & DEVELOPMENT	4,170	3,481	0	0	**0**	0	0.00%
Totals for Dept 265-HALL AND GROUNDS		171,764	144,817	159,778	114,856	**141,679**	(18,099)	-11.33%
Dept 270: LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	450	8,188	500	500	**500**	0	0.00%

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101-270-802	AUDIT FEES	6,950	4,500	4,500	4,500	**4,500**	0	0.00%
	(Per Signed Agreement)							
101-270-803	LEGAL	118,219	104,996	96,000	74,414	**96,000**	0	0.00%
	($66,000 P. Burns Retainer + $30,000 Other)							
101-270-806	ENGINEER	5,250	3,159	5,000	1,200	**10,000**	5,000	100.00%
	($500 Annual Stormwater Permit, $4,500 Misc Stormwater Work; $5,000 Misc Engineering)							
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600)	(45,600)	(45,600)	(34,200)	**(45,600)**	0	0.00%
Totals for Dept 270-LEGAL/PROFESSIONAL		85,269	75,243	60,400	46,414	**65,400**	5,000	8.28%
Dept 294: UNALLOCATED								
101-294-955	DDA	0	0	0	0	**0**	0	0.00%
Totals for Dept 294-UNALLOCATED		0	0	0	0	**0**	0	0.00%
Dept 336: CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBF	2,000	2,350	2,000	0	**2,500**	500	25.00%
101-336-964	CONTRIBUTION-FIRE & MED RES	27,155	29,310	32,866	7,866	**25,000**	(7,866)	-23.93%
101-336-965	CONTR-HUMAN SVC CONTRACT	3,600	3,600	0	0	**0**	0	0.00%
Totals for Dept 336-CONTRIBUTIONS		32,755	35,260	34,866	7,866	**27,500**	(7,366)	-21.13%
Dept 412: PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	1,300	2,000	3,000	1,300	**3,000**	0	0.00%
101-412-715	SOCIAL SECURITY	887	711	1,071	750	**1,071**	0	0.00%

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101-412-723	RECORD SEC	3,040	4,240	4,500	3,255	**6,720**	2,220	49.33%
	(Recording Sec - $195/Mtg x 24 Mtgs; Video Operator - $85/Mtg x 24 Mtgs)							
101-412-726	PLANN COMM	10,300	7,300	11,000	8,500	**11,000**	0	0.00%
101-412-727	SUPPLIES	0	0	200	76	**200**	0	0.00%
101-412-800	OTHER PROFESSIONAL FEES	1,130	0	3,000	3,605	**5,000**	2,000	66.67%
101-412-801	PLANNER FEES	40,601	32,774	28,000	23,190	**30,000**	2,000	7.14%
101-412-803	LEGAL	11,971	1,655	10,000	0	**5,000**	(5,000)	-50.00%
101-412-809	CODE ENFORCEMENT	12,565	8,492	15,000	6,531	**15,000**	0	0.00%
	(Kurt - $4,600; C.E. Officer $25/Hr x 8 Hrs/Wk)							
101-412-851	POSTAGE	200	0	500	0	**500**	0	0.00%
101-412-860	FUEL & MILEAGE	0	0	0	0	**1,800**	1,800	0.00%
	(Code Enforcement Mileage @ $150/Mth)							
101-412-900	PRINTING & PUBLICATIONS	1,140	1,361	1,500	704	**1,500**	0	0.00%
101-412-927	ALLOCATE TO DEPARTMENTS	5,461	6,354	6,905	3,034	**6,948**	43	0.62%
	(Deputy Treasurer Allocation)							
101-412-957	TRAINING & DEVELOPMENT	0	0	4,000	570	**4,000**	0	0.00%
Totals for Dept 412-PLANNING/ZONING DEPT		88,595	64,887	88,676	51,515	**91,739**	3,063	3.45%
Dept 448: STREET LIGHTS								
101-448-920	UTILITIES	34,467	36,626	36,000	26,952	**37,020**	1,020	2.83%
	(Ornamental and Overhead Lights @ $3,085/Mth)							
Totals for Dept 448-STREET LIGHTS		34,467	36,626	36,000	26,952	**37,020**	1,020	2.83%
Dept 449: ROAD WORK								

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101-449-813	ROADWORK	52,420	47,808	34,650	18,436	**30,000**	(4,650)	-13.42%
	($30,000 - 2 Brine Applications)							
101-449-814	ROAD IMPROVEMENTS	17,099	54,297	55,500	43,536	**100,500**	45,000	81.08%
	($80,500 - Misc Road Projects; $20,000 Phase 3 of Non-Motorized Path)							
101-449-929	GRANT EXPENSE	97,470	68,591	204,000	197,365	**250,000**	46,000	22.55%
	(Phase 2B of Pathway)							
Totals for Dept 449-ROAD WORK		166,989	170,696	294,150	259,337	**380,500**	86,350	29.36%
Dept 523: SOLID WASTE MANAGEMENT								
101-523-880	MAY/OCT CLEAN UP PROGRAM	3,315	0	0	0	**0**	0	0.00%
Totals for Dept 523-SOLID WASTE MANAGEMENT		3,315	0	0	0	**0**	0	0.00%
Dept 666: COMMUNITY CENTER								
101-666-701	SALARIES	35,122	37,288	35,500	22,799	**37,500**	2,000	5.63%
	(Includes a $2,000 Increase)							
101-666-702	SALARIES	9,419	6,359	0	0	**0**	0	0.00%
101-666-715	SOCIAL SECURITY	3,407	3,339	2,716	1,744	**2,870**	154	5.67%
	($37,500 x 7.65%)							
101-666-716	HOSPITALIZATION	13,145	10,094	6,557	5,754	**6,895**	338	5.15%
	(CAP of $5,775 plus Dental & Vision)							
101-666-717	LIFE/DISB. INSURANCE	573	430	670	351	**525**	(145)	-21.64%
	($43.68 x 12)							
101-666-718	PENSION	3,512	2,702	3,550	2,731	**3,750**	200	5.63%
	(10% of Base Pay)							
101-666-720	BANKED PTO	878	(3,377)	0	0	**0**	0	0.00%
101-666-727	SUPPLIES	1,563	1,063	1,800	1,055	**1,800**	0	0.00%
101-666-731	WORKERS COMP INSURANCE	253	413	270	0	**270**	0	0.00%

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101-666-732	HOSPITALIZATION - DEDUCTIBLES	1,016	0	0	0	**0**	0	0.00%
101-666-807	MEMBERSHIP DUES	220	220	220	220	**220**	0	0.00%
	($75 MASC Annual Dues; $145 NCOA Annual Dues)							
101-666-812	SCC TRIPS/PROGRAMS	36,916	30,043	30,000	16,169	**22,500**	(7,500)	-25.00%
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	6,175	6,970	7,320	6,834	**8,225**	905	12.36%
	($800 Grass, $125 Beds, $2,920 Snow and $4,380 Office Cleaning)							
101-666-850	COMMUNICATION	2,052	2,067	2,300	1,700	**2,300**	0	0.00%
	(Phone @ $150/Mth, Long Distance $25/Mth, $200 Misc Computer Work)							
101-666-851	POSTAGE	629	846	1,000	600	**1,050**	50	5.00%
	(Mailing = $.49x275x6)+(4 rolls of stamps @ $49 Ea.) + 45 Extra)							
101-666-860	FUEL & MILEAGE	94	0	0	0	**0**	0	0.00%
101-666-900	PRINTING & PUBLICATIONS	479	568	1,000	0	**1,000**	0	0.00%
	($150 per mailing x 6 + $100 Extra)							
101-666-910	INSURANCE & BONDS	1,958	1,840	1,900	1,070	**1,900**	0	0.00%
101-666-920	UTILITIES	4,006	2,689	4,500	2,171	**4,500**	0	0.00%
101-666-929	GRANT EXPENSE	0	0	2,550	1,790	**0**	(2,550)	-100.00%
101-666-930	REPAIRS & MAINTENANCE	2,084	7,925	4,300	1,600	**4,300**	0	0.00%
	(Misc. Repairs at the Senior Center Building)							
101-666-957	TRAINING & DEVELOPMENT	0	0	0	0	**0**	0	0.00%
101-666-970	EQUIPMENT	286	350	400	105	**400**	0	0.00%
Totals for Dept 666-SENIOR CITIZEN CENTER		123,787	111,829	106,553	66,693	**100,005**	(6,548)	-6.15%
Dept 753: RECREATION BOARD								
101-753-931	PARK MAINITENANCE	0	0	0	0	**0**	0	0.00%
	(Maintain and Upgrade Parks)							
Totals for Dept 753-RECREATION BOARD		0	0	0	0	**0**	0	0.00%

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Dept 850: TOWNSHIP CONTINGENCY								
101-850-905	CONTINGENCY FUNDS	11,522	11,044	10,000	500	**10,000**	0	0.00%
Totals for Dept 850-TOWNSHIP CONTINGENCY		11,522	11,044	10,000	500	**10,000**	0	0.00%
Dept 900: CAPITAL OUTLAY								
101-900-971	RENOVATIONS	9,880	0	0	0	**0**	0	0.00%
101-900-972	COMPUTER **(BS&A Upgrade to .Net - Total Cost $25,000 divided by 3 Yrs; 2 New Computers - $3,000)**	1,511	7,125	23,335	15,869	**11,500**	(11,835)	-50.72%
101-900-978	LAND ACQUISITION **(Vacant Foreclosed Lots)**	0	6,586	4,500	0	**4,500**	0	0.00%
Totals for Dept 900-CAPITAL OUTLAY		11,391	13,711	27,835	15,869	**16,000**	(11,835)	-42.52%
Dept 905: DEBT SERVICE								
101-905-985	PSB SHARE OF BOND PMT **(1/3 of Total Payment - Final Payment in 2023)**	88,542	94,320	87,419	87,417	**85,225**	(2,194)	-2.51%
Totals for Dept 905-DEBT SERVICE		88,542	94,320	87,419	87,417	**85,225**	(2,194)	-2.51%
	TOTAL APPROPRIATIONS	1,236,691	1,112,992	1,420,037	1,080,939	**1,479,629**	59,592	4.20%
	NET OF REVENUES/APPROPRIATIONS - FUND	105,018	177,952	4,367	(299,469)	**31,340**	26,973	617.66%
	BEGINNING FUND BALANCE	1,113,783	1,218,801	1,396,753	XXXXXXXXXXX	**1,401,120**		
	ENDING FUND BALANCE	1,218,801	1,396,753	1,401,120	XXXXXXXXXXX	**1,432,460**		

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Fund 207: POLICE FUND
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ESTIMATED REVENUES								
Dept 000								
207-000-402	CURRENT PROPERTY TAX	1,387,208	1,327,751	1,356,155	1,229,950	**1,380,946**	24,791	1.83%
	(Based on 2014 Millage Rates)							
207-000-425	MTT PROPERTY TAX ADJUSTMENTS	187	0	0	0	**0**	0	0.00%
207-000-445	PENALTY & INTEREST ON TAXES	196	1,089	0	590	**0**	0	0.00%
207-000-570	LIQUOR LICENSE & PERMITS	2,681	2,589	3,000	2,605	**3,000**	0	0.00%
207-000-590	GRANT INCOME	0	13,872	0	0	**1,000**	1,000	100.00%
	(Money received for the Purchase of Vests; 50% Match)							
207-000-626	COPY & FOIA INCOME	2,010	1,537	2,000	1,488	**1,500**	(500)	-25.00%
207-000-656	FINES & COURT FEES	37,079	27,331	30,000	21,355	**30,000**	0	0.00%
207-000-657	PARKING TICKETS	85	0	0	0	**0**	0	0.00%
207-000-658	IMPOUND FEES	2,340	1,660	2,000	2,060	**2,000**	0	0.00%
207-000-664	FEES PAID FOR OFFICER WAGES	5,423	5,958	6,000	3,671	**6,000**	0	0.00%
	(German Park Reimbursement of Overtime)							
207-000-671	REIMBURSEMENT/OTHER INCOME	1,748	2,046	2,500	3,422	**3,000**	500	20.00%
207-000-673	SALE OF FIXED ASSET	0	0	0	3,986	**0**	0	0.00%
207-000-675	CONTRIBUTION-PRIVATE SOURCES	513	3,000	200	0	**200**	0	0.00%
207-000-681	OT REIMBURSEMENT	12,000	21,586	12,000	15,217	**17,000**	5,000	41.67%
207-000-682	SALVAGE INSPECTIONS	45,295	0	0	0	**0**	0	0.00%
Totals for Dept 000		1,496,765	1,408,419	1,413,855	1,284,344	**1,444,646**	30,791	2.18%

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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Dept 336: CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S)	15,000	42,500	35,000	0	**36,000**	1,000	2.86%
	(From the Fed. NARC Fund to Cover a Portion of the PSB Bond Payment - $35,000; From St. NARC Fund for 50% Match on Vests - $1,000)							
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBF	1,000	1,350	1,000	0	**1,500**	500	50.00%
Totals for Dept 336-CONTRIBUTIONS		16,000	43,850	36,000	0	**37,500**	1,500	4.17%
	TOTAL ESTIMATED REVENUES	1,512,765	1,452,269	1,449,855	1,284,344	**1,482,146**	32,291	2.23%
APPROPRIATIONS								
Dept 226: PERSONNEL								
207-226-701	SALARIES	128,789	144,716	187,651	165,981	**193,211**	5,560	2.96%
	(Lt. & Sgt. Wages)(Includes a 3% Increase)							
207-226-702	SALARIES	376,530	352,056	322,775	323,598	**376,420**	53,645	16.62%
	(Full Time Officer Wages)(Includes a 3% Increase)							
207-226-704	CLERICAL/DEP /SUPER/ELECTION	57,260	57,110	65,755	53,686	**67,717**	1,962	2.98%
	(Includes a 3% Increase)							
207-226-708	SALARIES-PART TIME	42,434	50,180	50,000	19,773	**36,500**	(13,500)	-27.00%
207-226-710	JANITORIAL SALARIES	4,160	4,160	4,608	3,840	**5,000**	392	8.51%
207-226-711	SALARIES-OVERTIME	35,586	49,608	50,000	52,629	**36,500**	(13,500)	-27.00%
207-226-714	HOLIDAY	29,066	29,066	29,469	31,838	**33,920**	4,451	15.10%
	(Additional Pay for Holidays Paid Annually in December)							
207-226-715	SOCIAL SECURITY	53,068	54,288	55,138	51,501	**58,185**	3,047	5.53%
	($760,568 x 7.65%)							
207-226-716	HOSPITALIZATION	112,767	125,152	131,458	122,627	**156,015**	24,557	18.68%
	(CAPS plus Dental & Optical)							
207-226-717	LIFE/DISB. INSURANCE	7,683	7,743	8,022	7,719	**8,741**	719	8.96%
207-226-718	PENSION	52,158	52,390	54,819	50,720	**60,884**	6,065	11.06%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	(Base Salary $608,839 x 10%)							
207-226-719	EMPLOYEE FRINGE-LONGEVITY	3,600	4,500	4,800	4,800	**5,400**	600	12.50%
	(Per Union Contract)							
207-226-720	BANKED PTO	13,812	(1,271)	0	0	**0**	0	0.00%
207-226-721	UNEMPLOYMENT BENEFITS	7,240	0	0	0	**0**	0	0.00%
207-226-730	MEDICAL TESTING	231	81	1,000	138	**500**	(500)	-50.00%
207-226-731	WORKERS COMP INSURANCE	8,376	13,225	10,130	0	**10,130**	0	0.00%
207-226-732	HOSPITALIZATION - DEDUCTIBLES	1,716	0	0	0	**0**	0	0.00%
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,400	5,400	5,700	5,900	**5,900**	200	3.51%
	(Per Union Contract)							
207-226-927	ALLOCATE TO DEPARTMENTS	55,396	52,179	54,658	23,331	**56,771**	2,113	3.87%
	(PSB Director @ 50% of Total Salary & Benefit Package Allocated from Fire)							
207-226-957	TRAINING & DEVELOPMENT	1,988	2,009	4,000	1,790	**500**	(3,500)	-87.50%
Totals for Dept 226-PERSONNEL		997,260	1,002,592	1,039,983	919,871	**1,112,294**	72,311	6.95%
Dept 265: HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	43,766	42,945	54,533	19,730	**49,933**	(4,600)	-8.44%
	($149,800 x 33.33%)							
Totals for Dept 265-HALL AND GROUNDS		43,766	42,945	54,533	19,730	**49,933**	(4,600)	-8.44%
Dept 270: LEGAL/PROFESSIONAL								
207-270-722	CONTROLLER	7,800	7,800	7,987	3,209	**8,227**	240	3.00%
	(15% of Total Cost)							
207-270-802	AUDIT FEES	3,026	3,060	3,060	3,060	**3,060**	0	0.00%
	(Allocate Audit Charges per Contract)							

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
207-270-803	LEGAL	40,991	39,600	40,000	29,800	**40,000**	0	0.00%
	($39,600 Allocated from General; $400 Other)							
Totals for Dept 270-LEGAL/PROFESSIONAL		51,817	50,460	51,047	36,069	**51,287**	240	0.47%
Dept 301: OPERATING COSTS								
207-301-727	SUPPLIES	4,774	6,918	6,000	3,846	**4,000**	(2,000)	-33.33%
207-301-741	UNIFORMS/GEAR & ALLOWANCE	3,051	2,003	4,000	2,365	**1,000**	(3,000)	-75.00%
207-301-807	MEMBERSHIP DUES	1,140	1,247	2,000	1,736	**2,000**	0	0.00%
207-301-818	CONTRACTUAL SERVICES	17,037	17,571	17,500	13,970	**19,000**	1,500	8.57%
207-301-820	DISPATCH SERVICES	63,347	31,674	67,980	52,789	**68,000**	20	0.03%
207-301-850	COMMUNICATION	11,475	12,894	16,000	12,636	**22,000**	6,000	37.50%
	(Changed Internet Connections for Police Cars)							
207-301-851	POSTAGE	23	100	250	124	**200**	(50)	-20.00%
207-301-900	PRINTING & PUBLICATIONS	154	334	1,000	186	**500**	(500)	-50.00%
207-301-910	INSURANCE & BONDS	17,599	20,754	21,100	20,675	**17,513**	(3,587)	-17.00%
207-301-929	GRANT EXPENSE	0	13,872	0	0	**1,000**	1,000	0.00%
	(50% of Vest Purchase; Other 50% is in Equipment)							
207-301-930	REPAIRS & MAINTENANCE	3,926	2,056	3,000	3,778	**4,000**	1,000	33.33%
	(L3 Communication Maint. Contract, Misc. Dept. Maint. And Maint. Supplies)							
207-301-932	RADIO REPAIR	1,100	2,200	1,100	0	**1,100**	0	0.00%
	(Annual Maint. Contract for Radio Repairs)							
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	(280)	(3,321)	73,000	73,001	**0**	(73,000)	-100.00%
207-301-940	RENTAL EQUIPMENT	1,548	1,692	2,300	1,232	**2,300**	0	0.00%
	(Copier & Printer Cost)							
207-301-955	DDA	0	0	0	0	**0**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
207-301-956	MISCELLANEOUS	0	7,585	100	0	**0**	(100)	-100.00%
207-301-959	TRIBUNALS AND DRAINS	6,464	2,170	2,000	0	**0**	(2,000)	-100.00%
207-301-972	COMPUTER **(Computer Equipment Lease)**	2,466	2,045	2,400	2,103	**2,300**	(100)	-4.17%
Totals for Dept 301-OPERATING COSTS		133,824	121,794	219,730	188,441	**144,913**	(74,817)	-34.05%
Dept 333: TRANSPORTATION								
207-333-860	FUEL & MILEAGE	32,055	32,616	28,000	23,197	**25,000**	(3,000)	-10.71%
207-333-930	REPAIRS & MAINTENANCE	12,800	13,571	13,000	7,922	**11,000**	(2,000)	-15.38%
Totals for Dept 333-TRANSPORTATION		44,855	46,187	41,000	31,119	**36,000**	(5,000)	-12.20%
Dept 336: CONTRIBUTIONS								
207-336-964	CONTRIBUTION - FIRE & MED RES	0	0	7,867	7,867	**0**	(7,867)	-100.00%
Totals for Dept 336-CONTRIBUTIONS		0	0	7,867	7,867	**0**	(7,867)	-100.00%
Dept 900: CAPITAL OUTLAY								
207-900-970	EQUIPMENT **(50% of Vest Purchase and Misc Equipment)**	2,348	0	1,500	0	**1,500**	0	0.00%
207-900-972	COMPUTER	10,478	371	500	171	**500**	0	0.00%
207-900-974	VEHICLE	26,918	8,573	0	0	**0**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Totals for Dept 900-CAPITAL OUTLAY		39,744	8,944	2,000	171	**2,000**	0	0.00%
Dept 905: DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT	88,542	94,320	87,419	87,417	**85,222**	(2,197)	-2.51%
	(1/3 of Total Pymt - Final Pymt in 2023)($35,000 of the 1/3 Payment is Coming From the Fed. NARC Fund)							
207-905-991	DEBT SERVICE - PRINCIPAL	25,400	0	0	0	**0**	0	0.00%
207-905-995	DEBT SERVICE - INTEREST	1,935	262	0	0	**0**	0	0.00%
Totals for Dept 905-DEBT SERVICE		115,877	94,582	87,419	87,417	**85,222**	(2,197)	-2.51%
	TOTAL APPROPRIATIONS	1,427,143	1,367,504	1,503,579	1,290,685	**1,481,649**	(21,930)	-1.46%
	NET OF REVENUES/APPROPRIATIONS - FUND :	85,622	84,765	(53,724)	(6,341)	**497**	54,221	-100.93%
	BEGINNING FUND BALANCE	233,561	319,183	403,948	XXXXXXXXXXX	**350,224**		
	ENDING FUND BALANCE	319,183	403,948	350,224	XXXXXXXXXXX	**350,721**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 216: FIRE/MEDICAL RESCUE FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	620,365	593,775	606,490	550,040	**617,577**	11,087	1.83%
216-000-425	MTT PROPERTY TAX ADJUSTMENTS	84	0	0	0	**0**	0	0.00%
216-000-445	PENALTY & INTEREST ON TAXES	88	487	0	277	**0**	0	0.00%
216-000-482	HOUSE NUMBERS	240	200	250	360	**250**	0	0.00%
216-000-588	CONTRIBUTION OTHER FUND(S)	27,155	29,310	25,000	0	**25,000**	0	0.00%
216-000-590	GRANT INCOME	0	0	0	22	**0**	0	0.00%
216-000-615	INSURANCE PROCEEDS	0	3,617	0	0	**0**	0	0.00%
216-000-626	COPY & FOIA INCOME	30	46	0	23	**25**	25	100.00%
216-000-635	RESPONSE FEES	17,037	3,087	7,000	17,803	**8,000**	1,000	14.29%
216-000-639	DRIVEWAY INSPECTIONS	400	500	300	500	**300**	0	0.00%
216-000-671	REIMBURSEMENT/OTHER INCOME (Football Standby and German Park EMS)	1,866	2,596	4,000	4,719	**5,000**	1,000	25.00%
216-000-673	SALE OF FIXED ASSTS	0	0	0	3,058	**0**	0	0.00%
216-000-675	CONTRIBUTION-PRIVATE SOURCES	24	0	0	100	**0**	0	0.00%
Totals for Dept 000		667,289	633,618	643,040	576,902	**656,152**	13,112	2.04%
Dept 336: CONTRIBUTIONS								
216-336-588	CONTRIBUTION - OTHER FUND (S)	0	0	15,733	15,733	**0**	(15,733)	-100.00%
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBF	1,000	1,000	1,000	0	**1,000**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 216: FIRE/MEDICAL RESCUE FUND
2014-2015 FISCAL YEAR
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Totals for Dept 336-CONTRIBUTIONS		1,000	1,000	16,733	15,733	**1,000**	(15,733)	-94.02%
	TOTAL ESTIMATED REVENUES	668,289	634,618	659,773	592,635	**657,152**	(2,621)	-0.40%
APPROPRIATIONS								
Dept 226: PERSONNEL								
216-226-701	SALARIES	79,000	82,000	77,000	68,159	**79,310**	2,310	3.00%
216-226-702	SALARIES	123,295	123,982	125,000	110,389	**129,000**	4,000	3.20%
216-226-705	ADMINISTRATIVE ASSISTANT	5,135	5,344	5,500	4,705	**6,000**	500	9.09%
	(317 Hrs @ 16.22/Hr)							
216-226-708	SALARIES-PART TIME	45,937	46,104	48,000	44,256	**53,000**	5,000	10.42%
216-226-712	SALARIES - OFFICERS	12,452	10,406	14,000	11,245	**14,000**	0	0.00%
216-226-715	SOCIAL SECURITY	21,249	21,161	21,690	18,985	**22,595**	905	4.17%
	($295,310 x 7.65%)							
216-226-716	HOSPITALIZATION	16,979	15,957	18,091	16,574	**19,110**	1,019	5.63%
	(Cap of $15,750 plus Dental & Optical)							
216-226-717	LIFE/DISB. INSURANCE	943	949	980	886	**900**	(80)	-8.16%
216-226-718	PENSION	7,700	7,700	7,700	6,811	**7,931**	231	3.00%
	(10% OF Base Salary)							
216-226-720	BANKED PTO	1,592	2,554	0	0	**0**	0	0.00%
216-226-730	MEDICAL TESTING	529	689	2,500	422	**4,000**	1,500	60.00%
216-226-731	WORKERS COMP INSURANCE	8,366	14,037	9,150	0	**9,100**	(50)	-0.55%
216-226-732	HOSPITALIZATION - DEDUCTIBLES	1,172	0	0	0	**0**	0	0.00%
216-226-927	ALLOCATE TO DEPARTMENTS	(55,396)	(52,179)	(54,658)	(23,331)	**(56,771)**	(2,113)	3.87%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 216: FIRE/MEDICAL RESCUE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	(PSB Director @ 50% of Total Salary & Benefit Package Allocated to Police)							
216-226-957	TRAINING & DEVELOPMENT	2,022	3,583	4,000	3,016	**9,000**	5,000	125.00%
216-226-958	TRAINING WAGES	12,447	8,878	14,000	9,420	**14,000**	0	0.00%
Totals for Dept 226-PERSONNEL		283,422	291,165	292,953	271,537	**311,175**	18,222	6.22%
Dept 265: HALL AND GROUNDS								
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	1,740	1,966	2,000	2,294	**2,000**	0	0.00%
216-265-821	PSB MAINT & OPS ALLOCATION	43,766	42,945	54,533	19,730	**49,933**	(4,600)	-8.44%
	($149,800 x 33.33%)							
Totals for Dept 265-HALL AND GROUNDS		45,506	44,911	56,533	22,024	**51,933**	(4,600)	-8.14%
Dept 270: LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	7,800	7,800	7,987	3,209	**8,227**	240	3.00%
	(15% of Total Cost)							
216-270-802	AUDIT FEES	3,026	3,060	3,060	3,060	**3,060**	0	0.00%
216-270-803	LEGAL	0	0	4,000	0	**3,500**	(500)	-12.50%
Totals for Dept 270-LEGAL/PROFESSIONAL		10,826	10,860	15,047	6,269	**14,787**	(260)	-1.73%
Dept 301: OPERATING COSTS								
216-301-727	SUPPLIES	7,362	7,217	8,000	7,176	**8,000**	0	0.00%
216-301-741	UNIFORMS/GEAR & ALLOWANCE	1,501	2,029	4,000	3,411	**7,000**	3,000	75.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 216: FIRE/MEDICAL RESCUE FUND
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
216-301-807	MEMBERSHIP DUES	1,490	1,575	1,800	1,401	**1,500**	(300)	-16.67%
216-301-816	GROUNDS/CLEANG/JANITORL SERVIC	60	0	0	0	**0**	0	0.00%
216-301-818	CONTRACTUAL SERVICES	7,576	1,473	700	8,286	**2,000**	1,300	185.71%
216-301-820	DISPATCH SERVICES	10,637	9,809	11,000	8,821	**10,500**	(500)	-4.55%
216-301-850	**(Approximately $915/Mth)** COMMUNICATION	8,021	6,368	8,000	5,281	**7,000**	(1,000)	-12.50%
216-301-851	POSTAGE	19	19	50	38	**50**	0	0.00%
216-301-900	PRINTING & PUBLICATIONS	0	56	200	0	**150**	(50)	-25.00%
216-301-910	INSURANCE & BONDS	62,330	65,357	66,600	65,114	**55,000**	(11,600)	-17.42%
216-301-920	UTILITIES	8,042	10,470	9,000	15,426	**10,000**	1,000	11.11%
216-301-929	GRANT EXPENSE	0	0	0	0	**0**	0	0.00%
216-301-930	REPAIRS & MAINTENANCE	4,481	3,521	4,000	1,255	**4,000**	0	0.00%
216-301-932	RADIO REPAIR	2,512	2,200	2,000	630	**2,200**	200	10.00%
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	1,170	(940)	35,000	32,642	**0**	(35,000)	-100.00%
216-301-955	DDA	0	0	0	0	**0**	0	0.00%
216-301-959	TRIBUNALS AND DRAINS	3,192	971	0	0	**0**	0	0.00%
Totals for Dept 301-OPERATING COSTS		118,393	110,125	150,350	149,481	**107,400**	(42,950)	-28.57%
Dept 333: TRANSPORTATION								
216-333-860	FUEL & MILEAGE	11,425	12,258	11,000	9,486	**12,000**	1,000	9.09%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 216: FIRE/MEDICAL RESCUE FUND
2014-2015 FISCAL YEAR
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GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
216-333-930	REPAIRS & MAINTENANCE **(Repairs to Fire Trucks that continue to Age)**	25,572	25,376	16,000	14,429	**20,000**	4,000	25.00%
Totals for Dept 333-TRANSPORTATION		36,997	37,634	27,000	23,915	**32,000**	5,000	18.52%
Dept 900: CAPITAL OUTLAY								
216-900-970	EQUIPMENT	4,822	3,214	29,600	26,857	**6,000**	(23,600)	-79.73%
216-900-972	COMPUTER	0	586	800	586	**0**	(800)	-100.00%
Totals for Dept 900-CAPITAL OUTLAY		4,822	3,800	30,400	27,443	**6,000**	(24,400)	-80.26%
Dept 905: DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT **(1/3 of Total Pymt - Final Pymt in 2023)**	88,542	94,320	87,419	87,417	**85,222**	(2,197)	-2.51%
216-905-991	DEBT SERVICE - PRINCIPAL **(LaFrance Pumper Payment - Final Payment in 2015)**	37,977	39,819	41,751	41,751	**43,776**	2,025	4.85%
216-905-995	DEBT SERVICE - INTEREST	10,147	8,305	6,375	6,374	**4,350**	(2,025)	-31.76%
Totals for Dept 905-DEBT SERVICE		136,666	142,444	135,545	135,542	**133,348**	(2,197)	-1.62%
	TOTAL APPROPRIATIONS	636,632	640,939	707,828	636,211	**656,643**	(51,185)	-7.23%
	NET OF REVENUES/APPROPRIATIONS - FUND :	31,657	(6,321)	(48,055)	(43,576)	**509**	48,564	-101.06%
	BEGINNING FUND BALANCE	393,784	425,441	419,120	XXXXXXXXXXX	**371,065**		
	ENDING FUND BALANCE	425,441	419,120	371,065	XXXXXXXXXXX	**371,574**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
248-000-402	CURRENT PROPERTY TAX	0	0	0	0	**0**	0	0.00%
248-000-590	GRANT INCOME	0	0	0	0	**0**	0	0.00%
248-000-665	INTEREST INCOME	0	0	0	0	**0**	0	0.00%
248-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	20	**0**	0	0.00%
248-000-675	CONTRIBUTION-PRIVATE SOURCES	4,730	136	0	25,247	**0**	0	0.00%
Totals for Dept 000		4,730	136	0	25,267	**0**	0	0.00%
	TOTAL ESTIMATED REVENUES	4,730	136	0	25,267	**0**	0	0.00%
APPROPRIATIONS								
Dept 270: LEGAL/PROFESSIONAL								
248-270-722	CONTROLLER	0	0	0	0	**0**	0	0.00%
248-270-802	AUDIT FEES	0	0	0	0	**0**	0	0.00%
Totals for Dept 270-LEGAL/PROFESSIONAL		0	0	0	0	**0**	0	0.00%
Dept 301: OPERATING COSTS								
248-301-727	SUPPLIES	0	0	100	0	**0**	(100)	-100.00%
248-301-746	FARMERS MARKET	432	850	500	0	**0**	(500)	-100.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
248-301-800	OTHER PROFESSIONAL FEES	1,100	0	5,100	1,100	**20,000**	14,900	292.16%
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	0	0	1,200	1,200	**1,200**	0	0.00%
248-301-929	GRANT EXPENSE	8,000	0	0	0	**0**	0	0.00%
Totals for Dept 301-OPERATING COSTS		9,532	850	6,900	2,300	**21,200**	14,300	207.25%
Dept 449: ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	0	0	22,790	22,790	**20,000**	(2,790)	-12.24%
Totals for Dept 449-ROAD WORK		0	0	22,790	22,790	**20,000**	(2,790)	0.00%
Dept 900: CAPITAL OUTLAY								
248-900-925	STREETSCAPING **(Flowers for Mainstreet)**	14,894	1,500	1,500	0	**1,500**	0	0.00%
Totals for Dept 900-CAPITAL OUTLAY		14,894	1,500	1,500	0	**1,500**	0	0.00%
	TOTAL APPROPRIATIONS	24,426	2,350	31,190	25,090	**42,700**	11,510	36.90%
	NET OF REVENUES/APPROPRIATIONS - FUND :	(19,696)	(2,214)	(31,190)	177	**(42,700)**	(11,510)	36.90%
	BEGINNING FUND BALANCE	113,132	93,436	91,222	XXXXXXXXXXX	**60,032**		
	ENDING FUND BALANCE	93,436	91,222	60,032	XXXXXXXXXXX	**17,332**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
265-000-661	FORFEITURES	31,159	4,988	30,000	29,373	**50,000**	20,000	66.67%
265-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	0	**0**	0	0.00%
265-000-673	SALE OF FIXED ASSET	5,000	0	0	0	**0**	0	0.00%
265-000-687	CONTRIBUTIONS - D.A.R.E.	0	0	0	0	**0**	0	0.00%
Totals for Dept 000		36,159	4,988	30,000	29,373	**50,000**	20,000	66.67%
	TOTAL ESTIMATED REVENUES	36,159	4,988	30,000	29,373	**50,000**	20,000	66.67%
APPROPRIATIONS								
Dept 226: PERSONNEL								
265-226-957	TRAINING & DEVELOPMENT	0	350	500	275	**0**	(500)	-100.00%
Totals for Dept 226-PERSONNEL		0	350	500	275	**0**	(500)	-100.00%
Dept 301: OPERATING COSTS								
265-301-727	SUPPLIES	584	300	0	0	**1,000**	1,000	100.00%
265-301-899	FORFEITURE SHARING	0	2,723	2,000	14,086	**20,000**	18,000	900.00%
	(Amounts paid to other jurisdictions that aided in arrest)							
265-301-956	MISCELLANEOUS	108	110	100	133	**300**	200	200.00%
	(Bank Service Charges)							
Totals for Dept 301-OPERATING COSTS		692	3,133	2,100	14,219	**21,300**	19,200	914.29%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Dept 336: CONTRIBUTIONS								
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	15,000	7,500	0	0	**1,000**	1,000	100.00%
Totals for Dept 336-CONTRIBUTIONS		15,000	7,500	0	0	**1,000**	1,000	0.00%
Dept 900: CAPITAL OUTLAY								
265-900-970	EQUIPMENT **(Misc. Equipment)**	730	0	0	300	**4,000**	4,000	100.00%
Totals for Dept 900-CAPITAL OUTLAY		730	0	0	300	**4,000**	4,000	0.00%
	TOTAL APPROPRIATIONS	16,422	10,983	2,600	14,794	**26,300**	23,700	911.54%
	NET OF REVENUES/APPROPRIATIONS - FUND :	19,737	(5,995)	27,400	14,579	**23,700**	(3,700)	-13.50%
	BEGINNING FUND BALANCE	20,439	40,176	34,181	XXXXXXXXXXX	**61,581**		
	ENDING FUND BALANCE	40,176	34,181	61,581	XXXXXXXXXXX	**85,281**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
266-000-661	FORFEITURES	132,813	225,054	150,000	442,978	**100,000**	(50,000)	-33.33%
Totals for Dept 000		132,813	225,054	150,000	442,978	**100,000**	(50,000)	-33.33%
	TOTAL ESTIMATED REVENUES	132,813	225,054	150,000	442,978	**100,000**	(50,000)	-33.33%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
266-301-727	SUPPLIES	543	918	0	1,214	**10,000**	10,000	100.00%
266-301-956	MISCELLANEOUS	50	0	0	0	**5,000**	5,000	100.00%
Totals for Dept 301-OPERATING COSTS		593	918	0	1,214	**15,000**	15,000	0.00%
Dept 336: CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT **(To cover a portion of the PSB Bond Payment)**	0	35,000	35,000	0	**35,000**	0	0.00%
Totals for Dept 336-CONTRIBUTIONS		0	35,000	35,000	0	**35,000**	0	0.00%
Dept 900: CAPITAL OUTLAY								
266-900-970	EQUIPMENT **(Equipment for Vehicles)**	0	28,730	15,000	7,644	**160,000**	145,000	100.00%
266-900-974	VEHICLE **(3 Vehicles Fully Outfitted)**	24,790	63,863	75,000	85,313	**75,000**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Totals for Dept 900-CAPITAL OUTLAY		24,790	92,593	90,000	92,957	**235,000**	145,000	161.11%
	TOTAL APPROPRIATIONS	25,383	128,511	125,000	94,171	**285,000**	160,000	128.00%
	NET OF REVENUES/APPROPRIATIONS - FUND :	107,430	96,543	25,000	348,807	**(185,000)**	(210,000)	-840.00%
	BEGINNING FUND BALANCE	108	107,538	204,081	XXXXXXXXXXX	**229,081**		
	ENDING FUND BALANCE	107,538	204,081	229,081	XXXXXXXXXXX	**44,081**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 287: BUILDING DEPARTMENT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
287-000-481	SIGN PERMITS	223	0	0	831	**0**	0	0.00%
287-000-484	BUILDING PLAN REVIEW FEES	1,795	3,422	2,000	2,734	**2,650**	650	32.50%
287-000-485	BUILDING PERMIT FEES	28,069	31,760	22,000	30,094	**29,240**	7,240	32.91%
287-000-486	CONTRACTOR'S REGISTRATION	830	870	500	600	**675**	175	35.00%
287-000-488	TRADE PERMIT FEES	18,466	20,270	15,000	18,180	**19,950**	4,950	33.00%
287-000-665	INTEREST INCOME	0	0	0	0	**0**	0	0.00%
287-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	0	**0**	0	0.00%
Totals for Dept 000		49,383	56,322	39,500	52,439	**52,515**	13,015	32.95%
	TOTAL ESTIMATED REVENUES	49,383	56,322	39,500	52,439	**52,515**	13,015	32.95%
APPROPRIATIONS								
Dept 226: PERSONNEL								
287-226-720	BANKED PTO	2,017	(150)	0	0	**0**	0	0.00%
287-226-927	ALLOCATE TO DEPARTMENTS	5,461	6,354	6,905	3,034	**19,561**	12,656	183.29%
	(12.5% of Total Treasurer Costs - $7,569; plus 25% of Deputy Asst. - $6,691 plus 5% of Twp Mgr - $5,301)							
Totals for Dept 226-PERSONNEL		7,478	6,204	6,905	3,034	**19,561**	12,656	183.29%
Dept 261: GOVERNMENT SHARED SERVICES								
287-261-725	INSPECTOR EXPENSES	13,240	19,271	15,000	15,594	**15,000**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 287: BUILDING DEPARTMENT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	(Pittsfield Twp. - Kurt Weiland)							
Totals for Dept 261-GOVERNMENT SHARED SERVICES		13,240	19,271	15,000	15,594	**15,000**	0	0.00%
Dept 270: LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	1,560	1,560	1,597	641	**1,646**	49	3.07%
	(3% of Total Cost)							
287-270-802	AUDIT FEES	890	900	900	900	**900**	0	0.00%
	(Per Signed Agreement)							
Totals for Dept 270-LEGAL/PROFESSIONAL		2,450	2,460	2,497	1,541	**2,546**	49	1.96%
Dept 301: OPERATING COSTS								
287-301-725	INSPECTOR EXPENSES	11,451	11,045	12,500	9,980	**12,500**	0	0.00%
	(Electrical & Plumbing)							
287-301-727	SUPPLIES	126	0	100	0	**100**	0	0.00%
287-301-850	COMMUNICATION	261	260	300	492	**300**	0	0.00%
	(Bldg Phone @ $25/Mth)							
287-301-910	INSURANCE & BONDS	700	687	600	600	**600**	0	0.00%
287-301-927	ALLOCATE TO DEPARTMENTS	0	0	0	0	**1,000**	1,000	100.00%
	(2.5% of H&G Exp + .625% of PSB Maint & Ops)							
287-301-930	REPAIRS & MAINTENANCE	600	610	625	0	**625**	0	0.00%
	(BS&A Annual Service Fee)							
Totals for Dept 301-OPERATING COSTS		13,138	12,602	14,125	11,072	**15,125**	1,000	7.08%
	TOTAL APPROPRIATIONS	36,306	40,537	38,527	31,241	**52,232**	13,705	35.57%
	NET OF REVENUES/APPROPRIATIONS - FUND 2	13,077	15,785	973	21,198	**283**	(690)	-70.91%
	BEGINNING FUND BALANCE	10,561	23,638	39,423	XXXXXXXXXXX	**40,396**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	ENDING FUND BALANCE	23,638	39,423	40,396	XXXXXXXXXXX	**40,679**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 369: BUILDING AUTHORITY DEBT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
369-000-668	BOND PROCEEDS	0	2,473,799	0	0	**0**	0	0.00%
369-000-685	FUNDS XFER FOR 2.93 BOND PMT	265,625	282,961	262,257	262,252	**255,666**	(6,591)	-2.51%
Totals for Dept 000		265,625	2,756,760	262,257	262,252	**255,666**	(6,591)	-2.51%
	TOTAL ESTIMATED REVENUES	265,625	2,756,760	262,257	262,252	**255,666**	(6,591)	-2.51%
APPROPRIATIONS								
Dept 905: DEBT SERVICE								
369-905-906	BOND ISSUANCE COST	0	33,799	0	0	**0**	0	0.00%
369-905-939	BOND PAYOFF	0	2,440,000	0	0	**0**	0	0.00%
369-905-942	2.93 M BOND BLDG AUTH	125,000	188,279	179,472	179,470	**206,856**	27,384	15.26%
369-905-943	500K CAPITAL IMP	20,000	0	29,073	29,072	**0**	(29,073)	-100.00%
369-905-954	AGENT FEES	600	0	0	0	**0**	0	0.00%
369-905-987	INTEREST 2.93 M BOND	103,350	38,918	46,224	46,222	**48,810**	2,586	5.59%
369-905-992	INTEREST 500K BOND	16,675	55,764	7,488	7,488	**0**	(7,488)	-100.00%
Totals for Dept 905-DEBT SERVICE		265,625	2,756,760	262,257	262,252	**255,666**	(6,591)	-2.51%
	TOTAL APPROPRIATIONS	265,625	2,756,760	262,257	262,252	**255,666**	(6,591)	-2.51%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 369: BUILDING AUTHORITY DEBT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	NET OF REVENUES/APPROPRIATIONS - FUND	0	0	0	0	**0**	0	0.00%
	BEGINNING FUND BALANCE	0	0	0	XXXXXXXXXXX	**0**		
	ENDING FUND BALANCE	0	0	0	XXXXXXXXXXX	**0**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
370-000-402	CURRENT PROPERTY TAX	314,493	295,734	286,700	257,572	**281,178**	(5,522)	-1.93%
370-000-425	MTT PROPERTY TAX ADJUSTMENTS	45	0	0	0	**0**	0	0.00%
370-000-445	PENALTY & INTEREST ON TAXES	45	229	0	122	**0**	0	0.00%
370-000-588	CONTRIBUTION OTHER FUND(S)	131,297	128,835	163,600	59,189	**149,800**	(13,800)	-8.44%
370-000-615	INSURANCE PROCEEDS	0	25,000	0	0	**0**	0	0.00%
370-000-665	INTEREST INCOME	0	0	0	0	**0**	0	0.00%
370-000-668	BOND PROCEEDS	0	2,415,000	0	0	**0**	0	0.00%
370-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	26	**0**	0	0.00%
Totals for Dept 000		445,880	2,864,798	450,300	316,909	**430,978**	(19,322)	-4.29%
	TOTAL ESTIMATED REVENUES	445,880	2,864,798	450,300	316,909	**430,978**	(19,322)	-4.29%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
370-301-727	SUPPLIES	472	983	1,200	767	**1,200**	0	0.00%
370-301-803	LEGAL	400	0	200	0	**200**	0	0.00%
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	9,145	10,335	10,500	8,873	**10,500**	0	0.00%
	(Lawn Maintenance, Flagpole & Watertank Landscaping - $2,000, Snow Plowing & Salting - $8,500)							
370-301-818	CONTRACTUAL SERVICES	4,966	8,139	11,500	9,303	**11,500**	0	0.00%
	(Alarm Monitoring & Inspection - $1,200; Elevator Inspection - $3,725; Generator Inspection - $475; Sprinkler System Inspection - $1,300; Webb Maint Agree - $4,800)							
370-301-850	COMMUNICATION	3,163	3,437	3,500	3,276	**4,200**	700	20.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 370: PSB FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	(Internet @ $507/Mth; AT&T Long Distance @ $200/Mth)							
370-301-910	INSURANCE & BONDS	8,817	7,051	7,200	7,156	**7,200**	0	0.00%
370-301-920	UTILITIES	89,935	86,919	92,500	70,512	**85,000**	(7,500)	-8.11%
370-301-930	REPAIRS & MAINTENANCE	20,537	37,146	20,000	16,749	**30,000**	10,000	50.00%
	(Pest Cont. @ $100/Qtr; Wind. Cleaning @ $10/Cleaning Twice/Mth; Webb Heating & A/C Repairs - $8,300; Trash Pickup @ $66/Qtr; Fire Ext Inspect - $280; Other - $20,516)							
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	2,265	83	16,000	15,074	**0**	(16,000)	-100.00%
370-301-959	TRIBUNALS AND DRAINS	1,420	0	1,000	0	**0**	(1,000)	-100.00%
Totals for Dept 301-OPERATING COSTS		141,120	154,093	163,600	131,710	**149,800**	(13,800)	-8.44%
Dept 905: DEBT SERVICE								
370-905-906	BOND ISSUANCE COST	0	40,000	0	0	**0**	0	0.00%
370-905-939	BOND PAYOFF	0	2,375,000	0	0	**0**	0	0.00%
370-905-945	2.415 M PSB BOND	200,000	215,000	235,000	235,000	**235,000**	0	0.00%
	(Final Payment April, 2022)							
370-905-954	AGENT FEES	300	0	0	0	**0**	0	0.00%
370-905-994	INTEREST 2.415 BOND PSB	103,200	85,535	51,700	51,700	**46,178**	(5,522)	-10.68%
	(Final Payment April, 2022)							
Totals for Dept 905-DEBT SERVICE		303,500	2,715,535	286,700	286,700	**281,178**	(5,522)	-1.93%
	TOTAL APPROPRIATIONS	444,620	2,869,628	450,300	418,410	**430,978**	(19,322)	-4.29%
	NET OF REVENUES/APPROPRIATIONS - FUND	1,260	(4,830)	0	(101,501)	**0**	0	0.00%
	BEGINNING FUND BALANCE	60,324	61,584	56,754	XXXXXXXXXXX	**56,754**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	ENDING FUND BALANCE	61,584	56,754	56,754	XXXXXXXXXXX	**56,754**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
571-000-500	TAP-IN FEES	28,400	7,100	0	3,550	**0**	0	0.00%
571-000-651	USAGE FEES	1,119,951	1,180,694	1,166,000	959,756	**1,359,000**	193,000	16.55%
571-000-665	INTEREST INCOME	44,124	11,768	8,000	1,062	**1,000**	(7,000)	-87.50%
571-000-671	REIMBURSEMENT/OTHER INCOME	2,680	4,621	2,000	1,710	**2,000**	0	0.00%
	(DTE Bill Refund From Whitmore Lake Condo's)							
571-000-672	SAD INTEREST	100	94	82	0	**73**	(9)	-10.98%
571-000-673	SALE OF FIXED ASSET	0	0	0	5,000	**0**	0	0.00%
571-000-690	UNREALIZED GAIN/LOSS	0	(34,853)	0	(44,619)	**0**	0	0.00%
Totals for Dept 000		1,195,255	1,169,424	1,176,082	926,459	**1,362,073**	185,991	15.81%
	TOTAL ESTIMATED REVENUES	1,195,255	1,169,424	1,176,082	926,459	**1,362,073**	185,991	15.81%
APPROPRIATIONS								
Dept 226: PERSONNEL								
571-226-701	SALARIES	72,632	58,500	60,548	53,483	**65,500**	4,952	8.18%
	(Includes a $4,952 Wage Increase)							
571-226-702	SALARIES	212,161	190,779	179,160	164,883	**184,403**	5,243	2.93%
	(Includes a 3% Increase for 3 Employees and a 3.5% Increase for 1 Employee)							
571-226-711	SALARIES-OVERTIME	0	16,718	20,000	3,431	**10,000**	(10,000)	-50.00%
571-226-715	SOCIAL SECURITY	21,787	20,349	19,868	16,967	**19,885**	17	0.09%
	($259,903 x 7.65%)							
571-226-716	HOSPITALIZATION	66,965	64,620	74,682	69,466	**86,100**	11,418	15.29%
	(Medical CAPS plus Dental & Vision)							

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
571-226-717	LIFE/DISB. INSURANCE	3,677	3,352	3,487	3,233	**3,487**	0	0.00%
571-226-718	PENSION	24,350	22,446	22,876	20,247	**24,045**	1,169	5.11%
	(10% of Base pay)							
571-226-720	BANKED PTO	(10,878)	(4,422)	0	0	**0**	0	0.00%
571-226-730	MEDICAL TESTING	0	0	0	0	**0**	0	0.00%
571-226-731	WORKERS COMP INSURANCE	2,429	3,540	2,800	0	**2,915**	115	4.11%
571-226-732	HOSPITALIZATION - DEDUCTIBLES	1,285	0	0	0	**0**	0	0.00%
571-226-733	OPEB EXPENSE	0	0	0	0	**0**	0	0.00%
571-226-957	TRAINING & DEVELOPMENT	2,479	520	2,000	1,395	**3,500**	1,500	75.00%
Totals for Dept 226-PERSONNEL		396,887	376,402	385,421	333,105	**399,835**	14,414	3.74%
Dept 270: LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	13,000	13,000	13,312	5,348	**13,713**	401	3.01%
	(25% of Total Cost)							
571-270-802	AUDIT FEES	6,408	6,480	6,480	6,480	**6,480**	0	0.00%
	(Allocation of Audit Fees per Contract)							
571-270-803	LEGAL	1,058	0	500	0	**500**	0	0.00%
	($400 Bendzinski Annual Filing; Other - $100)							
571-270-806	ENGINEER	3,760	4,500	10,000	13,824	**30,000**	20,000	200.00%
	(Asset Management Planning)							
Totals for Dept 270-LEGAL/PROFESSIONAL		24,226	23,980	30,292	25,652	**50,693**	20,401	67.35%
Dept 301: OPERATING COSTS								
571-301-727	SUPPLIES	1,457	865	1,200	1,002	**1,200**	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
571-301-740	OPERATING SUPPLIES	47,130	54,848	49,066	28,699	**50,000**	934	1.90%
571-301-741	UNIFORMS/GEAR & ALLOWANCE	610	442	1,500	615	**2,500**	1,000	66.67%
571-301-807	MEMBERSHIP DUES	2,107	144	2,000	765	**1,000**	(1,000)	-50.00%
	(Miss Dig - $1,000; MRWA - $600; Stormwater Ind. Cert - $100; American Waterworks - $165; Add'l for Price Increases - $135)							
571-301-817	LAB & TESTING	2,372	2,825	4,000	1,319	**5,000**	1,000	25.00%
571-301-819	COLLECTION SYS ANNUAL MAINT	51,799	52,672	55,000	36,664	**55,000**	0	0.00%
	($35,000 Sludge Hauling; $20,000 Collection System)							
571-301-825	SEWER ADMINISTRATION FEES	35,000	35,000	35,000	0	**35,000**	0	0.00%
571-301-850	COMMUNICATION	5,220	5,030	5,000	6,144	**6,000**	1,000	20.00%
571-301-851	POSTAGE	4,332	2,598	5,000	1,855	**5,000**	0	0.00%
571-301-900	PRINTING & PUBLICATIONS	190	70	500	24	**200**	(300)	-60.00%
571-301-910	INSURANCE & BONDS	23,184	19,839	20,300	20,166	**20,300**	0	0.00%
571-301-920	UTILITIES	111,702	112,145	113,000	92,642	**100,000**	(13,000)	-11.50%
571-301-930	REPAIRS & MAINTENANCE	103,500	79,676	116,530	34,237	**110,000**	(6,530)	-5.60%
571-301-940	RENTAL EQUIPMENT	866	828	1,000	694	**500**	(500)	-50.00%
571-301-941	UNIFORMS - RENTALS	3,762	3,393	3,700	2,889	**0**	(3,700)	-100.00%
571-301-950	LAND LEASING	0	258	258	0	**258**	0	0.00%
	(Dept of Transportation - 12' Sewer line in ROW S. of Hamburg 11/1/14 - 10/31/15)							
571-301-968	DEPRECIATION EXPENSE	230,707	229,864	240,215	0	**244,578**	4,363	1.82%
	(Std Depre from Schedule plus $5,500 Extra for Capital Purchase Below)							
Totals for Dept 301-OPERATING COSTS		623,938	600,497	653,269	227,715	**636,536**	(16,733)	-2.56%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
Dept 333: TRANSPORTATION								
571-333-860	FUEL & MILEAGE	2,635	5,854	6,000	4,219	**4,000**	(2,000)	-33.33%
571-333-930	REPAIRS & MAINTENANCE	3,207	1,057	2,500	1,879	**2,000**	(500)	-20.00%
Totals for Dept 333-TRANSPORTATION		5,842	6,911	8,500	6,098	**6,000**	(2,500)	-29.41%
Dept 528: O & M - BOND & INTEREST								
571-528-954	AGENT FEES	584	638	700	657	**700**	0	0.00%
571-528-989	INTEREST 1992 BOND **(Final Payment in 2022)**	19,539	18,139	16,740	16,739	**15,340**	(1,400)	-8.36%
571-528-995	DEBT SERVICE - INTEREST **(61% of Total - Final Payment in 2017)**	78,553	65,460	52,630	52,628	**38,630**	(14,000)	-26.60%
Totals for Dept 528-O & M - BOND & INTEREST		98,676	84,237	70,070	70,024	**54,670**	(15,400)	-21.98%
Dept 900: CAPITAL OUTLAY								
571-900-970	EQUIPMENT **(8 Mile Pump - $30,000; Chlorine Feed Pumps - $25,000)**	0	0	155,804	157,602	**55,000**	(100,804)	-64.70%
571-900-972	COMPUTER **(System Computer & Software - $14,500; GIS Software - $2,500)**	0	0	0	0	**17,000**	17,000	100.00%
Totals for Dept 900-CAPITAL OUTLAY		0	0	155,804	157,602	**72,000**	(83,804)	-53.79%
	TOTAL APPROPRIATIONS	1,149,569	1,092,027	1,303,356	820,196	**1,219,734**	(83,622)	-6.42%
	NET OF REVENUES/APPROPRIATIONS - FUND	45,686	77,397	(127,274)	106,263	**142,339**	269,613	-211.84%
	BEGINNING FUND BALANCE	5,791,684	5,837,370	5,914,767	XXXXXXXXXXX	**5,787,493**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	ENDING FUND BALANCE	5,837,370	5,914,767	5,787,493	XXXXXXXXXXX	**5,929,832**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 815: SEVEN MILE SEWER FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
815-000-665	INTEREST INCOME	5,540	1,462	1,000	135	**150**	(850)	-85.00%
815-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	2	**0**	0	0.00%
815-000-672	SAD INTEREST	16,569	14,248	12,952	120	**10,220**	(2,732)	-21.09%
815-000-690	UNREALIZED GAIN/LOSS	0	(4,429)	0	(5,670)	**0**	0	0.00%
Totals for Dept 000		22,109	11,281	13,952	(5,413)	**10,370**	(3,582)	-25.67%
	TOTAL ESTIMATED REVENUES	22,109	11,281	13,952	(5,413)	**10,370**	(3,582)	-25.67%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519	17,519	17,519	0	**17,519**	0	0.00%
Totals for Dept 301-OPERATING COSTS		17,519	17,519	17,519	0	**17,519**	0	0.00%
Dept 905: DEBT SERVICE								
815-905-906	BOND ISSUANCE COST	0	6,201	0	0	**0**	0	0.00%
815-905-954	AGENT FEES	350	0	0	0	**0**	0	0.00%
815-905-995	DEBT SERVICE - INTEREST	19,438	14,944	9,905	9,905	**9,002**	(903)	-9.12%
Totals for Dept 905-DEBT SERVICE		19,788	21,145	9,905	9,905	**9,002**	(903)	-9.12%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 815: SEVEN MILE SEWER FUND

2014-2015 FISCAL YEAR

AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	TOTAL APPROPRIATIONS	37,307	38,664	27,424	9,905	**26,521**	(903)	-3.29%
	NET OF REVENUES/APPROPRIATIONS - FUND	(15,198)	(27,383)	(13,472)	(15,318)	**(16,151)**	(2,679)	19.89%
	BEGINNING FUND BALANCE	675,410	660,212	632,829	XXXXXXXXXXX	**619,357**		
	ENDING FUND BALANCE	660,212	632,829	619,357	XXXXXXXXXXX	**603,206**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 883: DIST #3 HORSESHOE LAKE FUND
2014-2015 FISCAL YEAR
AS OF 05/15/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
883-000-665	INTEREST INCOME	44,080	11,632	8,000	1,074	**1,000**	(7,000)	-87.50%
883-000-690	UNREALIZED GAIN/LOSS	0	(35,238)	0	(45,112)	**0**	0	#DIV/0!
Totals for Dept 000		44,080	(23,606)	8,000	(44,038)	**1,000**	(7,000)	-87.50%
	TOTAL ESTIMATED REVENUES	44,080	(23,606)	8,000	(44,038)	**1,000**	(7,000)	-87.50%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
883-301-920	UTILITIES	637	969	1,200	597	**0**	(1,200)	-100.00%
883-301-930	REPAIRS & MAINTENANCE	961	1,521	15,000	5,393	**90,000**	75,000	500.00%
883-301-956	MISCELLANEOUS	0	0	100	0	**0**	(100)	-100.00%
883-301-968	DEPRECIATION EXPENSE	6,246	6,246	4,464	0	**0**	(4,464)	-100.00%
Totals for Dept 301-OPERATING COSTS		7,844	8,736	20,764	5,990	**90,000**	69,236	333.44%
	TOTAL APPROPRIATIONS	7,844	8,736	20,764	5,990	**90,000**	69,236	333.44%
	NET OF REVENUES/APPROPRIATIONS - FUND	36,236	(32,342)	(12,764)	(50,028)	**(89,000)**	(76,236)	597.27%
	BEGINNING FUND BALANCE	741,101	777,337	744,995	XXXXXXXXXXX	**732,231**		
	ENDING FUND BALANCE	777,337	744,995	732,231	XXXXXXXXXXX	**643,231**		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 890: N.T. SEWER DISTRICT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
890-000-665	INTEREST INCOME	27,219	7,342	5,000	663	**750**	(4,250)	-85.00%
890-000-672	SAD INTEREST	83,281	68,880	59,040	0	**49,200**	(9,840)	-16.67%
890-000-690	UNREALIZED GAIN/LOSS	0	(21,759)	0	(27,856)	**0**	0	0.00%
Totals for Dept 000		110,500	54,463	64,040	(27,193)	**49,950**	(14,090)	-22.00%
	TOTAL ESTIMATED REVENUES	110,500	54,463	64,040	(27,193)	**49,950**	(14,090)	-22.00%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
890-301-803	LEGAL	400	0	200	0	**200**	0	0.00%
890-301-968	DEPRECIATION EXPENSE	76,796	76,796	76,142	0	**74,187**	(1,955)	-2.57%
Totals for Dept 301-OPERATING COSTS		77,196	76,796	76,342	0	**74,387**	(1,955)	-2.56%
Dept 905: DEBT SERVICE								
890-905-954	AGENT FEES	374	407	450	421	**450**	0	0.00%
890-905-998	INTEREST NT BOND	50,222	41,852	33,650	33,647	**24,700**	(8,950)	-26.60%
Totals for Dept 905-DEBT SERVICE		50,596	42,259	34,100	34,068	**25,150**	(8,950)	-26.25%
	TOTAL APPROPRIATIONS	127,792	119,055	110,442	34,068	**99,537**	(10,905)	-9.87%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 890: N.T. SEWER DISTRICT FUND
2014-2015 FISCAL YEAR
AS OF 05/14/14

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 AMENDED BUDGET	2013-14 ACTIVITY THRU 05/14/14	**2014-15 REQUESTED BUDGET**	INC/(DEC) FROM 2013-14 AMENDED AMT	PCT
	NET OF REVENUES/APPROPRIATIONS - FUND	(17,292)	(64,592)	(46,402)	(61,261)	**(49,587)**	(3,185)	6.86%
	BEGINNING FUND BALANCE	3,182,908	3,165,616	3,101,024	XXXXXXXXXXX	**3,054,622**		
	ENDING FUND BALANCE	3,165,616	3,101,024	3,054,622	XXXXXXXXXXX	**3,005,035**		

WCA ASSESSING

June 9, 2014

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

Dear Howard,

Thanks again for the opportunity to discuss how WCA Assessing may be of assistance to your community. The attached proposal frames out the scenario we believe would be the most effective and cost effective for your needs as we discussed. Our plan would entail providing services for the more technical aspects of the Assessor's office, while the Township would retain primarily the clerical duties and daily counter traffic.

Under this plan, we would propose a savings by having a supervisory appraiser on-site two days a week, in addition with office hours of the certifying assessor weekly. This arrangement allows for the affective completion of the duties and tasks of the Assessor's office in the most cost efficient manner.

WCA Assessing has been providing similar solutions to local governments for over thirty years and has the requisite experience and knowledge to provide cost savings and retain an excellent level of representation to the Township's residents and departments. We have numerous clients currently utilizing similar processes.

Please don't hesitate to contact myself or Doug Shaw regarding any questions you may have regarding this proposal. Of course if you would like us to provide you with a sample contract we would be happy to provide that as well.

Sincerely,

Aaron Powers,
Managing Director

PROPOSAL FOR PROFESSIONAL SERVICES

Client: Northfield Township
8350 Main St. Ste A
Whitmore Lake, MI 48189

Date: 6/9/2014

Scope of Work:

WCA Assessing would provide for the assessing functions for Northfield Township over the course of a three (3) year period. This would include the supervision and preparation of the yearly assessment roll for all real and personal property, maintenance of Northfield Township's assessment database, representation of Northfield Township from all claims arising before the small claims division of the Michigan Tax Tribunal, and all other typical assessing functions.

Assumptions and limiting conditions:

- All worked performed under the above scope of work would be completed by employees of WCA Assessing.
- Work performed under the above scope of work would be mutually agreed upon by both parties and defined by contract.
- WCA Assessing, while providing services for Northfield Township would carry comprehensive general liability insurance, workman's compensation insurance, and professional liability and errors and omissions insurance to an agreed upon specification to indemnify Northfield Township.
- WCA shall acknowledge receipt of and adhere by any ethics, computer usage, or other such policies as required by Northfield Township.

WCA ASSESSING

- Supervision and preparation of the assessment roll will be in accordance with State Tax Commission policies and procedures.
- Clerical duties relative to processing PRE exemptions, Property Transfer affidavit's and general inquiries would be handled daily by Township staff.

Fees:

Fees for yearly annual maintenance and preparation of the assessment roll:

July 2014 -	June 2015	$61,500
July 2015 -	June 2016	Previous yr + CPI*
July 2016 -	June 2017	Previous yr + CPI*

(CPI as annually determined by the Michigan State Tax Commission for use in determining taxable value)

Upon review, if you would like a proposed contract to review, or have any questions regarding any of the assumptions and limiting conditions, scope of work, or detail of work to be preformed, please do not hesitate to contact Doug Shaw or Aaron Powers.

Assessment Administration Services, L.L.C.

June 10, 2014

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

RE: Proposal for Assessor Services

Dear Mr. Fink:

Per our conversation I have put together a proposal for Assessor Services for a 4 month period. We normally enter into contract for services for a minimum of one year. Since this is a limited time period, the cost for the contract is more per month than it would have been yearly. This is due to having to direct some of our current resources away from existing contracts for a limited time period.

For the contractual sum of $5,000 per month, Assessment Administration Services, L.L.C. agrees to:

- A certified assessor available one day per week on sight or through remote access except for holidays and vacations.
- Perform all field work and related duties as needed (permits, field checks etc.) within the specified contractual time frame.
- Process all splits and combinations in the Township within the specified contractual time frame.
- Supervise and review July Board of Review changes.
- Counsel regarding all Michigan Tax Tribunal cases including the preparation of valuation disclosures and testify if necessary within the contractual time frame.
- Review and sign all necessary reports within the contractual time frame.
- Any as needed consultations within the contractual time frame.

Additionally, Assessment Administration Services agrees to comply with the State Tax Commission rules, regulations, requirements and guidelines and any other duties necessary to supervise and prepare the assessment roll as required by the State Tax Commission.

This proposal also takes into consideration that one part-time employee will be in the Assessing Department employed by Northfield Township to perform and upkeep the day to day processing of paperwork such as, but not limited to, Principle Residence Exemptions, Property Transfers, deeds, filing, etc.

I have attached a list of our client communities. If you have any questions regarding this proposal, please do not hesitate to contact me.

Sincerely,

Lisa Griffin, MAAO, PPE
President
Assessment Administration Services, L.L.C.
53248 Wolf Drive • Shelby Township, MI 48316 • Phone: 586-615-6614 • lisacgriffin@yahoo.com

List of Client Community References, Contact Information and Services Provided

Bruce Township: **2009-Present**

Contact: **Richard Cory, Supervisor**
(586) 752-4585

Services: Assessor of Record
Reappraisal
Administered 14 Point Review Compliance

Charter Township of Shelby: **2009-2012**

Contact: **Richard Stathakis, Supervisor**
(586) 731-5100

Services: Assessor of Record
Field Inspection
Consultation
Administered 14 Point Review Compliance

City of St. Clair Shores: **2011**

Contact: **Mike Smith, Human Resource Director**
(586) 447-3311

Services: Apex Sketch

City of Westland: **2012**

Contact: **James Elrod, Former Assessor**
(734) 812-7157

Services: Assessing Staff

Kimball Township: **2012**

Contact: **Peggy Chambers, Assessor**
(586) 242-0619

Services: Reappraisal

Lenox Township: **2012-Present**

Contact: **Ron Trombly, Supervisor**
(586) 727-2085 x 117 or 118

Services: Assessor of Record
Assessing Staff
Field Inspection

Richmond Township: **2012-Present**

Contact: **Cindi Greenia, Supervisor**
(586) 405-5192

Services: Assessor of Record
Assessing Staff

Greenwood Township: **2012-Present**

Contact: **Terry Gill, Supervisor**
(810) 387-4206

Services: Assessor of Record
Assessing Staff
Reappraisal
Administered 14 Point Review Compliance

City of Center Line: **2013-Present**

Contact: **John Michrina, City Manager**
(586) 757-6800

Services: Assessor of Record
Apex Sketch Project
Assessing Staff

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

Timothy Greene
Lieutenant
Police Operations

To: Northfield Township Board of Trustees

From: LT Tim Greene / Police Operations

Date: June 9, 2014

RE: Request to Hire Part-Time Police Officer Michael Buxton

It is the intent of the Northfield Township Police Department to hire one additional part-time Police Officer as of July 5, 2014, pending Township Board approval.

Police Officer candidate, Michael Buxton, applied, tested, and interviewed with our department within the last few months. Buxton has a substantial background in the Criminal Justice Field, having served 10 years as a Corrections Officer with Monroe County Sheriff's Department. From there, he moved to Kansas for approximately three years, where he successfully completed a Police Academy and worked for the Liberal City Police Department. He has relocated back to Michigan to be closer to his family and is currently working full-time for Guardian Guard Services as a Field Operation Supervisor. He comes highly recommended by previous co-workers and employers. We feel that his experience and education will be a valuable asset to our department.

We respectfully request that the Township Board approve our request to hire Michael Buxton as part-time Police Officer, effective July 5, 2014. This will be contingent upon successful completion of standard medical, drug and psychological testing

Sincerely,

LT. Tim Greene

CARLISLE | WORTMAN associates, inc.
605 S. Main Street, Ste. 1
Ann Arbor, MI 48104
(734) 662-2200
(734) 662-1935 Fax

MEMORANDUM

TO: Howard Fink, Northfield Township Manager

FROM: Douglas J. Lewan, Community Planner

DATE: June 4, 2014

RE: Ordinance Amendments for Publication

As we have discussed please find a description of a number of ordinance changes that the Planning Commission has been working on for some time. It is my understanding that some of these revisions have already been reviewed and approved by the Board of Trustees, but due to publication problems have to be re-approved by the Board.

The following is a listing of each change. I have also attached the full language for your review and the review of the Township Board.

Previously reviewed and approved by both the Planning Commission and the Township Board (Ordered by Section number)

Section 2.03 Definitions – Provides new definition of farm.

Section 3.19 Water and Sewage Facilities – Allows Privately Owned Community Systems. This also includes associated definitions found in Article 2.03.

Section 10.01.D Accessory Uses and Buildings – Revises location of accessory structures.

Article 12 AR District – Provides revisions to the Agricultural District provide current language.

Article 13 AR-2 District – Deletion of this section.

Article 20 LR Low Density Residential – Revisions to this district provide current language.

Article 60.34 Food Cart Vending – Allow for these small businesses in the Township. Also associated definitions for Food Cart (Section 2.03).

Article 62 Sign Regulations – Full review and revision of this section to address issues with current ordinance.

Section 65.05 Repairs and Maintenance – To address nonconforming structure repairs.

Previously reviewed and approved by only the Planning Commission. Not reviewed by Board (Ordered by Section number)

Article 11 RC Recreation – Revisions to section and provide current language.

Article 21 SR-1 Single-Family Residential provide revisions and add current language.

Article 22 SR-2 Single-Family Residential provide revisions and add current language.

Article 25 MR – Multi-Family Residential provide revisions and add current language.

Section 60.34 Day Care Facilities – Revise to current state standards.

Section 60.35 Adult Foster Care Facilities – Revise to current state standards with multiple definition amendments to Section 2.03.

Article 63 Conditional Use Standards – Remove signage requirements.

Article 68 Amendments – Remove signage requirements.

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

Copy: file.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 6/6/2014

Re: Re-Affirming Zoning Ordinances for publication

Dear Township Board,

The following nine (9) Ordinances were adopted previously by both the Planning Commission and the Board of Trustees. Due to advertising requirements and our upcoming codification, we need to re-affirm these ordinances so they can be published within the 30 day timeframe afforded by law, and can go into effect.

Respectfully Submitted,

Howard Fink

Make the following changes to Article 2.0 Definitions

~~*Farm*: All of the contiguous neighboring or associated land operated as a single unit which is cultivated for agricultural production by the owner-operator, manager, or tenant farmer, by his/her own labor or with the assistance of members of his/her household or hired employees; also including establishments operated as bona fide greenhouses, nurseries, orchards, chicken hatcheries, poultry farms, and apiaries. For the purposes of this Ordinance, farms shall not include establishments for keeping or raising, commercial dog kennels, piggeries, or stockyards, unless such establishments are combined with other bona fide farm operations listed above which are located on the same continuous tract of land.~~

~~A farm which is operated as a business for purposes of agricultural production is distinguished from a collection of farm buildings and animals that is operated for educational, demonstration, or recreational purposes. Such quasi-farm operations may be known as "petting zoos" or "model farm" or "interpretative farm."~~

~~*Farm Buildings*: Any building or structure other than a dwelling, which is constructed, maintained, and used on a farm, and which is essential and customarily used for the agricultural operations carried on that type of farm.~~

~~*Feed Lot*: Include any of the following facilities:~~

1. ~~Any tract of land or structure wherein any type of fowl or the by-products thereof are raised for sale at wholesale or retail;~~
2. ~~Any structure, pen, or corral wherein cattle, horses, sheep, goats, or swine are maintained in close quarters for the purpose of fattening such livestock for final shipment to market.~~

Farm means as defined in the Michigan right to farm act, Public Act no. 93 of 1981 (MCL286.471 et seq.).

Farm animals mean as defined under the term "farm product" in the Michigan right to farm act, public Act No. 93 of 1981 (MCL286.471 et seq.).

Farm buildings means any building or structure, other than a dwelling, used on a farm in a farm operation.

Farm product means as defined in the Michigan right ot farm act, Public Act no. 93 of 1981 (MCL286.471 et seq.).

[Amend Sec. 2.03 Definitions by adding the following definition]:

PRIVATELY-OWNED COMMUNITY SEWAGE SYSTEM (POCSS) – A facility which is owned by a non-governmental entity and is designed, constructed, operated, and maintained to transport, collect, process, and treat sanitary sewage from more than one dwelling unit or structure. The system shall include any individual septic tanks, pumps, lines, and appurtenances serving each dwelling unit or structure in addition to facilities, sewers, and appurtenances that serve more than one dwelling unit or structure.

[Amend Sec. 3.19 Water and Sewage Facilities as follows]:

Every principal building shall be connected to a water supply well and a sewage disposal system approved by the Washtenaw County Health Department (WCHD), Michigan Department of Natural Resources and Environment (MDNRE), or the Northfield Township sanitary sewer system, where available. The ~~Health Department's~~ approval of the WCHD, MDNRE, or Township shall be obtained before a building permit or a certificate of occupancy, whichever is applicable, may be issued.

POCSS may be permitted in areas of the Township that are not served by the central waste water treatment system, subject to the approval of the Northfield Township Board of Trustees and the State of Michigan and/or Washtenaw County as noted below.

Privately-Owned Community Sewage System (POCSS) shall be regulated by the following County and State standards:

A. Washtenaw County Regulation for Privately-Owned Community Sewage Systems.

B. Michigan Department of Natural Resources and Environment (MDNRE) Privately Owned, Publicly Used Sewage Systems Permit Approval.

Privately owned or operated community water supply systems shall be prohibited in any part of Northfield Township.

POCSS shall require a conditional use permit from the Township Board in accordance with the procedures and standards set forth in Section 63.0 Conditional Uses. POCSS shall be strictly prohibited in areas of the Township served by public sanitary sewers unless it is determined, in the sole discretion of the Township Board, the proposed project to be served by the system provides a recognizable and material benefit to the community and/or provides long-term protection of natural resources and environmental features.
In addition to the requirements established by the Township, the State of Michigan and/or Washtenaw County, the following site development and use requirements shall apply:

A. Required standards and findings set forth in Section 63.07 shall be met.

B All structures shall be completely enclosed by a fence not less than six (6) feet high.

C. All operations and structures shall be surrounded on all sides by a setback of at least two hundred (200) feet in width from the nearest dwelling located within a development project served by a POCSS and at least two hundred (200) feet from a property line shared with an adjacent property. Landscape buffering in accordance with Section 60.25 shall be placed to minimize the appearance of the installation and to help confine the odors therein. The Township Planning Commission and Township Board shall have the authority to review the design and treatment of all buffer strips.

D. The point of discharge of a POCSS shall be located a minimum of:

a. Fifteen hundred(1500) feet from another approved POCSS.

b. Two thousand (2000) feet from an established public well head protection area.

c. ~~Two hundred (200)~~ One hundred (100) feet from a wetland.

d. ~~Two hundred (200)~~ One hundred (100) feet from the ordinary high water mark of any body of water.

E. A POCSS should be restricted to a single development project and shall not provide service to other properties and/or development projects.

F. The area devoted to a POCSS shall not be used to satisfy open space required by any other provisions of this Ordinance.

G. The number of units served by the POCSS shall not exceed the allowable density of the zoning district in which the project is situated and be in conformance with the Northfield Township Master Plan.

Article 10.0 SCHEDULE OF REGULATIONS

Section 10.01 General Provisions

D. Accessory Uses and Buildings

Where a lot is devoted to a permitted principal use or a permitted conditional use, accessory uses are permitted as listed in the applicable zoning district. Accessory uses and buildings shall be subject to the following regulations:

1. Where the accessory building is attached to the principal building, it shall be subject to all regulations of the district in which located.

2. In any ~~rural, suburban or urban~~SR-1, SR-2, or MR ~~residential~~ district, accessory uses and buildings not attached to the principal building shall not:

   a. Be located in front of the rear line of the principal building or, in the case of a corner lot, in the required side yard;

   b. Be located less than five (5) feet from an interior side or rear property line;

   c. Exceed fifteen (15) feet in height~~, except in the AR Agricultural district where buildings may be constructed for agricultural purposes~~.

3. In any LR, SR-1, SR-2, or MR district, not more than thirty-five (35%) of the minimum required rear yard may be occupied by accessory structures.

~~3.~~4. In any AR or LR district, accessory structures may not be located in any required setback.

~~4.~~5. In any business or industrial district, any accessory use or building not attached to the principal building shall comply with all area, placement, and height regulations of the district in which located.

~~5.~~6. In any business or industrial district, except the AR Agricultural district where buildings may be constructed for agricultural purposes, the ground floor area of an accessory building shall not exceed the ground floor area of the principal building.

~~6.~~7. In any zoning district, a detached accessory building shall be located at least ten (10) feet from any other principal or accessory building.

~~7.~~8. No accessory building shall be used prior to the principal building or use, except as a construction facility for the principal building of a low shall be made a structural part thereof and shall comply with the provisions of this Ordinance.

~~8.~~9. Accessory structures that are intended to be made a structural part of an existing or proposed principal building shall meet the following requirements:

a. Continuous foundations shall be required for habitable and occupiable space.

b. Porches with roofs structurally attached to the principal building shall have continuous footings.

PC Approved
Mark-Up Copy
2-8-13

ARTICLE 12.0
AR - AGRICULTURE DISTRICT

Section 12.01 Purpose

This district is composed of those areas of the Township whose principal use is and ought to be rural density single-family residential and/or farming. The regulations of this district are designed to allow low density residential land use as well as to conserve, stabilize, enhance, and develop farming and related resource utilization activities, to minimize conflicting uses of parcels, lots, buildings and structures detrimental to or incompatible with these activities, and to prohibit uses of parcels, lots, buildings, and structures which ~~requires~~require streets, drainage, and other public facilities, and services of a different type and quantity than those normally required by these activities. The district, in preserving areas for agricultural uses, is also designed to prevent proliferation of residential subdivision and urban sprawl.

Section 12.02 Permitted Uses

The following buildings and structures, and uses of parcels, lots, buildings, and structures are permitted in this district:

A. A single-family dwelling.

B. ~~An~~ Open Space Development ~~where a minimum of fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space~~ in accordance with Sections 60.21 and 60.29 ~~and density does not exceed the standards set forth in Section 60.21.E.1~~.

C. ~~A parcel may be used for general and specialized farming and agricultural activities including the raising or growing of crops, livestock, poultry, bees and other farm animals, products and foodstuffs, and any building or structure may be located thereon and used for the day to day operation of such activities, for the quartering, storage or preservation of said crops, livestock, poultry, bees, animals, products and foodstuffs until consumed on the premises or until moved to a place of collection, distribution or processing, and for the incidental sale of crops, products and foodstuffs raised or grown on said lot or in said building or structure, provided that any lot that is kept as idle cropland shall be so treated as to prevent soil erosion by wind or water and so treated as to prevent excessive growth of obnoxious weeds and shrubs, and provided that any lot kept as non-cropland shall be so treated as to prevent soil erosion by~~

~~wind or water~~Farms and farming operations including a riding academy or stable.

D. A parcel may be used for the ~~raising and keeping~~maintenance of ~~livestock~~animals, not as part of a ~~farming activity~~farm or farm operation and not for the purpose of ~~remuneration or sale~~commercial production of farm products, but incidental to the ~~principal~~ use of a parcel principally for single-family ~~dwelling there situated provided that no feed other than grain and hay is imported~~residential purposes and further subject to the ~~premises, and all livestock feed is stored in rodent proof containers, and that pens and shelters are maintained in a sanitary condition, and that such livestock are fenced in or otherwise prevented from roaming at large off~~following standards:

1. The following standards establish the ~~premises~~number of non-farm animals permitted.

~~E. A parcel may be used, and a building~~One (1) horse (equine) or ~~structure located thereon for the raising~~cow (bovine), or ~~keeping of poultry, rabbits and other similar fur bearing animals whether for profit or pleasure.~~

~~F. A parcel may be used, and a building or structure located thereon for a riding academy or stable, or the raising or keeping of horses, cattle, hogs, ponies, goats and similar livestock whether for profit or pleasure. Not more than~~ three (3) ~~of each~~ pigs or hogs (swine), or six (6) sheep or goats (ovine) or similar animal~~, including horses, cattle, hogs, ponies, goats or similar livestock are~~ shall be permitted ~~on five (5) acres, and~~ for each one (1) ~~of each additional livestock as described above are permitted for each additional~~ acre.

~~G~~Poultry, rabbits, and similar animals may be kept in addition to the animals noted above. All setback, fencing, and maintenance standards found below apply.

2. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals. Fencing for animal pens including fencing for chicken coops shall meet the required setbacks of this district.

3. Structures housing animals shall meet all required setbacks of this district.

4. The refuse and wastes resulting from the maintenance of animals shall be controlled upon the premises, and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses.

5. All feed and other substances and materials on the premises for the maintenance of animals shall be stored so as to not attract rats, mice or other vermin.

E. A parcel may be used for the raising or growing of plants, trees, shrubs and nursery stock. Any building or structure located on a parcel used for such purpose shall be secondary and incidental for such raising or growing of such products and may be used only for the storage of equipment and materials necessary for such raising or growing on such site or on parcels under the same ownership used for the same purpose. Unless in conformance with Section 12.03 R; no retail sales of products shall take place on the site. Landscape supply yards and/or contracting facilities~~,~~ and storage yards shall not be allowed as part of such operation. Trucks, trailers, or other equipment~~,~~ not used for such on site operation shall not be allowed.

~~H~~F. Pick your own agricultural products including berries and similar products.

~~I. Roadside stand, provided it is incidental to a permitted use and provided all of the nursery stock or other agricultural products are raised on the premises where situated. A roadside stand may be defined as a temporary building or structure operated for the purpose of selling only natural, unprocessed produce raised or produced on the premises where situated for a period not to exceed eight (8) months during any calendar year. A roadside stand shall not make a commercial district, nor shall its use be deemed a commercial activity.~~

~~The following regulations shall apply to all Roadside Stands:~~

~~1. Building Size – Any building containing a roadside stand shall not be greater than two hundred fifty (250) square feet in size.~~

~~2. Trash Containers – Suitable trash containers shall be placed on the premises for public use.~~

~~3. Building Setbacks – Any building containing a roadside stand shall be located no closer than twenty five (25) feet to the nearest edge of the~~

~~paved surface of any paved public road, and no closer than twenty five (25) feet to the improved gravel surface of any unpaved public road.~~

~~4. Parking – Off street parking may be provided in the required front yard setback area. Parking shall conform to the regulations in Article 61.0, except that hard surfacing shall not be required.~~

~~5. Sign – In addition to Section 62.0 (Sign Ordinance), two (2) signs not to exceed eight (8) square feet may announce such sales. Such sign shall not be located closer than twenty five (25) feet to the nearest edge of the roadway adjacent to the roadside stand. Such sign shall be temporary in nature, non illuminated and approved as to safety and stability by the building inspector.~~

~~J~~G. Farm Market / Roadside Stand

H. Public and private recreation areas, such as forest ~~preserve~~preserves, game ~~refuge~~refuges, recreation ~~park~~parks and ~~reservation~~reservations, and similar public and private use of low intensity use.

~~K~~I. Public and private conservation ~~area~~areas and ~~structure~~structures for the development, protection, and conservation of open space, watersheds, water, soil, forest, and wildlife resources.

~~L~~J. A parcel may be used for the growing, stripping, and removal ~~therefrom~~there from of sod provided that said lot or portion thereof shall be reseeded after ~~striping~~stripping by Fall of the year in which it was stripped so as to prevent actual or potential erosion by water or wind.

~~M~~K. Distribution lines and structures~~, not including buildings,~~ of essential services, not including buildings , when located within an existing public or utility right-of-way~~,~~ and repeater buildings of a telephone utility company when location is approved by the Township Planning Commission.

~~N~~L. A sign, only in accordance with the regulations specified in Article 62.0.

~~O~~M. An accessory use, building, or structure.

~~P~~N. A two (2) family dwelling.

~~Q~~O. Home Occupation.

Section 12.03 Conditional Uses

The following buildings and structures and uses of parcels, lots, buildings, and structures are permitted in this district subject to obtaining a conditional use permit as provided in Article 63.0

A. An Open Space Development where less than fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 or density exceeds the standards set forth in Section 60.21.E.1.

B. The removal of soil, sand, gravel, and other materials. See Article 60.0, Section 60.03.

C. ~~Public and~~A public or private park, camping ground, golf course, golf driving range, ~~clubs~~club, hunting lodge, garden ~~nurseries~~nursery, commercial ~~greenhouses~~greenhouse, and livestock auction ~~yards~~yard subject to the following:

1. No building shall be located within one hundred (100) feet of any property line.

2. Facilities such as licensed restaurants and bars may be permitted when occupying an integral part of the main structure~~, provided there is no exterior display or advertising of said facilities~~.

3. Golf fairways, swimming pools, tennis courts, and similar uses shall be located not less than thirty-five (35) feet from any property line.

D. ~~Community and~~ A community or governmental building.

E. ~~Airport~~An airport.

F. ~~Sanitary~~A sanitary land fill site.

G. ~~Public and~~A public or private nursery, primary ~~and~~or secondary school, business school, college, and university.

H. ~~Hospital~~A hospital, nursing home, or sanitarium.

I. A church, synagogue, cathedral, mosque, temple, or other building used for public worship~~,~~ or a cemetery.

J. ~~Veterinarian,~~A veterinarian or animal clinic and kennels.

K. Essential services, as provided for in Section 3.17, herein.

L. ~~Single family dwelling units for farm~~Farm labor housing as an accessory use to a farm~~; provided the following conditions are met in addition to the other requirements of the Agricultural District:~~

~~1. Compliance with the Michigan Public Health Code, Act 368 of the Public Acts of Michigan, 1978, as amended, including any rules promulgated pursuant thereto.~~

~~2. Compliance with all appropriate building codes and standards.~~

~~3. The occupants are employed for farm labor by the owner of the property at least fifty percent (50%) of the time while they occupy the housing.~~

~~4. Mobile homes meeting all appropriate codes and standards may be used to provide such housing.~~

~~5. Farm labor housing must be at least one hundred (100) feet from all side and rear property lines and must be at least seventy five (75) feet from the street right of way on which the property fronts~~. Farm labor housing must ~~also be at least one hundred fifty (150) feet from any single family residence located on a separate parcel of property owned by another individual or entity.~~

~~6. Farm labor housing shall be limited to one (1) single family dwelling unit per 100 249 acres; two (2) per 250 399 acres; three (3) per 400 599 acres; and four (4) per 600 acres or more.~~

~~7. Farm labor housing may be permitted as a principal use on a parcel which contains a minimum of two (2) acres and which complies with all other requirements of this section. This parcel shall be adjacent to the farm parcel where the laborers are employed and both parcels shall be under the same ownership~~comply with all state, county, and local health, building, and zoning regulations.

M. A public utility structure~~,~~ and rights-of-way ~~and~~or easement.

N. A radio and television broadcasting and receiving antenna.

O. ~~Roadside stand, provided at least fifty (50%) percent of the nursery stock or other agricultural products are raised on the premises where situated. A roadside stand shall meet the requirements of Section 12.02 H, 1-5 above.~~

~~P.~~ ~~Wood working~~woodworking shop~~,~~ involved in the making of cabinets, furniture, and similar products from wood, but not including a saw mill ~~and subject to the following:~~.

~~1. Wood shop shall utilize only wood as the raw material for end products.~~

~~2. No products shall be sold or manufactured on the site.~~

~~3. No sale shall be allowed of any products affiliated with wood such as machines, tools, or finishes.~~

~~4. Employees shall not exceed three (3) other than the owner.~~

~~5. Wood shop building, including one (1) or more floors, shall not exceed three thousand (3,000) square feet.~~

~~Q~~P. Landscape nurseries, greenhouses, and landscaping businesses with retail facilities may be permitted ~~where the business has direct access to paved roads,~~ where the nature of the business will not negatively impact adjacent non-agricultural uses, and provided the business does not pose an environmental hazard. Landscaping businesses may include operations necessary to install and maintain plant materials off-site, including storage of trucks for transportation of plants, soils, and other landscaping materials~~;~~. Such equipment ~~such as~~may consist of trucks not exceeding twelve (12) yards capacity, flatbed ~~trailer~~trailers only for hauling small equipment and necessary landscape products, and other necessary equipment such as tractors, skid loaders ~~and~~, small front end loaders~~;~~, and tree moving equipment.

In addition, a landscaping/nursery operation may include other decorative man-made materials~~,~~ such as wood chips, crushed stone, boulders, or mulch. Structural features such as fountains, garden pools, statues, and benches shall also be considered part of a landscaping operation, but only if provided in

combination with live plant material. Artificial plant materials shall not be counted toward meeting the requirements for landscaping.

Construction equipment or road-maintenance equipment is not considered to be a part of nursery and/or landscaping operations.

The following regulations shall apply to all landscape nurseries and landscape businesses the AR District:

1. The following yard and setback requirements shall apply ~~to any landscape nurseries and landscaping businesses in an AR District~~:

   a. Lot Area - Not less than ten (10) acres in area.

   b. Lot Width - Not less than three hundred (300) feet in width.

   c. Front Yard Setback - Eighty-five (85) feet.

   d. Side Yard Setback – Each side yard setback shall not be less than fifty (50) feet, except in the case of a corner lot, where the side yard on the road or street side shall not be less than sixty (60) feet.

   e. Rear Yard Setback - Not less than fifty (50) feet.

2. A permanent vegetative buffer~~,~~ with a minimum width of twenty (20) feet~~,~~ shall be established around the periphery of the landscaping operation. Such vegetative buffer shall be completed before the date of issuance of a certificate of occupancy and shall thereafter be maintained with permanent plant materials. See Section 60.09 - Greenbelt Buffer for planting materials.

~~R~~Q. Gun clubs subject to the following:

1. Individual ranges, areas containing more than one range, or the entire property shall be enclosed with a minimum six (6) foot chain link fence with two (2) strands of barbed wire stretched on arms sloping inward from the top of the fence. Range fencing shall enclose the range proper, backstop, side walls, or greenbelt, shotfall area for shotgun ranges, firing line, ready areas, and any other area in which a person might unwittingly subject himself to reasonable hazard.

2. No-trespassing or danger signs designating the hazard, not less than two (2) square feet nor more than four (4) square feet in area~~,~~ and spaced not more than two hundred (200) feet apart, shall be posted on the upper portion of the fence enclosing the range. The sign shall also be posted at each gate and other entry.

~~3. Outdoor ranges may be operated for light arms only during the daylight hours between 9:00 AM and 6:00 PM. The ranges may be operated for heavy arms only during the daylight hours between 1:00 PM and 6:00 PM only. Light arms are defined as shotguns, .22 caliber rim fire cartridges only. All other fire arms are to be considered heavy arms.~~

4~~3~~. Trap, skeet or other shotgun ranges shall be placed such that the firing positions are not less than nine hundred (900) feet from the nearest property line in the direction of fire. No backstop is required for such shotgun ranges.

5~~4~~. All outdoor pistol and rifle ranges shall be provided with a secondary backstop and a primary bulletstop immediately behind the target line. The primary bulletstop shall consist of inclined steel plates with sand pits, or heavy timbers backed with earth. The steel plates shall be backed with sand or other sound deadening material. The secondary backstop shall be constructed of earth and shall be of sufficient height to subtend an angle of not less than six (6) degrees above the horizontal when viewed from the firing line, shall be equal to or greater than its distance from the firing line plus the width of the firing line. This backstop may be a natural rise of ground if free of stone and exposed rock and lying entirely within the fenced area. Alternative construction affording equivalent protection and noise reduction may be allowed on petition to the Planning Commission.

6~~5~~. In addition to the primary and secondary backstops, all outdoor pistol and rifle ranges shall be enclosed on the remaining three (3) sides by a dense greenbelt of bushes, brush or trees not less than ten (10) feet in height and not less than two hundred (200) feet in width. As an alternative to the greenbelt, an earthwork may be constructed such that the top of the earthwork subtends an angle on not less than six (6) degrees from the horizontal when viewed from any point on the firing line, or not less than ten (10) feet in height, whichever is greater. In case of the earthwork, the two hundred (200) feet distance between the firing

line and the property line shall be maintained. Alternative construction affording equivalent protection and noise reduction may be allowed on petition to the Planning Commission.

~~7~~6. Indoor firing ranges shall be constructed in such a manner as to provide sound reduction and to prevent stray shots from leaving the range area in hazardous directions. In this interest all construction plans for initial construction, major alteration and subsequent new construction shall be approved by the Planning Commission and Building Inspection Department.

~~8. All ranges shall be used only in the presence of competent supervision, as designated by the responsible officers of the club. A list of the responsible officers and of qualified range supervisors shall be registered each year in January with the Township Clerk.~~

~~S~~R. Bulk feed and fertilizer outlets.

~~T~~S. Bed and breakfast ~~operation~~operations.

~~U~~T. Saw Mills.

~~V~~U. Commercial communications apparatus subject to the provisions of Section 60.23 herein.

V. Agriculture/Tourism Business, subject to the provisions of Section 60.33

Section 12.04 Regulations and Standards

The following regulations shall apply in all AR - Agriculture Districts.

A. Lot Area - No building or structure shall be established on any lot less than five (5) acres in area.

B. Lot Width - The minimum lot width shall be one hundred and fifty (150) feet.

C. Lot Coverage - The maximum lot coverage shall not exceed ten (10%) percent.

~~D. Floor Area Ratio - The maximum floor area shall not exceed ten (10%) percent of the lot area.~~

~~E~~D. Yard and Setback Requirements.

1. Front Yard - not less than fifty (50) feet from the right-of-way line.

2. Side Yards - least width of either yard shall not be less than thirty (30) feet; except in the case of a corner lot where the side yard on the road or street side shall not be less than sixty (60) feet.

3. Rear yard - not less than fifty (50) feet.

4. The above requirements shall apply to every lot, building~~ or structure, except where livestock is raised or kept, no structure for storage of hay, feed, or manure shall be located less than fifty (50) feet from a property line~~, or structure.

~~F~~E. Height - Except as otherwise provided in Article 10.0, the following height requirements shall apply in this district.

~~1. For dwelling and non-farm buildings and structures:~~

1. No dwelling or non-farm building or structure shall exceed a height of three (3) stories or forty (40) feet.

~~2. For general and specialized farm buildings and structures:~~

2. No general and specialized farm buildings and structures shall exceed a height of seventy-five (75) feet.

~~G~~F. Required Off-Street Parking - As required in Article 61.0.

~~H~~G. Performance Standards - As required in Article 60.0.

~~I~~H. Preservation of Environmental Quality - As specified in Article 60.0, Section 60.07.

~~J~~I. Supplemental Regulations - As required in Article 60.0.

~~ARTICLE 13.0~~
~~AR-2 - AGRICULTURE DISTRICT TWO~~

~~Section 13.01 Purpose~~

~~This district is composed of those areas of the Township whose principal use is and ought to be single family dwellings on large lots allowing for small farming uses and for natural open space. The regulations of this district are designed to provide large lots necessary to preserve a predominantly open character in those areas not fit for concentrated residential use because of the absence of central public or private sanitary sewerage and/or water supply facilities. This district is also intended to act as a buffer to Important Agricultural and natural resource areas designated on the Township Land Use Development Plan. This district is further intended to protect wooded areas, wetlands, wildlife habitats, restrict excessive ground water runoff, and protect similar areas which might be endangered or destroyed by development with smaller lot sizes. In addition to the dwellings permitted in this zoning district, there are permitted certain residential and public uses which have been strictly regulated to make them compatible with the principal use of this district.~~

~~Section 13.02 Permitted Uses~~

~~The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:~~

~~A. Single family dwelling and any use, building or structure accessory thereto.~~

~~B. An Open Space Development where a minimum of fifty (50) percent of the Total Buildable Area is permanently preserved a Dedicated Open Space in accordance with Section 60.21 and 60.29 and density does not exceed the standards set forth in Section 60.21.E.1.~~

~~C. General and specialized farming and agricultural activities including the raising or growing of crops and other farm products and foodstuffs on parcels that have a minimum of five (5) acres.~~

~~D. A lot may be used for the raising or growing of plants, trees, shrubs and nursery stock. Any building or structure located on a parcel used for such purpose shall be secondary and incidental for such raising or growing of such products and may be used only for growing and the storage of equipment and materials necessary for such raising or growing on such site or on parcels~~

~~under the same ownership used for the same purpose. No retail sales of products shall take place on the site. Landscape supply yards and/or contracting facilities, and storage yards shall not be allowed as part of such operation. Trucks, trailers or other equipment, not used for such on site operation, shall not be allowed.~~

~~E. Public or private forest preserve or game refuge.~~

~~F. A sign, only in accordance with the regulations specified in Article 62.0.~~

~~G. A planned unit residential development, only in accordance with the procedure and regulation specified in Article 52.0.~~

~~H. A parcel having an area of not less than five (5) acres, and a width not less than one hundred fifty (150) feet may be used, and a building or structure located thereon for a riding academy or stable, or the raising or keeping of horses, cattle, hogs, ponies, goats and similar livestock whether for profit or pleasure. Not more than three (3) horses, cattle, hogs, ponies, goats or similar livestock on five (5) acres, and one (1) additional livestock per each additional acre.~~

~~I. Roadside stand, provided it is incidental to a permitted use and provided all of the nursery stock or other agricultural products are raised on the premises where situated. A roadside stand may be defined as a temporary building or structure operated for the purpose of selling only produce raised or produced on the premises where situated, and its use shall not make a commercial district, nor shall its use be deemed a commercial activity.~~

~~The following regulations shall apply to all Roadside Stands:~~

~~1) Building Size – Any building containing a roadside stand shall not be greater than two hundred fifty (250) square feet in size.~~

~~2) Trash Containers – Suitable trash containers shall be placed on the premises for public use.~~

~~3) Building Setbacks – Any building containing a roadside stand shall be located no closer than twenty five (25) feet to the nearest edge of the paved surface of any paved public road, and no closer than twenty five (25) feet to the improved gravel surface of any unpaved public road.~~

4) Parking – Off-street parking may be provided in the required front yard setback area. Parking shall conform to the regulations in Article 61.0, except that hard-surfacing shall not be required.

5) Sign – In addition to Section 62.0 (Sign Ordinance) two signs not to exceed eight (8) square feet may announce such sales. Such sign shall not be located closer than twenty-five (25) feet to the nearest edge of the roadway adjacent to the roadside stand. Such sign shall be temporary in nature, non-illuminated and approved as to safety and stability by the building inspector.

J. Home Occupation.

Section 13.03 Conditional Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted subject to obtaining a conditional use permit as provided in Article 63.0.

A. An Open Space Development where less than fifty (50) percent of the Total Buildable Area is permanently preserved as a Dedicated Open Space in accordance with Sections 60.21 and 60.29, or density exceeds the standards set forth in Section 60.21.E.1.

B. Golf course with golf driving range.

C. Country club, public swimming pool, and recreation club, public and private park and playground.

D. A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery; public building.

E. Public and private nursery school; primary and secondary school.

F. Public utility structure located on the surface of the ground including but not limited to transformer substations, pumping stations, communications relay stations, gas and steam regulating valves and stations; provided that storage of materials, inoperative equipment, vehicles, or supplies shall be located in a building, that no personnel shall be quartered or employed on the premises, and that structure shall be designed, erected, and landscaped in such a manner as to conform as much as possible with the character of this district.

G. Landscape nurseries, greenhouses and landscaping businesses with retail facilities may be permitted where the business has direct access to paved roads, where the nature of the business will not negatively impact adjacent residential uses, and provided the business does not pose an environmental hazard.. Landscaping businesses may include operations necessary to install and maintain plant materials off-site, including storage of trucks for transportation of plants, soils, and other landscaping materials; equipment such as trucks not exceeding twelve (12) yards capacity, flatbed trailer only for hauling small equipment and necessary landscape products, and other necessary equipment such as tractors, skid loaders and small front end loaders; and tree moving equipment.

In addition, a landscaping/nursery operation may include other decorative man-made materials, such as wood chips, crushed stone, boulders, or mulch. Structural features such as fountains, garden pools, statues, and benches shall also be considered part of a landscaping operation, but only if provided in combination with live plant material. Artificial plant materials shall not be counted toward meeting the requirements for landscaping.

Construction equipment, or road maintenance equipment is not considered to be a part of nursery and/or landscaping operations and are therefore prohibited.

The following regulations shall apply to all landscape nurseries, greenhouses, and landscape businesses in the AR-2 District:

1) The following yard and setback requirements shall apply to any landscape nurseries, greenhouses, and landscaping businesses in an AR District

a) Lot Area – Not less than ten (10) acres in area.

b) Lot Width – Not less than three hundred (300) feet in width.

c) Front Yard Setback – Eighty five (85) feet.

d) Side Yard Setback – Each side yard setback shall not be less than fifty (50) feet, except in the case of a corner lot, where the side yard on the road or street side shall not be less than sixty (60) feet.

e) Rear Yard Setback - Not less than fifty (50) feet.

2) A permanent vegetative buffer shall be established around the periphery of the landscaping/greenhouse operation. Such vegetative buffer shall be completed before the date of issuance of a certificate of occupancy and shall thereafter be maintained with permanent plant materials. See Section 22.09 - Greenbelt Buffer for planting materials.

H. Bed and breakfast operation.

I. Day care home, day care center.

J. Veterinarian, animal clinic, and kennels.

K. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 ("Conditional Uses") herein.

Section 13.04 Regulations and Standards

The following regulations shall apply in all AR-2 - Agriculture Two District:

A. Lot Area - The minimum lot area in this district shall be five (5) acres for single family dwellings and accessory structures thereto. This requirement may be reviewed according to Section 60.21, herein.

B. Lot Width - The minimum lot width shall be one hundred and fifty (150) feet.

C. Lot Coverage - The maximum lot coverage shall not exceed ten (10) percent.

D. Floor Area Ratio - The maximum floor area shall not exceed twenty (20) percent.

E. Yard and Setback Requirements

1. Front Yard: not less than fifty (50) feet.

2. Side Yards: least width of either yards shall not be less than thirty (30) feet; except in the case of a corner lot where the side yard on the road or street side shall not be less than fifty (50) feet.

3. Rear yard: not less than fifty (50) feet.

F. Height

1. For Buildings and Structures: No building and no structure shall exceed a height of two (2) stories or thirty-five (35) feet.

2. For Detached Accessory Buildings: No detached accessory buildings shall exceed a height of twenty five (25) feet.

G. Required Off-Street Parking – As required in Article 61.0.

H. Supplemental Regulations – As required in Article 60.0.

ARTICLE 20.0
LR - LOW DENSITY RESIDENTIAL DISTRICT

Section 20.01 Purpose

This district is composed of those areas of the Township ~~whose principal use is and ought~~intended to ~~be~~accommodate single family ~~dwellings located in areas designated in the Land Use Development Plan for suburban~~ residential ~~use~~development at a density of one (1) dwelling unit per two (2) acres~~.~~ in areas not intended to be serviced with sanitary sewer or water facilities. The regulations of this district are designed to preserve a predominantly rural character~~.~~, including agricultural operations. In addition to the dwellings permitted in this zoning district, there are permitted certain residential and public uses which have been strictly regulated to make them compatible with the principal use of this district.

Section 20.02 Permitted Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:

A. A single-family dwelling~~ and any use, building or structure accessory thereto.~~.

B. ~~Lines and structures of essential services as provided herein~~Family day care homes.

C. ~~A sign, only in accordance with the regulations specified in Article 62.0~~Adult foster care homes, foster family homes, and foster family group homes.

D. ~~An~~ Open Space Development ~~where a minimum of fifty (50) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space~~ in accordance with Sections 60.21 and 60.29.

E. Farms and ~~density does not exceed the standards set forth in Section 60.21.E.1~~Farming Operations, including a riding academy or stable.

~~E~~F. A parcel ~~having an area of not less than five (5) acres, and a width not less than one hundred fifty (150) feet~~ may be used~~, and a building or structure located thereon may be used~~, for the maintenance of animals, not as part of a farm or farm operation and not for the purpose of ~~keeping ponies or horses not exceeding a total~~commercial production of farm products, but incidental to the

use of a parcel principally for single-family residential purposes, and further subject to the following standards:

1. The following standards establish the number of ~~three (3). For parcels having a width not less than one hundred fifty (150) feet and an area in excess of five (5) acres, one (1) additional horse or pony is~~non-farm animals permitted.
   One (1) horse (equine) or cow (bovine), or three (3) pigs or hogs (swine), or six (6) sheep or goats (ovine) or similar animal shall be permitted for each ~~two (2) acres in excess~~one (1) acre.

   Poultry, rabbits, and similar animals may be kept in addition to the animals noted above. All setback, fencing, and maintenance standards found below apply.

2. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals. Fencing for animal pens, including chicken coops, shall meet the required setbacks of ~~five (5) acres~~this district.

3. Structures housing animals shall meet all required setbacks of this district.

4. The refuse and wastes resulting from the maintenance of animals shall be controlled upon the premises, and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses.

5. All feed and other substances and materials on the premises for the maintenance of animals shall be stored so as to not attract rats, mice, or other vermin.

G. Pick your own agricultural products including berries and similar products.

H. Farm Market / Roadside Stand

I. Public and private recreation areas, such as forest preserves, game refuges, recreation parks and reservations, and similar public and private use of low intensity use.

J. Public and private conservation areas and structures of the development, protection, and conservation of open space, watersheds, water, soil, forest, and wildlife resources.

K. Distribution lines and structures of essential services, not including buildings, when located within an existing public or utility right-of-way and repeater buildings of a telephone utility company when location is approved by the Township Planning Commission.

L. A sign, only in accordance with the regulations specified in Article 62.0.

~~G.~~M. An accessory use, building, or structure.

~~H.~~N. Home ~~Occupations~~Occupation.

Section 20.03 Conditional Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted subject to obtaining a conditional use permit as provided in Article 63.0.

A. Day care and group day care homes.

~~A.~~B. An Open Space Development where less than fifty (50) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 or density exceeds the standards set forth in Section 60.21.E.1.

C. ~~B~~Bed and breakfast operations.

D. Farm Labor Housing as an accessory use to a farm. Farm labor housing must comply with all state, county, and local health, building, and zoning regulations.

E. Golf course with golf driving range.

~~C~~F. Country club, public swimming pool, and recreation club, public and private park and playground.

~~D~~G. A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery; public building.

~~E~~H. Public and private nursery, primary and secondary school.

~~F~~I. Public utility structure.

~~G~~J. Essential services, as provided in Section 3.17, herein.

~~H. Day care facilities.~~

~~I~~K. Commercial communications apparatus, ~~if located on existing commercial communications or electrical towers, or other existing appropriate structure, and~~ subject to the provisions of Section 60.23 herein~~, in addition to the requirements of Article 63 ("Conditional Uses") herein.~~.

Section 20.04 Regulations And Standards

The following regulations shall apply in all LR - Low Density Residential Districts:

A. Lot Area - The minimum lot area in this district shall be two (2) acres for single-family dwellings and accessory structures thereto without application of the Residential Cluster Option regulations set forth in Section 60.21 herein.

The minimum lot area shall be reduced to one (1) acre for single family dwellings located in areas which are not served by public sewers and 33,000 square feet for single family dwellings located in areas which are served by public sewers for the purposes of determining allowable density with application of the Residential Cluster Option regulations, set forth in Section 60.21. The number of dwelling units permitted under the residential cluster option regulations shall be determined in the manner set forth in Section 60.21 E. Density Calculations.

B. Lot Width - The minimum lot width shall be one hundred fifty (150) feet~~, except as modified by the application of the Residential Cluster Option regulations set forth in Section 60.21 herein.~~. Furthermore, the minimum lot width shall be one hundred twenty-five (125) feet in areas which are served by public sewers ~~for purposes of determining allowable density with application of the Residential Cluster Option regulations, set forth in Section 60.21~~.

C. Lot Coverage - The maximum lot coverage shall not exceed twenty (20) percent.

D. Floor Area Ratio - The maximum floor area shall not exceed twenty (20) percent of the lot area.

E. Yard And Setback Requirements

1. Front Yard - Not less than thirty-five (35) feet, except as modified by the application of the Residential Cluster Option regulations set forth in Section 60.21 herein.

2. Side Yards - Least width of either yard shall not be less than twenty (20) feet; except in the case of a corner lot where the side yard on the road or street side shall not be less than thirty-five (35) feet~~, except as modified by the application of the Residential Cluster Option regulations set forth in Section 60.21 herein~~.

3. Rear Yard - Not less than thirty-five (35) feet~~, except as modified by the application of the Residential Cluster Option regulations set forth in Section 60.21 herein~~.

4. The above requirements shall apply to every lot, building, or structure.

F. Height - Except as ~~other wise~~otherwise provided in Article 10.0, ~~the following height requirements shall apply in this district:~~

~~1.~~ ~~For buildings and structures: No building and~~ no structure shall exceed a height of two (2) stories or thirty-five (35) feet.

~~2. For detached accessory buildings: No detached accessory buildings shall exceed a height of fifteen (15) feet.~~

~~G. Required Off Street Parking - As required in Article 61.0.~~

~~H. Performance Standards - As required in Article 60.0.~~

~~I. Preservation Of Environmental Quality - As specified in Article 60.0.~~

~~J. Supplemental Regulations - As required in Article 60.0.~~

[Modify Table of Contents]

ARTICLE 60.0 SUPPLEMENTARY REGULATIONS AND STANDARDS

Section 60.34 Food Cart Vendor..... 60-155

[Add to Section 2.03, Definitions]

Food Cart_Vendor: A licensed vendor selling food, non-alcoholic drink or accessory merchandise_from a portable/temporary structure or device which is on wheels and of sufficiently lightweight construction that can be moved from place to place without auxiliary power. The device shall not be motorized so as to move on its own power.

Street Vendor: See **Food Cart Vendor**

[Add Section 60.34, Food Cart Vending Standards]

Section 60.34 Food Cart Vending Standards

A. Purpose

The purpose and intent of the Sections of this Ordinance pertaining to the regulation of food cart_vending is to assure the safe and orderly performance of selling on public and private property within the Whitmore Lake District. This Ordinance is further designed to recognize the benefits that food cart vendors provide for village environments.

B. Permit Requirements

1. All food cart vendors shall be required to obtain a certificate of zoning compliance pursuant to Section 67.03 of the Northfield Township Zoning Ordinance. The application for a certificate of zoning compliance shall contain any and all information pursuant to Section 67.03.K of the Northfield Township Zoning Ordinance, including drawings and/or photographs that are required and necessary to determine compliance with this Ordinance. It shall be unlawful for any person to operate a food cart without having first obtained a certificate of zoning compliance as required in this article. Certificate of zoning compliance permit shall be reviewed by the Public Safety Director.

2. Food cart vendors selling food or drink shall be required to obtain appropriate permits and/or approval from the Washtenaw County Health Department. The County permit must be presented prior to obtaining zoning compliance

3. A Certificate of Insurance to cover public liability must be presented prior to obtaining a permit.

C. Duration of Permit
Permits shall be valid for a maximum of one year and must be renewed for continued operation. All permits shall expire on April 30 of each calendar year

D. Fee
The fee for permits shall be established, and may be amended, by resolution of the Northfield Township Board. The fee shall be paid to the Township Treasurer at the time of application for the permit.

E. Standards

1. Location and Zoning District.

   Food cart Vending may be located on public or private property with the written consent of the property owner.

   Food cart vending is limited to the Whitmore Lake (WLD) District(s).

2. Hours of Operation.
   No person shall engage in vending after **10:00 PM** or before **6:00 AM.**

3. Sales of goods and merchandise are limited to food, non-alcoholic beverage, and accessory merchandise to including but not limited to clothing and souvenirs. Sales of merchandise shall be accessory to food and non-alcoholic beverage sales and not the principle use of the cart.

4. The cart area shall not exceed sixty (60) square feet; the length of the cart shall not exceed ten (10) feet and the width shall not exceed six (6) feet. The height of the food cart, excluding canopies, umbrellas, or transparent enclosures, shall not exceed six (6) feet. All equipment required for the operation shall be contained within, attached to or within three (3) feet of the food cart.

5. Food carts and allowable accessory supplies must not obstruct free passage of pedestrians or vehicles; the net passable sidewalk shall not be reduced to less than five (5) feet in width. Food carts and accessory supplies cannot obstruct an entrance, exit, or sight triangle, and cannot jeopardize public safety.

6. Food Carts shall be removed from all permitted locations during impermissible hours of operation and shall not be stored, parked, or left overnight on any public street or sidewalk.

7. Food carts may be placed no closer than eighteen (18) inches from a curb.

8. No food cart vendor shall locate any accessory supplies closer than five (5) feet of the entranceway to any structure or closer than one-hundred (100) feet from any property line of a permanent business that sells similar items, unless the owner of such business gives written permission for the infringement of the "no vending" area or if the food cart is located on property owned or controlled by the vendor.

9. No more than two (2) carts will be allowed on any block face and no more than one (1) cart shall be allowed upon any one parcel of private property.

10. All food carts must be equipped with garbage or refuse container; such containers must conform to the location standards within this Ordinance.

11. Vendors shall not cause undue noise or offensive odors.

F. Exemptions

The following are exempt from having to present a certificate of zoning compliance:

1. Farmers market stands pursuant to the Michigan Right to Farm Act.

2. Nonprofit organizations.

3. Vendors who sell within a special event location as authorized by the Township.

G. Suspension and Penalty

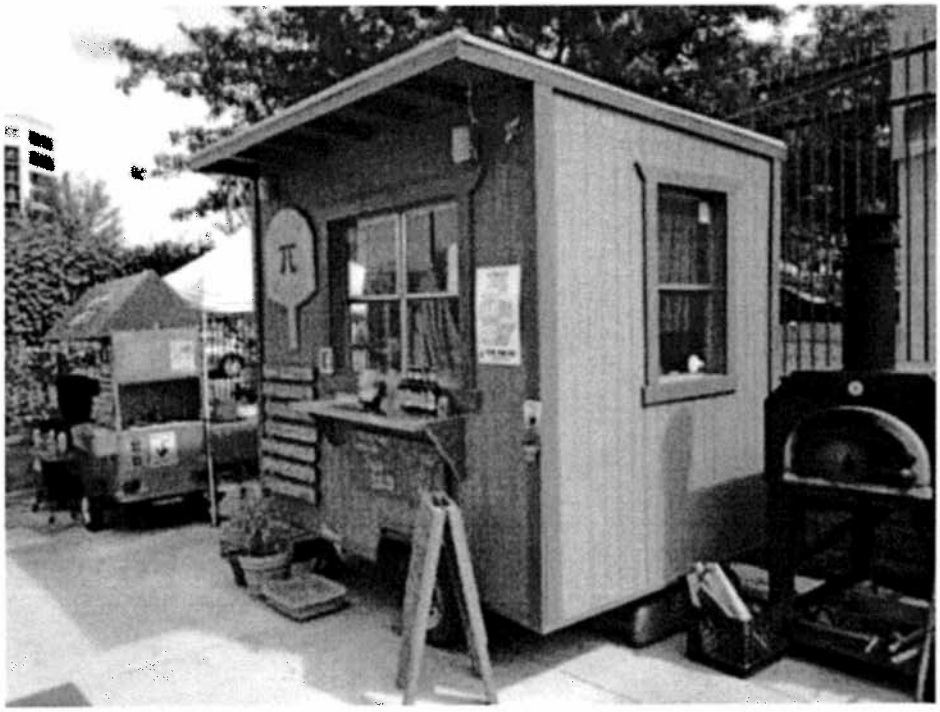
1. The Township may authorize a temporary suspension of any regulation under this article, such suspension to be in effect during a Township-approved festival or activity.

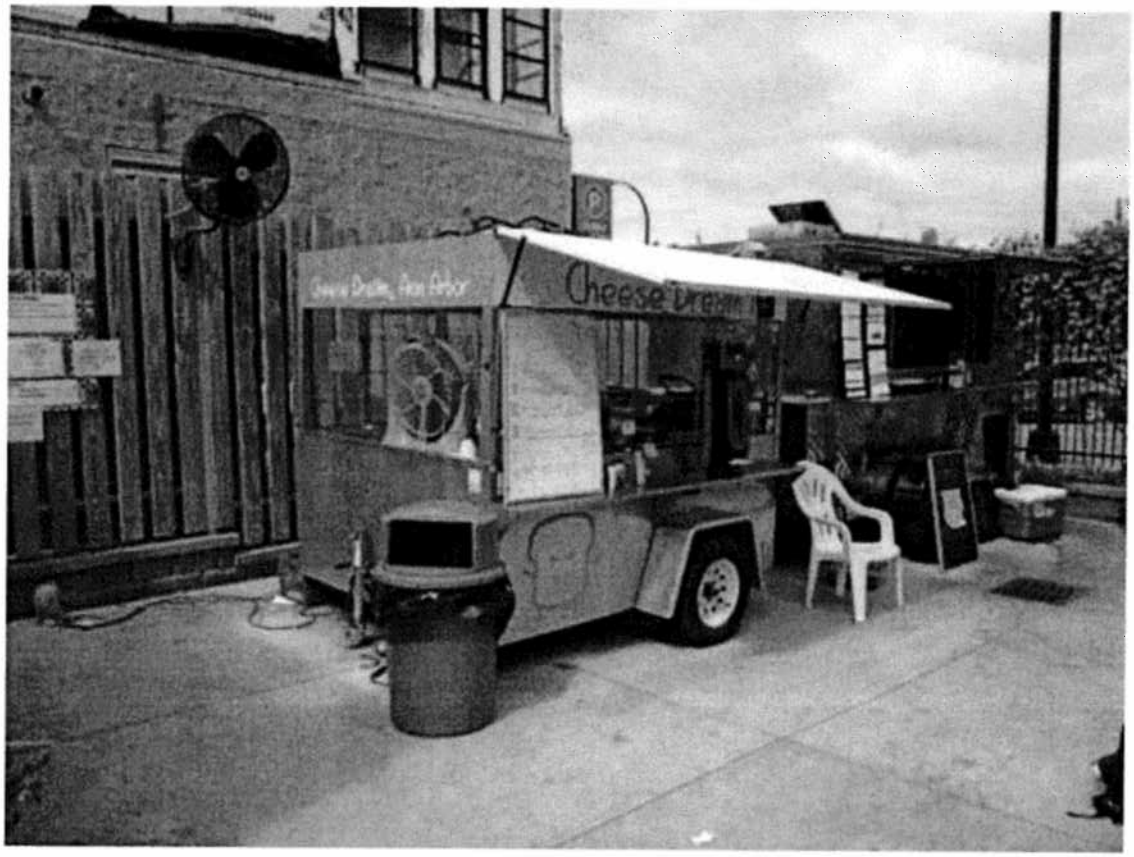
2. Failure to adhere to the regulations for food cart vending listed in this Ordinance is cause for revocation or suspension of the certificate of zoning compliance.

3. The operation of a food cart without a certificate of zoning compliance shall be considered a violation of the Northfield Township Zoning Ordinance and be subject to Section 67.10 Violations and Penalties of this ordinance.

Picture Examples:

Hut-k Chaats




Cheese Dream

ARTICLE 62.0
SIGN REGULATIONS

Section 62.01 Purpose

The purpose of this Article is to regulate all exterior signs placed for exterior observance so as to protect property values, to protect the character of the various neighborhoods in Northfield Township, to protect health and safety, and to protect the public welfare.

The principal features are the restriction of advertising to the use of the premises on which the sign is located and the restriction of the total sign area permissible per site. Any sign placed on land or on a building for the purposes of identification or for advertising a use conducted therein or thereon shall be deemed to be accessory and incidental to such land, building, or use. It is intended that the display of signs will be appropriate to the land, building, or use to which they are appurtenant and be adequate, but not excessive, for the intended purpose of identification or advertisement. With respect to signs advertising business uses, it is specifically intended, among other things, to avoid excessive competition and clutter among sign displays in their demand for public attention. It is further intended that all signs within one complex or center be coordinated with the architecture in such a manner that the overall appearance is harmonious in color, form, and proportion.

It is also intended by this Article that all temporary signs erected for directional purposes, for public information or to call attention to special events shall be confined to those that are of general public interest and that such signs shall be limited to the giving of information.

~~All other signs, commonly referred to as outdoor advertising, billboards, or poster panels which advertise products or businesses not connected with the site or building on which they are located, are deemed by this Article to constitute a principal use of the lot. Any widespread display of outdoor advertising is deemed to be inappropriate to the character and sound development of the Township and it is intended that such advertising be confined to undeveloped industrial property.~~

Section 62.02 General Sign Regulations

The following general sign regulations apply to all zoning districts within Northfield Township.

A. Traffic Control. No sign shall be erected or replaced at any location where, by reason of position, size, shape, color, or illumination, it may interfere with, obstruct the view of, or be confused with, any authorized traffic sign, signal, or device so as to interfere with, mislead, or confuse traffic.

B. Sign Character and Setbacks. All signs shall be designed, constructed, and maintained so as to be appropriate in appearance with the existing or intended character of their vicinity so as not to change the essential character of such area. ~~Signs, including signs painted onto building walls, shall conform to all yard and height requirements of the district in which located unless otherwise provided in this Article~~ All ground signs shall maintain a minimum fifteen (15) foot setback from all road rights-of-way and shall be located no closer than fifteen (15) feet from the edge of the principal entrance driveway and all property lines.

C. Permit Required. Unless exempt under the provisions of this ordinance, a permit for any sign, whether freestanding or mounted on or applied to a building, including signs painted on building walls or other structures, or for any change in copy, shall be obtained from the Township Zoning Administrator before such sign may be erected, replaced, or relocated. Strings of pennants or flags attached to or part of a sign, or independently displayed for purposes of advertising, unless permitted elsewhere within these provisions shall be prohibited.

D. Sign Height.

1. No freestanding sign shall exceed a height of fifteen (15) feet.

2. Computation of Height. The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of: a) existing grade prior to construction; or b) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign.

3. In cases where the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at

the principal entrance to the principal structure on the lot, whichever is lower.

Section 62.03 Signs Permitted In All Zoning Districts

Subject to the other conditions of this Ordinance, the following signs shall be permitted anywhere within Northfield Township:

A. One sign shall be permitted for all building contractors, one (1) for all professional design firms and one (1) for all lending institutions on sites under construction, each sign not to exceed six (6) square feet overall, with not more than a total of three (3) such signs permitted on one site. The above signs may be combined into a single sign not to exceed 32 square feet in area. The sign shall be confined to the site of the construction, construction shed, or construction trailer and shall be removed within fourteen (14) days of the issuance of a certificate of occupancy.

B. One temporary real estate "for sale" sign located on the property and not exceeding six (6) square feet in area shall be permitted for each lot. If the lot or parcel has multiple ~~frontage~~frontages, one (1) additional sign not exceeding six (6) square feet in area shall be permitted on the property on each street frontage. Under no circumstances shall more than two (2) such signs be permitted on a lot. Such sign(s) shall be removed within seven (7) days following the sale.

C. Street banners advertising a public entertainment or event, if such banners are approved by the Township Board and in locations designated by the Township Board, may be displayed fourteen (14) days prior to and seven (7) days after the public entertainment or event.

D. Name, directional and informational signs and emblems of service clubs, places of worship, civic organizations, and quasi-public uses shall be permitted on private property and set back in accordance with ~~the requirements of the zoning district in which located.~~these standards. Each sign shall not be more than three (3) square feet in area. The top of such sign shall not exceed eight (8) feet above grade. In the event that more than one sign is to be placed at one location, all civic organizations and service clubs signs must be consolidated and confined within a single frame, and all signs for places of worship shall be consolidated and confined within a single frame which may be separate from that for civic organizations and service clubs.

Section 62.04 Signs Permitted In Recreation/Conservation and Agricultural Districts

A. One (1) incidental sign advertising the type of farm products grown on the farmstead premises is permitted. Such sign shall not exceed thirty-two (32) square feet in area.

B. One (1) sign for each public street frontage identifying a park, or school building, other authorized use, or a lawful non-conforming use, each sign not to exceed eighteen (18) square feet in area.

Section 62.05 Signs Permitted In Residential Districts

A. One (1) sign for each public street frontage advertising a recorded subdivision or development, each sign not to exceed eighteen (18) square feet in area. Such sign shall be removed within one (1) year after the sale of ninety (90%) percent of all lots or units within said subdivision or development.

B. One (1) sign on each street frontage of a new multiple-family development advertising the new dwelling units for rent, not to exceed eighteen (18) square feet in area. Such sign shall be removed within sixty (60) days of the initial rental of ninety (90%) percent of the dwelling units within the development or within the first phase, whichever is applicable.

C. One (1) sign for each public street frontage identifying a multiple-family building, subdivision, or development, not having commercial connotations, each sign not to exceed eighteen (18) square feet in area.

D. One (1) sign advertising "For Rent" or "Vacancy" may be placed on each frontage of a rental residential development provided that such sign shall not exceed three (3) square feet in area and is incorporated into the identification sign permitted in Section 62.05C, preceding.

E. One (1) sign for each public street frontage identifying a school, church, public building, other authorized use or lawful non-conforming use, each sign not to exceed eighteen (18) square feet in area.

Section 62.06 Signs Permitted In Business and Industrial Districts

A. A sign, except ~~outdoor advertising signs~~billboards, which shall be regulated as set forth in Section 62.07 herein, in ES, LC, GC, HC, RO, WLD-~~DD~~D, WLD-NV,

WLD-W, and RTM districts, is permitted only where it identifies an enterprise occupying the same lot upon which the sign is located and shall conform to the following regulations:

1. An identification sign, limited to one (1) sign per building, may be affixed to a wall of the building. If the building contains more than one (1) enterprise, as in a shopping center, each enterprise located therein may have one (1) such sign. Total sign area for wall signs shall not exceed two (2) square feet for each foot of length of the wall to which it is affixed. Wall signs shall not project more than one (1) foot from the wall face, as measured to the farthest face of the sign except as noted below.

2. Where more than one (1) sign is permitted on a wall face, the minimum horizontal distance between such signs shall be two (2) feet.

3. One (1) free-standing identification sign may be erected for an individual lot, or group of lots developed as one (1) lot, when not provided for by Sections 62.06A-4 and A-5, following, and shall not exceed thirty-six (36) square feet in area for offices and eighty (80) square feet in area for other uses. If the lot fronts on more than one (1) street, the total permitted sign area may be divided among two (2) or more such signs, provided, however, that the maximum permitted sign area shall not be exceeded.

4. One (1) free-standing identification sign may be erected for a research park or office center, or combined research park/office center. Such sign shall not exceed thirty-six (36) square feet in area. and shall contain only the name of the park or office center. If the lot fronts on two (2) or more collector or arterial streets, one (1) such sign may be permitted for each such frontage.

5. One (1) free-standing identification sign stating the name of a shopping center or commercial development, and four (4) major tenants therein, may be erected for a shopping center or other integrated group of store or commercial buildings. Sign design, color, and font must be coordinated and complimentary. The sign area shall not exceed one (1) square foot per front foot of building, or buildings, for which it is erected; however, such sign shall not exceed two hundred (200) square feet in area. If the lot fronts on two (2) or more collector or arterial streets, one (1) such sign may be permitted for each such frontage.

6. Identification signs for rear or side entrances shall be permitted, at the rate of one (1) such sign for each entrance, provided that the area of each such sign shall not exceed four (4) square feet. The area shall not be included in the area limitations set forth elsewhere in this Section.

7. Wall signs shall not extend above the top edge of walls.

~~8. Signs may be placed on the vertical faces of a marquee in place of a wall sign. One (1) identification sign per establishment, not exceeding four (4) square feet in area, may be placed on the underside of a marquee provided it does not project below the lower edge of a marquee more than twenty four (24) inches, but the bottom of a sign placed on a marquee shall be no less than eight (8) feet above the sidewalk or grade at any point. No part of the sign shall project above the top of the vertical faces of a marquee.~~

8. One (1) projecting sign may be permitted for each first floor business within the WLD district. The projecting sign may be a maximum of eight (8) square feet in area (each side) and shall be included in the total amount of wall signs permitted for the subject building. Changeable copy shall not be permitted as part of projecting signs. Projecting signs must provide a clear distance of eight (8) feet from the sidewalk or private drive or parking lot to the bottom edge of the sign. Projecting signs may extend over abutting sidewalk, but shall not extend over public or private roadways or parking areas. Signs which extend into the road right-of-way shall require approval by the Washtenaw County Road Commission. The leading edge of a projecting sign shall not extend more than four (4) feet from the face of the building that it is attached to.

9. Portable sidewalk signs may be permitted in the LC – Local Commercial, the GC – General Commercial Districts, the WLD-~~DD~~D, WLD-NV, and the WLD-~~-~~W subject to the following:

   a. The maximum area of a portable sidewalk sign is seven (7) square feet per side with no dimension greater than three and one-half (3-1/2) feet. One (1) portable sidewalk sign shall be permitted per business. In the instance where a business owns over one hundred and sixty (160) feet in frontage on a public roadway one (1) additional portable sidewalk sign may be permitted. In no case shall more than two (2) portable sidewalk signs be permitted per

business. Portable sidewalk signs shall have a maximum of two (2) sides.

b. The sign shall be located on the building side of the sidewalk where applicable, and placed in such a manner that a pedestrian travel area width of five (5) feet is maintained between the sign and any street elements, including the back of curb.

c. The sign shall not interfere with the view, access to, or use of the subject and adjacent property. There shall be no obstruction of ingress and egress to any building caused by the sign.

d. A sign permit from Northfield Township is not required for any portable sidewalk sign displayed.

e. Sidewalk signs shall be moved inside of the business after business hours.

10. Window and door signs shall be permitted and shall not be included in total sign area computation set forth in subsection (A)(1), above, if said signs do not occupy more than twenty-five percent (25%) of the total window area of the floor level on which displayed for any one (1) building. If window signs occupy more than twenty-five percent (25%) of said window area for any one (1) building, they shall be treated as exterior wall signs and shall conform to the standards of this section.

B. In LI and GI districts, a sign, except ~~outdoor advertising signs~~billboards, which shall be regulated as set forth in Section 62.07, herein, is permitted only where it identifies a business occupying the lot upon which the sign is located. Such signs shall conform to the following regulations:

1. An identification sign, limited to one (1) sign per building, may be affixed to a wall of the building. If the building contains more than one (1) enterprise, each enterprise may have one (1) such sign, similarly affixed. Total sign area shall not exceed one (1) square foot for each foot in length of the wall to which it is affixed. A wall sign shall not project more than one (1) foot from the face of the wall, measured to the farthest face of the sign.

2. One (1) free-standing identification sign may be erected for an industrial park, district, or subdivision, or for an individual lot or group of lots.

The area of such sign shall not exceed eighty (80) square feet. If the lot fronts on two (2) or more collector or arterial streets, one (1) sign may be permitted on each such frontage.

3. Identification signs for rear or side entrances shall be permitted, at the rate of one (1) for each entrance, provided that the area of each such sign shall not exceed four (4) square feet. The area shall not be included in the area limitations set forth elsewhere in this Section.

4. Wall signs shall not extend above the top edge of walls.

C. Banners, pennants, searchlights, balloons, or other gas-filled or fan powered figures shall be permitted at the opening of a new business or for a special event or sale in the WLD, LC, GC, HC, RO, LI, GI, ES, PSC, RTM, and non-residential PUD's for a period not to exceed fourteen (14) days in any 30 day period. The days of display must be specified on the sign permit. Each of these types of signs shall require a separate permit. Six (6) of these types of signs (occasions) shall be permitted in any one (1) calendar year per zoning lot. Such signs shall not obstruct pedestrian or vehicular view and shall not interfere in any way with traffic flow.

Banners shall have a maximum area of 32 s.f. Balloons and gas filled or fan powered figures shall not exceed the maximum height restrictions for the district in which they are located. The setback standards of Section 62.02.B must be met for these types of signs.

Section 62.07 Billboards (Outdoor Advertising ~~Signs~~Sign)

~~Outdoor advertising signs (Billboards) shall only be permitted in the industrial zone and:~~

Billboards shall be permitted in the HC – Highway Commercial District, LI – Limited Industrial District, RTM – Research/Technology/Manufacturing District, and the GI – General Industrial District, and shall be considered a principal use of the lot. In addition, Billboards must meet the following regulations:

A. Spacing: Billboards shall be spaced so that not more than three (3) billboards structures may be located per linear mile of street or highway regardless of the fact that such billboards may be located on different sides of the subject street or highway. The linear mile measurement shall not be limited to the boundaries of Northfield Township where the particular street or highway extends beyond such boundaries.

~~B. Linear Street and Highway Allotment: Multi-faced billboard structures like back-to-back, tandem, tri-sided, V-shaped and stacked signs shall be considered separate billboards whose surface areas shall be considered separately toward the total linear street or highway allotment of billboards.~~

~~C. Display Areas: Any side of a bill board shall not have a surface display area exceeding three hundred (300) square feet. In the case of billboard structures with tandem or stacked billboard faces, the combined surface display area of all sign faces may not exceed this square footage limitation.~~

~~D.~~ B. Display Areas: Billboards that face U.S.-23 within and appropriate zoning district shall have a maximum surface display area of six hundred seventy-two (672) square feet, known as a bulletin billboard. Billboards that face all other streets within the Township within an appropriate zoning district shall have a maximum surface display area of two hundred eighty-eight (288) square feet, known as a poster billboard. The maximum size limitations shall apply to each side of a sign structure. Signs may be placed back to back or in V-type construction. Stacked signs and side by shall not be permitted. If both sides of a V-type sign are visible from any one location it shall be considered a single sign for the purposes of calculating maximum sign area.

C. Height: The billboard shall not exceed ~~thirty (~~30~~)~~ feet above the average grade of:

1. ~~The~~the ground on which the billboard sits~~;~~ or

2. ~~The~~the grade of the abutting roadway, whichever is higher.

~~E~~D. Placement~~.~~ Roof: Shall not be on top of, cantilevered, or otherwise suspended above the roof of any building.

~~F. Proximity to Residential Structures and Uses: Shall not be located within three-hundred (300) feet of a residential zone and/or existing residence.~~

~~G. Lighting: Billboards shall not be illuminated.~~

~~H~~

E. Setbacks: No billboard shall be located closer than fifty (50) feet to a non-right-of-way property line and must maintain a minimum of fifteen (15) feet from any right-of-way on the property pursuant to Section 62.02(B).No billboard shall project over public property. Billboard signs shall be no closer than twenty-five (25) feet to any other non-residential structure on or off the same premises upon which the billboard is located. Billboards shall not be located within three-hundred (300) feet of a residential zone and/or existing residence. No digital or LED billboard shall be located within one thousand (1000) feet of an existing residence.

F. Illumination: Digital or LED billboards are allowed if the digital or electronic changeable copy portion of the billboard and the billboard meet all the following additional standards:

1. The billboard shall possess automatic dimming capabilities so that the maximum luminescence level is not more than 0.3 foot-candles over the ambient light levels measured at the following distance in relation to billboard size:

   a. 150 feet for sign faces less than or equal to 300 square feet;

   b. 200 feet for sign faces greater than 300 square feet but less than or equal to 378 square feet;

   c. 250 feet for sign faces greater than 378 square feet but less than 672 square feet; and

   d. 350 feet for sign faces equal to 672 square feet.

2. Any illumination shall be concentrated on the surface of the sign and is so located to avoid glare or reflection onto any portion of the street or highway, the path of on-coming vehicles, or any adjacent properties.

3. No billboard shall have flashing, strobing, intermittent, moving, rotating, or oscillating lights or images.

4. No digital or LED billboard shall be located within 4,000 feet of another digital or LED billboard or within 3,000 feet of a non-digital or non-LED billboard.

5. The rate of change between two (2) static messages shall be one (1) second or less.

6. There shall be a minimum of no less than seven (7) seconds between copy changes.

7. The owner(s) of a digital or LED billboard must reasonably coordinate with relevant public agencies to allow for the display of real-time emergency information such as Amber Alerts or natural disaster directives.

8. The digital or LED billboard will not distract, endanger, or disorient motorists.

G. Construction: Billboards shall be self-supported, pole-mounted structures constructed in such a fashion that it will withstand all wind and vibration forces that can normally be expected to occur in the vicinity. A billboard must be maintained so as to assure proper alignment of structure, continued structural soundness and continued readability of message.

~~I. Proximity to the Road Right of Way: Billboards shall be no closer to any right-of-way line than the front line of the nearest building within three hundred (300) feet.~~

Section 62.08 Signs for Automobile Service Stations

Signs for automobile service stations shall be regulated as set forth in Section 62.06A, herein. In addition, the following regulations shall apply:

A. The permitted wall sign or legend may be attached either to a wall of the building or to the canopy of a fuel pump island.

B. One (1) permanent sign for the purpose of advertising gasoline prices and similar announcements, when mounted on a free-standing structure or on the structure of another permitted sign, may be installed along each street frontage, provided that clear views of street traffic by motorists or pedestrians are not obstructed in any way. Such sign(s) shall not exceed six (6) square feet in area. All temporary signs for such purposes and all banners, streamers, flags (other than state or national flags) and similar advertising objects shall be prohibited.

Section 62.09 Electronic Message Signs

Electronic Message Signs (EMS) shall be permitted within all non-residential zoning districts, as either a free-standing or wall-mounted sign subject to the sign regulations for each zoning district pursuant to Section 62.06 and subject to the following additional regulations:

A. An Electronic Message Sign (EMS) shall only be permitted as part of a static sign and shall be limited to fifty (50%) of the total sign area of the static sign.

B. Frequency of message change shall be no more than once every thirty (30) seconds.

C. The rate of change between two (2) static messages shall be one (1) second or less.

D. Scrolling words or images are prohibited;

E. EMS owners shall permit Township, state, and federal governments to post messages in the event of an emergency; and

F. The electronic message sign may not display light of such intensity or brilliance to cause glare, impair the vision of an ordinary driver, or constitute a nuisance. Maximum sign luminance shall not exceed 0.3 footcandles above ambient light measurement based upon the size of the sign (in square feet) and distance measured perpendicular to the sign face in accordance with the following table:

Maximum Light Levels of Electronic Signs

Maximum Allowed Ambient Light Level	Area of Sign (sq. ft.)	Measurement of Distance (ft.)*
0.3 footcandles	10	32
0.3 footcandles	15	39
0.3 footcandles	20	45
0.3 footcandles	25	50
0.3 footcandles	30	55
0.3 footcandles	35	59
0.3 footcandles	40	63
0.3 footcandles	45	67
0.3 footcandles	50	71
0.3 footcandles	55	74
0.3 footcandles	60	77

Source: *Model Code, Illuminating Engineering Society of North America*

* Measured in feet, perpendicular to the face of the sign.

G. Prior to the issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory-programmed not to exceed the above listed light levels.

H. In no case shall EMS luminance exceed 0.1 footcandles above ambient light along any adjacent property line that is zoned or used for residential purposes.

Section 62.10 Exemptions

The following types of signs are exempted from all the provisions of this Ordinance except for construction and safety regulations, the setback provisions of Section 62.02.B, and the following standards:

A. Signs of a non-commercial nature and in the public interest, erected by, or on the order of, a public officer in the performance of his public duty, such as directional signs, regulatory signs, and informational signs.

B. Temporary signs announcing any public, charitable, educational, or religious event or function, located entirely within the premises of that institution and set back not less than ~~ten (10~~fifteen (15) feet from the property line. Maximum sign area shall be twenty-four (24) square feet. Such signs shall be allowed no more than fourteen (14) days prior to the event or function and must be removed within seven (7) days after the event or function. If building mounted, these signs shall be flat wall signs and shall not project above the roof line. If ground mounted, the top shall be no more than six (6) feet above ground level.

C. Names of buildings, dates of erection, monument citations, commemorative tablets and the like, when carved into stone, concrete, or similar material or made of other permanent type construction and made an integral part of the structure.

D. Signs directing traffic movement onto a property or within a property, not exceeding eight (8) square feet in area for each sign. Horizontal directional signs on and flush with paved areas are exempt from these standards.

E. Temporary real estate directional signs, not exceeding three (3) square feet in area and four (4) in number, showing a directional arrow and placed back of the property line, shall be permitted on approach routes to an "open house" and shall be displayed only during daylight hours. The tops of such signs shall not exceed three (3) feet in height.

F. Political campaign signs announcing candidates seeking public political office and other data pertinent thereto.

G. National, state, municipal, and university flags.

H. "No trespassing," "no hunting," and similar signs prohibiting invasion of private property, provided the area of such sign shall not exceed two (2) square feet.

Section 62.~~10~~11 Prohibited Signs

The following signs are prohibited anywhere within Northfield Township:

A. Signs which imitate an official traffic sign or signal, which contain the words "stop," "go," "slow," "caution," "danger," "warning," or similar words except as provided in Section 62.~~09D~~10D, herein.

B. Signs which are of a size, location, content, coloring, or manner of illumination which may be confused with or construed as a traffic control device or which hide from view any traffic or street sign or signal or which obstruct the view in any direction at a street or road intersection.

C. Signs which contain or consist of pennants, ribbons, streamers, spinners, strings of light bulbs, or other similar devices.

D. Signs which are placed on a street or other public right-of-way, unless otherwise permitted by these regulations.

E. Signs which are pasted or attached to utility poles, trees, or other signs, except as provided in Section 62.~~09H~~10H.

F. Signs which move in any manner or have a major moving part or give an illusion of motion unless otherwise permitted by these regulations.

G. Signs which swing or otherwise noticeably move as a result of wind pressure because of the manner of suspension or attachment.

H. All temporary signs, unless authorized elsewhere within this Ordinance.

Section 62.~~11~~12 Permit and Fees

A. Application for a permit to erect or replace a sign, or to change copy thereon, shall be made by the owner of the property on which the sign is to be located, or his authorized agent; to the Township Zoning Administrator, by submitting the required forms, fees, exhibits, and information. Fees for sign permits shall be determined by resolution of the Township Board and no part of such fee shall be returnable to the applicant. No fee shall be required of any governmental body or agency.

B. The application shall contain the following information:

1. The applicant's name and address in full, and a complete description of relationship to the property owner.

2. The signature of the property owner concurring in submittal of said application.

3. An accurate survey drawing of the property showing location of all buildings and structures and their uses, and location of the proposed sign.

4. A complete description and scale drawings of the sign, including all dimensions and the area in square feet.

C. All signs shall be inspected by the Township Zoning Administrator for conformance to this Ordinance prior to placement on the site. Foundations shall be inspected by the Building Inspector on the site prior to pouring of the concrete for the sign support structure.

D. Any sign involving electrical components shall be wired by a licensed electrician in accordance with the Northfield Township Electrical Code and the electrical components used shall bear an Underwriters Laboratories, Inc., seal of inspection.

E. A sign permit shall become null and void if the work for which the permit was issued has not been completed within a period of six (6) months after the date of the permit. A permit may be renewed prior to expiration and no additional fee shall be collected for the renewal.

F. Painting, repainting, cleaning, and other normal maintenance and repair of a sign or a sign structure, unless a structural or copy change is made, shall not require a sign permit.

G. All signs shall comply with the requirements of the building code of Northfield Township.

Section 62.~~12~~13 Illumination

A. The light from any illuminated sign or from any light source, including the interior of a building, shall be so shaded, shielded, or directed that the light intensity or brightness shall not adversely affect surrounding or facing premises nor adversely affect safe vision of operators of vehicles moving on public or private roads, highways, or parking areas. Light shall not shine or reflect onto or into residential structures.

B. No sign shall have blinding, flashing, or fluttering lights or other illuminating devices which have a changing light intensity, brightness, or color, or which are so constructed and operated as to create an appearance or illusion of writing or printing, except that movement showing the date, the time, and the temperature exclusively may be permitted. Illumination for electronic message signs (EMS) shall be regulated pursuant to Section 62.09(F) of the Zoning Ordinance. Illumination for LED billboards shall be regulated pursuant to Section 62.07(F) of the Zoning Ordinance. Nothing contained in this Ordinance shall, however, be construed as preventing the use of lights or decorations related to religious and patriotic festivities. ~~Beacon lights or search lights shall not be permitted as a sign for advertising purposes.~~

C. No exposed reflective type bulbs and no strobe lights or incandescent lamps shall be used on the exterior surface of any sign so as to expose the face of the bulb, light, or lamp to any public street or adjacent property.

Section 62.~~13~~14 Computation of Surface Area

A. The surface area of a sign shall be computed as including the entire area within a regular geometric form or combination of such forms comprising all of the display area of the sign and including all of the elements of the matter displayed. Frames and structural members not bearing copy or display material shall not be included in computation of surface area. Where a sign has two (2) or more faces, the area of all faces shall be included in determining

the area of the sign, except that where two (2) such faces are placed back to back, parallel to one (1) another, and no more than twenty-four (24) inches apart, the area of the sign shall be the area of one (1) face.

Section 62.~~14~~15 Removal

A. The Zoning Administrator shall order the removal of any sign erected or maintained in violation of this Ordinance. Thirty (30) days notice in writing shall be given to the owner of such sign or of the building, structure, or premises on which such sign is located, to remove the sign or to bring it into compliance with the Ordinance. Upon failure to remove the sign or to comply with this notice, the Township shall remove the sign. The Township shall also remove the sign immediately and without notice if it reasonably appears that the condition of the sign is such as to present an immediate threat to the safety of the public. Any cost of removal incurred by the Township shall be assessed to the owner of the property on which such sign is located and may be collected in the manner of ordinary debt or in the manner of taxes and such charge shall be a lien on the property.

B. A sign shall be removed by the owner or lessees of the premises upon which the sign is located when the business which it advertises is no longer conducted on the premises. If the owner or lessee fails to remove the sign, the Township shall remove it in accordance with Section 62.~~14A~~15A, herein. These removal provisions shall not apply where a subsequent owner or lessee conducts the same type of business and agrees to maintain the signs as provided in this Ordinance or changes the copy on the signs to advertise the type of business being conducted on the premises, and provided the signs comply with the other provisions of this Ordinance.

Section 62.~~15~~16 Non-Conforming Signs

Copy may be changed on non-conforming signs, provided that the sign area is not increased, and provided that no structural changes are made in the sign. All non-conforming signs are subject to the provisions included in Section 65.0 Non-Conformities, of this Zoning Ordinance.

Section 62.~~16~~17 Responsibilities ~~For~~for Signs

The following regulations apply to all signs, except those signs permitted in Sections 62.03, 62.04, 62.05A, 62.05B, and 62.05D.

A. The advertiser is hereby made responsible for copy, structure, lighting, and all other parts of a sign.

B. Signs shall be constructed and erected only by individuals or companies licensed in the State of Michigan for such purpose.

C. All signs requiring permits shall display, in a conspicuous place, evidence of the permit and containing such data as might be required by the Zoning Administrator, including the name of the individual or company erecting the sign.

D. Each individual or company erecting signs within Northfield Township shall annually provide the Zoning Administrator with a certificate of public liability insurance. A permit for erecting a sign shall not be issued unless such certificate is on file with the Zoning Administrator.

E. All signs and components thereof shall be kept in good repair and in a safe, clean, neat, and attractive appearance.

Section 62.~~17~~18 Registry

The Zoning Administrator shall maintain an up-to-date registry of each sign erected in Northfield Township after the effective date of this Ordinance. The registry shall contain the following information: location of the sign, name and address of the property owner, advertiser, and individual or company erecting a sign and height, dimensions, and face area, and date of placement on the site.

Section 65.05 Repairs and Maintenance

A. Except as provided in Sections 65.03 and 65.04, alteration or repair work may be done on a non-conforming structure with or without a non-conforming use in any period of twelve (12) consecutive months to an extent not to exceed twenty-five (25%) percent of the replacement cost of the non-conforming structure at the time of the repair, provided that the floor area or volume of such building, or the number of families housed therein, or the dimensions, height, or number of stories of such structure as it existed on the date of adoption or amendment of the ordinance shall not be increased. No other alterations or repairs shall be permitted unless the structure or use is made to conform to all requirements of this ordinance.

B. Nothing in this Article shall be deemed to prevent the strengthening or restoring to a safe condition, of any building or structure or part thereof declared to be unsafe by any official charged with protecting the public safety.

C. In a non-conforming building or structure, or a portion of a building or structure containing a non-conforming use which has structurally deteriorated to an extent that has been condemned by any duly authorized official and the cost of repair of which to meet standards for occupancy exceeds fifty (50%) percent of the structure's replacement costs, it shall not thereafter be restored, repaired or rebuilt except in conformity with the regulations of the district in which it is located.

D. A single family or two-family residential dwelling that is substantially damaged or destroyed by accidental causes, and was determined to be a legal non-conforming use, may be repaired or replaced in all zoning districts provided such replacement does not result in any enlargement or expansion of the non-conforming dwelling.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 6/6/2014

Re: Adoption of Zoning Ordinances

Dear Township Board,

Attached are eight (8) Ordinances that were previously approved by the Planning Commission, and now require approval from the Board of Trustees. Doug Lewan will be writing up a summary of each of these ordinances to provide you with an understanding of the changes that were made. At this time, Carlisle/Wortman is experiencing a major virus with their IT system, and are locked out of their computers. Doug is hoping to be back up and running by Friday afternoon, and will get the summary to me as quickly as he is able to. I will then provide a copy of the summary to the Board to include in their packet. Doug and I apologize for any inconvenience this may cause.

Respectfully Submitted,

Howard Fink

ARTICLE 11.0
RC - RECREATION CONSERVATION DISTRICT

Section 11.01 Purpose

~~The value to the public of certain open areas of the Township is represented in their natural, undeveloped or unbuilt condition. It is recognized by this Ordinance that the principal use of certain open areas is and ought to be the development, management and utilization of the natural resource base possessed by these areas. In order that this value be maintained and this use encouraged, this Ordinance has established, based upon a well considered plan, a zoning district designed to regulate the location of buildings and structures and the use of parcels and lots, in order to protect and enhance the natural resources, natural amenities, natural habitats of wildlife, watershed and reservoir areas, agricultural capabilities, public recreation areas, and the public health, safety and welfare by reducing the hardship and financial burdens imposed upon the Township by the wanton destruction of resource, the improper and wasteful use of open land, wooded areas and the periodic flooding and overflow of creeks and streams. It is further the intent of this district to permit compatible uses, buildings, and structures only at a low density as an added guarantee of compatibility.~~

It is recognized that the township has an abundance of significant natural resources and features. The RC Resource Conservation District is intended to provide for those uses of land that are compatible with the need to: protect and enhance vital township natural resources and amenities; fish and wildlife habitat; woodlands; wetlands and water resources; and encourage agricultural and other resource-based production.

Section 11.02 Permitted Uses

The following buildings and structures, and uses of parcels, lots, buildings, and structures are permitted in this district:

A. Single-family dwelling and any use, building or structure accessory thereto.

B. Family Day Care homes.

C. Adult foster care homes, foster family homes, and foster family group homes.

D.~~A.~~ Public or private forest preserve, game refuge, park, or similar recreation areas of low density and which utilize the natural features of the land.

E.~~B.~~ Public and private conservation area and structure for the development, protection and conservation of open space, watersheds, water, soil, forest, and wildlife resources.

F.~~C.~~ ~~A lot may be used for general and specialized farming and agricultural activities including the raising or growing of crops, livestock, poultry and other farm animals, products and foodstuffs, and provided that any lot that is kept as idle cropland shall be so treated as to prevent soil erosion by wind or water and so treated as to prevent excessive growth of obnoxious weeds and shrubs, and provided that any lot kept as non-cropland shall be so treated as to prevent soil erosion by wind or water.~~

Farms and Farming Operations, including a riding academy or stable.

G.~~D.~~ A parcel may be used for the maintenance of animals, not as part of a farm or farm operation and not for the purpose of commercial production of farm products, but incidental to the use of a parcel principally for single-family residential purposes, and further subject to the following standards:

1. The following standards establish the number of non-farm animals permitted.
   One (1) horse (equine) or cow (bovine), or three (3) pigs or hogs (swine), or six (6) sheep or goats (ovine) or similar animal shall be permitted for each one (1) acre.

   Poultry, rabbits, and similar animals may be kept in addition to the animals noted above. All setback, fencing, and maintenance standards found below apply.

2. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals. Fencing for animal pens, including chicken coops, shall meet the required setbacks of this district.

3. Structures housing animals shall meet all required setbacks of this district.

4. The refuse and wastes resulting from the maintenance of animals shall be controlled upon the premises, and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses.

5. All feed and other substances and materials on the premises for the maintenance of animals shall be stored so as to not attract rats, mice, or other vermin.

H.~~E.~~ Pick your own agricultural products including berries and similar products.

I.~~F.~~ Farm Market / Roadside Stand

J.~~DG.~~ The raising or growing of plants, trees, shrubs, and nursery stock.

K.~~EH.~~ The growing, stripping and removal therefrom of sod provided that said lot or portion thereof shall be reseeded after stripping by fall of the year in which it was stripped as to reduce the actual or potential erosion of soil by water or wind.

L.~~FI.~~ A sign, only in accordance with the regulations specified in Article 62.0

M.~~GJ.~~ Distribution lines and structures, not including buildings, of essential services, when located within an existing public or utility right-of-way, and repeater buildings of a telephone utility company when location is approved by the Township Planning Commission.

N.~~HK.~~ Home Occupation.

Section 11.03 Conditional Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district subject to obtaining a conditional use permit as provided in Article 63.0.

~~A. Single-family dwelling.~~

~~B. Public and private camping ground.~~
~~Family Day Care homes.~~

~~C. Adult foster care homes, foster family homes, and foster family group homes.~~

A.~~D~~. Public and private camping ground.

B.~~C~~E. Club, golf course and country club house, swimming pool, golf driving range, and sale of food, beverages, and recreation equipment which is incidental to a permitted principal recreation use.

C.~~D~~F. Marinas, boat launching facilities, and related sales and services, and similar water-related uses and structures; public beaches, swimming pools, and bathhouses for gain.

D.~~E~~G. Public utility structures.

E.~~F~~H. Transmission lines and structures, not including buildings, of essential services, where located in rights-of-way not a part of public or utility rights-of-way existing at the time of adoption of this Ordinance.

F.~~G~~I. Essential services, except as provided for elsewhere in this district, provided that no storage of materials, equipment, vehicles, or supplies shall be located on the premises; that no personnel shall be quartered or employed on the premises; and that the structure(s) shall be designed, erected, and landscaped in such manner as to conform to the character of the surrounding area and this district.

G.~~H~~J. All buildings and structures accessory and incidental to permitted uses in this district.

H.~~I~~K. Radio and television broadcasting and receiving antennae and related buildings and structures.

I.~~J~~L. Bed and breakfast operations.

J.~~K~~M. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 ("Conditional Uses") herein.

K.~~L~~N. Agricultural Commercial/Tourism Business, subject to the provisions of Section 60.33.

L.~~M~~O. Daycare and group daycare homes, subject to the provisions of Section _____.

Section 11.04 Regulations and Standards

The following regulations shall apply in all RC - Recreation Conservation Districts.

A. Lot Area - ~~No building or structure~~The minimum lot area shall be ~~established on any lot less than~~ ten (10) acres in area.

B. Lot Width - The minimum lot width shall be three hundred (300) feet.

C. Lot Coverage - The maximum lot coverage shall not exceed ten (10%) percent.

~~D. Floor Area Ratio - The maximum floor area shall not exceed ten (10%) percent of the lot area.~~

~~E~~D. Yard and Setback Requirements.

1. Front yard - not less than sixty (60) feet from the right-of-way line.

2. Side yards - least width of either yard shall not be less than thirty (30) feet; except in the case of a corner lot where the side yard on the road or street side shall not be less than sixty (60) feet.

3. Rear yard - not less than fifty (50) feet.

4. The above requirements shall apply to every lot, building, or structure.

~~F~~E. Height - Except as otherwise provided in Article 10, the following height requirements shall apply to this district.

1. For all Buildings and Structures - No building or structure shall exceed three (3) stories or forty (40) feet.

~~G~~F. Required Off-Street Parking - As required in Article 61.0.

~~H~~G. Performance Standards - As required in Article 60.0.

~~I~~H. Preservation Of Environmental Quality - Specified in Article 60.0, Section 60.07.

Add the following definitions to Article 2.0:

Day Care Facility means the following:

(1) *Day care center.* A facility, other than a private residence, receiving one or more preschool or school age children for care for periods of less than 24 hours a day, and where the parents or guardians are not immediately available to the child. The term "day care center" includes a facility which provides care for not less than two consecutive weeks, regardless of the number of hours of care per day. The facility is generally described as a child care center, day care center, day nursery, nursery school, parent cooperative preschool, play group or drop-in center. The term "day care center" does not include any of the following:

a. A Sunday school, a vacation bible school or a religious instructional class that is conducted by a religious organization where children are in attendance for not greater than three hours per day for an indefinite period, or not greater than eight hours per day for a period not to exceed four weeks during a 12-month period.

b. A facility operated by a religious organization where children are cared for not greater than three hours while persons responsible for the children are attending religious services.

c. A program that is primarily supervised, school-age-child-focused training in a specific subject, including, but not limited to, dancing, drama, music, or religion. This exclusion applies only to the time a child is involved in supervised, school-age-child-focused training.

d. A program that is primarily an incident of group athletic or social activities for school-age children sponsored by or under the supervision of an organized club or hobby group, including, but not limited to, youth clubs, scouting, and school-age recreational or supplementary education programs. This exclusion applies only to the time the school-age child is engaged in the group athletic or social activities and if the school-age child can come and go at will.

(2) *Family day care home.* A private home in which one but fewer than seven minor children are received for care and supervision for periods of less than 24 hours a day, unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage or adoption. The term "family day care home" includes a home that gives care to an unrelated child for more than four weeks during a calendar year. Child family day care homes shall be specifically exempt from regulations by this chapter but are otherwise subject to applicable state law. The operator of the child family day care home business must be a bona fide resident of the private home.

(3) *Group day care home.* A private home in which more than six but not more than 12 minor children are given care and supervision for periods of less than 24 hours a day, unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage or adoption. The term "group day care home" includes a home that gives care to an unrelated minor child for more than four weeks during a

calendar year. The operator of the child group day care home business must be a bona fide resident of the private home.

(4) *Private home.* A private residence in which the licensee or registrant permanently resides as a member of the household, which residency is not contingent upon caring for children or employment by a licensed or approved child placing agency.

(Delete current definition of "Daycare Facilities")

Foster care facility, adult, means a governmental or nongovernmental establishment that provides foster care to adults. It include facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically disabled who require supervision or an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, residential centers for persons released from or assigned to a correctional facility, or any other facilities which have been exempted from the definition of adult foster care facility by the Michigan adult foster care facility licensing act, Public Act No. 218 of 1979 (MCL 400.701 et seq.). The types of licensed adult foster care facilities include the following:

(1) *Small group home.* A facility with the approved capacity to receive 12 or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for 24 hours a day, five or more days a week, and for two or more consecutive weeks for compensation.

(2) *Large group home.* A facility with approved capacity to receive at least 13 but not more than 20 adults to be provided supervision, personal care, and protection in addition to room and board, for 24 hours a day, five or more days a week, and for two or more consecutive weeks for compensation.

(3) *Family home.* A private residence with the approved capacity to receive six or fewer adults to be provided with foster care for five or more days a week and for two or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

(4) *Congregate facility.* An adult foster care facility with the approved capacity to receive more than 20 adults to be provided with foster care.

Foster family homes. *Foster family homes.* Foster family homes shall include the following:

(1) *Foster family home.* A private home in which one but not more than four minor children, who are not related to an adult member of the household by blood or marriage, or who are not placed in the household under the Michigan adoption code, chapter X of the probate code of 1939, Public Act No. 288 of 1939 (MCL 710.21 et seq.), are given care and supervision for 24 hours a day, for four or more days a week, for two or more consecutive weeks, unattended by a parent or legal guardian.

(2) *Foster family group home.* A private home in which more than four but fewer than seven minor children, who are not related to an adult member of the household by blood or marriage, or who are not placed in the household under the Michigan adoption code, chapter X of the probate code of 1939, Public Act No. 288 of 1939 (MCL 710.21 et seq.), are provided care for 24 hours a day, for four or more days a week, for two or more consecutive weeks, unattended by a parent or legal guardian.

ARTICLE 21.0
SR-1 SINGLE-FAMILY RESIDENTIAL DISTRICT

Section 21.01 Purpose

This district is composed of those areas of the Township whose principal use is and ought to be single-family dwellings on moderately small-sized lots. The regulations of this district are designed to create predominately suburban character in those areas which are served by a central sanitary sewer system. In addition to the dwellings permitted in this zoning district, certain residential and public uses are permitted which have been strictly regulated to make them compatible with the principal use of this district.

Section 21.02 Permitted Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:

A. Single-family dwelling and any use, building or structure accessory thereto.

B. Two-family dwelling and any use, building or structure accessory thereto.

C. ~~Lines and structures of essential services.~~Family Day Care homes.

D. ~~A sign, only in accordance with the regulations specified in Article 62.0, herein.~~ Adult foster care homes, foster family homes, and foster family group homes.

E. A sign, only in accordance with the regulations specified in Article 62.0, herein.~~A planned unit residential development, only in accordance with the procedures and regulations specified in Article 52.0, herein.~~

F. Home Occupations.

G. An Open Space Development where a minimum of fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with

Sections 60.21 and 60.29 and density does not exceed the standards set forth in Section 60.21.E.1.

Section 21.03 Conditional Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted subject to obtaining a conditional use permit as provided in Article 63.0, herein:

A. Golf course with golf driving range.

B. Country club, public swimming pool, and recreation club, public/private park and playground.

C. A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery; public building.

D. ~~Public and private day care facilities, p~~Primary and secondary school.

E. Essential services, as provided in Section 3.17, herein.

F. Public utility structure located on the surface of the ground including but not limited to transformer sub-stations, pumping stations, communications relay stations, gas and steam regulating valves and stations; provided that storage of materials, inoperative equipment, vehicles, or supplies shall be located in a building, that no personnel shall be quartered or employed on the premises, and that structure shall be designed, erected, and landscaped in such a manner as to conform as much as possible with the character of this district.

G. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 ~~("~~Conditional Uses~~")~~ herein.

G. An Open Space Development where less than fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 or density exceeds the standards set forth in Section 60.21.E.1.

H. Bed and Breakfast operations, as provided in Section 60.14, herein.

~~H.~~I. Daycare and group day care homes, subject to the provisions of Section _____.

Section 21.04 Regulations and Standards

The following regulations shall apply in all SR-1 – Single-Family Residential Districts:

A. Lot Area - Where a lot is served with a central sanitary sewerage system there shall be provided a minimum of one forth (1/4) acre of lot area for each single-family dwelling unit and one half (1/2) acre of lot area for each two-family dwelling. Where a lot is not so served, there shall be provided a minimum of one (1) acre of lot area for each single-family dwelling unit and two (2) acres of lot area for each two-family dwelling. The minimum lot area for all other principal buildings and structures listed in Section 21.03 shall be one (1) acre where central services are provided and three (3) acres where a lot is not so served.

B. Lot Width - The minimum lot width for a single-family for lots served with a central sanitary sewerage system shall be eighty (80) feet. Where a lot is not so served, the minimum lot width shall be one hundred fifty (150) feet.

The minimum lot width for two-family dwellings served with a central sanitary sewerage system shall be one hundred twenty (120) feet. Where a lot is not so served, the minimum lot width shall be one hundred fifty (150) feet.

C. Lot Coverage - The maximum lot coverage shall not exceed thirty (30%) percent.

~~D. Floor Area Ratio - The maximum floor area shall not exceed thirty (30%) percent of the lot area.~~

~~E~~D. Yard and Setback Requirements

1. Front yard - Not less than thirty-five (35) feet.

2. Side yards - Least width of either yard shall not be less than ten (10) feet, but the sum of the two (2) side yards shall not be less than twenty-five (25) feet; except in the case where the side yard on the road or street side shall not be less than thirty-five (35) feet.

3. Rear yard - Not less than twenty (20) feet.

4. The above requirements shall apply to every lot, building or structure.

~~F~~E. Height Requirements - Except as otherwise provided in Article 10.0, the following height requirements shall apply in this district:

~~1.~~ For Buildings and Structures: No building and no structure shall exceed a height of two and one half (2-1/2) stories, but not exceeding thirty-five (35) feet

~~2. For Detached Accessory Buildings: No detached accessory building shall exceed a height of fifteen (15) feet.~~

~~G~~F. Required Off-Street Parking - As required in Article 61.0.

~~H~~G. Supplemental Regulations - As required in Article 60.0.

~~I.~~H. Performance Standards - As required in Article 60.0.

ARTICLE 22.0
SR-2 - SINGLE-FAMILY RESIDENTIAL DISTRICT

Section 22.01 Purpose

This district is composed of those areas of the Township whose principal use is and ought to be single-family dwellings on small sized lots. Land within this district is found primarily within the proximity of Whitmore Lake and Horseshoe Lake. ~~All of the areas encompassed by this district have been previously subdivided and platted in a manner which is considered substandard today. The SR-2 zoning district, therefore, only recognizes lands having the characteristics of these aforementioned areas of the Township.~~ There is no intent to rezone any additional lands of the Township into this zoning district than are currently recognized by this district on the zoning map. ~~The regulations of this district are intended to prohibit any further substandard development which would seriously threaten the public health, safety and convenience.~~ The regulations of this district are designed to establish adequate minimum standards for further development or redevelopment of these areas, and to maintain a predominantly suburban character in those areas which are served by central sanitary sewer. In addition to dwellings permitted in this zoning district, certain residential and public uses are permitted which have been strictly regulated to make them compatible with the principal use of the district.

Section 22.02 Permitted Uses

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:

A. Single-family dwelling and any use, building or structure accessory thereto.

B. Family day care homes.

C. Home Occupations.

D~~C~~. An Open Space Development where a minimum of fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 and density does not exceed the standards set forth in Section 60.21.E.1.

E. Adult foster care homes, foster family homes, and foster family group homes.

Section 22.03 Conditional Uses

The following buildings and structures, and uses of parcels, lots, buildings, and structures are permitted subject to obtaining a conditional use permit as provided in Article 63.0.

A. Two-family dwelling and any use, building or structure accessory thereto.

B. Public utility structure located on the surface of the ground including but not limited to transformer substations, pumping stations, communications relay stations, gas and steam regulation valves and stations; provided that storage of materials, inoperative equipment, vehicles, or supplies shall be located in a building, that no personnel shall be quartered or employed on the premises, and that structure shall bed designed, erected, and landscaped in such a manner as to conform as much as possible with the character of this district.

C. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 ("Conditional Uses") herein.

D. An Open Space Development where less than fifty (50%) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 or density exceeds the standards set forth in Section 60.21.E.1.

E. Bed and Breakfast operations, as provided in Section 60.14, herein.

F. Daycare and group daycare homes, subject to the provisions of Section _____.

Section 22.04 Regulations and Standards

The following regulations shall apply in all SR-2 - Single-family Residential Districts.

A. Lot Area - Where a lot is served with a central sanitary sewerage system there shall be provided a minimum of seven thousand five hundred (7,500) square feet of lot area for each single-family dwelling unit and twelve thousand five hundred (12,500) square feet of lot area for each two-family dwelling unit. Where a lot is not so served, there shall be provided a minimum of one (1) acre of lot area for each single-family dwelling and two (2) acres of lot area for each two-family dwelling unit. The minimum lot area for all other principal buildings and structures listed in Section 22.03 shall be one (1) acre where central services are provided and three (3) acres where a lot is not so served.

B. Lot Width - The minimum lot width for single-family lots served with a central sanitary sewerage system shall be a minimum of sixty (60) feet. Where a single-family lot is not so served, the minimum lot width shall be one hundred fifty (150) feet.

The minimum lot width for two-family dwellings served with a central sanitary sewerage system shall be one hundred twenty (120) feet. Where a lot is not so served, the minimum lot width shall be one hundred fifty (150) feet.

C. Lot Coverage - The maximum lot coverage shall not exceed thirty (30%) percent.

~~D. Floor Area Ratio - The maximum floor area shall not exceed thirty (30%) percent of the lot area.~~

~~E~~D. Yard and Setback Requirements.

1. Front Yard - Not less than thirty (30) feet.

2. Side Yards - Least width of either yard shall not be less than ten (10) feet, except in the case where the side yard on the road or street side shall not be less than thirty (30) feet.

3. Rear Yard - Not less than twenty (20) feet.

4. In the case of a through lot, the frontages along streets shall be considered front yards and all buildings and structures shall meet the minimum front yard requirements.

5. The preceding regulations shall apply to every lot, building, or structure.

~~F~~E. Height Requirements - The following height requirements shall apply in this district:

~~1.~~ For Buildings and Structures: No building and no structure shall exceed a height of two and one half (2-1/2) stories, but not exceeding thirty-five (35) feet.

~~2. For Detached Accessory Buildings: No detached accessory building shall exceed a height of fifteen (15) feet.~~

~~G~~F. Required Off-Street Parking - As required in Article 61.0.

~~H~~G. Performance Standards - As required in Article 60.0.

~~I~~H. Supplemental Regulations - As required in Article 60.0.

ARTICLE 25.0
MR - MULTIPLE FAMILY RESIDENTIAL DISTRICT

Section 25.01 Purpose

This district is composed of those areas of the Township whose principal use is or ought to be multiple family dwellings. The regulations of this district are designed to permit a moderate density of population and a moderate intensity of land use in those areas which are served by a central sanitary sewerage system, and which abut or are adjacent to such other uses, buildings, structures, or amenities which support, complement or serve such a density and intensity. In addition to the dwellings permitted in this zoning district, there are permitted certain residential and public uses which have been strictly regulated to make them compatible with the principle use of this district.

Section 25.02 Permitted Uses

The following buildings and structures and uses of parcels, lots, buildings, and structures are permitted in this district:

A. Single-family dwelling and any use, building or structure accessory thereto.

B. Two-family dwellings and any use, building or structure accessory thereto.

C. Multiple family dwelling and any use, building or structure accessory thereto.

D. ~~Lines and structures of essential services.~~Family day care homes.

E. Adult foster care homes, foster family homes, and foster family group homes.

F. A sign, only in accordance with the regulations specified in Article 62.0.

~~F~~G. A planned unit residential development, only in accordance with the procedures and regulations specified in Article 52.0.

H~~G~~. Home occupation may be located on a lot with a single-family dwelling.

Section 25.03 Conditional Uses

The following buildings and structures and uses of parcels, lots, buildings and structures are permitted subject to obtaining a conditional use permit as provided in Article 63.0.

A. Golf course including golf driving range.

B. Country club, public swimming pool and recreation club, public/private park and playground.

C. A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery; public building.

D. ~~Public and private nursery schools, p~~Primary and secondary school, college and university.

E. Medical and dental clinic, when associated with a hospital, nursing home or sanitarium.

F. Funeral establishment.

G. Hospitals, nursing homes, sanitariums.

H. Essential services as provided in Section 3.17, herein.

I. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 ("Conditional Uses") herein.

J. Daycare and group daycare homes, subject to the provisions of Section _____.

Section 25.04 Regulations and Standards

The following regulations shall apply in all MR Multiple Family Residential Districts:

A. Lot Area - Every lot or parcel of land occupied by a single-family dwelling shall contain an area of ten thousand (10,000) square feet. Every lot or parcel of land occupied by a two-family dwelling shall contain an area of not less than seventeen thousand five hundred (17,500) square feet. Every lot or parcel of land occupied by a multiple family dwelling structure which has three (3) or more dwelling units shall contain an area of not less than the following:

1. For each dwelling unit having no bedroom unit, nineteen hundred (1,900) square feet.

2. For each dwelling unit having one (1) bedroom unit, twenty three hundred (2,300) square feet.

3. For each dwelling unit having two (2) bedroom units, three thousand (3,000) square feet.

4. For each dwelling unit having more than two (2) bedroom units, three thousand (3,000) square feet plus seven hundred (700) square feet for each bedroom unit in excess of two (2) bedroom units.

Provided further than every lot which has multiple dwelling structure(s) which has three (3) or more dwelling units shall contain not less than one (1) acres of lot area.

B. Lot Width.

1. For a single-family dwelling the minimum lot width shall be eighty (80) feet.

2. For a two-family dwelling, the minimum lot width shall be one hundred twenty (120) feet.

3. For a multiple family dwelling structure, the minimum lot width shall be one hundred fifty (150) feet.

C. Lot Coverage.

1. For one (1) and two (2) family dwellings, the maximum lot coverage shall not exceed thirty (30%) percent.

2. For multiple family buildings, the maximum lot coverage shall not exceed thirty-five (35%) percent.

~~D. Floor Area Ratio.~~

~~1. For one (1) and two (2) family dwellings, the maximum floor area shall not exceed thirty (30%) percent of the lot area.~~

2. For multiple family buildings, the maximum floor area shall not exceed thirty-five (35%) percent of the lot area.

~~E~~D. Yard Requirements.

1. Front Yard - Not less than fifty (50) feet.

2. Side Yards - Least width of either yard shall not be less than fifteen (15) feet, but the sum of the two (2) side yards shall not be less than thirty five (35) feet except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than fifty (50) feet.

3. Rear yard - Not less than thirty five (35) feet.

4. Accessory structures shall meet the same yard requirements.

5. The above requirements shall apply to every lot, building or structure.

~~F~~E. Height Requirements - Except as is otherwise provided in Article 10.0, no building or structure shall exceed two and one-half (2-1/2) stories above finished grade or thirty-five feet which-ever is the lesser.

~~G~~F. Distance Between Grouped Buildings - In addition to the required setback lines provided elsewhere in this Ordinance, in group dwellings (including semi-detached and multiple dwellings) the following minimum distances shall be required between each said dwelling:

1. Where buildings are front to front or front to rear, three (3) times the height of the taller building, but not less than seventy (70) feet.

2. Where buildings are side to side, one and one half (1-1/2) times the height of the taller building but not less than twenty (20) feet.

3. Where buildings are front to side, rear to side, or rear to rear, two (2) times the height of the taller building but not less than forty-five (45) feet.

In applying the above standards, the front of the building shall mean that face of the building having the greatest length; the rear is that face opposite the front. The side is the face having the smallest dimension.

~~H~~G. Required Off-Street Parking - As required in Article 61.0.

~~I. Required Site Plan Review By The Planning Commission - As required in Article 64.0.~~

~~I~~HJ. Performance Standards - As required in Article 60.0

~~J~~IK. Supplemental Regulations - As required in Article 60.0.

Section 60.34 Day Care facilities

(a) *Intent.* It is the intent of this section to establish standards for day care facilities which will ensure compatibility with adjacent land uses and maintain the character of the neighborhood.

(b) *Application of regulations.*

(1) A state-licensed family day care home shall be considered a residential use of property and a permitted use in all residential districts. Family day care homes shall be prohibited in all other districts.

(2) The township may, by issuance of a conditional use permit, authorize the establishment of group day care homes and day care centers as specified in district regulations and subject to the standards herein.

(c) *Standards for group day care homes.* Group day care homes shall be considered as a conditional land use subject to the requirements and standards of article 63.0 of this chapter and the following additional standards:

(1) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located.

(2) The property is maintained in a manner that is consistent with the visible characteristics of the neighborhood.

(3) Fencing shall be provided that is designed to discourage climbing, and is at least four feet in height, but no higher than six feet. The area to be fenced shall be determined by the planning commission.

(4) The hours of operation do not exceed 16 hours within a 24-hour period. Activity between the hours of 10:00 p.m. and 6:00 a.m. shall be limited so that the dropoff and pickup of children is not disruptive to neighboring residents.

(5) One off-street parking space per employee not a member of the group day care home family shall be provided.

(6) Appropriate licenses with the state shall be maintained.

(d) *Standards for day care centers.* Day care centers shall be considered as a conditional land use subject to the requirements and standards of article 63.0 of this chapter and the following standards:

(1) Frontage on either a principal or minor arterial street shall be required.

(2) A separate dropoff and pickup area shall be provided adjacent to the main building entrance, located off of a public street and the parking access lane, and shall be of sufficient size so as to not create congestion on the site or within a public roadway.

(3) Off-street parking shall be provided at a rate of one space per employee plus one space for every five children enrolled at the facility.

(4) There shall be an outdoor play area of at least 1,000 square feet provided on the premises. Said play area shall not be located within the front setback. This requirement may be waived by the planning commission if public play area is available 500 feet from the subject parcel.

(5) Appropriate licenses with the state shall be maintained.

Section 60.35 Adult foster care facilities and foster family homes.

(a) *Intent.* It is the intent of this section to establish standards for adult foster care facilities and foster family homes which will ensure compatibility with adjacent land uses and maintain the character of the neighborhood.

(b) *Application of regulations.*

(1) A state-licensed adult foster care home, foster family home or foster family group home serving six persons or less shall be considered a residential use of property and a permitted use in all residential districts.

(2) The township may, by issuance of a conditional use permit, authorize the establishment of adult foster care homes serving more than six persons in the

MR district. Such facilities shall be prohibited in all other districts.

(3) The township may, by issuance of a conditional use permit, authorize the establishment of an adult foster care congregate facility in the MR district. Such facilities shall be prohibited in all other districts.

(c) *Standards for adult foster care homes serving more than six persons.* Such homes shall be considered as a conditional land use subject to the requirements and standards of article 63.0 of this chapter and the following additional standards:

(1) A site plan, prepared in accordance with article 64.0 of this chapter, shall be required to be submitted.

(2) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located~~, provided there is a minimum site area of 1,500 square feet per adult, excluding employees and/or caregivers~~.

(3) The property is maintained in a manner that is consistent with the character of the neighborhood.

(4) One off-street parking space per employee and/or caregiver shall be provided.

(5) In its sole discretion, the township may determine that landscape transition strip in accordance with section 60.09 is required.

(6) Appropriate licenses with the State of Michigan shall be maintained.

(d) *Standards for adult foster care congregate facilities.* Such facilities shall be considered as a conditional land use in the MR district, subject to the requirements and standards of article 63.0 of this chapter and the following standards:

(1) A site plan, prepared in accordance with article 64.0 of this chapter, shall be required to be submitted.

(2) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located~~, provided there is a minimum site area of 1,500 square feet per adult, excluding employees and/or caregivers~~.

(3) Parking requirements as required for convalescent homes and similar facilities, set forth in article 61.0 of this chapter shall be met.

(4) All landscape requirements set forth in section 60.25 shall be met.

(5) Appropriate licenses with the state shall be maintained.

ARTICLE 63.0
CONDITIONAL USES

Section 63.01 Purpose

The formulation and enactment of this Ordinance is based upon the division of the unincorporated portions of Northfield Township into districts in each of which are permitted specified uses which are mutually compatible and permitted by right. In addition to such permitted compatible uses, however, it is recognized that there are certain other uses which it may be necessary or desirable to allow in certain locations in certain districts but which on account of their actual or potential impact on neighboring uses or public facilities need to be carefully regulated with respect to their location for the protection of the Township. Such uses, on account of their peculiar locational need or the nature of the service offered, may have to be established in a district in which they cannot be reasonably allowed as a permitted use.

This Ordinance, therefore, requires approval of a conditional use permit of each use listed in the several zoning districts as conditional uses and specifies in this Article the procedures and standards to be followed in granting such permits. If compliance with the procedures and standards set forth in this Article and in Article 10.0, "Schedule of District Regulations", and in Article 60.0, "Supplemental District Regulations", if applicable and this Article are found, then the right to a conditional use permit shall exist, subject to specific safeguarding conditions as may be imposed by reason of the nature, location, and external effects of such use. No conditional use shall commence until a conditional use permit is issued therefore in accordance with this Ordinance.

Section 63.02 Authority to Grant Permits

The Township Board shall have the authority to grant Conditional use permits, subject to such conditions of design and operation, safeguards and time limitations as it may determine for only those conditional uses specified in the various district provisions of this Ordinance.

Section 63.03 Application and Fee

Application for any conditional use permit permissible under the provisions of this Ordinance shall be made to the Township Board by filling in the official conditional use permit application form, submitting required data, exhibits and information, and depositing the required fee with the Township Clerk. Such application shall be accompanied by a fee as set by the Northfield Township Board, except that no fee shall

be required of any governmental body or agency. No part of such fee shall be returnable to the applicant.

Section 63.04 Data, Exhibits, and Information Required in Application

An application for a conditional use permit shall contain the following information:

A. The applicant's name, address, and telephone number.

B. The names and address of all record owners and proof of ownership.

C. The applicant's interest in the property, and if not the fee simple owner, a signed authorization from the owner(s) for the application.

D. Legal description, address, and tax parcel number of the property.

E. A scaled and accurate survey drawing, correlated with the legal description, and showing all existing buildings, drives and other improvements.

F. A detailed description of the proposed use.

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

H. A written statement from the Zoning Administrator regarding the existing conditions of the property and its compliance with the Zoning Ordinance.

Section 63.05 Public Hearing

A. Establishing Date - Upon receipt of the application and information from the Township Clerk, the Zoning Administrator shall set a date for a public hearing thereon, and shall notify the Township Clerk and applicant of the date. The Clerk will then give notice of the public hearing as described in Section 69.0 of this ordinance.

~~B. Posting of Signage~~

~~1. For any proposed conditional use, the applicant(s) or owner(s) of the property proposed for the conditional use shall place a four (4) by eight (8) foot sign on each side of the property, which abuts a street. The sign~~

shall not be erected in the road right-of-way or in a manner to obstruct vision of motorists or pedestrians.

2. If the property proposed for the conditional use does not abut a street, the sign shall be placed on each side of any contiguous land owned by the applicant(s) or owner(s) of such parcel, which does abut a street.

3. If no such contiguous property abutting a street is owned by the applicant(s) or owner(s) of the property proposed for the conditional use, the sign(s) shall be placed in such location(s) on the property that the Zoning Administrator deems will best inform the public of the proposed conditional use. If the Zoning Administrator determines that there is no location where a sign could be placed that would be visible to the public, the Zoning Administrator may waive the requirement of posting.

4. Each sign shall be erected at least twenty one (21) days, but not more than thirty (30) days, before the Planning Commission's public hearing on the petition for conditional use.

5. Each sign shall be removed from the property no later than three (3) business days following the public hearing or the adjourned or continued date thereof, whichever is later.

6. Each sign shall have lettering easily readable from the abutting street. Each sign shall state "PROPERTY PROPOSED FOR A CONDITIONAL USE," give the street address or tax code parcel number(s), acreage and diagram of the property proposed for the conditional use, state the zoning of the property, state the conditional use that is being requested, and the date, time, and place of the initial public hearing on the application for conditional use.

7. The applicant shall post a bond in an amount not to exceed one hundred dollars ($100.00) per sign to ensure the removal of the sign as provided in Paragraph D (3) preceding.

8. The Zoning Administrator shall inspect the property proposed for a conditional use to see that it complies with the requirements of this Section 63.05B, and shall submit an affidavit of such determination to the Planning Commission not less than seven (7) days prior to the public hearing on the application.

9. ~~Signs erected under this Section 63.05B are exempt from other provisions of this Ordinance regulating signs.~~

10. ~~Failure to comply with any provision of this Section 63.05B shall not constitute grounds for invalidating or setting aside the granting of an application for conditional use, but shall require adjourning and rescheduling the public hearing.~~

ARTICLE 68.0
AMENDMENTS

Section 68.01 Initiating Amendments

The Township Board may, from time to time, amend, modify, supplement, or revise the district boundaries or the provisions and regulations of this Ordinance. Amendments may be initiated by the Township Board, the Township Planning Commission, or by petition of one or more of the property owners of Northfield Township, or by one (1) or more persons acting on behalf of a property owner(s) of Northfield Township. All proposed amendments shall be referred to the Township Planning Commission for review and recommendation before action may be taken thereon by the Township Board.

Section 68.02 Fees

The Township Board shall establish, by resolution, fees for zoning amendment petitions. The fee shall be paid in full to the Township Clark at the time of filing of the petition and no part of such fee shall be returnable to the petitioner. Fees shall not be required for amendments requested by any government agency or body.

Section 68.03 Amendment Procedure

A. The procedure for amending this Ordinance shall be in accordance with Public Act 110 of 2006, as amended.

B. The original petition and eleven (11) copies thereof shall be filed with the Township Clerk. The Clerk shall transmit the petition and ten (10) copies thereof to the Township Planning Commission for review and report to the Township Board. The Zoning Administrator shall set a date for a public hearing, and shall notify the Township Clerk and applicant of the date. The Clerk will then give notice of the public hearing as described in Section 69.0 of this ordinance. Public hearing requirements shall also apply to amendments initiated by the Township Board, the Township Planning Commission and by any other governmental agency or body.

C. The Planning Commission shall report its findings, and its recommendations for disposition of the petition to the Township Board following the public hearing. The report shall include a summary of comments received at the public hearing.

D. Signage.

1. For any proposed amendment to the zoning map, the petitioner(s) or owner(s) of the property proposed to be rezoned shall place a four (4) by eight (8) foot sign on each side of the property, which abuts a street. Each sign shall have lettering easily readable from the abutting street. The sign shall not be erected in the road right-of-way or in a manner to obstruct vision of motorists or pedestrians.

2. If the property proposed for rezoning does not abut a street, the sign shall be placed on each side of any contiguous land owned by the petitioner(s) or owner(s) of such parcel, which does abut such a street.

3. If no such contiguous property abutting a street is owned by the petitioner(s) or owner(s) of the property proposed for rezoning, the sign(s) shall be placed in such location(s) on the property that the Zoning Administrator deems will best inform the public of the proposed rezoning. If the Zoning Administrator determines that there is no location where a sign could be placed that would be visible to the public, the Zoning Administrator may waive the requirement of posting.

4. Each sign shall be erected at least twenty one (21) days, but not more than thirty (30) days, before the Planning Commission's public hearing on the petition for rezoning.

5. Each sign shall be removed from the property no later than three (3) business days following the public hearing or adjourned or continued date thereof, whichever is later.

6. Each sign shall have lettering easily readable from the abutting street. Each sign shall state "PROPERTY PROPOSED FOR REZONING;" give the street address or tax code parcel number(s), acreage and diagram of the property proposed for rezoning; state the current and proposed zoning classifications; state the use proposed for the site; and state the date, time, and place of the initial public hearing on the petition for rezoning.

7. The petitioner shall post a bond in an amount not to exceed one hundred dollars ($100.00) per sign to ensure the removal of the sign as heretofore provided.

~~8. The Zoning Administrator shall inspect the property proposed for rezoning to see that it complies with this section and shall submit an affidavit of such determination to the Planning Commission not less than seven (7) days prior to the public hearing on the petition.~~

~~9. Signs erected under this section are exempt from other provisions of this Ordinance regulating signs.~~

~~10. Failure to comply with any provision of this Section 68.03D shall not constitute grounds for invalidating or setting aside the granting of a petition for rezoning, but shall require adjourning and rescheduling the public hearing. The recommendation filed by the Planning Commission with the Township Board shall state whether the petitioner has complied with this section.~~

Section 68.04 Information Required

A. When the petition involves an amendment to the Official Zoning Map, the petitioner shall submit ten (10) copies of the following information the following information to the Township Clerk:

1. A legal description of the property, including a street address and the tax code number(s).

2. A scaled map of the property, correlated with the legal description, and clearly showing the property's location.

3. The name and address of the petitioner.

4. The petitioner's interest in the property; if the petitioner is not the record owner, the name and address of the record owner(s), and that owner(s) signed consent to the petition.

5. Signature(s) of petitioner(s) and owner(s), certifying the accuracy of the information.

6. Identification of the zoning district requested and the existing zoning classification of property.

7. A vicinity map showing the location of the property, and adjacent land use and zoning districts.

8. General description of natural resources on the site such as woodlands, wetlands, etc.

B. When a petition involves a change in the text of the Zoning Ordinance, the petitioner shall submit the following information to the Township Clerk:

1. A detailed statement of the petition, clearly and completely setting forth all proposed provisions and regulations, including all changes in the Zoning Ordinance necessary to accommodate the proposed amendment.

2. Name and address of the petitioner.

3. Reasons for the proposed amendment.

Section 68.05 Findings of Fact Required

In reviewing any petition for a zoning amendment, the Planning Commission shall identify and evaluate all factors relevant to the petition. The Planning Commission shall report its findings in full, along with its recommendation for action on the petition, to the Township Board. The factors to be considered by the Planning Commission shall include, but shall not be limited to, the following:

A. Whether or not the requested zoning change is justified by a change in conditions since the original Ordinance was adopted, or by an error in the original Ordinance.

B. The precedents, and the possible effects of such precedents, which might result from approval or denial of the petition.

C. The capacity of Northfield Township or any other government agencies to provide any services, facilities, and/or programs that might be required if the petition were approved.

D. Effect of approval of the petition on the condition and/or value of property in Northfield Township or in adjacent municipalities.

E. Relation of the petition to the adopted Land Use Development Plan of Northfield Township, and of other government units where applicable.

All findings of fact shall be made a part of the public records of the meetings of the Planning Commission.

Section 68.06 Conditional Rezoning of Land

As an alternative to a rezoning amendment as described in Section 68.01 of this Ordinance, the Township may allow conditional rezoning to help ensure the proper use of land and natural resources and to allow for a more flexible approach to the rezoning process in accordance with Act No. 184 of Public Acts of Michigan of 1943 as amended. It is recognized that, in certain instances, it would be an advantage to both the Township and petitioners seeking Rezoning of land if a site plan, along with conditions and limitations that may be relied upon by the Township, could be proposed as part of a petition for Rezoning. Conditional rezoning of land must follow the standards and procedures as noted below.

A. The amendment procedure for a conditional rezoning shall follow the same procedure as a traditional rezoning amendment pursuant to Article 68.0 of this Ordinance.

B. In addition to the procedures as noted in Section 68.03, the following specific procedures, standards, and requirements apply to all proposed conditional rezoning requests.

1. A conditional rezoning request must be voluntarily offered by an owner or persons (s) acting on behalf of an owner of land within the Township. All offers must be made in writing and must provide the specific conditions to be considered by the Township as a part of the rezoning request. All offers shall be in the form of a written agreement approvable by the Township and property owner, incorporating the conditional rezoning site plan and setting forth any conditions and terms mutually agreed upon by the parties relative to the land for which the conditional rezoning is sought.

2. Conditional rezoning shall not allow a use or activity that would not otherwise be allowed in the proposed zoning district.

3. Conditional rezoning shall not alter any of the various zoning requirements for the use(s) in question, i.e. parking, landscaping, lot area, lot width, building height, setbacks, lot area coverage, etc. Conditional rezonings shall not grant zoning variances of any kind. Any

zoning variance must follow the provisions of Article 66.0 of this Ordinance.

4. Conditional rezoning shall not grant conditional land use approval. The process for review and approval of conditional land uses must follow the provisions of Article 63.0 of this Ordinance.

5. All conditions offered by a land owner in relation to a rezoning request must have a direct relationship to the rezoning itself. The provisions to allow conditional rezoning shall not be construed to allow rezoning by exaction.

6. In addition to the informational requirements provided for in Section 68.04 of this ordinance the applicant must provide a conditional rezoning site plan prepared by a licensed professional allowed to prepare such plans under this Ordinance, that may show the location, size, height or other measures for and/or of buildings, structures, improvements and features on, and in some cases adjacent to, the property that is the subject of the conditional rezoning of land. The details to be offered for inclusion in the conditional rezoning site plan shall be determined by the applicant, subject to approval of the Township. A conditional rezoning site plan shall not replace the requirement under this Ordinance for site plan review and approval, or subdivision or site condominium approval, as the case may be.

C. Time Limits and Reversion of Land to Previous District.

1. If the proposed conditions offered by the owner of rezoning are acceptable to the Township, the Township may establish a time during which the conditions apply to the property and must be met. If the conditions are not met within the time established by the Township or as specified under this section, the property shall revert to its former zoning classification unless an extension is granted as noted below. Reversion of a property back to its former classification must follow the rezoning amendment provisions as provided in Section 68.03 of the Zoning Ordinance.

2. If the Township does not set a time period during which the conditions applied must be met, then the default period for reversion shall be three hundred sixty-five (365) days from the date of approval or acceptance by the Township

3. Unless a reversion of the zoning takes place as described in the section above, the approved conditional rezoning shall be binding upon the subject property owner, their heirs, successors, assigns, and transferees.

4. Upon approval of a conditional zoning, a copy of the written agreement between the property owner and Township shall be filed with the Washtenaw County Register of Deeds, which shall act to provide notice to all subsequent owners of the property of the conditions approved and agreed to by the Township.

5. The Township may not add to or alter any conditions approved as a part of a rezoning during the time period specified above.

6. The time limits specified and approved by the Township may be extended upon the application of the landowner and approval of the Township.

D. Review Procedures. The factors found in Section 68.05 of this Ordinance must be considered in any conditional rezoning request.

Section 68.07 Publication

Following Township Board approval of a petition to amend the Zoning Ordinance, notice of the amendment shall be published within fifteen (15) days after adoption in a newspaper of general circulation within Northfield Township. The notice of adoption shall include the following information:

A. Either a summary of the regulatory effect of the amendment, including the geographic area affected, or the text of the amendment.

B. The effective date of the amendment.

C. The place and time where a copy of the Ordinance may be purchased or inspected.

Section 68.08 Referendum

Within thirty (30) days following the adoption of an amendment to the Zoning Ordinance, a petition signed by a number of qualified and registered voters residing in the unincorporated portion of Northfield Township equal to not less than eight (8%) percent of the total vote cast for all candidates for governor at the last preceding general election at which a governor was elected. The petition may be filed with the Township Clerk requesting therein for the submission of the amendment to the electors residing in the unincorporated portion of Northfield Township for their approval.

Section 68.09 Conformance to Court Decree

Any amendment for the purpose of conforming to a provision of a decree of a court of competent jurisdiction as to any specific lands may be adopted by the Township Board and the notice of amendment published without referring same to any other board or agency.

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 Board of Trustees

FROM: Douglas J. Lewan, Community Planner

DATE: May 27, 2014

RE: Ordinance Revisions

At the May 21st Planning Commission public hearings were held and the following changes to the Township Zoning Ordinance were recommended for approval to the Board of Trustees.

Open Space Development Option (OSDO)

The proposed open space zoning ordinance is provided for your review along with all associated sections that will be revised. Some of you may remember that we originally reviewed this language several years ago but held action pending then current litigation. That litigation is now complete and the Planning Commission would like to again consider the attached language for the zoning ordinance.

Purpose of Proposed Changes

The proposed changes will help to accomplish the following purposes:

First and foremost it must be understood that the Open Space Development Option (OSDO) regulations are optional. A developer is not required to follow these procedures. They are intended to give a developer a more flexible approach to residential development. In most cases the utilization will allow for less costly development through reduced infrastructure costs. In the case of property Zoned AR it could also result in a substantial residential density bonus.

It should also be understood that these provisions to a certain extent currently exist within the Zoning Ordinance. The proposed changes will consolidate two existing sections into a single section as well as make minor changes to a number of other sections within the ordinance in relation to open space.

We would also note that open space provisions (cluster housing) are required by the Michigan Zoning Enabling Act, PA 110 of 2006 to be included within zoning ordinances. The proposed revisions are in keeping with PA 110.

Key Features

The new OSDO regulations consolidate two sections of the existing ordinance into a single section. Article 35.0 Open Space Preservation Residential Development will be deleted in its entirety. The existing section 60.21 Residential Open Space Development will be revised to incorporate Article 35.0 as well as introduce new ideas such as density bonuses as discussed below.

The revisions to Section 60.21 Open Space Development Option will allow for a density bonus of up to 150% of the base density for projects in the AR Agriculture District. The bonus is a new concept in these provisions and will be allowed only after meeting specific criteria and then only as a conditional land use.

A number of other changes are proposed in other parts of the Zoning Ordinance that have a relationship to the OSDO including the following: 1) The addition or revision of several definitions including, Natural Feature, Open Space Development, and Undeveloped State. 2) Changes to the AR, LR, SR-1, and the SR-2 District. These changes outline the conditions when an open space development will be either a permitted or conditional land use, as described in detail within the standards. 3) As noted above, the deletion of Article 35.0.

This memorandum provides a brief summary of the changes proposed in relation to the Open Space Development Option. I would ask that you please review the attached version and provide any questions, concerns, or changes that you might have.

Public Notification – Posting of Signage

As with all of the open space amendments noted above, the Planning Commission held a public hearing on this issue at their May 21 regular meeting, recommending approval to the Board of Trustees. This is a relatively straight forward amendment that consolidates the requirement for posting signs for rezoning, conditional land use, and Planned Unit Developments into one section of the ordinance. These provisions used to be found in several different sections of the ordinance and will now be found only in the public notification section. This should ultimately avoid confusion for applicants.

Please review the attached language and should you have any questions don't hesitate to give me a call.

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

Current Revision Date:
5-27-14

Section 60.21 Open Space Development Option:

A. Purpose

It is the intent of the residential Open Space Development option to promote the goals and policies of the Township Growth Management Plan and to permit residential development while preserving significant areas of open space, natural features, and rural character by:

1. Assuring the permanent preservation of open spaces, visual assets, agricultural lands, and natural features;

2. Encouraging a less sprawling form of development, thus preserving open space as undeveloped land;

3. Preserving contiguous open spaces and natural features;

4. Allowing innovation and greater flexibility in the design of rural residential developments;

5. Facilitating the construction and maintenance of streets, utilities, and public services in rural residential developments in a more economical and efficient manner; and

6. Ensuring compatibility of design and use between neighboring properties.

B. Applicability. The application for an open space development shall meet all appropriate review requirements under article 64.0 Site Plan Review, pertaining to site plan review or the Northfield Township Subdivision Ordinance, whichever is applicable.

1. The Open Space Development option may be applied for in the AR, LR, SR-1, and SR-2 Districts. The following criteria shall determine whether open_space development shall be treated as a permitted or conditional use:

   a. As a permitted use. An Open Space Development shall be a permitted use as of right where a minimum of fifty (50) percent of the site is permanently preserved as Dedicated Open Space in accordance with Section 60.29 and density does not exceed the standards set forth in Section 60.21.E.1.

   b. As a conditional use. An Open Space Development may be permitted as a Conditional Use pursuant to Article 63.0 where:

      i. The applicant desires the design flexibility allowed for Open Space Developments, but less than fifty (50) percent of the site would be permanently reserved as Dedicated Open Space in accordance with Section 60.29.

ii. The applicant seeks to obtain a density bonus pursuant to Section 60.21.E.3.

2. Any division of a parcel in an Open Space Development shall be approved by one of the following means:

a. Division by Metes and Bounds shall be approved by the Zoning Administrator in accordance with the Township Land Division Ordinance. The Zoning Administrator shall not approve any land division for an Open Space Development until the requirements of this Article are met, including the review and approval of a site plan pursuant to Article 64.0.

b. Division by Subdivision Plat in accordance with the approval process provided in the Township Subdivision Ordinance and the Township Zoning Ordinance.

c. Division by Site Condominium in accordance with the approval process provided in, Section 60.12 of this ordinance.

C. Uses Permitted – Uses permitted in an Open Space Development, are those listed as permitted, conditional and accessory uses in the underlying zoning district. The buildings and structures, and uses of parcels, permitted using the Open Space Development option shall be the same as described in the underlying zoning district.

D. Open Space Requirements

1. Area of Dedicated Open Space. The Dedicated Open Space shall remain perpetually in an undeveloped state by means of an irrevocable conveyance or other method described in Section 60.29 Open Space Preservation.

2. Use of Dedicated Open Space. In addition to permanently preserved open space the following uses may be permitted within open space areas.

a. Recreational Facilities. Allowable recreation facilities may include a neighborhood park, picnic area, children's play area, greenway, recreational trails, bike paths, equestrian trails, or similar passive recreational facilities which provide a feature of community-wide significance and enhance residential development. In order to preserve a reasonable proportion of the natural areas, no more than fifty (50) percent of the Dedicated Open Space shall be utilized for these recreational facilities. Dedicated Open Space in excess of fifty (50) percent of the site may be used for more active recreational uses.

b. Stormwater Detention Pond. A manmade stormwater detention pond provided such pond is designed to appear and act as a natural wetland and/or natural pond.

c. Wastewater Treatment. The drainage field for a Community Wastewater Utility System serving the entire Open Space Development, but not the treatment plant itself, provided such drainage field is planted and maintained for the entire life of the Community Wastewater Utility System such that it appears to be natural, open space.

d. Farm. Farm and farm operations if proposed for a portion of the open space must be approved by the Planning Commission and be in keeping with the intent of these provisions. Intensive agricultural operations and similar uses shall not be permitted to occupy the open space area of a development.

3. Areas Not Considered Dedicated Open Space. The following land areas shall not be included as Dedicated Open Space for the purpose of this Article:

a. The area of any private or public street right-of-way.

b. Any lot including the required setbacks surrounding a residential structure.

c. Stormwater detention and treatment areas except as provided above.

d. Any wastewater treatment areas, except as provided above.

E. Density Calculations.

1. The basis number of Dwelling Units permitted under the Open Space Development option shall be determined by calculating the number of dwelling units that would be permitted if the site were developed with a conventional layout and all applicable ordinances and laws were observed, as demonstrated by the density concept site plan submittal prepared in accordance with subsection E.2.

2. A density concept plan shall be submitted along with the required Preliminary Site Plan as specified in Section 64.03 which illustrates achievable density without application of the Open Space Development option and with all applicable ordinances and laws observed based on the underlying zoning regulations. The density concept plan (parallel plan) shall contain the following information:

a. Evidence of ownership; location and description of site; dimensions and areas.

b. General topography, soils information, woodlands, wetlands, floodplains, and surface waters.

c. Scale, north arrow, date of plan.

d. Existing zoning of site; existing land use and zoning of adjacent parcels; location of existing buildings, drives, and streets on the site and within one hundred (100) feet of the site.

e. Lot and street layout.

f. Location, size, and uses of open space.

g. General description of proposed water, sewage disposal, and storm drainage systems.

3. Review of density concept plan (parallel plan). The Planning Commission shall review the parallel design plan as a part of the site plan review process and determine whether the project could be physically constructed and meet all current regulations. If there are questions regarding water, septic, wetlands, floodplains or other issues that might affect the feasibility of the project under current regulations, the Planning Commission may request the applicant to obtain review by the proper regulatory authority(ies).

   If the Planning Commission determines, through these responses, that the number of Dwelling Units proposed is unfeasible, the applicant shall revise and resubmit the parallel design plan to show a feasible number of Dwelling Units. The number of Dwelling Units permitted in an Open Space Development shall not exceed the maximum number of Dwelling Units allowable under a parallel design plan approved by the Planning Commission unless the applicant receives a density bonus pursuant to Section 60.21.E.

4. Density Bonuses. An applicant utilizing the Open Space Development option in the AR Agriculture District may request a density bonus. A density bonus shall not be permitted in any other Zoning District. Using the residential density as determined in the approved parallel design plan, pursuant to Section 60.21.E, a density bonus of up to 150% may be permitted by the Township. As noted above, all requests for a density bonus shall be considered a Conditional Land Use and meet all standards and criteria found in Section 63.0 of this Ordinance. To be considered for a density bonus the following minimum standards shall be met.

   a. The open space development site comprises a minimum of twenty acres of contiguous land within the AR Agriculture District.

   b. The open space development shall have primary vehicular access to a paved public road.

5. Criteria for Determining Density Bonus. An applicant may apply one or more of the following plan elements to obtain a density bonus. The density bonus is

cumulative in that any of the plan elements below may be used in combination to obtain the maximum density bonus allowed. As specified in section 60.21.E.4., the overall density bonus shall not exceed 150% of the base density as determined by the approved density concept (parallel) plan.

a. If an applicant preserves open space in an amount greater than 49%, the Township shall grant the following density bonuses:

   1.) 50 to 59% Dedicated Open Space = 30% Density Bonus.

   2.) 60 to 69% Dedicated Open Space = 40% Density Bonus.

   3.) 70 to 79% Dedicated Open Space = 50% Density Bonus.

   4.) 80 to 89% Dedicated Open Space = 60% Density Bonus.

   5.) 90% or greater Dedicated Open Space = 70% Density Bonus.

b. If an applicant preserves 80% or more of all native trees on site with a diameter at breast height (D.B.H.) of 6" or greater, a 40% density bonus will be granted. A tree survey will be required to meet these site criteria.

c. If an applicant includes extensive pedestrian, bicycle and/or bridle paths that interconnect with adjacent sites similar facilities, a 30% density bonus may be granted by the Planning Commission upon a determination that the spirit of this criteria is met. Paths are to be constructed of gravel, woodchip or other similar material as approved by the Planning Commission during review.

d. If the proposal demonstrates excellence in site design, a 30 % density bonus may be granted by the Planning Commission upon a determination that the spirit of this criteria is met. Elements of design excellence shall include at least 4 of the following:

   1.) A mixture of housing styles and building types;

   2.) A variation of facades, rooftops, architectural accents and colors;

   3.) Use of high-quality exterior building materials, such as brick, stone, wood or cement fiberboard siding;

   4.) Porches facing sidewalks and/or public areas; and

   5.) Limited use of attached front-entry garages. No more than 50% of the homes may be constructed with attached front entry garages.

e. If an applicant uses at least two (2) stormwater best management practices as specified by the Washtenaw County Water Resources Commissioner, a 20% Density Bonus will be granted.

f. If an applicant provides for the protection of identified groundwater recharge areas, a 20% Density Bonus may be granted by the Planning Commission upon a determination that the spirit of this criteria is met.

g. If an applicant preserves and/or creates significant new natural features, such as woodland or prairie within an Open Space Development, a 20% Density Bonus may be granted by the Planning Commission upon a determination that the spirit of this criteria is met.

F. Design Standards

1. Natural Features Preservation. All Open Space Developments regardless of density shall be designed to promote the preservation of natural features in accordance with Section 60.26. Individual lots, buildings, streets and parking areas shall be designed and situated to minimize alteration of the natural environment.

2. Setbacks: Minimum setback requirements shall be established in a manner which permits variation in the siting of individual Dwelling Units in order to encourage creativity in design and compatibility with natural resource features. During the Site Plan Review Process the Planning Commission may grant waivers from some or all of the required setbacks as provided below where the applicant can demonstrate creativity in design that will lead to the preservation of natural features as well as address the purpose of this section (60.21). Unless waived in part or in whole by the Township the following minimum setback requirements for each dwelling unit shall be applied:

Minimum Setbacks and Lot Width Per Dwelling Unit (in feet) in Subdivisions and Site Condominiums			
Setbacks/District	AR	LR	SR-1 & SR-2
Front & Rear			
Front	35	25	25
Rear	35	25	25
Total Front & Rear	70	60	55
Side			
Least	15	10	7.5
Total of Same Lot	30	20	20
Ordinary High Water Mark	50	50	50
Minimum Setbacks*			
Internal Drives/Streets	35	25	25
Ordinary High Water Mark	50	50	50
Distance Between Bldg.			
Side/Side	30	20	20
Side/Front, Side/Rear	70	40	40
Front/Front, Front/Rear, Rear/Rear	70	60	55
*Where the Open Space Development contains drives or streets without a recorded easement, setbacks shall be measured from a point thirty (30) feet from the center line of the drive or street.			

3. Required Road Frontage: All lots shall meet the minimum access requirements set forth in Section 3.24 of this Ordinance.

4. Lot Sizes and Lot Widths. There shall be no minimum lot size or Lot Width for each Dwelling Unit in an Open Space Development, provided that all other provisions of this Section (60.21) are met.

5. Greenbelt Adjacent and Parallel to County Certified Primary and Local Roads: It is the intent of the Township that an open space development shall not appear to be more intense than a conventional development as viewed from off-site. In addition to any required minimum setback specified in Section 60.21.F.2, a greenbelt having the minimum width of seventy-five (75) feet in the AR, and LR District and fifty (50) feet in the SR-1 and SR-2 Districts shall be required along any adjacent County Certified primary or local road. The greenbelt shall be measured from the right-of-way line. The Township at its discretion, may permit either reductions or variations in width of the greenbelt taking into consideration topographic and/or other natural resource conditions, density of existing vegetation to be preserved, and size and shape of the development site.

6. Transition from Adjacent Parcels: A transition strip having a minimum width of one hundred (100) feet shall be required around the entire perimeter for all Open Space Developments to be located in or adjacent to the AR Districts and fifty (50) feet for all Open Space Developments located in or adjacent to the LR, SR-1 and SR-2 Zoning Districts.

7. Septic Tanks and Fields. The placement of septic tanks and fields and/or alternative on-site wastewater treatment systems shall comply with requirements of the Washtenaw County Department of Environment and Infrastructure Service (WCEIS). Drain fields may be placed in Dedicated Open Space or transition areas and may be counted toward the required open space if developed in accordance with Section 60.21.D.3.c. of this ordinance.

8. Pedestrian Access. Pedestrian access shall be provided along all public rights-of-way adjacent to the Open Space Development and between all Dedicated Open Spaces within the development. This provision may be waived by the Planning Commission by a showing of good cause by the applicant.

G. Initiation of Construction.

If construction has not commenced within eighteen (18) months of final approval, all Township approvals become null and void, unless the Township approves an extension. The applicant may apply in writing to the Township for an extension, not to exceed twelve (12) months. A maximum of two (2) extensions may be allowed.

H. Scheduling Phasing

1. Scheduled Phasing.

When proposed construction is to be phased, the project shall be designed in a manner that allows each phase to fully function on its own regarding services, utilities, circulation, facilities, and open space. Each phase shall contain the necessary components to insure protection of natural resources and the health, safety, and welfare of the users of the residential cluster development and the residents of the surrounding area.

2. Timing of Phases.

Each phase of the project shall be commenced within twelve (12) months of the schedule set forth on the approved site plan. If construction of any phase is not commenced within the approved time period, approval of the plan shall become null and void unless the Township approves an extension.

Revision Date:
May 14, 2014

The following language is proposed to be added as a permitted use to:

AR – Agriculture District
Section 12.02.B

LR – Low Density Residential District
Section 20.02.D

SR-1 Single-Family Residential District
Section 21.02.G

SR-2 Single-Family Residential District
Section 21.02.C

"An Open Space Development where a minimum of fifty (50) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 and density does not exceed the standards set forth in Section 60.21.E.1"

The following language is proposed to be added as a conditional use to:

AR – Agriculture District
Section 12.03.A.

LR – Low Density Residential District
Section 20.03.B.

SR-1 Single-Family Residential District
Section 21.03.H

SR-2 Single-Family Residential District
Section 21.03.D

"An Open Space Development where less than fifty (50) percent of the Total Buildable Area is permanently preserved as Dedicated Open Space in accordance with Sections 60.21 and 60.29 and density does not exceed the standards set forth in Section 60.21.E.1"

Mini-Warehouse: A building or group of buildings , each of which consists of several individual storage units, each with a separate door and lock and which can be leased on an individual basis. Mini-warehouses are typically contained within a fenced, controlled-access compound.

Mobile Home: See **Dwelling, Mobile Home**.

Mobile Home Park: Any parcel of land intended and designed to accommodate more than one (1) mobile home on a continual non-recreational basis and which is offered to the public for that purpose, together with any building, structure, enclosure, street, equipment, or facility used or intended for use incident to the occupancy of a mobile home and subject to conditions set forth in the Mobile Home Commission Rules and Michigan Public Act 96 of 1987, as amended.

Mobile Home Site: A plot of ground within a mobile home park designed for accommodation of a mobile home.

Mobile Home Stand: That part of a mobile home site designed for the placement of a mobile home, appurtenant structures, or additions, including expandable rooms, enclosed patios, garages or structural additions.

Motel: Any establishment in which individual cabins, courts, or similar structures or units, are let or rented to transients for periods of less than thirty (30) days. The term "motel" shall include tourist cabins and homes and motor courts. A motor court or motel shall not be considered or construed to be either a multiple dwelling, a hotel, or a trailer coach park.

Motor Vehicle: Every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from over-head trolley wires, but not operated upon rails.

Natural Features: ~~Includes, but not limited to soils, wetlands, floodplains, water bodies and channels, topography, trees and other types of vegetative cover, and geologic formations~~. For the purpose of this Ordinance, natural features are defined to include the following:

(a)	wetlands	(e)	landmark trees
(b)	watercourses	(f)	steep slopes
(c)	floodplains	(g)	Habitat of threatened or endangered species
(d)	woodlands	(h)	groundwater recharging areas

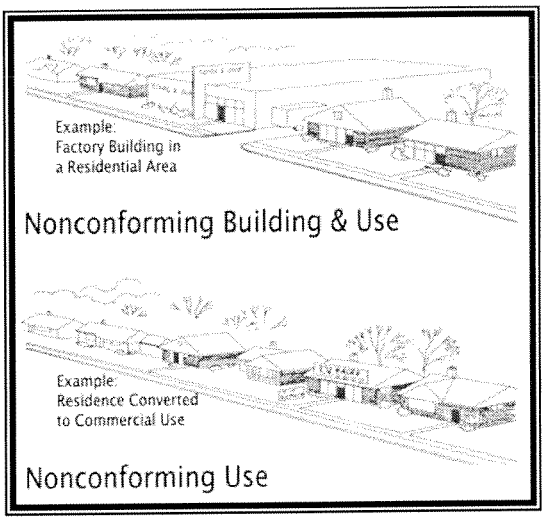
Federal, state and local governments have laws, rules and regulations governing natural features which often require licenses, permits, or approvals for development in (or affecting) these natural features, which may change from time-to-time. Licenses, permits or approvals required by, and obtained from, Northfield Township shall not relieve a person of the need to obtain applicable licenses, permits or approvals from other applicable jurisdictions; nor shall the issuance of

licenses, permits or approvals from applicable jurisdictions relieve a person of the need to obtain licenses, permits or approvals required by Northfield Township.

Non-Conforming Building, Structure: A structure, building, or portion thereof that was lawfully in existence at the effective date of this Ordinance, or amendments thereto, and which does not now conform to the provisions of the Ordinance in the zoning district in which it is located.

Non-Conforming Lot: A lot which was lawfully in existence at the effective date of this Ordinance, or amendments thereto, and which does not now conform to the lot size, lot width, or other regulations pertaining to lots in the zoning district in which it is located.

Non-Conforming Use: A use which was lawfully in existence at the effective date of this Ordinance, or amendments thereto, and which does not now conform to the use regulations of the zoning district in which it is now located.



Nuisance: Any offensive, annoying, or disturbing practice or object, which prevents the free use of one's property, or which renders its ordinary use or physical occupation uncomfortable. Nuisance commonly involves continuous or recurrent acts which give offense to the senses, violates the laws of decency, obstructs reasonable and comfortable use of property, or endangers life and health.

Nursery, Day Nursery, Nursery School: See **Day Care Facilities**.

Nursery, Plant Material: A space, building, and/or structure, or combination thereof, where live trees, shrubs, and other plants used for gardening and landscaping are propagated, stored, and/or offered for sale on the premises.

Nursing Home, Convalescent Home, Or Rest Home: A home for the care of the aged, infirmed, or those suffering from bodily disorders, wherein two (2) or more persons are housed or lodged and furnished with nursing care which are licensed in accordance with Michigan Public Acts 139 of 1956, as amended.

Occupied: Used in any way at the time in question.

Office Park: A group of two (2) or more buildings, on individual lots or one undivided parcel, with a common street or driveway system, developed according to an overall plan for the park, and identified by a name for the park.

Off-Street Parking Area: A land surface or facility providing vehicular parking spaces along with adequate drives and aisles for maneuvering so as to provide access for entrance and exit for the parking of more than two (2) automobiles.

Open Air Business: Any business that is conducted primarily out-of-doors. Unless otherwise specified herein, open air business shall include:

1. Retail sales of garden supplies and equipment, including but not limited to: trees, shrubbery, plants, flowers, seed, topsoil, trellises, and lawn furniture.

2. Roadside stands for the sale of agricultural products, including fruits, vegetables, and Christmas trees.

3. Various outdoor recreation uses, including but not limited to: tennis courts, archery courts, shuffleboard, horseshoe courts, miniature golf, golf driving ranges, and children's amusement parks.

4. Outdoor display and sale of garages, swimming pools, playground equipment, and similar uses.

5. Such open air business shall not include outdoor sales display of recreational vehicles, new or used vehicles, boats, farm implements and similar uses.

Open Space, Common: Space left open or reserved for aesthetic, ecological, or recreational purposes by owners of lots or recreational use set aside for the use of the owners of lots participating in a unit development of residential lots. Such space may include private recreational facilities such as golf courses or swimming pools, historic building sites, parks, parkway areas, ornamental parks, extensive areas with tree cover, low land along streams or areas of rough terrain which have natural features worthy of scenic preservation.

Open Space Development: A development created in accordance with Section 60.21 herein that allows for the perpetual protection of open space and agricultural lands by providing flexibility in minimum lot dimensions and greater density under certain specified circumstances.

Toxic or Hazardous Waste: Waste or a combination of waste and other discarded material including solid, liquid, semisolid, or contained gaseous material which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause or significantly contribute to the following if improperly treated, stored, transported, disposed of, or otherwise managed:

1. Increase in mortality; or

2. Increase in serious irreversible illness; or

3. Serious incapacitating, but reversible illness; or

4. Substantial present or potential hazard to human health or the environment.

Truck Terminal: A structure to which goods, except raw or unprocessed agricultural products, natural minerals, or other resources, are delivered for immediate distribution or to be amalgamated or divided for delivery in larger or smaller units to other points, or for distribution, amalgamation, or division involving transfer to other modes of transportation.

Undeveloped State: A natural state preserving natural resources, natural features, or scenic or wooded conditions; agricultural land use; open space; or a similar use or condition. Land in an undeveloped state does not include a golf course but may include land that is actively farmed or a community garden a greenway, recreational trail, pedestrian, bicycle and/or bridle path, or similar passive recreational facility that provides a feature of community-wide significance and enhances residential development. Land in an undeveloped state may be, but is not required to be, dedicated to the use of the public.

Use: The purpose for which land or premises or a building thereon is designed, arranged or intended, or for which it is occupied, maintained, let or leased.

1. **Use, Permitted**: A use which may be lawfully established in a particular district or districts provided it conforms with all requirements, regulations, and standards of such district.

2. **Use, Principal**: The main use of land and buildings and the main purpose for which land and buildings exist.

3. **Use, Accessory**: See **Accessory Use, Building, or Structure**.

ARTICLE 69.0
PUBLIC NOTICE

Section 69.01 Public Notification

All applications for development approval requiring a public hearing shall comply with the Michigan Zoning Enabling Act, PA 110 of 2006 and the provisions of this section with regard to public notification.

A. Responsibility – When the provisions of this Ordinance or the Michigan Zoning Enabling Act require that notice be published, the Township Clerk shall be responsible for preparing the content of the notice, having it published in a newspaper of general circulation in the Township and mailed or delivered as provided in this Section.

B. Content – All mail, personal and newspaper notices for public hearings shall:

1. Describe the nature of the request. Identify whether the request is for a rezoning, text amendment, special land use, planned unit development, variance, appeal, ordinance interpretation, or other purpose.

2. Indicate the property that is the subject of the request. The notice shall include a listing of all existing street addresses within the subject property. Street addresses do not need to be created and listed if no such addresses currently exist within the property. If there are no street addresses, other means of identification may be used such as a tax parcel identification number, identifying the nearest cross street, or including a map showing the location of the property. Street addresses are not required to be listed when the request is for an ordinance interpretation not involving a specific property.

3. When and where the request will be considered. Indicate the date, time, and place of the public hearing(s).

4. Include a statement describing when and where written comments will be received concerning the request. Include a statement that the public may appear at the public hearing in person or by an agent or other representative.

5. Provide information concerning how handicap access will be accommodated if the meeting facility is not handicap accessible.

C. Personal and Mailed Notice.

1. General. When the provisions of this Ordinance or state law require that personal or mailed notice be provided, notice shall be provided to:

   a. The owners of property for which approval is being considered, and the applicant, if different than the owner(s) of the property.

   b. Except for an ordinance interpretation request that does not involve a specific property or for any action of the Zoning Board of Appeals as noted below; notice shall be given to all persons whom real property is assessed within six hundred (600) feet of the boundary of the property subject to the request, regardless of whether the property or occupant is located within the boundaries of the Township. For action of the Zoning Board of Appeals pursuant to Section 66.09 notice shall be given to all persons whom real property is assessed within three hundred (300) feet of the boundary of the property subject to the request, regardless of whether the property or occupant is located within the boundaries of the Township. If the name of the occupant is not known, the term "occupant" may be used in making notification. Notification need not be given to more than one (1) occupant of a structure, except that if a structure contains more than one (1) dwelling unit or spatial area owned or leased by different individuals, partnerships, businesses, or organizations, one (1) occupant of each unit or spatial area shall receive notice. In the case of a single structure containing more than four (4) dwelling units or other distinct spatial areas owned or leased by different individuals, partnerships, businesses or organizations, notice may be given to the manager or owner of the structure who shall be requested to post the notice at the primary entrance to the structure.

2. Notice by Mail/Affidavit. Notice shall be deemed to be given when personally delivered or mailed by its deposit in the United States mail, first class, or other public or private delivery service during normal business hours, properly addressed, postage paid. The Township Clerk shall prepare a list of property owners and registrants to whom notice was mailed, as well as anyone to whom personal notice was delivered.

D. Timing of Notice. Unless otherwise provided in the Michigan Zoning Enabling Act, P.A. 110 of 2006, or this Ordinance where applicable, notice of a public hearing shall be provided as follows:

1. For a public hearing on an application for rezoning, text amendment, special land use, planned unit development, variance, appeal, or ordinance interpretation: not less than fifteen (15) days before the date the application will be considered for approval.

E. Posting of Signage. To ensure that residents are made aware of certain public hearings that relate to land use, the posting of signage shall be required for rezoning, (map amendment), special land use, and planned unit development. A variance, administrative appeal, ordinance interpretation, and/or zoning text amendment are exempt from these sign posting requirements.

1. For any proposed zoning change or land use requiring the posting of a sign, property proposed for the zoning change or land use shall place a sign with a minimum area of four (4) feet by ~~eight (8~~four (4) ~~foot~~ feet ~~sign~~ along the frontage of the property, which abuts a street. The sign shall not be erected in the road right of way or in a manner to obstruct vision of motorists or pedestrians.

2. If the property proposed for the zoning change or land use does not abut a street, the sign shall be placed on any contiguous land owned by the applicant(s) or owner(s) of such parcel, which does abut a street.

3. If no such contiguous property abutting a street is owned by the applicant(s) or owner(s) of the property proposed for zoning change or land use the sign(s) shall be placed in such location(s) on the property that the Zoning Administrator deems will best inform the public of the proposed zoning change or land use. If the Zoning Administrator determines that there is no location where a sign could be placed that would be visible to the public, the Zoning Administrator may waive the requirement of posting.

4. Each sign shall be erected at least fifteen (15) days before the Planning Commission's public hearing on the petition for the subject zoning change or land use.

5. Each sign shall be removed from the property no later than three (3) business days following the public hearing or the adjourned or continued date thereof, whichever is later.

6. Each sign shall have lettering easily readable from the abutting street. Each sign shall contain the words "Public Hearing" and shall state the purpose of the public hearing, give the street address or tax code parcel number(s), acreage and diagram of the property proposed for the subject zoning change or land use, state the current zoning of the property, state the purpose of the request and the date, time, and place of the public hearing.

7. Signs erected under this Section 63.05B are exempt from other provisions of this Ordinance regulating signs.

8. Failure to comply with any provision of this Section 63.05B shall not constitute grounds for invalidating or setting aside the granting of an application for conditional use, but shall require adjourning and rescheduling the public hearing.

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Liability Insurance

Dear Township Board,

More good news on the liability insurance arena. We are currently negotiating multi rate guarantees with one of the companies and the Par Plan has come down an additional $10,000 to hold the business. In evaluating both carriers, I recommend hiring an independent broker to help us compare the various options. I have attached the quote from the individual I presented at the workshop. I hope to have some additional quotes prior to the meeting, and if any come in I will email the board accordingly. If not, I recommend using Scott Ecker at a not to exceed amount of $2,500. No matter what happens, we stand to save a great deal.

Respectfully Submitted,

Howard Fink

Atlas Risk Decisions, Inc.
P O Box 173
St Charles, Michigan 48655

Phone ***989 585 2076***
Fax ***866 726 3890***
email scott@atlasrisk.net

R. Scott Ecker
CPCU, CIPA, CWCP,
ARM, APA, AIAF, ARe

Wednesday, June 04, 2014
Mr.. Howard Fink, Manager
Northfield Township
by email

RE: Comparison of Property Casualty Insurance renewals

Dear Mr. Fink:

You have asked for a proposal to have an independent review of proposals you have received for your property casualty insurance renewal. You have indicated that there will be about 6 proposals. Three of these are expected to be either seriously overpriced or missing important coverages, and should require but a short review and comments.

You expect that there will two to three seriously competitive quotes. You want a review that will:

- Compare coverages where broadly similar,
- Contrast coverages where they differ importantly, and discuss and comment on the differences,
- Compare and contrast, as above, limits of coverage, limitations on coverage, exclusions, conditions and policy definitions that are important to this decision; and
- Offer comments on the reasonableness of pricing for the offers.

Under Michigan law, our services must be performed under contract, a copy of which is attached for your review.. Our current hourly rate is $165. I would estimate this project to take about15-20 hours.

I will put a "not to exceed" on this project of $2,500. It may come in under that. If it goes over that, it's on Atlas.

I am in most of Monday if you wish to discuss this further. Please thank Mr. Moran for the referral; it's the only way we do business..

R. Scott Ecker

Atlas Risk Decisions
P O Box 173
St. Charles, MI Michigan 48655

R. Scott Ecker
CPCU, CIPA, CWCP
ARM, APA, AIAF, Are

Wednesday, June 04, 2014
RE: Risk Management Agreement

This agreement is being entered into between Atlas Risk Decisions, Inc. ("Atlas") and Northfield Township ("Northfield") and any subsidiaries, related and/or affiliated entities, their successors and/or assigns, to confirm and specify the terms of our agreement and to clarify the nature and the extent of the services to be provided.

Continuing services can be provided by Atlas to Northfield in the areas of [1] contract risk analysis [2] risk management surveys and audits [3] preparing a proper program of insurance coverages and other risk transfer or retention techniques to manage those risks, [4] workers compensation program management [5] claims/litigation management [6] premium audit review and assistance [7] loss avoidance and reduction techniques and [8] securing and evaluating proposals for insurance and [9] any other risk management/insurance services mutually agreed to by the parties.

Generally speaking, Atlas will endeavor to keep Northfield informed of services Atlas provides, but Atlas will not automatically undertake to provide services to you unless requested by Northfield.

Our current fee schedule is attached. Any attendant expenses will be mutually agreed to in advance. The fee is to be paid upon receipt of the invoice. This contract may be canceled by either party providing ten (10) days notice.

Township of Northfield
by: _____

Date: _____

Atlas Risk Decisions, Inc.
by: _____

Date: 5/30/14

Atlas Risk Decisions, Inc.
P O Box 173
St Charles MI 48655
989 585 2076
scott@atlasrisk.net

Curriculum Vitae
R. Scott Ecker

Industry Experience

1999- Current. Atlas Risk Decisions, Inc., President

The firm provides continuing risk and insurance management services to mid-sized commercial businesses and public entities. Performs risk management reviews and audits. Options on qualification, quantification, transfer and financing of identified risks are analyzed, and management is assisted with final decisions. Designs, modifies and develops insurance coverage forms for insurers and self-insured groups, and to suit particular client needs. Designs, develops and conducts seminars and in-service training sessions for client management staff on issues such as workers compensation cost control, directors and officers liability, product and operational liability and other areas that present hazards and risks to the continued sound operation of the entity. Atlas also does safety, loss control and underwriting inspections for insurers

The firm's primary mission is to protect and preserve the assets and income stream of the client. Its secondary goal is to accomplish this in the most cost-effective manner possible

1988- 1999 R.L. Beeckman and Company, Inc., Saginaw, Michigan.

Risk management consultant with duties similar to those above.

1984-1988 Zurich Insurance, U.S. Headquarters, Schaumburg, Illinois.

Product Development chairing workers compensation business policy committee, developing rating, coverage and regulatory compliance strategies among all business units. Assisted in design and development of insurance coverage forms. Member of general liability working policy committee. U.S. premium audit manager, finalizing premiums on majority of casualty business written by one of the world's largest insurers. Liaison with insureds, other Zurich business units, and state and national rating bureaus to resolve premium and coverage issues.

1982-1984 CNA Insurance, Chicago, Illinois.

Premium audit management, Midwestern U.S. Liaison among insureds, CNA business units, and state and national rating bureaus to resolve premium and coverage issues.

1976-1982 CSI, Royal Oak, Michigan

Premium audits, claims investigations and loss control. Branch Manager of service bureau working on behalf of insurance companies.

Mr. Ecker also served ten years on his Township's Planning/Zoning Commission, and served as Chair of the Zoning Board of Appeals.

Professional Education and Certifications

2002	Certified Workers Compensation Professional	CWCP
1991	Associate in Reinsurance	ARe
1991	Associate in Risk Management	ARM
1988	Licensed Insurance Counselor, State of Michigan	LIC
1988	Licensed Insurance Counselor, State of Indiana	LIC
1987	Associate in Insurance Accounting and Finance	AIAF
1984	Certified Insurance Premium Auditor	CIPA

1984 - Current. One of first fifteen CPCUs recognized in country in the Continuing Professional Development Program (CPD)

1983	Associate in Premium Auditing	APA
1982	Chartered Property Casualty Underwriter	CPCU.

Atlas Risk Decisions, Inc.

Curriculum Vitae
R. Scott Ecker

Educator Background

1983-1988 Faculty, Insurance School of Chicago, Illinois.

π	Principles of Insurance	INS 21
π	Insurance Company Operations	CPCU 5
π	Principles of Premium Auditing	APA 91
π	Premium Audit Practices	APA 92

1989-present Faculty, Michigan Association of Insurance Agents

π	Current Issues	CPCU 10 (through CPCU Society)
π	Principles of Risk Management	ARM 54
π	Principles of Risk Control	ARM 55
π	Principles of Risk Financing	ARM 56
–	Principles of Premium Auditing	
–	The Risk Manager's Role in Management	
–	Principles of Experience Rating	
–	Directors and Officers Liability Insurance and Exposures	
–	Workers Compensation Funding Alternatives	
–	Workers Compensation: Alternative Risk Financing	
–	Long Term Effects of Premium Audits	
–	Mergers and Acquisitions; Due Diligence in Insurance Issues	

π= Course developed by Insurance Institute of America or American Institute of Chartered Property Casualty Underwriters; State approved for continuing education credits.
–= Course developed by Mr. Ecker, State approved for continuing education credits.

Professional Associations

National Society of Insurance Premium Auditors
Northeastern Michigan Chapter, Society of CPCU (President 1997 – 1998)
Society of Chartered Property Casualty Underwriters

Mr. Ecker served on the Editorial Board of *The Journal of Workers Compensation*. He has contributed at length to the third edition revisions in Principles of Risk Financing, Vs. I and II (IIA, ARM 56). He also served on the Editorial Board of *The John Liner Review*, a quarterly review of advanced risk management strategies.

Atlas Risk Decisions, Inc.

Curriculum Vitae
R. Scott Ecker

Paper and Publications

1990- 1994

Contributing Author to Alternatives, a Risk Management newsletter for clients of R.L. Beeckman and Company, Inc. Articles include:

Your Insurance History	Spring	1990
Transformers and PCBs	Spring	1990
Insurance Pricing: What to Expect	Fall	1991
How Much Risk Should You Insure?	Fall	1991
Experience Rating Changes	Fall	1991
Losses Can Be Predicted	Spring	1992
Directors and Officers Insurance	Summer	1992
Embezzlement Losses	Fall	1992
Directors and Officers Insurance	Fall	1992
Minor Problems	Summer	1993
Cost Allocation	Fall	1994

1992 Hidden Costs of Workers Compensation Losses
The uninsured costs of workers compensation losses, and their impact on business operations. Speech presented to the Northern Michigan Society of Charted Property Casualty Underwriters winter meeting, 1993, and Saginaw Area Chamber of Commerce fall meeting, 1992.

1993 One Change Means Two: New Classification-New Experience Mod
Changing a rate classification means changing an experience modifier.
The Journal of Workers Compensation Spring, 1993 (reprinted in the *Premium Audit Ledger,* Fall 1993); incorporated into textbooks for Associate in Premium Auditing, IIA

1993 A Proposal for Insurers: Continuous Policies
A risk manager's perspective on the difference between an expiring policy, and one that renews without automatic expiration.
The John Liner Review Summer 1993

1993 Contractors and Misleading Mods: Understanding the Big Picture
Caution about more than thirty reasons why modifiers mislead risk managers. Being barred from bidding on work because of a modifier can put a company out of business.
The Journal of Workers Compensation Fall, 1993

1994 How You Can Profit from the Premium Audit
The importance of premium audits as a long-lasting impact of future operational costs.
The Journal of Workers Compensation Winter, 1994

Curriculum Vitae
R. Scott Ecker

Paper and Publications - Recent (continued)

1994 A Definitive Approach to Controlling Insurance Coverage and Cost
How to read an insurance policy. Approaching a policy through its definitions.
The John Liner Review Winter, 1994

1994 Making the Most of your Insurer's Loss Control Services
The significance of mutual agreement as to what gets written and filed as a recommendation
The John Liner Review Summer, 1994

1994 *Cui Bono?*
The independent agent's role in fighting insurance fraud
Michigan Agent November, 1994

1995 Shopping for a W.C. Carrier
The importance of mutual trust and face-to-face meetings between insured and insurer.
The Journal of Workers Compensation Winter, 1995. Reprinted in the *Premium Audit Ledger* Winter 1995

1995 With Apologies to Murphy
A humorous look at premium auditing.
Premium Audit Ledger Fall 1994

1995 Controlling Insurers' Databases: Whose Interests Are at Stake?
An argument against the state governments' proposed takeover of insurance industry databases, and against interference with the current system
The John Liner Review Winter, 1995

1995 Self-Insured Pools: Look Before Leaping
The hazard of pools distinguished from those of an insurer; a checklist for safety. A useful tool for analyzing Risk Retention Groups, Captives and other alternatives to traditional insurance.
The John Liner Review Spring, 1995

1995 Report. Investigate. Follow Up.
Importance of Incident/Accident investigation and documentation in workers comp claims.
Michigan Trucking Today July, 1995

1995 Who Really Pays for Comp?
What employees need to know about the costs of workers comp. How to get the employees on your side to fight workers comp costs.
Journal of Workers Compensation Fall, 1995

1996 How Insurers, State Boards Can Help With Your Comp Problems
Navigating among the departments at insurance companies and bureaus
Workers Compensation Outlook November, 1995

1996 Essentials of Risk Financing Volumes I and II
Textbooks for Associate in Risk Management (IIA/CPCU) program; contributing author

Curriculum Vitae
R. Scott Ecker

Paper and Publications - Recent (continued)

1998 Protecting the Boss: "Go On, *You* Tell Her"
Employers Liability coverage for officers: On the GL or WC policy? What the Directors and Officers policy *doesn't* pick up
Journal of Workers Compensation Spring 1998

1998 What Risk Managers Should Do Now
Why a risk manager should be prepared for a hard insurance market.
John Liner Review Summer 1998

1999 Mergers and Acquisitions: Who's Coming To the Party?
Due diligence before, during and after any merger, acquisition sale or downsizing.
John Liner Review Spring 1999

2000 Retros 101: Understanding the Ramifications
A manager's guide to retrospective rating plans
John Liner Review Spring 2000

2001 Retrospective Rating Plans – The Cost Plus Option
(Co-authored)
Workers Compensation Outlook August 2000

2001 Mergers, Acquisitions and Downsizing: The Risk Manager's Role in Due Diligence
A checklist for risk managers before, during and after corporate "changes"
Journal of Workers Compensation (Spring 2001)

2001 Hard Market Strategies Redux
Why a risk manager should be prepared for a hard insurance market
Updated and reprinted *John Liner Review* Fall 2001

2002 Foreign Voluntary Workers Compensation
Contributions to an article on coverage needed in a global economy
Workers Compensation Outlook March 2002

2003 Outlook for 2003
Editorial board article on risk managers' outlooks on issues on the horizon for the coming year
John Liner Review Winter 2003

2003 Payoffs in Safety
Contributions in article on successful safety programs and workers compensation cost allocations
Workers Compensation Outlook January 2003

2003 Managing and Insuring Contractual Liability
Contributions in article on contractual liability and risk transfer
John Liner Letter October 2003

2008 Risk Management and the Rules of Combat
How Situational Awareness, a basic infantry skill, is a vital training tool in on-the-job safety
Journal of Workers Compensation Winter 2008 **Reprinted 2009 by the U S Marine Corps**

Curriculum Vitae
R. Scott Ecker

Paper and Publications - Recent (continued)

2008 Contracts: Risk Management Issues and Solutions
Surprising (and disturbing) problems with contracts, both with those you sign and those you ask others to sign.
John Liner Review Spring 2008

2008 What Should Your Employees Know About Workers Compensation
The why and how of informing employees about workers comp so that they can help fix problems.
Workers Compensation Outlook June 2008

2008 Attention Deficit and Workplace Injuries
Awareness of undiagnosed Attention Deficit/Hyperactivity Disorder can go a long way in preventing workplace accidents – and it's more prevalent than you think!
Workers Compensation Outlook August 2008

2010 Nuts & Bolts of the 2009 NCCI Retrospective Rating Plan Manual
Co-author of review of changes in retrospective rating plan
Workers Compensation Outlook November 2010

VOSS
INSURANCE SERVICES, INC.

2395 Jolly Rd., Ste. 195
Okemos, MI 48864
Office (517) 347-6100
Fax (517) 347-6970
www.vossins.com

June 09, 2014

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

Dear Howard,

I was pleased to receive your phone call last Friday to discuss the possibility of counselling with Northfield Township to evaluate the two insurance proposals you have received. I would be honored to have the opportunity to work with you.

I would like to tell you a little about myself. I have been in the insurance business for 35 years. I have consulted with townships and school districts around Michigan. In some cases I help with the bidding of the client's insurance coverage. In others I only evaluate coverage between two or more insurance carriers to determine the best value for the client. The property/casualty side of the insurance marketplace is my forte'. Voss Insurance Services is an insurance agency I started in 1991. Our niche is nursing homes and assisted living facilities for property, crime, liability, auto, EPL and other insurance. My son has been with me in the agency since 1992. He is now purchasing the business from me which gives me more time to consult. In 2005 we opened a subsidiary of the agency called Voss Financial Group which works in the area of health insurance, employee benefits, pension plans, annuities and life insurance.

In order to accurately evaluate the two proposals you have received I would like to have specimen copies of each insurance policy the two agents are proposing. The agents should be able to provide those to you in a very short time, probably in two days. With the policies I can read the coverage of each policy and compare

one company's policies with the other. Then we will be able to determine the best insurance value for Northfield Township.

My fee is $150 per hour for my time and $30 per hour for secretarial time. It will take a minimum of 4 hours to read and evaluate the policies. It is necessary for me to discuss with you all the services of Northfield Township in order to provide information on whether the coverage of each insurance policy meets the exposures to loss. We should be able to do this with a phone conversation and possibly from information contained on your website.

Here is the range of fees for the evaluation.

Minimum fee	$750
Maximum fee	$1,350

The maximum fee is the most I will charge for my services even if the evaluation takes longer than I now think it will. I will provide a list of the days and hours spent on the evaluation. I will not charge the township more than the hours taken to perform the evaluation and not more than the maximum fee.

If you have questions before your Board meeting or after, please give me a call.

Thanks for the opportunity to work with you.

Jack Voss

Jack Voss, CPCU
Voss Insurance Services CEO

John S. (Jack) Voss

Jack Voss earned a bachelor's degree from Western Michigan University in marketing and economics. After graduation he spent 15 years in the computer industry in various sales and sales management positions. In 1979 Jack was offered an opportunity to enter the insurance industry with partial ownership in Hall & Kennedy, an insurance agency in Jackson, Michigan. He learned the technical side of the property and casualty insurance industry and soon began a sales career in insurance with an emphasis on healthcare facilities. In 1982 Jack started a branch office in Lansing, Michigan's capitol city. Jack earned the designation of Charter Property Casualty Underwriter (CPCU) in 1989. In 1991 Jack purchased the accounts and equipment of his branch office and a new corporation was formed, Voss Insurance Services, Inc. One year later his son, Scott, joined the firm. The business has grown substantially since then with a continued emphasis in commercial property and casualty insurance for nursing homes and assisted living facilities in Michigan. In 2001, at the beginning of the liability crisis for long-term care facilities, Jack was instrumental in the formation of Health Cap, a liability insurance program for long-term care facilities. Health Cap is a self-funded Risk Retention Group. It now insures over 1,300 long-term care facilities in all the continental 48 states. Voss Insurance Services insures over 200 long-term care facilities of all types, most of them in Michigan. All forms of insurance as well as risk management consulting services are offered to long-term care facilities.

In 2007 Jack and his son, Scott Voss, entered into a contract for Scott to purchase Voss Insurance Services. Jack remains very active in the agency. He hopes to have more time for insurance and risk management consulting in the long-term care industry in the future.

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Township Manager Contract

Dear Township Board,

I have thoroughly enjoyed my time in Northfield Township. I believe I have been dedicated to the position and have provided a great deal of improvement in my first year. I hope that the board considers for adoption an extension to my contract until the end of the board's term of office. I am grateful for the opportunity to serve the board and residents of Northfield Township.

Respectfully Submitted,

Howard Fink

Howard Fink

Addendum to March 2013 Employment Agreement

This Addendum to the March 2013 Employment Agreement ("Addendum") is an addendum to the Employment Agreement between Northfield Township ("Employer") and Howard Fink ("Employee"), which is dated March 2013 ("the Employment Agreement") and shall become effective as of the date it is executed by both parties. The Employment Agreement is attached and made a part of this Addendum.

The parties, hereby agree as follows:

1. Paragraph 1 of the Employment Agreement shall be modified to delete the following text from the provision:

   1. TERM

   The term of this Agreement shall be for ~~the period of two years commencing on the date of execution of this Agreement~~. There shall be no introductory or probationary period as described in the Employee Policy Manual of the Township. This Agreement shall automatically continue after its expiration unless terminated by either party with written notice to the other party.

2. Paragraph 1 of the Employment Agreement shall now state as follows:

   1. TERM

   This Agreement shall terminate on November 20, 2016. There shall be no introductory or probationary period as described in the Employee Policy Manual of the Township. This Agreement shall automatically continue after its expiration unless terminated by either party with written notice to the other party.

IN WITNESS THEREOF, the Northfield Township Board of Trustees has caused this Addendum to be signed and executed on its behalf by _____ and attested by its Township Clerk, pursuant to authorization of the Township Board at a regular meeting on _____, and the Employee has signed and executed this Addendum.

Northfield Township

_____
By:
Its:

_____
By:
Its: Township Clerk

Employee

Howard Fink

6-5-14
Date

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Non-Motorized Path

Dear Township Board,

Attached is the non-motorized path RFP for engineering services for phase 3. I feel it is ready for approval. There are two decisions to be made. The first is whether to restrict the RFP to only Tetra Tech and OHM or to open it to the entire engineering community. I would recommend restricting it to Tetra Tech and OHM, as both firms have done quality work for the township. Alternatively, the board could chose to open up the bidding process, which could provide a cost savings, but opens risk that the firm might not be optimal for such a project. As I have previously indicated, if the costs of both Tetra-Tech and OHM are excessive, we could always chose to re-bid to the larger engineering community.

Respectfully Submitted,

Howard Fink

NORTHFIELD TOWNSHIP
REQUEST FOR PROPOSALS

CONSULTANT: NONMOTORIZED PATH

DATE ISSUED: May 5, 2014

NOTICE – NORTHFIELD TOWNSHIP
REQUEST FOR QUALIFICATIONS

CONSULTANT – NONMOTORIZED PATH

Northfield Township will receive sealed proposals for CONSULTANT – NONMOTORIZED PATH.

Sealed proposals will be received until 4:00 p.m. EST, **May 30, 2014**

Proposals shall be addressed as follows:

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

All proposals must be signed by a legally authorized agent of the proposing firm. Envelopes must be clearly marked:

CONSULTANT – ENGINEERING SERVICES FOR NONMOTORIZED PATH

and must bear the name of the proposer. One copy of price proposal must be included in a separate sealed envelope.

Submit nine (9) copies of proposal in the same order and format of this Request For Proposals.

The Township reserves the right to accept any alternative proposals, to waive any irregularities or informalities or both; to reject any or all proposals; and in general to make the award of the contract in any manner deemed by the Township, in its sole discretion, to be in the best interest of Northfield Township.

NORTHFIELD TOWNSHIP
REQUEST FOR QUALIFICATIONS

Northfield Township is located in Washtenaw County between Ann Arbor and Brighton, two popular cities. US-23 bisects the township near its western border. Census (2010) figures set our population at 8,245.

The Township has begun the completion of a nonmotorized path along Barker Road. Phase 1 of the project was completed in 2011. Phase 2A and 2B of the project were completed in 2013. Design and construction services are needed to connect these two phases. All work shall be completed on the south side of Barker Road.

Services to be performed include:

- Survey
- Design
- Easement descriptions and sketches
- Easement procurement
- Title work necessary for the easements
- Permitting
- Bidding
- Construction staking
- Construction observation
- Construction contract administration

A. Scope of Work.

Summarize consultant's understanding of the scope and approach. Include your firm's approach to project management including procedures to identify and manage changes in the scope of work that may occur due to unforeseen conditions. Describe potential alternatives for the path that alignment that may occur should one or more private property owners refuse to grant an easement.

B. Background and Experience.

Personnel Qualifications.
The proposal shall provide the name of a Project Manager and key staff who will be assigned to Northfield Township for coordination and accountability. Provide in your proposal all members of your firm who would be involved in the Township work along with their background, education and experience in civil engineering work as described in

paragraph A. It is essential that adequate experienced personnel, capable of and devoted to the successful accomplishment of the work to be performed under this contract be provided.

Firm Qualifications. Describe similar work with at least three government agencies. In particular, experience in coordinating paths with MDOT rights-of-way is important. Descriptions shall include as minimum the following information:

- Client with name and address of contact person
- Facility name and location
- Size of project
- MDOT route impacted
- Dollar amount of contract
- Describe scope of work

List the address of the office that will complete Northfield Township's services. As this project will involve construction observation, it is advantageous to have the field crew mobilized from a nearby office.

References. Submit a minimum of three client references.

C. Fee for Services. Provide a proposed compensation budget.

The firm with the lowest fee will be awarded 25 points. A fee that is 10% higher than the lowest firm will be given (1-0.1)x25=23.5 points.

Northfield Township realizes that a good design professional can save many times their fee in construction savings. List past experience in saving money on completed projects.

D. Contract Award. It is the Township's desire to award a contract to the firm which demonstrates the ability to provide the highest quality of service in a cost-effective manner.

The Township has the right to accept or reject any or all proposals at its discretion. Firms may be invited to appear before the Township Board for an oral presentation.

Selection Criteria will include:

1. Work Plan (20%)
2. Qualifications of staff and firm (40%)
3. Office proximity to Northfield Township (5%)
4. Examples of past cost savings delivered to clients (10%)
5. Requested Fees (25%)

E. Disclosures.

The Township also desires a firm that is free from conflicts with neighboring governments and can represent Northfield Township's best interests should any intergovernmental concerns arise. Please disclose current contracts (and those within the last three years) with the following agencies:

- Washtenaw County Water Resources Commissioner
- Green Oak Township
- Hamburg Township
- Superior Township
- Salem Township
- Ann Arbor Township
- Scio Township

G. Insurance:

a) The consultant shall at the time of execution of this contract, file with the Township the Certificate of Insurance, which shall cover all of his insurance as required herein, including evidence of payment of premiums thereon, and the policy or policies covering said Township and their officers, agents and employees. Each such policy and certificate shall be satisfactory to the Township. Nothing contained in these insurance requirements is to be construed as limiting the extent of the contractor's responsibility for payment of damages resulting from his operation under this contract.

- The contractor shall maintain insurances in force at all times during the term of this agreement at the minimum amounts and types as indicated:

COVERAGE AFFORDED		LIMITS OF LIABILITY
Workers Compensation		$100,000 or statutory limit
Commercial General Liability:	Bodily Injury Property damage or Combined single limit	$1,000,000 each occurrence $1,000,000 each occurrence $1,000,000
Automobile Liability:	Bodily Injury Liability Property damage or Combined single limit	$300,000 each person $500,000 each occurrence $500,000 $500,000

The Township shall be listed as an additional insured on general liability coverage, and shall be provided with a Certificate of Insurance that reflects this additional insured status.

Our township insurance carrier and/or attorney will review these policies.

H. Additional Information Contact. Questions may be addressed to:

Howard Fink, Northfield Township Manager
(734) 449-2880

NORTHFIELD TOWNSHIP, MICHIGAN
CONSULTANT: NONMOTORIZED PATH

PROPOSAL SCORING SHEET

Firm_____

CRITERIA		SCORE
1.	Work Plan	/20
2.	Qualifications of staff and firm	/40
3.	Office Location	/5
4.	Examples of past cost savings delivered to clients	/10
5.	Requested fee	/25
TOTAL		/100

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Acquisition of foreclosed "Park" property from the County

---

Dear Township Board,

Attached are the parks properties that I am recommending the board purchase from the counties foreclosed properties list. Please note that by state law, the county treasurer is required to sell tax foreclosed properties for a minimum bid, which consists of all taxes, interest, and fees charged on those parcels. A local unit of government exercising its right of first refusal to acquire such tax foreclosed property is (per state law) to pay the minimum bid amount. Interest on the property and the administrative fee to sell the properties account for the small discrepancy in back taxes and the minimum bid amount ($1605). As I have previously stated, I plan on submitting this area for a natural resources trust fund grant, and hopefully such a grant will be a collaborative effort with Washtenaw County,

Respectfully Submitted,

Howard Fink

Washtenaw County Parks and Recreation Commission

May 20, 2014

Howard Fink, Township Manager
Northfield Township
8350 Main Street
P.O. Box 576
Whitmore Lake, MI 48189

Dear Mr. Fink:

I was interested to learn that Northfield Township is considering development of a recreational facility on property owned by the township. As briefly described to me, the proposal would be a very positive addition to the community and well received. It is my further understanding that Northfield Township is interested in partnering with the Washtenaw County Parks and Recreation Commission on this project. As you know, the Parks and Recreation Commission has a history of working with local communities on recreation projects and facilities. The most recent example in Northfield Township is the multi-phase Barker Road Trail. The Commission is pleased to have had this opportunity to work with Northfield Township and is looking forward to the completion of the third and final phase of that project.

In regard to the newly proposed project, the initial review indicates there are many nice aspects to the property. With both dry uplands and wetland elements there appears to be space for both interpretive trails and active recreation.

It was noted in our internal discussion that while it is not the practice for the Parks and Recreation Commission to make significant investments in properties owned by other organizations this seemed a good opportunity to partner on an application to the Michigan Natural Resources Trust Fund. The Commission has provided support and assistance to other communities in preparing the plans and other documentation required as part of the application process. It is also possible that the Parks and Recreation Commission could provide the funds needed to meet the local match requirement for an MNRTF grant, though this would be subject to review and approval by the Commission members.

Our discussion of this potential project was conducted in the context of the Parks and Recreation Commission's current workplan and adopted Capital Improvement Plan. Preparation of an MNRTF grant application requires a significant commitment of time. While our workplan is fully committed at present, the deadline for submittal of an MNRTF grant application for the next round of funding is April 1, 2015. This offers time to further consider this opportunity.

I look forward to the opportunity to continue our working relationship/partnership in the future.

Sincerely,

Robert L. Tetens, Director

Washtenaw County Parks and Recreation Commission
2230 Platt Road / P.O. Box 8645
Ann Arbor, Michigan 48107-8645

Tel: (734) 971-6337
Fax: (734) 971-6386
parks.ewashtenaw.org

Parcel Number: B -02-08-276-029 Jurisdiction: NORTHFIELD TOWNSHIP County: WASHTENAW Printed on 05/19/2014

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
THE HIGHLAND GROUP, INC	SMITH DEL L THOMAS	400	11/25/1984	WD	VACANT SALE	L1963 P1	PERS INTERVIEW	0.0
STATE OF MICHIGAN	THE HIGHLAND GROUP, INC	0	02/17/1984	QC	NON-MARKET TRANSFER	L1923 P606	PERS INTERVIEW	0.0

Property Address
WALNUT DR

Owner's Name/Address
SMITH DEL L THOMAS
3230 E JANICE ST
LONG BEACH CA 90805-3829

Tax Description
*OLD SID - B 02-115-474-00 NO 45-589 LOT 1100 & LOT 1101 WHITMORE LAKE SUMMER HOMES SUBD'N.

Comments/Influences
RECEIVED MAILING ADDRESS CHANGE REQUEST FROM WASHTENAW COUNTY TREASURERS OFFICE. (562) 728-0078
***06/29/2001

Class: RESIDENTIAL VACAN | Zoning: RC-RE
School: WHITMORE LAKE
P.R.E. 0%
MAP #:
2015 Est TCV 600

	Improved	X	Vacant

Public Improvements

	Dirt Road
	Gravel Road
	Paved Road
	Storm Sewer
	Sidewalk
	Water
	Sewer
	Electric
	Gas
	Curb
	Street Lights
	Standard Utilities
	Underground Utils.

Topography of Site

	Level
	Rolling
	Low
	High
	Landscaped
	Swamp
X	Wooded
	Pond
	Waterfront
	Ravine
	Wetland
	Flood Plain

Who	When	What
CB	07/31/1993	COMPLETED
CAG	12/31/1978	COMPLETED
MAS	12/31/1977	COMPLETED

Building Permit(s)	Date	Number	Status

Land Value Estimates for Land Table 457.457.RES.PLATTED-ZONED RC-NO BUILD

Description	Frontage	Depth	* Factors * Front	Depth	Rate	%Adj.	Reason	Value
UNBUILD NO LAKE	60.00	100.00	1.0000	1.0000	10	100		600
60 Actual Front Feet, 0.14 Total Acres							Total Est. Land Value =	600

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/ Other	Taxable Value
2015	300	0	300			230C
2014	300	0	300			230C
2013	300	0	300			230C
2012	300	0	300			227C

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Licensed To: Township of Northfield,
County of Washtenaw, Michigan

*** Information herein deemed reliable but not guaranteed***

Parcel Number: B -02-08-276-022 Jurisdiction: NORTHFIELD TOWNSHIP County: WASHTENAW Printed on 05/19/2014

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
STATE OF MICHIGAN	KSIAZEK PAUL S	350	08/22/2002	QC	NON-MARKET TRANSFER	L4213 P519	CGR	100.0

Property Address

BUTTERNUT DR

Owner's Name/Address

KSIAZEK PAUL S
7240 W. 107TH ST., LOT #123
WORTH IL 60482

Taxpayer's Name/Address

KSIAZEK PAUL S
7240 W. 107TH ST., LOT #123
WORTH IL 60482

Tax Description

*OLD SID - B 02-115-398-00 NO 45-485 LOTS 914 - 916 INCL. WHITMORE LAKE SUMMER HOMES SUBD'N.

Comments/Influences

RECEIVED NOTICE ON TAX BILL TO CHANGE MAILING ADDRESS TO WORTH, ILLINOIS.
***02/08/2004 CGR
ASSESSMENT CHANGE NOTICE RETURNED IN MAIL. RESENT TO FORWARDING ADDRESS PROVIDED BY POST OFFICE. CHANGE TWP RECORDS TO REFLECT ADDRESS CHANGE.
***04/01/2003 PH
RECEIVED NOTICE ON TAX BILL TO CHANGE NAME AND MAILING ADDRESS, ADDRESS WAS CHANGED HOWEVER THE NAME REQUIRES PROPER DEEDED DOCUMENTATION FOR PURPOSES OF UNCAPPING.
***06/16/2001 CGR
ASSESSMENT NOTICE RETURNED IN MAIL. UNABLE TO FIND ANOTHER ADDRESS. ASSESSMENT NOTICE PUT IN PARCEL FILE.
***3/13/2001 PH

The Equalizer. Copyright (c) 1999 - 2009. Licensed To: Township of Northfield, County of Washtenaw, Michigan

Class: RESIDENTIAL VACAN | Zoning: RC-RE

School: WHITMORE LAKE

P.R.E. 0%

MAP #:

2015 Est TCV 900

	Improved	X	Vacant

	Public Improvements
	Dirt Road
	Gravel Road
	Paved Road
	Storm Sewer
	Sidewalk
	Water
	Sewer
	Electric
	Gas
	Curb
	Street Lights
	Standard Utilities
	Underground Utils.

	Topography of Site
	Level
	Rolling
X	Low
	High
	Landscaped
X	Swamp
X	Wooded
	Pond
	Waterfront
	Ravine
	Wetland
	Flood Plain
X	NO ROAD THRU

Who	When	What
CB	07/31/1993	COMPLETED
CAG	12/31/1978	COMPLETED
MAS	08/18/1977	COMPLETED

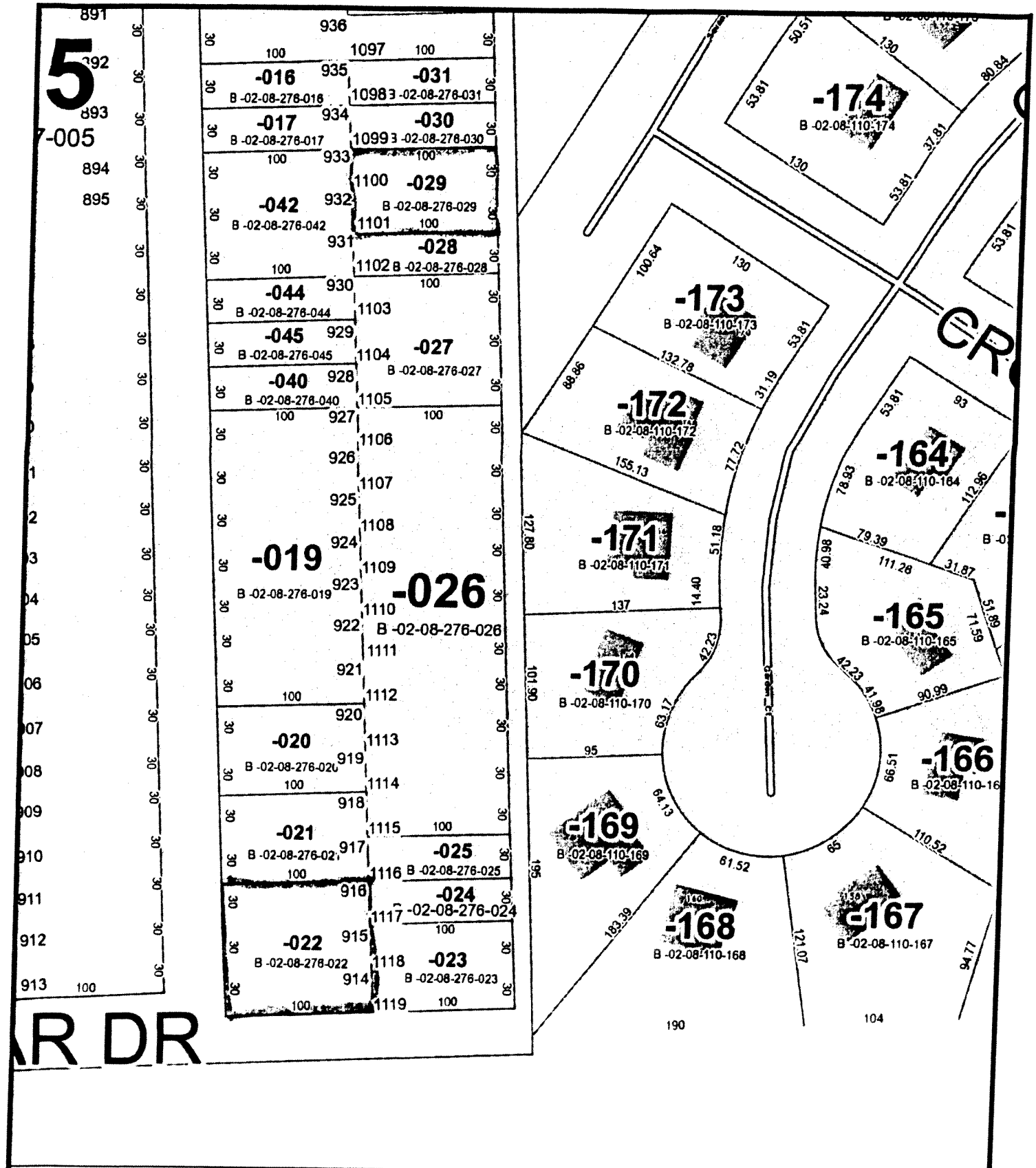
Building Permit(s)	Date	Number	Status

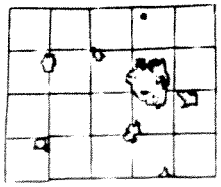
Land Value Estimates for Land Table 457.457.RES.PLATTED-ZONED RC-NO BUILD

Description	Frontage	Depth	* Factors * Front	Depth	Rate	%Adj.	Reason	Value
UNBUILD NO LAKE	90.00	100.00	1.0000	1.0000	10	100		900
90 Actual Front Feet, 0.21 Total Acres							Total Est. Land Value =	900

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/ Other	Taxable Value
2015	500	0	500			230C
2014	500	0	500			230C
2013	500	0	500			230C
2012	500	0	500			227C

*** Information herein deemed reliable but not guaranteed***





0 43.26 86.5 173.0 Feet

1: 1,038

5/19/2014

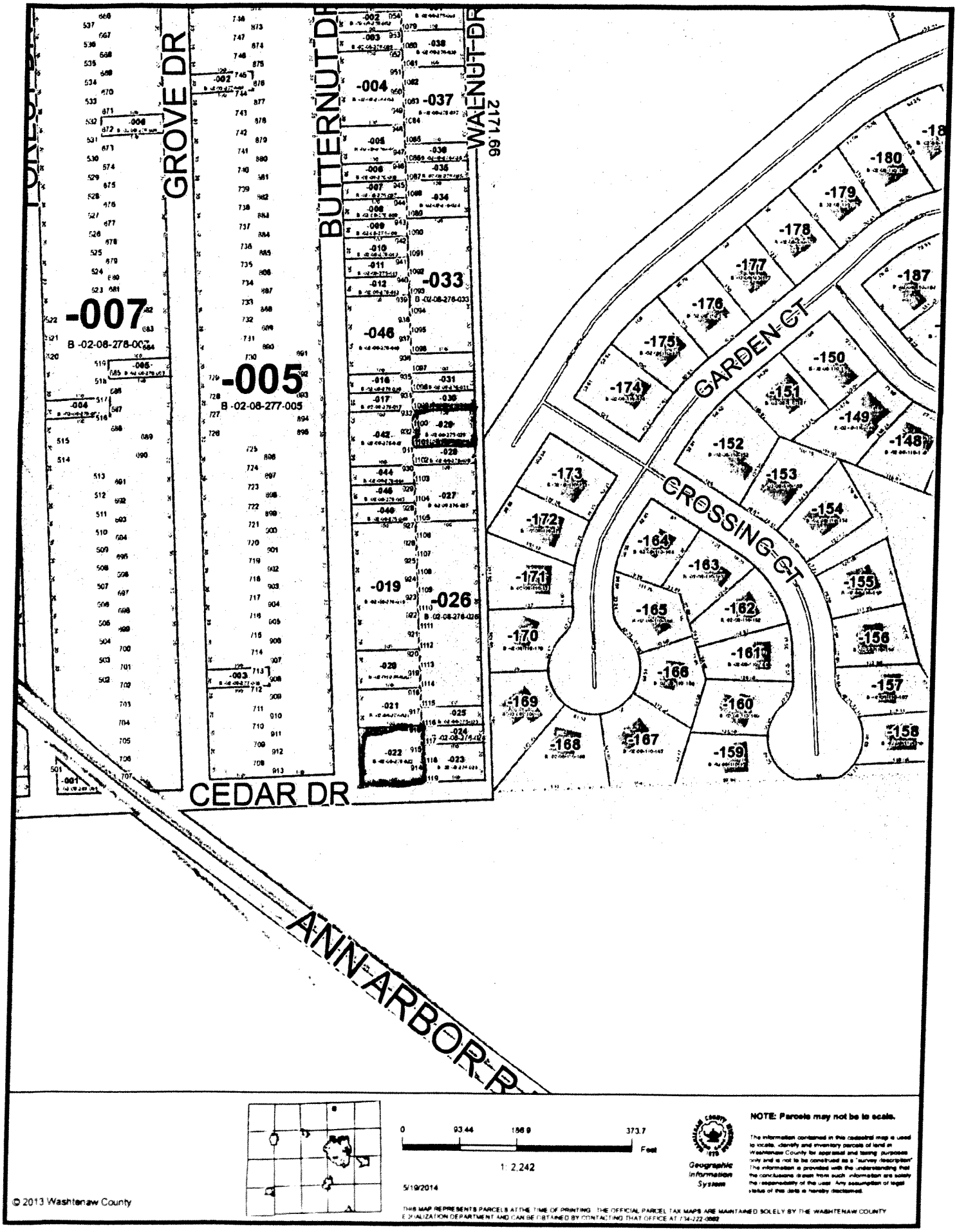
Geographic Information System

NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

© 2013 Washtenaw County

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662


GROVE DR
BUTTERNUT DR
WALNUT DR
2171.66
-007
B -02-08-278-007
-005
B -02-08-277-005
-033
B -02-08-276-033
-026
B -02-08-276-026
GARDEN CT
CROSSING CT
CEDAR DR
ANN ARBOR R
-18
-180
-179
-178
-177
-187
-176
-175
-150
-174
-151
-149
-148
-152
-153
-173
-154
-172
-164
-163
-155
-171
-165
-162
-156
-170
-161
-166
-157
-169
-160
-168
-167
-158
-159
0
93.44
186.9
373.7
Feet
1: 2,242
5/19/2014
Geographic Information System
NOTE: Parcels may not be to scale.
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© 2013 Washtenaw County
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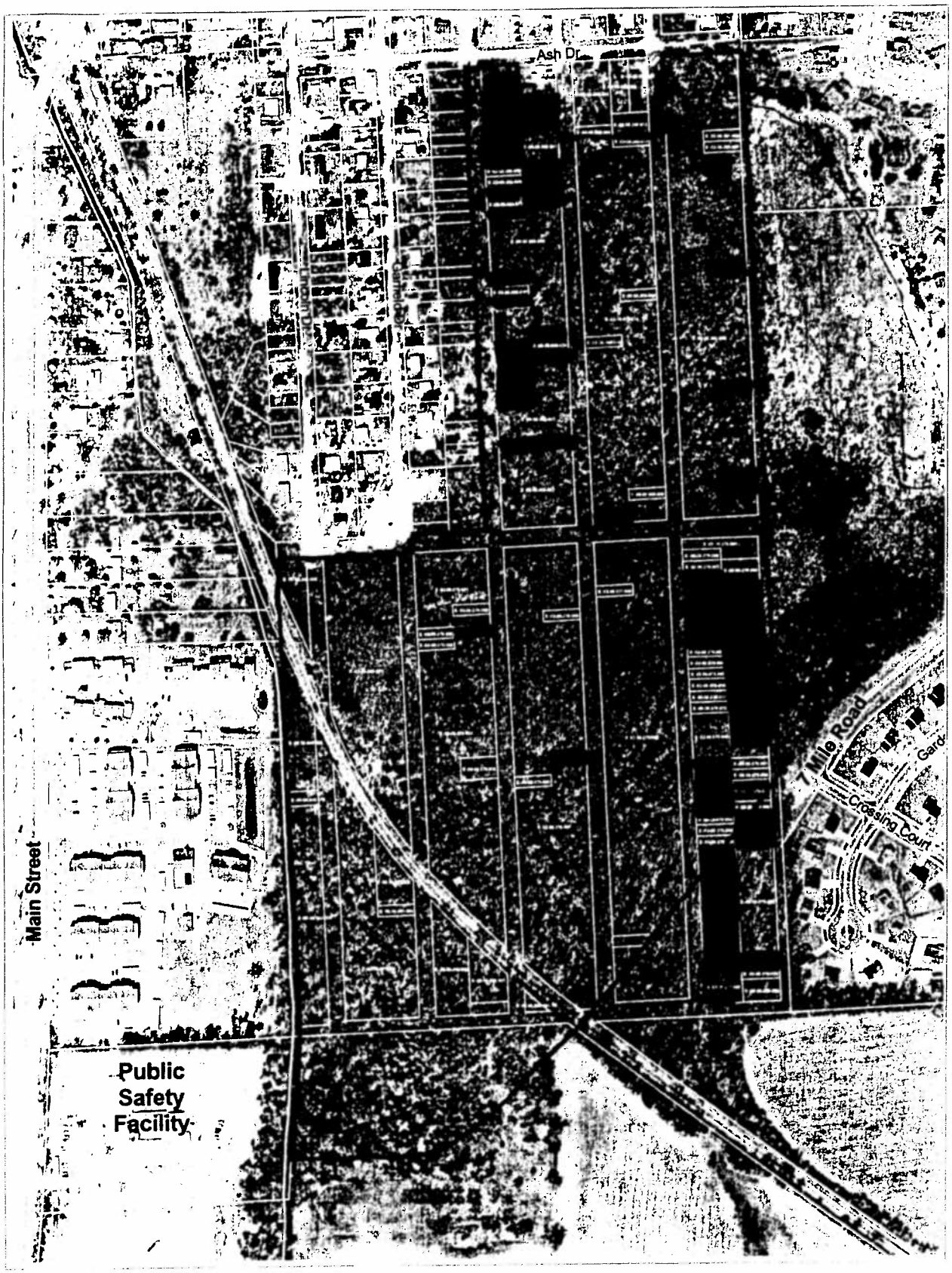
McKenna

Township-owned Properties in the Proposed Park Area

Northfield Township, Washtenaw County, Michigan



— · Proposed Park Boundary

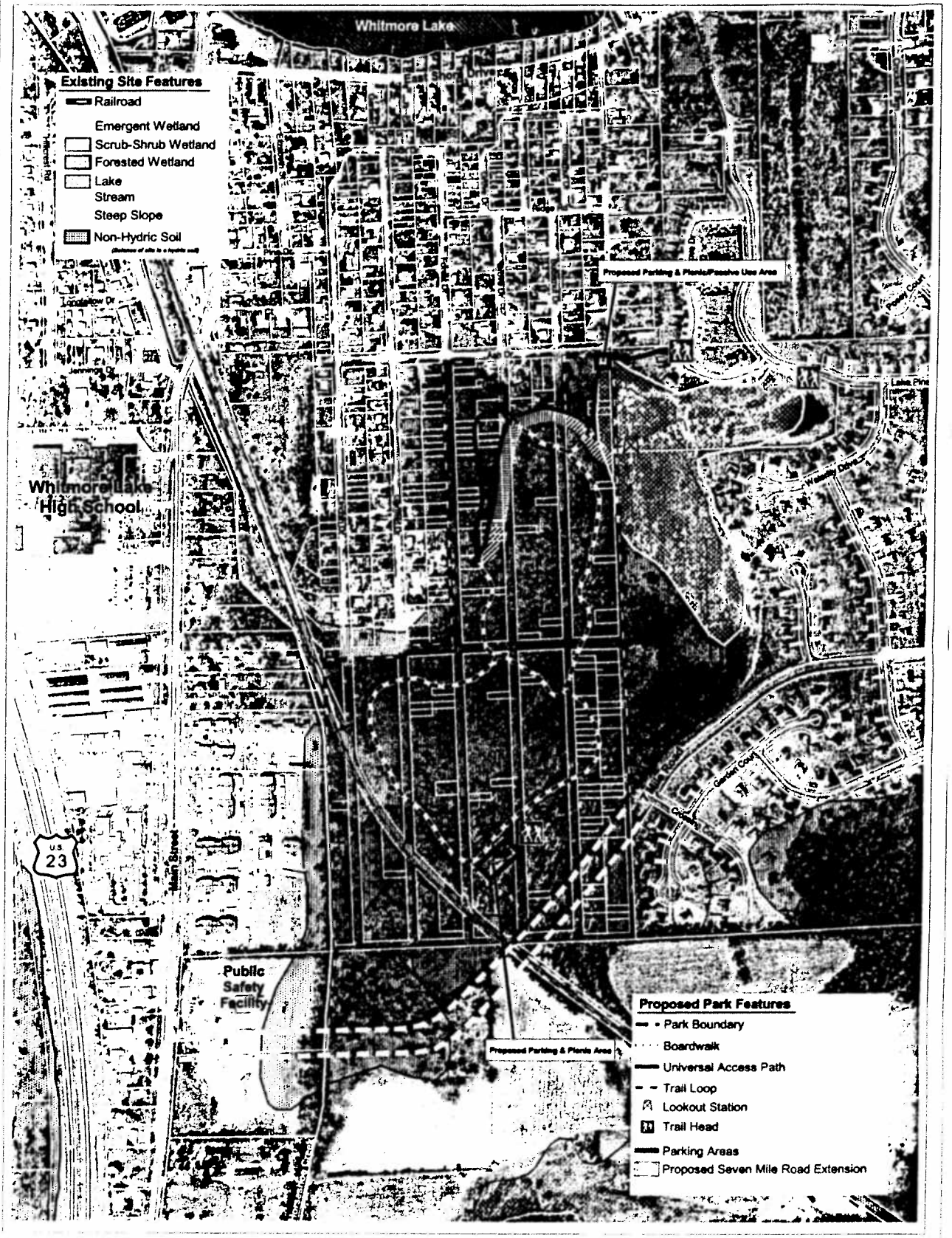
Horseshoe Creek

Parcels

Aerial Source: Washtenaw County GIS, 2002
Data Source: Washtenaw County GIS, 2004, Northfield Township

0 125 250 Feet

04/09/2004



Park Concept and Natural Features

Aerial Source: Washtenaw County GIS, 2000
Data Source: Washtenaw County GIS, 2004; Northfield Township

0 200 400 Feet

04/09/2004

Howard Fink

Subject: FW: Trail meeting- Green Oak Twp may 15

From: StCharles, Mark [mailto:Mark.StCharles@twp.green-oak.mi.us]
Sent: Wednesday, May 21, 2014 5:41 PM
To: Howard Fink
Subject: RE: Trail meeting- Green Oak Twp may 15

Howard,
Per our discussion yesterday, Green Oak Charter Township had anticipated in some funding for 8 mile Road between Spencer / Marshall to Rushton Road in our recent Road Millage. Since you have a proposal from Washtenaw County Road Commission for $115,000 and we have considerably more residents on this section of Road, I believe that Green Oak Charter Township would support funding this improvement project on a 75% Green Oak / 25% Northfield. We would also wish to consider increasing the level of funding if an agreeable proposal from the county is received that allows for open ditches or drainage improvements.

Mark St.Charles, Supervisor
Green Oak Charter Township
supervisor@twp.green-oak.mi.us
810-231-1333 ext. 102

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Fund Balance

Dear Township Board,

We have discussed a number of times the issue of the Township's fund balance policy. With the budget on the agenda, I believe now is the time to set policy for what percentage of reserves we carry for the general fund. As the budget has changed slightly, I will provide updated numbers prior to the meeting on what 100%, 90%, and 80% fund balances will generate in excess funds.

Today, I encourage the Board to have a discussion on what percentage will be allocated toward emergency balances. At a future workshop, we can re-discuss what categories or projects the board would like to fund with any excess monies. I have attached the recent fund balance policy that I recommend using. As of today, I recommend voting on the percentages listed in section 2; Levels of Fund Balance.

Respectfully Submitted,

Howard Fink

Northfield Township Fund Balance Policy

The Northfield Township Board believes that sound financial management principles require that sufficient funds be retained by the Township to provide a stable financial base at all times. In order to do so, the Township needs to maintain a fund balance sufficient to fund all cash flows of the Township, to provide for financial reserves for unanticipated one-time expenditures, revenue shortfalls, and/or emergency needs.

Purpose The purpose of this policy is to identify the size and composition of the Township's desired fund balance for governmental funds and to identify certain requirements for classifying fund balance in accordance with Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions.*

Policy

1. **Classifications** The following individual components shall constitute the fund balance for all of the Township's Governmental Funds:

Classification		Definition	Examples
Non-spendable		Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.	• Inventories, • Prepaid items, • Long-term receivables
Restricted		Fund balance should be reported as restricted when constraints placed on the use of resources are either: a. Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b. Imposed by law through constitutional provisions or enabling legislation.	• Restricted by state statute, • Unspent bond proceeds, • Grants earned but not spent, • Taxes dedicated to a specific purpose, and • Revenues restricted by enabling legislation.
Unrestricted	**Committed**	Used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. To be classified as "committed", formal action must be taken by the Township Board prior to June 1st of that fiscal year.	• Amounts the Township Board sets aside by resolution.
	Assigned	Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. These amounts can be "assigned" by July 1st.	• Township Board delegates the authority to assign fund balance to the Township Manager • Future roads, non-motorized transportation are examples.
	Unassigned	Unassigned fund balance is the residual classification for the General Fund. This is fund balance that has not been reported in any other classification. The General Fund is the only fund that can report a positive unassigned fund balance. Other governmental funds would report deficit fund balances as unassigned.	

Northfield Township Fund Balance Policy

Committing Fund Balance In order to commit fund balance, the Township Board, as the highest level of decision-making authority, must pass a resolution to commitment funds for a specific purpose. These funds must be fully expended for their committed purpose. To make committed funds uncommitted, a new resolution must be passed by the Board. Action must be taken before the last day of the fiscal year to commit funds for that year.

Assigning Fund Balance In order to assign fund balance, the Township Board designates the Township Manager, as the authority to assign fund balance.

2. **Levels of Fund Balance** The Township will establish and maintain levels of fund balance for the General Fund as follows:

The goal of the Township Board shall be to maintain a minimum unassigned fund balance of no less than _% of General Fund expenditures. For purposes of this calculation, "expenditures" will be the annual budgeted expenditures amount less non-recurring capital expenditures. If unassigned fund balance levels fall below _% of expenditures, the General Fund budget for the following year will be adjusted to restore fund balance to the _% level.

If unassigned fund balance approaches a level that greatly exceeds _% of expenditures, the Township Board will consider using unassigned fund balance for the following purposes: pay down future debt, transfer funds to Capital Projects fund for future Capital Improvements, and other future obligations of the Township.

Fund balance levels will be analyzed each fiscal year after the financial statement audit (typically in November).

NORTHFIELD TOWNSHIP

Memo

To: Northfield Township Board

From: Howard Fink

Date: 6/5/2014

Re: Washtenaw County Road Projects

Dear Township Board,

We discussed at the last meeting what projects the township wishes to participate in. I have recommended the following contract be approved, which includes dust control, Dixboro Road from North Territorial to Five Mile, and Township Wide Limestone. I also recommend that the board approve the 25% participation with Green Oak Township for Eight Mile, which will be on a separate agenda. In anticipation of both recommendations being approved, Rick and I amended the budget to include an additional ~$23,400 in the budget for Road improvements. This allows us to do the projects indicated and still have some allocation for Township wide limestone. Please let me know if you have any questions, and I can explain in more detail.

Respectfully Submitted,

Howard Fink

2014 NORTHFIELD TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2014, by and between the Township Board of Northfield Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Northfield, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

1. **Dust Control (497-02-108):**
   Work to include two (2) applications of contract brine to all certified local gravel/limestone roads in the township.
   Estimated 198,440 gallons @ $0.1275 per gallon.
   Estimated cost of two brine applications: $ 25,301.10

2. **Dixboro Road, N. Territorial to Five Mile:**
   Work to include shaping the existing surface, ditching, roadside berm removal, placement of a 6" (C.I.P.) 23a limestone (approximately 6,800 tons) and associated project restoration.
   This is a township share project with Salem Township.
   Estimated project cost $ 136,500.00
   Estimated cost to Northfield Township: $ 68,250.00

3. **Township Wide Limestone:**
   Work to include the application of a 23a limestone surface with associated dust control on various local roads within the township. Locations to be determined by the Township Supervisor (or his designee) and District Foreman. Estimated cost of $13.45 per ton includes all labor, equipment and material costs.
   Total cost not to exceed: $ 25,000.00

AGREEMENT SUMMARY

2014 LOCAL ROAD PROGRAM	
Local Road Dust Control	$ 25,301.10
Dixboro Road	68,250.00
Township Wide Limestone	25,000.00
	$ 118,551.10
Less 2014 WCRC Conventional Match	$ 24,697.00
Less 2014 WCRC Drainage Match	13,732.00
ESTIMATED AMOUNT TO BE PAID BY NORTHFIELD TOWNSHIP UNDER THIS AGREEMENT DURING 2014:	**$ 80,122.10**

FOR NORTHFIELD TOWNSHIP:

_____ _____Witness
Marilyn Engstrom, Supervisor

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ _____Witness
Douglas E. Fuller, Chair

_____ _____Witness
Roy D. Townsend, Managing Director