

PROPOSED AGENDA

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**NOVEMBER 21, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0560**

- A. OATHS OF OFFICE – Swearing in of Elected Officials
- B. CALL TO ORDER
- C. PLEDGE OF ALLEGIANCE
- D. ROLL CALL
- E. CALL TO THE PUBLIC
- F. CONSENT AGENDA
 - 1. Approval of Agenda
 - 2. Approval of Minutes
 - a. October 17, 2016 Regular Meeting Minutes
 - 3. Bills
 - a. November 21, 2016
- G. BUSINESS
 - 1. QUARTERLY SANITARY SEWER FINANCIAL REPORT – Third Quarter, FY’ 2016-17
 - 2. ADOPTION OF RESOLUTION – New On-Premises (Brewpub) Liquor License, Blockade, Inc.
 - 3. ADOPTION OF BUDGET AMENDMENT # 7, FY’ 2016-17 – Landscape Design and Construction
 - 4. AUTHORIZATION TO PURCHASE – Grinder Stations, Dubois-Cooper
 - 5. AUTHORIZATION OF WAGES AND BENEFITS – Deputy Treasurer
 - 6. LIVINGSTON COMMUNITY WATER AUTHORITY RECONCILIATION INVOICE
- H. REPORTS AND CORRESPONDENCE
 - REPORTS
 - 1. COMMITTEE LIAISONS AND BOARD MEMBERS
 - a. Zoning Board of Appeals Regular Meeting Minutes – August 24, 2016
 - b. Planning Commission Regular Meeting Minutes – September 12, 2016
 - c. Livingston Community Water Authority Regular Meeting minutes – August 17, 2016
 - 2. DEPARTMENTS
 - a. Revenue & Expenditure Report – Second Quarter, FY’ 2016-17
 - b. Voter Turnout Report – November 2016
 - 3. MANAGER
 - CORRESPONDENCE
Cromaine District Library Annual Report – FY’ 2015-2016
- I. CALL TO THE PUBLIC
- J. CLOSED EXECUTIVE SESSION –
 - 1. Trial or Settlement Strategy in Connection with litigation specifically Dennis Shoner and Barbara Potocki V. Brighton Township including Written Legal Communication dated November 3, 2016 and November 8, 2016
 - 2. Written Legal Communication dated October 26, 2016
- K. ADJOURNMENT

Board Packets are available on our website: www.brightontwp.com. The Charter Township of Brighton will provide necessary reasonable auxiliary aids and services such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting. Individuals should contact the Charter Township of Brighton by writing or contacting: Township Manager, 4363 Buno Road, Brighton, Michigan 48114. Telephone: (810) 229.0550.

MEMORANDUM

TO: BRIGHTON TOWNSHIP RESIDENTS
FROM: ANN M. BOLLIN, CLERK
SUBJECT: BOARD OF TRUSTEES ELECTRONIC BOARD PACKETS
DATE: JANUARY 26, 2015

Board packets for the Brighton Township Board of Trustees meetings posted to the website contain scanned original documents. These electronic packets are subject to change based on meeting material presented to the Board throughout the course of the meeting. For a complete original packet following the Board meeting contact the Clerk's Office at 810-229-0560 or via email: clerk@brightontwp.com

Oath of Office

Raise your right hand.

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of this State, and that you will faithfully perform the duties of the office of

State the office you will be holding

In and for the Charter Township of Brighton, County of Livingston, and the State of Michigan to the best of your ability, so help you God.

Respond with

I do.

PROPOSED MINUTES

CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114

OCTOBER 17, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0560

Supervisor T. Murphy called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.

Present: T. Murphy, Supervisor; A. Bollin, Clerk; D. Hawk, Treasurer; C. Doughty, Trustee; P. Michel, Trustee; M. Slaton, Trustee; L. Weaire, Trustee

Absent: None.

CALL TO THE PUBLIC

Bob Potocki, Woodland Shore Drive – Knocked on doors; referenced road spending; lack/selective code enforcement; processing fee on tax bills; more outreach to community needed; encourage participation.

Cheryl Guard, Pointe Drive – Two questions are still unanswered by Brighton Township regarding legal authority to cancel annual meeting back in 1995 and SELCRA Board votes – is there a conflict of interest?

Jim Sarna, Woodland Shore Drive – Defined “trustee”; provided handout to Clerk for the record.

Mike Palmer, East Grand River Ave. – Minutes from last work session meeting; referenced two catalogs offering activities and recreation; dual voting members on SELCRA and Township Board have conflict of interest; previously requested discretionary spending stop.

Victor Trombley, Huron Place – Expressed concerns related to a permitted deck in a front yard near his home; referenced it is non-conforming; he feels staff made a mistake and dismissed his complaints; referenced Zoning Ordinance section; requested response in writing.

Barb Potocki, Woodland Shore Drive – Has heard residents complain about the Township changing the ordinances.

AGENDA

A. Bollin moved and P. Michel seconded **to approve the agenda with conditional approval pending the back-up for Check # 29072 for Graphic Sciences.**

Motion carried.

QUARTERLY SANITARY SEWER FINANCIAL REPORT – First Quarter, FY’ 2016-17

Ken Palka, Pfeffer, Hanniford, & Palka presented the Quarterly Report. The report was received and filed.

PRESENTATION/UPDATE ON SELCRA – P. Biscorner, Director

Philip Biscorner, SELCRA Director, introduced himself and summarized the plans he is working on for the future of SELCRA activities including utilizing township facilities for certain classes, partnering with Brighton State Recreational Area for summer camps, offering more environmental related classes, and exploring community fundraising for a redesign of the Meijer skate park. Discussion included SELCRA’s relationship with Brighton Area School District and upcoming meeting with Superintendent to discuss use of facilities. Discussion also included a 6% program registration fee through Legacy, use of BAS facilities is under a Memo of Understanding not a Joint Use Agreement, decrease in adult basketball program participation and kids soccer program, updating the 5-year recreation master plan including timing, purpose and use, and scheduling a joint meeting between the participating communities. P. Biscorner is working towards a cost recovery model and looks forward to keeping open lines of communication between both participating municipalities encouraging all BTBT members to have dialogue with him at anytime regarding any ideas/thoughts or concerns they have related to SELCRA. He feels communication is key to delivering successful recreation to the communities.

ADOPTION OF BUDGET AMENDMENT # 6, FY’ 2016-17 – Legal Defense Costs, Shoner & Potocki, et al v. Brighton Township

Manager Vick summarized the discussion from the October 3, 2016 work session and stated that the budget amendment would close out the costs related to the federal lawsuit and that there will be additional costs associated with the recent lawsuit filed in circuit court. Discussion included past practices; status of MMRMA appeal; and the Manager confirmed with the attorney and auditor that it can be paid for through the enterprise fund.

C. Doughty moved and D. Hawk seconded to **adopt Resolution No. 16-025, Fiscal Year 2016-17, Budget Amendment # 6, approving the utilization of dollars from the O&M fund cash reserve to offset the accumulated legal defense costs as a result of Shoner & Potocki, et al. v. Brighton Township and that all associated costs to date, and moving forward, be charged to the Sewer Fund Legal expense line item (590-537-827.010).**

Ayes: L. Weaire, C. Doughty, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: M. Slaton

Motion carried.

ADOPTION OF PROPOSED AMENDMENT – Administrative Policy # 709, Special Assessment District Parameters

Manager Vick provided background including overview of past discussion on collection of delinquent assessments.

P. Michel moved and C. Doughty seconded to **adopt the amendments to Administrative Policy # 709, Special Assessment District Parameters.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF CONTRACT EXTENSION – Engineering Services, OHM

Manager Vick summarized that the current engineering service agreement with OHM is expiring and recommended that we extend the current contract on a month-to-month basis while the RFQ process is being completed.

A. Bollin moved and C. Doughty seconded to **authorize the Supervisor and Clerk to execute the contract extension agreement on behalf of the Township which will allow engineering services via OHM to continue uninterrupted while the Township Board completes the RFQ process.**

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: None.

Motion carried.

ACCEPTANCE OF PROPOSAL – Pump Station # 1 Clean Out, Advanced Underground Inspections

Manager Vick indicated Pump Station #1 is the most utilized pump station with the highest flow and this is routine maintenance that needs to be done every couple years. Discussion included exploring a longer contract period, confirmation that work effort is being recorded for incorporation into a future GIS or CMMS program, and there is not a CMMS program currently operational.

A. Bollin moved and L. Weaire seconded to **authorize the Manager to accept the proposal for cleaning Pump Station # 1 based on the discussion and as submitted by Advanced Underground Inspections for a not-to-exceed amount of \$7,500 based on the proposal dated August 2, 2016.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF CONTRACT – MI State Police, Enhanced Alcohol Enforcement

Manager Vick confirmed this is a budgeted item and explained that the MSP fiscal year is opposite of the Township's which is why it is every six (6) months. Board requested that future reports show year-to-year comparisons.

L. Weaire moved and C. Doughty seconded to **authorize the Township Supervisor to execute a contract with the Michigan State Police for enhanced alcohol enforcement at a cost not-to-exceed \$6,000 for the period of October 1, 2016 through March 31, 2017.**

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF CONTRACT – Snow Removal Services, Alan’s Asphalt Maintenance

Z. Dyba, Assistant to the Township Manager, summarized the bidding process and noted that Alan’s Asphalt was the low bidder, contract is for two (2) years and confirmed the price of salt will remain the same over that time period.

P. Michel moved and D. Hawk seconded **to accept the proposal from Alan’s Asphalt Maintenance for snow plowing services in the amount of \$15,978 per year for two (2) years and to authorize the Township Clerk and Supervisor to sign the contract on behalf of the Township.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF METRO ACT RIGHT OF WAY PERMIT – Fibertech Holdings

Manager Vick summarized the Metro Act permit process and distributed an updated letter from the attorney.

Discussion included clarification that Fibertech will be co-locating on existing DTE poles and any new lines would be installed underground; incorporation of attorney’s recommendation to include this language in a cover letter to applicant; no policy changes needed; notification requirements; and expiration date (15-year with three (3) extensions).

P. Michel moved and A. Bollin seconded **to authorize the Supervisor to sign the Metro Act Right-of-Way Permit for Fibertech Holdings based upon the comments and recommendations of legal counsel with the term of 15 years from the Effective Date; provided, however, that following such initial term there shall be three (3) subsequent renewal terms of five (5) years. Per Section 7.1.1 each renewal term shall be automatic unless Brighton Township notifies Company in writing, at least 12 months prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Brighton Township shall not unreasonably deny a renewal term.**

Ayes: L. Weaire, C. Doughty, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: M. Slaton

Motion carried.

RENEWAL OF VIDEO FRANCHISE AGREEMENT – AT & T Michigan

Manager Vick provided overview of the franchise agreements. Discussion included broadcasting through the Township’s public access channel through AT&T; monies generated from franchise agreement; Comcast franchise is still in place; broadcasts could be through both companies.

P. Michel moved and C. Doughty seconded **to approve Resolution No. 16-026 renewing the franchise agreement with AT&T and empowering the Manager to complete and send the franchise agreement to AT&T as presented.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

REPORTS AND CORRESPONDENCE

REPORTS

Zoning Board of Appeals Regular Meeting Minutes – June 22, 2016

L. Weaire – BAFA update including new smoke alarm grant; Station 33 needs replacement generator - the Authority will be replacing it; upcoming activities; replacing all lights with LED’s; SEMCOG update.

C. Doughty – SELCRA Update including pet costume contest. Thanked Brighton Township residents for allowing her to serve the past twelve years; stated she does pay a sewer and water bill.

M. Slaton – Upcoming Planning Commission meeting.

D. Hawk – Prepping for Winter tax bill mailing on December 1st. Thanked residents for the opportunity to serve.

A. Bollin – Election update including last day of registration, relocation of Precinct 7, and Military and Overseas ballot stats and pending legislation regarding billboards and cell towers. Also inquired on status of response to questions raised in Call to the Public particularly SELCRA questions and process and timing of Ordinance language changes. Attorney stated he will forward response to Manager Vick regarding SELCRA; Manager stated proposed ordinance language changes will be presented at a future Planning Commission

meeting. Asset Management plan status specifically implementing a CMMS – aren't costs reimbursable?
Thanked Supervisor Murphy, Trustee Doughty, and Treasurer Hawk for serving the community.

P. Michel – Election Commission update.

T. Murphy – Thanked everyone; confirmed he does not and has never lived in Ohio; responded to comments made during the Call to the Public regarding deck ordinance and enforcement; Township will respond to request regarding SELCRA voting members conflict of interest; wishes the new Board the best outcomes for the Township.

DEPARTMENTS

Treasurer's Reports – July and August 2016

Brighton Area Fire Authority Firestat Reports – June, July, August 2016

MANAGER – Medical Marijuana Facilities Licensing Act; Township is in compliance with Federal law with no anticipation of changing the ordinances at this time.

CORRESPONDENCE

None.

CALL TO THE PUBLIC

Barb Potocki, Woodland Shore Drive – Neighborhood pole barn built against ordinances - does she address this to the Planning Commission or Board? Sad that citizens are considered bullies; referenced lawsuit against Tetra Tech and property that the Township bought for \$500,000.

Jim Sarna, Woodland Shore Drive – Attended DNR meeting in August; spoke with head of DNR regarding weed control on local lakes through special assessment districts. Upset that public would be regarded as bullies by some board members.

CLOSED EXECUTIVE SESSION – Trial or Settlement Strategy in Connection with litigation specifically Dennis Shoner and Barbara Potocki, individually, and as representatives of a class of similarly-situated persons and entities, Plaintiffs V. Brighton Township

P. Michel moved and D. Hawk seconded **that the Township Board meet in closed session for the purpose of trial or settlement strategy in connection with specific pending litigation 15.268 Sec. 8 (e).**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None

Motion carried.

The Board went into closed executive session at 8:52 P.M.

The Board returned to open session at 10:05 P.M.

ADJOURNMENT

C. Doughty moved and L. Weaire seconded to adjourn. Motion carried.

The meeting adjourned at 10:06 P.M.

Respectfully submitted,

Ann M. Bollin, CMC, CMMC, Clerk

Thomas E. Murphy, Supervisor

BRIGHTON TOWNSHIP

11/21/2016

ACCOUNTS PAYABLE

ACCOUNTS PAYABLE:

GENERAL FUND	\$174,311.05
LIQUOR LAW	\$272.79
MUNICIPAL WATER	\$11,500.00
SEWER CAPITAL RESERVE	\$2,800.00
SEWER O & M	\$109,264.31
SEWER DEBT SERVICE	\$24,620.00
T & A	\$629.75
PATHWAYS	\$338,765.42
CONSTRUCTION ESCROW	\$65,871.25
ROAD MAINTENANCE-SAD	\$2,747.10
STREETLIGHTS	\$1,563.41
MUNICIPAL REFUSE- Woodland/Airway SAD	\$4,196.40
AQUATICS- OWL	\$39,152.82

TOTAL ACCOUNTS PAYABLE TO APPROVE

\$775,694.30

VENDOR APPROVAL SUMMARY REPORT
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:00am
 Page: 1

CHARTER TOWNSHIP OF BRIGHTON

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
KELLY MARIE ALBERT	ALBERT	NOV 8 GENERAL ELECTION	165.00	0.00
REBECCA ALEXANDER	ALEXAND	NOV 8 GENERAL ELECTION	173.25	0.00
AMEC FOSTER WHEELER	AMEC	COLLETT DUMP MONITORING	1,807.50	0.00
ANGEL CLEANING COMPANY LLC	ANGEL	CLEANING SERVICE	624.00	0.00
APPLIED IMAGING	APPLIED	CREDIT MEMO- PPDM	271.27	0.00
ARBOR SPRINGS WATER CO., INC.	ARBOR SP	SUPPLIES	69.50	0.00
CARA MARIE BARES	BARES	NOV 8 GENERAL ELECTION	71.50	0.00
JEAN BECKER	BECKER	NOV 8 GENERAL ELECTION	247.00	0.00
JENNIFER BERGER	BERGER	NOV 8 GENERAL ELECTION	200.75	0.00
IRENE BESANCON	BESANCON	NOV 8 GENERAL ELECTION	247.00	0.00
JAMES BESANCON	BESANCON/	NOV 8 GENERAL ELECTION	170.50	0.00
BIG ACRE	BIG ACRE	POTASSIUM - WATER SOFTENER	479.80	0.00
BLUE CROSS BLUE SHIELD OF MI	BCBS	BLUE CROSS INSURANCE	11,860.83	11,860.83
BOB MYERS EXCAVATING, INC	BOB MYERS	SAD- DAM EMBANKMENT CAUSEWAY	36,980.08	0.00
BARBARA BREVIK	BREVIK	NOV 8 GENERAL ELECTION	99.00	0.00
BRIGHTON TOWNSHIP	BRIGHTON T	DOG LICENSE FEES OCTOBER	79,815.27	0.00
LISA BURKART	BURKART	NOV 8 GENERAL ELECTION	203.50	0.00
SUSAN BURKHART	BURKHART	NOV 8 GENERAL ELECTION	181.50	0.00
BUSINESS IMAGING GROUP, INC	BUSINESS I	WINDOW ENVELOPES	462.94	0.00
CARTRIDGE WORLD- BRIGHTON	CARTRIDGE	TONER REFILL	73.99	0.00
CITIZENS	CITIZ	EDUCATION/CAPITAL OUTLAY/DUES	2,316.29	1,113.60
JOHN COGLEY	COGLEY	ZBA PER DIEM 10-26-16	80.00	0.00
COMCAST	COMCAST	INTERNET/CABLE TWSP HALL	245.45	0.00
COMMERCIAL BLUEPRINT	COMMERCIAL	COLOR BOND PAPER 24' X 150'	129.10	0.00
CONSUMERS ENERGY	CONSUMERS	UTILITIES	0.00	120.71
CORRIGAN OIL COMPANY, INC.	CORRIGA	OIL FOR ROTOR GEAR BOXES	106.10	0.00
BARBARA COTNER	COTNER	NOV 8 GENERAL ELECTION	121.00	0.00
CUSTOM ELECTRIC SERVICE LLC	CUSTOM ELE	8385 WOODLAND SHORE-	497.95	0.00
ROSE CZAJKA	CZAJKA	NOV 8 GENERAL ELECTION	93.50	0.00
D & H AUTO	D & H	TRUCK RENTAL NOV 8 ELECTION	0.00	100.00
MARGARET DALIAN	DALIAN	NOV 8 GENERAL ELECTION	93.50	0.00
ANTHONY DANIEL	DANIEL/A	NOV 8 GENERAL ELECTION	167.75	0.00
PHYLLIS J. DANIEL	DANIEL	NOV 8 GENERAL ELECTION	167.75	0.00
FARIAL DICKOW	DICKOW	NOV 8 GENERAL ELECTION	170.50	0.00
ROBERT DICKOW	DICKOW/R	NOV 8 GENERAL ELECTION	170.50	0.00
BRUCE & JULIE DIETZ	DIETZ/BRUC	OCTOBER MSP RENT	0.00	11,457.00
DARLENE ANN DOCKERY	DOCKERY	NOV 8 GENERAL ELECTION	173.25	0.00
JOHN DORSET	DORSET	ZBA PER DIEM 10-26-16	80.00	0.00
DTE	DTE	UTILITIES	0.00	3,441.19
DTE ENERGY	DTE ENERGY	UTILITIES- WWTP	0.00	7,813.75
DIANA DUNLOP	DUNLOP	NOV 8 GENERAL ELECTION	198.00	0.00
DIANA DUTCHER	DUTCHER	NOV 8 GENERAL ELECTION	211.25	0.00
DYKEMA GOSSETT PLLC	DYKEMA	LEGAL- SHONER-POTOCKI VS BT	2,398.20	0.00
ELECTION SOURCE	ELECTION	AV SECRECY ENVELOPES	410.26	0.00
MONIQUE ELPHINSTONE	ELPHINS	NOV 8 GENERAL ELECTION	176.00	0.00
TAMARA EVANS	EVANS/TAMA	NOV 8 GENERAL ELECTION	104.50	0.00
EVERGREEN OUTDOOR, INC	EVERGREEN	LANDSCAPING PROJECT	51,712.50	0.00
JESSICA FAIRCHILD	FAIRCHILD	NOV 8 GENERAL ELECTION	176.00	0.00
CHARLES FLYNN	FLYNN	NOV 8 GENERAL ELECTION	260.00	0.00
DANIELLE FLYNN	FLYNN/D	NOV 8 GENERAL ELECTION	260.00	0.00
FONSON COMPANY, INC	FONSON	E GRAND RIVER SIDEWALK PHASEII	297,874.92	0.00
FOSTER, SWIFT, COLLINS & SMITH	FOSTER	COLLETT DUMP LEGAL	1,050.55	0.00
GLORIA FROH	FROH	NOV 8 GENERAL ELECTION	99.00	0.00
ROXANNE GARBER	GARBER	NOV 8 GENERAL ELECTION	282.75	0.00
GBS INC	GBS INC	2 USED ACCUVOTE UNITS	1,154.26	0.00
JOHN GIBBONS	GIBBONS	ZBA PER DIEM 10-26-16	80.00	0.00
ANITA GRAPENTIEN	GRAPENTIEN	SAD- REIMBURSE OWL EXPENSES	325.34	0.00
FRANK GRAPENTIEN	GRAPEN	ZBA PER DIEM 10-26-16	100.00	0.00
GREAT LAKES ACE	ACE	BALLASTS	33.99	0.00
GUARDIAN ALARM	GUARDIAN	SECURITY ALARM	91.92	0.00
HARTLAND SEPTIC INC	HARTLAND S	9903 DORNOCH-	485.00	0.00
LARRY HERZINGER	HERZINGER	P/C PER DIEM 11-14-16	381.00	0.00
SUSAN J. HERZINGER	HERZING	NOV 8 GENERAL ELECTION	187.00	0.00
KAREN HESTER	HESTER	NOV 8 GENERAL ELECTION	260.00	0.00
STEVE HOLDEN	HOLDEN	P/C PER DIEM 11-14-16	200.00	0.00
HOME DEPOT CREDIT SERVICES	HOME DEPOT	SUPPLIES	0.00	54.28
INFRASTRUCTURE ALTERNATIVES,	INFRASTRUC	O & M WWTP NOVEMBER 2016	16,371.17	0.00

VENDOR APPROVAL SUMMARY REPORT
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:00am
 Page: 2

CHARTER TOWNSHIP OF BRIGHTON

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
JOHN HANCOCK	JOHN HANCO	QUARTERLY PENSION FEES	45.00	0.00
KATLYN JOHNSON	JOHNSON K	NOV 8 GENERAL ELECTION	99.00	0.00
RICHARD JOHNSON	JOHNSON/RI	NOV 8 GENERAL ELECTION	176.00	0.00
THOMAS JOHNSON	JOHNSON/TH	NOV 8 GENERAL ELECTION	181.50	0.00
K B ROAD GRADING	K B	SAD- TRACEY GRADING	935.00	0.00
MICHELLE KALOUSTIAN	KALOUSTIAN	NOV 8 GENERAL ELECTION	211.75	0.00
ALLAN KEMP	KEMP	NOV 8 GENERAL ELECTION	181.50	0.00
SANDRA KEMP	KEMP/S	NOV 8 GENERAL ELECTION	181.50	0.00
BARBARA KILBOURN	KILBOURN/B	NOV 8 GENERAL ELECTION	99.00	0.00
DENNIS KIRKWOOD	KIRKWOOD	NOV 8 GENERAL ELECTION	90.75	0.00
ARTHUR KLASSEN	KLASSEN	NOV 8 GENERAL ELECTION	234.00	0.00
KATHLEEN KLASSEN	KLASSEN/K	NOV 8 GENERAL ELECTION`	260.00	0.00
KONICA MINOLTA ALBIN	KONICA	COPIER METER/MAINTENANCE	61.86	0.00
KIMBERLY KOSIN	KOSIN	NOV 8 GENERAL ELECTION	165.00	0.00
JAMES KRONK	KRONK	NOV 8 GENERAL ELECTION	176.00	0.00
LORRAINE KRUPNIK	KRUPNIK	NOV 8 GENERAL ELECTION	192.50	0.00
MARIE KUYKENDALL	KUYKENDALL	NOV 8 GENERAL ELECTION	176.00	0.00
MARY ILENE LABALLISTER	LABALLISTE	NOV 8 GENERAL ELECTION	187.00	0.00
LAKE TRUST CREDIT UNION	LAKE TRUST	REFUND BALANCE OF ESCROW	61,142.00	0.00
BRENDA LAWRENCE	LAWRENCE/B	NOV 8 GENERAL ELECTION`	260.00	0.00
LEGALSHIELD	PRE-PAID L	IDENTITY THEFT INSURANCE	64.75	0.00
LAURA LYNN LESPERANCE	LESPERANCE	NOV 8 GENERAL ELECTION	167.75	0.00
LINCOLN NATIONAL LIFE INS CO	LINCOLN	DISABILITY INSURANCE	0.00	794.47
LIVINGSTON COUNTY DRAIN COMMIS	LIV CTY DR	PHASE II IMPLEMENTATION 3RD QT	497.30	0.00
LIVINGSTON COUNTY TREAS ASSOC	LIV CO TR	HOLIDAY LUNCHEON	0.00	72.00
LIVINGSTON COUNTY TREASURER	LIV CTY TR	DOG LICENSE FEES OCTOBER	343.50	0.00
LIVINGSTON CTY PRESS & ARGUS	GANNET	LEGAL NOTICES	127.50	0.00
JACK LONGBERRY	LONGBERRY	NOV 8 GENERAL ELECTION	165.00	0.00
LINDA KAREN LONGBERRY	LONGBERRY/	NOV 8 GENERAL ELECTION	165.00	0.00
MARGARET ANN MAAS	MAAS	NOV 8 GENERAL ELECTION	99.00	0.00
MACOMB ASSESSORS ASSOCIATION	MACOMB	CONTINUING EDUCATION	40.00	0.00
EVELYN MALLOY	MALLOY	NOV 8 GENERAL ELECTION	234.00	0.00
MARCO'S PIZZA	MARCO'S	ELECTION NOV 8 FOOD	0.00	600.00
JEAN MAYER	MAYER	NOV 8 GENERAL ELECTION	176.00	0.00
LEO MAYER	MAYER/LEO	NOV 8 GENERAL ELECTION	176.00	0.00
IRWIN MCAULEY	MCAULEY/I	NOV 8 GENERAL ELECTION	173.25	0.00
PAULETTE MCAULEY	MCAULEY	NOV 8 GENERAL ELECTION	195.25	0.00
MARY MCFARLAND	MCFARLAND	NOV 8 GENERAL ELECTION	187.00	0.00
JAMES MCKEON	MCKEON	ZBA PER DIEM 10-26-16	80.00	0.00
LINDA MCKIE	MCKIE	NOV 8 GENERAL ELECTION	143.00	0.00
MICHELE MENCIA-LAWRENCE	MENCIA-LAW	NOV 8 GENERAL ELECTION	136.50	0.00
METRO AIR COMPRESSORS	METRO AIR	INSTALL BEKI RAX75 AIR DRYER	2,784.06	0.00
STATE OF MI	MI/STATE/O	RENEWAL ASSESSOR CERTIFICATION	450.00	0.00
MICHIGAN ASSN OF PLANNING	MI ASSN P	TRANSPORTATION BONANZA 8	70.00	0.00
MICHIGAN MUNICIPAL RISK	MI MUN RIS	ANNUAL MEETING-	860.60	0.00
MICHIGAN PUMP SALES	MI PUMP	PUMP STATION #3 TROUBLESHOOT	1,150.00	0.00
STATE OF MICHIGAN	DEQ	WSSN 2048547 DRINKING WATER	135.87	0.00
NANCY MITTS	MITTS	NOV 8 GENERAL ELECTION	176.00	0.00
TRACEY MOSES	MOSES	NOV 8 GENERAL ELECTION	220.00	0.00
HARRY MUSZYNSKI	MUSZYNSKI	NOV 8 GENERAL ELECTION	263.25	0.00
MARY LOUISE NAGY	NAGY	NOV 8 GENERAL ELECTION	99.00	0.00
HOLLY NAYLOR	NAYLOR	NOV 8 GENERAL ELECTION	99.00	0.00
NANCY ANN OEFTERING	OEFTERING	NOV 8 GENERAL ELECTION	200.75	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	KROGER EXPANSION- TRAFFIC REV	49,024.00	0.00
ORKIN	ORKIN	EXTERMINATOR- INTERIOR	309.22	0.00
PAETEC	PAETEC	TELEPHONE	0.00	681.97
SONIA PARMLEY	PARMLEY	NOV 8 GENERAL ELECTION	167.75	0.00
LORI PATTON	PATTON/	NOV 8 GENERAL ELECTION	99.00	0.00
PEA CORPORATE OFFICE	PEA	LANDSCAPE PROJECT - SERVICES	2,054.00	0.00
FREDERICK PEGAN	PEGAN	NOV 8 GENERAL ELECTION	243.75	0.00
PETTY CASH	PETTY CASH	REPLENISH PETTY CASH	140.63	0.00
PFEFFER HANNIFORD PALKA, PC	PFEFFER	QUARTERLY SEWER REPORTING	2,090.00	0.00
PITNEY BOWES	PITNEY BO	POSTAGE METER LEASE	405.63	0.00
JUDITH PLUMLEY	PLUMLEY	NOV 8 GENERAL ELECTION	71.50	0.00
KATHLENE MAVIS POOLE	POOLE	NOV 8 GENERAL ELECTION	68.75	0.00
PREIN & NEWHOF	PREI	SAD-OWL SLOPE REMEDIATION	1,847.40	0.00
HARRY E. PRINE	PRINE	NOV 8 GENERAL ELECTION	173.25	0.00

VENDOR APPROVAL SUMMARY REPORT
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:00am
 Page: 3

CHARTER TOWNSHIP OF BRIGHTON

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
LOUISE PRINE	PRIN	NOV 8 GENERAL ELECTION	173.25	0.00
PRINTING SYSTEMS	PRINTING S	AV OUTER ENVELOPES	759.69	0.00
QUILL CORPORATION	QUILL	SUPPLIES	1,222.47	0.00
REGISTER OF DEEDS	REGISTER	RECORD SEWER EASEMENT	150.00	0.00
RIZZO	RIZZO	RUBBISH REMOVAL WWTP	6,913.60	0.00
MELINDA RODABAUGH-KINSEY	RODABAUGH	NOV 8 GENERAL ELECTION	234.00	0.00
ROLISON PRO HARDWARE	ROLISON	SUPPLIES	38.00	0.00
JANICE ROSSI	ROSSI	NOV 8 GENERAL ELECTION	126.50	0.00
ELIZABETH A SAMPLES	SAMPLES/E	NOV 8 GENERAL ELECTION	165.00	0.00
ROBERT SAMPLES	SAMPLES/R	NOV 8 GENERAL ELECTION	165.00	0.00
SCHIFKO DANIEL	SCHIFKO	P/C PER DIEM 11-14-16	160.00	0.00
CAROL SCHRAUDT	SCHRAUDT	NOV 8 GENERAL ELECTION	99.00	0.00
STANDARD INSURANCE CO.	STANDARD I	LIFE INSURANCE	0.00	305.36
STATE OF MICHIGAN	STATE POLI	ALCOHOL ENFORCEMENT	6,000.00	0.00
CHERYL S. STECEWICZ	STECEWICZ	NOV 8 GENERAL ELECTION	243.75	0.00
ROBERT STECEWICZ	STECEWICZ/	NOV 8 GENERAL ELECTION	165.00	0.00
JEFFREY STINEDURF	STINEDURF	P/C PER DIEM 11-14-16	240.00	0.00
TLS CONSTRUCTION LLC	TLS CONSTR	FIRE STATION 33 PARKING LOT	70,492.37	0.00
TODD'S SERVICES, INC.	TODD'S	FALL WINTERIZATION SPRINKLERS	165.00	0.00
PATTY TRUHN	TRUHN	NOV 8 GENERAL ELECTION	99.00	0.00
UIS SCADA, INC	UIS	POWER FAILURE- STATION #3	1,040.00	0.00
GARY LEE UNRUH	UNRUH	P/C PER DIEM 11-14-16	160.00	0.00
USPS	POSTMASTER	REPLENISH ACCOUNT # 654935	0.00	100.00
VALLEY CITY LINEN, INC	VALLEY	FLOOR MATS	100.25	0.00
VARNUM RIDDERING SCHMIDT	VARNUM	LEGAL- AT&T VIDEO FRANCHISE	1,402.50	0.00
VERIZON WIRELESS	VERIZON	TELEPHONE	0.00	117.01
LYNNE VIACHES	VIACHES	NOV 8 GENERAL ELECTION	200.75	0.00
CARL VOLK	VOLK	NOV 8 GENERAL ELECTION	189.75	0.00
JUDITH VOLK	VOLK/JUDIT	NOV 8 GENERAL ELECTION	189.75	0.00
W4 SIGNS	W4 SIGNS	18X24 YARD SIGNS	40.00	0.00
RENEE WAGNER	WAGNER/REN	NOV 8 GENERAL ELECTION	260.00	0.00
BERNADINE WALKER	WALKER	NOV 8 GENERAL ELECTION	165.00	0.00
ARMENE WALSH	WALSH/A	NOV 8 GENERAL ELECTION	188.50	0.00
DONALD WALSH	WALSH/D	NOV 8 GENERAL ELECTION	99.00	0.00
LUCILLE M. WEAIRE	WEAIRE	BROWN BAG LUNCHEON	13.82	0.00
WEX BANK	EXXON	FUEL	0.00	73.18
BARRY WYNN	WYNN	NOV 8 GENERAL ELECTION	198.00	0.00
Grand Total:			736,988.95	38,705.35

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 1

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept: LEGISLATIVE-TWSP BOARD						
101-101-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	17.47
101-101-718.100	PENSION FE	JOHN HANCOCK QUARTERLY PENSION FEES	29264	45196	11/21/2016	36.00
101-101-873.000	MILES/TRAV	LUCILLE M. WEAIRE BROWN BAG LUNCHEON	29365	45413	11/21/2016	13.82
101-101-900.000	PRNT/PUBL	LIVINGSTON CTY PRESS & ARGUS LEGAL NOTICES	29288	6668770	11/21/2016	127.50
Total LEGISLATIVE-TWSP BOARD						194.79
Dept: SUPERVISOR						
101-171-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	6.13
101-171-718.100	PENSION FE	JOHN HANCOCK QUARTERLY PENSION FEES	29264	45196	11/21/2016	9.00
Total SUPERVISOR						15.13
Dept: ADMINISTRATION-MANAGER						
101-172-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	351.63
101-172-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	351.63
101-172-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	63.70
101-172-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	261.22
101-172-730.000	POSTAGE	PETTY CASH REPLENISH PETTY CASH	29323	45418	11/21/2016	25.65
101-172-860.000	EDUCATION	MICHIGAN MUNICIPAL RISK ANNUAL MEETING-	29305	45427	11/21/2016	860.60
101-172-958.000	DUE	CITIZENS EDUCATION/CAPITAL OUTLAY/DUES	29224	45417	11/21/2016	840.00
Total ADMINISTRATION-MANAGER						2,754.43
Dept: ELECTIONS						
101-191-714.000	ELEC WORK	DARLENE ANN DOCKERY NOV 8 GENERAL ELECTION	29237	45313	11/21/2016	173.25
101-191-714.000	ELEC WORK	ROSE CZAJKA NOV 8 GENERAL ELECTION	29231	45312	11/21/2016	93.50
101-191-714.000	ELEC WORK	JENNIFER BERGER NOV 8 GENERAL ELECTION	29204	45311	11/21/2016	200.75

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 2

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: ELECTIONS 101-191-714.000	ELEC WORK	REBECCA ALEXANDER NOV 8 GENERAL ELECTION	29197	45310	11/21/2016	173.25
101-191-714.000	ELEC WORK	RENEE WAGNER NOV 8 GENERAL ELECTION	29361	45309	11/21/2016	260.00
101-191-714.000	ELEC WORK	KAREN HESTER NOV 8 GENERAL ELECTION	29261	45308	11/21/2016	260.00
101-191-714.000	ELEC WORK	KATLYN JOHNSON NOV 8 GENERAL ELECTION	29265	45315	11/21/2016	99.00
101-191-714.000	ELEC WORK	MICHELLE KALOUSTIAN NOV 8 GENERAL ELECTION	29269	45315	11/21/2016	211.75
101-191-714.000	ELEC WORK	NANCY ANN OEFTERING NOV 8 GENERAL ELECTION	29313	45316	11/21/2016	200.75
101-191-714.000	ELEC WORK	JANICE ROSSI NOV 8 GENERAL ELECTION	29340	45317	11/21/2016	126.50
101-191-714.000	ELEC WORK	DIANA DUTCHER NOV 8 GENERAL ELECTION	29240	45318	11/21/2016	211.25
101-191-714.000	ELEC WORK	LYNNE VIACHES NOV 8 GENERAL ELECTION	29357	45319	11/21/2016	200.75
101-191-714.000	ELEC WORK	KELLY MARIE ALBERT NOV 8 GENERAL ELECTION	29196	45320	11/21/2016	165.00
101-191-714.000	ELEC WORK	LISA BURKART NOV 8 GENERAL ELECTION	29220	45321	11/21/2016	203.50
101-191-714.000	ELEC WORK	NANCY MITTS NOV 8 GENERAL ELECTION	29308	45322	11/21/2016	176.00
101-191-714.000	ELEC WORK	ELIZABETH A SAMPLES NOV 8 GENERAL ELECTION	29341	45323	11/21/2016	165.00
101-191-714.000	ELEC WORK	ROBERT SAMPLES NOV 8 GENERAL ELECTION	29342	45324	11/21/2016	165.00
101-191-714.000	ELEC WORK	BERNADINE WALKER NOV 8 GENERAL ELECTION	29362	45325	11/21/2016	165.00
101-191-714.000	ELEC WORK	BRENDA LAWRENCE NOV 8 GENERAL ELECTION	29283	45326	11/21/2016	260.00
101-191-714.000	ELEC WORK	MICHELE MENCIA-LAWRENCE NOV 8 GENERAL ELECTION	29301	45327	11/21/2016	136.50
101-191-714.000	ELEC WORK	MONIQUE ELPHINSTONE NOV 8 GENERAL ELECTION	29243	45328	11/21/2016	176.00
101-191-714.000	ELEC WORK	JESSICA FAIRCHILD NOV 8 GENERAL ELECTION	29246	45329	11/21/2016	176.00
101-191-714.000	ELEC WORK	GLORIA FROH NOV 8 GENERAL ELECTION	29250	45330	11/21/2016	99.00
101-191-714.000	ELEC WORK	RICHARD JOHNSON NOV 8 GENERAL ELECTION	29266	45331	11/21/2016	176.00

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 3

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: ELECTIONS 101-191-714.000	ELEC WORK	MARIE KUYKENDALL NOV 8 GENERAL ELECTION	29280	45332	11/21/2016	176.00
101-191-714.000	ELEC WORK	CAROL SCHRAUDT NOV 8 GENERAL ELECTION	29344	45333	11/21/2016	99.00
101-191-714.000	ELEC WORK	ARMENE WALSH NOV 8 GENERAL ELECTION	29363	45334	11/21/2016	188.50
101-191-714.000	ELEC WORK	DONALD WALSH NOV 8 GENERAL ELECTION	29364	45335	11/21/2016	99.00
101-191-714.000	ELEC WORK	ROXANNE GARBER NOV 8 GENERAL ELECTION	29251	45336	11/21/2016	282.75
101-191-714.000	ELEC WORK	CHERYL S. STECEWICZ NOV 8 GENERAL ELECTION	29346	45337	11/21/2016	243.75
101-191-714.000	ELEC WORK	KIMBERLY KOSIN NOV 8 GENERAL ELECTION	29277	45338	11/21/2016	165.00
101-191-714.000	ELEC WORK	MARY ILENE LABALLISTER NOV 8 GENERAL ELECTION	29281	45339	11/21/2016	187.00
101-191-714.000	ELEC WORK	JACK LONGBERRY NOV 8 GENERAL ELECTION	29289	45340	11/21/2016	165.00
101-191-714.000	ELEC WORK	LINDA KAREN LONGBERRY NOV 8 GENERAL ELECTION	29290	45341	11/21/2016	165.00
101-191-714.000	ELEC WORK	HOLLY NAYLOR NOV 8 GENERAL ELECTION	29312	45342	11/21/2016	99.00
101-191-714.000	ELEC WORK	ROBERT STECEWICZ NOV 8 GENERAL ELECTION	29347	45433	11/21/2016	165.00
101-191-714.000	ELEC WORK	JEAN BECKER NOV 8 GENERAL ELECTION	29203	45344	11/21/2016	247.00
101-191-714.000	ELEC WORK	IRENE BESANCON NOV 8 GENERAL ELECTION	29205	45345	11/21/2016	247.00
101-191-714.000	ELEC WORK	JAMES BESANCON NOV 8 GENERAL ELECTION	29206	45346	11/21/2016	170.50
101-191-714.000	ELEC WORK	MARGARET DALIAN NOV 8 GENERAL ELECTION	29232	45347	11/21/2016	93.50
101-191-714.000	ELEC WORK	FARIAL DICKOW NOV 8 GENERAL ELECTION	29235	45348	11/21/2016	170.50
101-191-714.000	ELEC WORK	ROBERT DICKOW NOV 8 GENERAL ELECTION	29236	45349	11/21/2016	170.50
101-191-714.000	ELEC WORK	BARBARA KILBOURN NOV 8 GENERAL ELECTION	29272	45350	11/21/2016	99.00
101-191-714.000	ELEC WORK	JUDITH PLUMLEY NOV 8 GENERAL ELECTION	29326	45351	11/21/2016	71.50
101-191-714.000	ELEC WORK	PATTY TRUHN NOV 8 GENERAL ELECTION	29352	45352	11/21/2016	99.00

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 4

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: ELECTIONS 101-191-714.000	ELEC WORK	KATHLEEN KLASSEN NOV 8 GENERAL ELECTION`	29275	45353	11/21/2016	260.00
101-191-714.000	ELEC WORK	CARA MARIE BARES NOV 8 GENERAL ELECTION	29202	45354	11/21/2016	71.50
101-191-714.000	ELEC WORK	TAMARA EVANS NOV 8 GENERAL ELECTION	29244	45355	11/21/2016	104.50
101-191-714.000	ELEC WORK	ARTHUR KLASSEN NOV 8 GENERAL ELECTION	29274	45356	11/21/2016	234.00
101-191-714.000	ELEC WORK	LORRAINE KRUPNIK NOV 8 GENERAL ELECTION	29279	45357	11/21/2016	192.50
101-191-714.000	ELEC WORK	TRACEY MOSES NOV 8 GENERAL ELECTION	29309	45358	11/21/2016	220.00
101-191-714.000	ELEC WORK	MARY LOUISE NAGY NOV 8 GENERAL ELECTION	29311	45359	11/21/2016	99.00
101-191-714.000	ELEC WORK	LORI PATTON NOV 8 GENERAL ELECTION	29320	45360	11/21/2016	99.00
101-191-714.000	ELEC WORK	BARRY WYNN NOV 8 GENERAL ELECTION	29366	45361	11/21/2016	198.00
101-191-714.000	ELEC WORK	HARRY MUSZYNSKI NOV 8 GENERAL ELECTION	29310	45362	11/21/2016	263.25
101-191-714.000	ELEC WORK	FREDERICK PEGAN NOV 8 GENERAL ELECTION	29322	45363	11/21/2016	243.75
101-191-714.000	ELEC WORK	IRWIN MCAULEY NOV 8 GENERAL ELECTION	29296	45364	11/21/2016	173.25
101-191-714.000	ELEC WORK	PAULETTE MCAULEY NOV 8 GENERAL ELECTION	29297	45365	11/21/2016	195.25
101-191-714.000	ELEC WORK	HARRY E. PRINE NOV 8 GENERAL ELECTION	29329	45366	11/21/2016	173.25
101-191-714.000	ELEC WORK	LOUISE PRINE NOV 8 GENERAL ELECTION	29330	45367	11/21/2016	173.25
101-191-714.000	ELEC WORK	CARL VOLK NOV 8 GENERAL ELECTION	29358	45368	11/21/2016	189.75
101-191-714.000	ELEC WORK	JUDITH VOLK NOV 8 GENERAL ELECTION	29359	45369	11/21/2016	189.75
101-191-714.000	ELEC WORK	CHARLES FLYNN NOV 8 GENERAL ELECTION	29247	45370	11/21/2016	260.00
101-191-714.000	ELEC WORK	DANIELLE FLYNN NOV 8 GENERAL ELECTION	29248	45371	11/21/2016	260.00
101-191-714.000	ELEC WORK	DIANA DUNLOP NOV 8 GENERAL ELECTION	29239	45372	11/21/2016	198.00
101-191-714.000	ELEC WORK	JAMES KRONK NOV 8 GENERAL ELECTION	29278	45373	11/21/2016	176.00

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 5

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: ELECTIONS 101-191-714.000	ELEC WORK	JEAN MAYER NOV 8 GENERAL ELECTION	29294	45374	11/21/2016	176.00
101-191-714.000	ELEC WORK	LEO MAYER NOV 8 GENERAL ELECTION	29295	45375	11/21/2016	176.00
101-191-714.000	ELEC WORK	LINDA MCKIE NOV 8 GENERAL ELECTION	29300	45376	11/21/2016	143.00
101-191-714.000	ELEC WORK	EVELYN MALLOY NOV 8 GENERAL ELECTION	29293	45377	11/21/2016	234.00
101-191-714.000	ELEC WORK	MELINDA RODABAUGH-KINSEY NOV 8 GENERAL ELECTION	29338	45378	11/21/2016	234.00
101-191-714.000	ELEC WORK	BARBARA BREVIK NOV 8 GENERAL ELECTION	29210	45379	11/21/2016	99.00
101-191-714.000	ELEC WORK	BARBARA COTNER NOV 8 GENERAL ELECTION	29229	45380	11/21/2016	121.00
101-191-714.000	ELEC WORK	ANTHONY DANIEL NOV 8 GENERAL ELECTION	29233	45381	11/21/2016	167.75
101-191-714.000	ELEC WORK	PHYLLIS J. DANIEL NOV 8 GENERAL ELECTION	29234	45382	11/21/2016	167.75
101-191-714.000	ELEC WORK	DENNIS KIRKWOOD NOV 8 GENERAL ELECTION	29273	45383	11/21/2016	90.75
101-191-714.000	ELEC WORK	LAURA LYNN LESPERANCE NOV 8 GENERAL ELECTION	29285	45384	11/21/2016	167.75
101-191-714.000	ELEC WORK	SONIA PARMLEY NOV 8 GENERAL ELECTION	29319	45385	11/21/2016	167.75
101-191-714.000	ELEC WORK	KATHLENE MAVIS POOLE NOV 8 GENERAL ELECTION	29327	45386	11/21/2016	68.75
101-191-714.000	ELEC WORK	LARRY HERZINGER NOV 8 GENERAL ELECTION	29259	45387	11/21/2016	221.00
101-191-714.000	ELEC WORK	SUSAN BURKHART NOV 8 GENERAL ELECTION	29221	45388	11/21/2016	181.50
101-191-714.000	ELEC WORK	SUSAN J. HERZINGER NOV 8 GENERAL ELECTION	29260	45389	11/21/2016	187.00
101-191-714.000	ELEC WORK	THOMAS JOHNSON NOV 8 GENERAL ELECTION	29267	45390	11/21/2016	181.50
101-191-714.000	ELEC WORK	ALLAN KEMP NOV 8 GENERAL ELECTION	29270	45391	11/21/2016	181.50
101-191-714.000	ELEC WORK	SANDRA KEMP NOV 8 GENERAL ELECTION	29271	45392	11/21/2016	181.50
101-191-714.000	ELEC WORK	MARY MCFARLAND NOV 8 GENERAL ELECTION	29298	45393	11/21/2016	187.00
101-191-714.000	ELEC WORK	MARGARET ANN MAAS NOV 8 GENERAL ELECTION	29291	45432	11/21/2016	99.00

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 6

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept: ELECTIONS						
101-191-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	658.39
101-191-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	658.39
101-191-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	13.85
101-191-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	6.10
101-191-727.000	SUPPLIES	CITIZENS SUPPLIES/EDUCATION TRAVEL	29103	45183	10/25/2016	844.58
101-191-727.000	SUPPLIES	PRINTING SYSTEMS	29331	98043	11/21/2016	329.65
101-191-727.000	SUPPLIES	ZIP STRIP AV BALLOT RETURN ENV PRINTING SYSTEMS	29331	98047	11/21/2016	88.69
101-191-727.000	SUPPLIES	AV APPS WITH TEAR OFF ELECTION SOURCE	29242	35054	11/21/2016	410.26
101-191-727.000	SUPPLIES	AV SECRECY ENVELOPES GBS INC	29252	16-28376	11/21/2016	115.31
101-191-727.000	SUPPLIES	ACCUVOTE OS SECRECY ENVELOPES W4 SIGNS	29360	11779	11/21/2003	40.00
101-191-727.000	SUPPLIES	18X24 YARD SIGNS PRINTING SYSTEMS	29331	98307	11/21/2016	341.35
101-191-727.000	SUPPLIES	AV OUTER ENVELOPES BUSINESS IMAGING GROUP, INC	29222	246173	11/21/2016	81.00
101-191-727.000	SUPPLIES	VOTING PRECINCT MAPS MARCO'S PIZZA	29112	45297	11/04/2016	600.00
101-191-727.000	SUPPLIES	ELECTION NOV 8 FOOD PETTY CASH	29323	45418	11/21/2016	13.78
101-191-940.000	EQPMT RNTL	REPLENISH PETTY CASH D & H AUTO	29113	45296	11/04/2016	100.00
101-191-970.000	CAP OUTLAY	TRUCK RENTAL NOV 8 ELECTION GBS INC	29252	16-28731	11/21/2016	1,038.95
101-191-970.000	CAP OUTLAY	2 USED ACCUVOTE UNITS CITIZENS	29224	45417	11/21/2016	775.94
		EDUCATION/CAPITAL OUTLAY/DUES				
				Total ELECTIONS		21,200.99
Dept: ASSESSOR						
101-209-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	3,425.63
101-209-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	3,425.63

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 7

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL FUND							
Dept: ASSESSOR							
101-209-717.000		LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	58.80
101-209-719.000		DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	204.55
101-209-727.000		SUPPLIES	CARTRIDGE WORLD- BRIGHTON TONER REFILL	29223	120648	11/21/2016	73.99
101-209-860.000		EDUCATION	MACOMB ASSESSORS ASSOCIATION CONTINUING EDUCATION	29292	45225	11/21/2016	40.00
101-209-860.000		EDUCATION	STATE OF MI RENEWAL ASSESSOR CERTIFICATION	29303	45298	11/21/2016	450.00
101-209-860.000		EDUCATION	CITIZENS EDUCATION/CAPITAL OUTLAY/DUES	29224	45417	11/21/2016	535.36
101-209-873.000		MILES/TRAV	PETTY CASH REPLENISH PETTY CASH	29323	45418	11/21/2016	28.47

Total ASSESSOR							8,242.43
Dept: TOWNSHIP CLERK							
101-215-716.000		HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	4,239.81
101-215-716.000		HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	4,239.81
101-215-717.000		LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	65.78
101-215-719.000		DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	131.60
101-215-727.000		SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1118720	11/21/2016	99.96
101-215-727.000		SUPPLIES	QUILL CORPORATION RETURNED SUPPLIES	29335	CM598026	11/21/2016	-49.98
101-215-727.000		SUPPLIES	PETTY CASH REPLENISH PETTY CASH	29323	45418	11/21/2016	8.15
101-215-860.000		EDUCATION	PETTY CASH REPLENISH PETTY CASH	29323	45418	11/21/2016	25.00
101-215-873.000		MILES/TRAV	CITIZENS SUPPLIES/EDUCATION TRAVEL	29103	45183	10/25/2016	321.86

Total TOWNSHIP CLERK							9,081.99
Dept: TREASURER							
101-253-716.000		HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	1,472.56
101-253-716.000		HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	1,472.56

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 8

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept: TREASURER						
101-253-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	55.13
101-253-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	73.57
101-253-727.000	SUPPLIES	CITIZENS SUPPLIES/EDUCATION TRAVEL	29103	45183	10/25/2016	-52.84
101-253-860.000	EDUCATION	LIVINGSTON COUNTY TREAS ASSOC HOLIDAY LUNCHEON	29117	45261	11/04/2016	72.00
Total TREASURER						3,092.98
Dept: TOWNSHIP HALL/GROUNDS						
101-265-727.000	SUPPLIES	BIG ACRE POTASSIUM - WATER SOFTENER	29207	78809	11/21/2016	479.80
101-265-727.000	SUPPLIES	GREAT LAKES ACE BALLASTS	29256	1334	11/21/2016	33.99
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	9769978	11/21/2016	45.98
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	9965088	11/21/2016	84.10
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	9965088	11/21/2016	338.48
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1118917	11/21/2016	67.21
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1118720	11/21/2016	19.99
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1035714	11/21/2016	47.41
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1322793	11/21/2016	110.99
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1317372	11/21/2016	127.79
101-265-727.000	SUPPLIES	BUSINESS IMAGING GROUP, INC WINDOW ENVELOPES	29222	246159	11/21/2016	381.94
101-265-727.000	SUPPLIES	COMMERCIAL BLUEPRINT COLOR BOND PAPER 24' X 150'	29227	192698	11/21/2016	129.10
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1118418	11/21/2016	37.97
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1193183	11/21/2016	12.58
101-265-727.000	SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1238359	11/21/2016	74.99

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 9

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept: TOWNSHIP HALL/GROUNDS						
101-265-727.000	SUPPLIES	QUILL CORPORATION	29335		11/21/2016	-106.21
		CREDIT MEMO SUPPLIES		CM604522		
101-265-727.000	SUPPLIES	PETTY CASH	29323		11/21/2016	11.98
		REPLENISH PETTY CASH		45418		
101-265-727.000	SUPPLIES	QUILL CORPORATION	29335		11/21/2016	253.50
		SUPPLIES		1586138		
101-265-727.000	SUPPLIES	QUILL CORPORATION	29335		11/21/2016	6.14
		SUPPLIES		1737330		
101-265-730.000	POSTAGE	USPS	29116		11/04/2016	100.00
		REPLENISH ACCOUNT # 654935		45279		
101-265-804.000	CONTRACTED	VALLEY CITY LINEN, INC	29355		11/21/2016	100.25
		FLOOR MATS		28368513		
101-265-920.000	UTILITIES	CONSUMERS ENERGY	29109		10/25/2016	25.84
		UTILITIES		45186		
101-265-920.000	UTILITIES	DTE	29111		10/25/2016	1,054.52
		UTILITIES		45204		
101-265-921.000	ST LTG	DTE ENERGY	29104		10/25/2016	768.11
		STREETLIGHTS		45220		
101-265-930.000	BLDG M&R	ORKIN	29318		11/21/2016	79.61
		EXTERMINATOR- INTERIOR		134853870		
101-265-930.000	BLDG M&R	ANGEL CLEANING COMPANY LLC	29199		11/21/2016	624.00
		CLEANING SERVICE		10		
101-265-930.000	BLDG M&R	ORKIN	29318		11/21/2016	79.61
		EXTERMINATOR- INTERIOR		144708385		
101-265-932.000	GRNDS M&R	TODD'S SERVICES, INC.	29351		11/21/2016	165.00
		FALL WINTERIZATION SPRINKLERS		1-228500		
101-265-932.000	GRNDS M&R	ORKIN	29318		11/21/2016	150.00
		EXTERMINATOR- EXTERIOR		134853421		
101-265-932.000	GRNDS M&R	RIZZO	29337		11/21/2016	80.00
		RUBBISH REMOVAL TWSP HALL		0000816599		
101-265-974.000	CAP IMP	PEA CORPORATE OFFICE	29321		11/21/2016	2,054.00
		LANDSCAPE PROJECT - SERVICES		72232		
101-265-974.000	CAP IMP	EVERGREEN OUTDOOR, INC	29245		11/21/2016	10,462.50
		LANDSCAPING PROJECT		25118		
101-265-974.000	CAP IMP	EVERGREEN OUTDOOR, INC	29245		11/21/2016	41,250.00
		LANDSCAPING PROJECT		25117		
Total TOWNSHIP HALL/GROUNDS						59,151.17
Dept: OTHER CHARGES & SERVICES						
101-299-804.000	CONTRACTED	COMCAST	29226		11/21/2016	155.46
		INTERNET/CABLE TWSP HALL		45406		

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 10

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL FUND							
Dept: OTHER CHARGES & SERVICES							
101-299-804.800		MSP	STATE OF MICHIGAN	29345		11/21/2016	6,000.00
			ALCOHOL ENFORCEMENT		551-474036		
101-299-811.200		IDENTITY T	LEGALSHIELD	29284		11/21/2016	64.75
			IDENTITY THEFT INSURANCE		45265		
101-299-827.000		LEGAL	REGISTER OF DEEDS	29336		11/21/2016	30.00
			RECORD ADDRESS CHANGE		45216		
101-299-827.000		LEGAL	VARNUM RIDDERING SCHMIDT	29356		11/21/2016	1,402.50
			LEGAL- AT&T VIDEO FRANCHISE		987701		
101-299-853.000		TELEPHONE	PAETEC	29102		10/25/2016	581.98
			TELEPHONE		68573855		
101-299-853.000		TELEPHONE	VERIZON WIRELESS	29115		11/04/2016	117.01
			TELEPHONE		9774384580		
101-299-861.000		GAS & OIL	WEX BANK	29110		10/25/2016	73.18
			FUEL		47275140		
101-299-931.000		EQUIPT M&R	APPLIED IMAGING	29200		11/21/2016	306.27
			COPIER METER/MAINTENANCE		860211		
101-299-931.000		EQUIPT M&R	APPLIED IMAGING	29200		11/21/2016	-35.00
			CREDIT MEMO- PPD		CM43551		
101-299-931.000		EQUIPT M&R	KONICA MINOLTA ALBIN	29276		11/21/2016	61.86
			COPIER METER/MAINTENANCE		9002885467		
101-299-933.000		VEHCL M&R	PETTY CASH	29323		11/21/2016	17.00
			REPLENISH PETTY CASH		45418		
101-299-940.000		EQPMT RNTL	PITNEY BOWES	29325		11/21/2016	405.63
			POSTAGE METER LEASE		45424		
101-299-951.000		LEASE-BACK	BRUCE & JULIE DIETZ	29105		10/25/2016	11,457.00
			OCTOBER MSP RENT		45219		
Total OTHER CHARGES & SERVICES							20,637.64
Dept: FIRE DEPARTMENT							
101-336-818.000		CONSULTING	ORCHARD, HILTZ & MCCLIMENT INC	29371		11/21/2016	1,087.00
			GENERAL ENGINEERING SERVICES		181360		
101-336-921.000		ST LTG	DTE ENERGY	29104		10/25/2016	28.33
			STREETLIGHTS		45220		
101-336-974.000		CAP IMP	TLS CONSTRUCTION LLC	29350		11/21/2016	37,025.37
			FIRE STATION 33 PARKING LOT		1495		
Total FIRE DEPARTMENT							38,140.70
Dept: PLANNING							
101-400-708.000		PER DIEM	STEVE HOLDEN	29262		11/21/2016	100.00
			P/C PER DIEM 10-24-16		45226		
101-400-708.000		PER DIEM	SCHIFKO DANIEL	29343		11/21/2016	80.00
			P/C PER DIEM 10-24-16		45227		

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 11

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: PLANNING 101-400-708.000	PER DIEM	LARRY HERZINGER P/C PER DIEM 10-24-16	29259	45228	11/21/2016	80.00
101-400-708.000	PER DIEM	GARY LEE UNRUH P/C PER DIEM 10-24-16	29354	45229	11/21/2016	80.00
101-400-708.000	PER DIEM	JEFFREY STINEDURF P/C PER DIEM 10-24-16	29348	45230	11/21/2016	80.00
101-400-708.000	PER DIEM	FRANK GRAPENTIEN ZBA PER DIEM 10-26-16	29255	45238	11/21/2016	100.00
101-400-708.000	PER DIEM	JOHN DORSET ZBA PER DIEM 10-26-16	29238	45239	11/21/2016	80.00
101-400-708.000	PER DIEM	JOHN COGLEY ZBA PER DIEM 10-26-16	29225	45240	11/21/2016	80.00
101-400-708.000	PER DIEM	JAMES MCKEON ZBA PER DIEM 10-26-16	29299	45241	11/21/2016	80.00
101-400-708.000	PER DIEM	JOHN GIBBONS ZBA PER DIEM 10-26-16	29253	45242	11/21/2016	80.00
101-400-708.000	PER DIEM	JEFFREY STINEDURF ZBA PER DIEM 10-26-16	29348	45243	11/21/2016	80.00
101-400-708.000	PER DIEM	STEVE HOLDEN P/C PER DIEM 11-14-16	29262	45419	11/21/2016	100.00
101-400-708.000	PER DIEM	JEFFREY STINEDURF P/C PER DIEM 11-14-16	29348	45420	11/21/2016	80.00
101-400-708.000	PER DIEM	GARY LEE UNRUH P/C PER DIEM 11-14-16	29354	45420	11/21/2016	80.00
101-400-708.000	PER DIEM	LARRY HERZINGER P/C PER DIEM 11-14-16	29259	45422	11/21/2016	80.00
101-400-708.000	PER DIEM	SCHIFKO DANIEL P/C PER DIEM 11-14-16	29343	45423	11/21/2016	80.00
101-400-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	1,413.07
101-400-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	1,413.07
101-400-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	20.21
101-400-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	96.88
101-400-819.000	ENG SVS O	ORCHARD, HILTZ & MCCLIMENT INC KROGER EXPANSION- TRAFFIC REV	29371	180754	11/21/2016	1,000.00
101-400-860.000	EDUCATION	MICHIGAN ASSN OF PLANNING TRANSPORTATION BONANZA 8	29304	25915	11/21/2016	70.00
101-400-860.000	EDUCATION	PETTY CASH REPLENISH PETTY CASH	29323	45418	11/21/2016	10.60

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 12

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: PLANNING						
Total PLANNING						5,363.83
Dept: CODE ENFORCEMENT						
101-412-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29107	45184	10/25/2016	171.28
101-412-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI BLUE CROSS INSURANCE	29208	45396	11/21/2016	171.28
101-412-717.000	LIFE INS	STANDARD INSURANCE CO. LIFE INSURANCE	29106	45215	10/25/2016	2.45
101-412-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE	29108	45185	10/25/2016	11.74
Total CODE ENFORCEMENT						356.75
Dept: EMERGENCY PREPAREDNESS						
101-426-920.000	UTILITIES	DTE UTILITIES	29114	45284	11/04/2016	19.80
Total EMERGENCY PREPAREDNESS						19.80
Dept: DRAINS						
101-445-804.000	CONTRACTED	LIVINGSTON COUNTY DRAIN COMMIS PHASE II IMPLEMENTATION 3RD QT	29286	2668	11/21/2016	497.30
101-445-962.000	PERMIT FEE	STATE OF MICHIGAN WSSN 2048547 DRINKING WATER	29307	791-8100902	11/21/2016	135.87
Total DRAINS						633.17
Dept: ENVIRONMENTAL						
101-525-818.200	COLLETT	AMEC FOSTER WHEELER COLLETT DUMP MONITORING	29198	H06101623	11/21/2016	1,807.50
101-525-827.000	LEGAL	FOSTER, SWIFT, COLLINS & SMITH COLLETT DUMP LEGAL SERVICES	29249	700387	11/21/2016	170.00
101-525-827.000	LEGAL	FOSTER, SWIFT, COLLINS & SMITH COLLETT DUMP LEGAL	29249	702067	11/21/2016	880.55
Total ENVIRONMENTAL						2,858.05
Dept: MUNICIPAL REFUSE COLLECTION						
101-528-826.000	CONTRACTS	RIZZO FALL CLEAN-UP DROP OFF	29337	0000821328	11/21/2016	2,567.20
Total MUNICIPAL REFUSE COLLECTION						2,567.20
Fund Total						174,311.05

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 13

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: LIQUOR LAW ENFORCEMENT FUND							
Dept:							
	212-000-214.000	DT G/F	BRIGHTON TOWNSHIP	29217		11/21/2016	5.22
			INTERFUND TRANSFER-LIQUOR LAW		45270		
	212-000-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI	29107		10/25/2016	128.46
			BLUE CROSS INSURANCE		45184		
	212-000-716.000	HOSP INS	BLUE CROSS BLUE SHIELD OF MI	29208		11/21/2016	128.46
			BLUE CROSS INSURANCE		45396		
	212-000-717.000	LIFE INS	STANDARD INSURANCE CO.	29106		10/25/2016	1.84
			LIFE INSURANCE		45215		
	212-000-719.000	DISABILITY	LINCOLN NATIONAL LIFE INS CO	29108		10/25/2016	8.81
			DISABILITY INSURANCE		45185		
					Total		272.79
						Fund Total	272.79
Fund: MUNICIPAL WATER FUND							
Dept:							
	405-000-990.300	INT EXP	BRIGHTON TOWNSHIP	29212		11/21/2016	11,500.00
			ANNUAL LOAN INTEREST		45205		
					Total		11,500.00
						Fund Total	11,500.00
Fund: SEWER CAPITAL RESERVE							
Dept:							
	589-000-990.300	INT EXP	BRIGHTON TOWNSHIP	29213		11/21/2016	2,800.00
			ANNUAL LOAN INTEREST		45206		
					Total		2,800.00
						Fund Total	2,800.00
Fund: SEWER O & M FUND							
Dept:							
	590-000-033.300	PROP OWNER	TLS CONSTRUCTION LLC	29350		11/21/2016	850.00
			9380 SHELTERING OAKS		1490		
	590-000-033.300	PROP OWNER	TLS CONSTRUCTION LLC	29350		11/21/2016	425.00
			9774 MEDINAH		1506		
	590-000-033.300	PROP OWNER	TLS CONSTRUCTION LLC	29350		11/21/2016	850.00
			2916 HIDEAWAY BEACH DR		1509		

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 14

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: SEWER O & M FUND						
Dept:						
590-000-084.041	DUE F OTHE	HARTLAND SEPTIC INC 8385 WOODLAND SHORE DR	29258	11081603	11/21/2016	280.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 3288 CAUSEWAY INSTALL	29350	1502	11/21/2016	7,380.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 9664 SCENIC DR	29350	1489	11/21/2016	3,100.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 9380 SHELTERING OAKS	29350	1490	11/21/2016	5,703.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 1092 XANADU	29350	1507	11/21/2016	4,525.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 9774 MEDINAH	29350	1506	11/21/2016	3,750.00
590-000-203.000	NEW CONNEC	TLS CONSTRUCTION LLC 2916 HIDEAWAY BEACH DR	29350	1509	11/21/2016	5,176.00
590-000-214.000	DT G/F	BRIGHTON TOWNSHIP INTERFUND TRANSFER- B.A # 6	29215	45218	11/21/2016	34,537.63
590-000-214.000	DT G/F	BRIGHTON TOWNSHIP POSTAGE COSTS- RECLASSED	29216	45269	11/21/2016	211.82
Total						66,788.45
Dept: ADMINISTRATION						
590-537-818.000	CONSULTING	ORCHARD, HILTZ & MCCLIMENT INC GENERAL ENGINEERING SERVICES	29371	181360	11/21/2016	1,062.50
590-537-818.000	CONSULTING	PFEFFER HANNIFORD PALKA, PC QUARTERLY SEWER REPORTING	29324	1000029791	11/21/2016	2,090.00
590-537-826.100	COMPUT SPT	COMCAST INTERNET- WWTP	29226	45405	11/21/2016	89.99
590-537-827.000	LEGAL	REGISTER OF DEEDS RECORD SEWER EASEMENT	29336	45198	11/21/2016	30.00
590-537-827.000	LEGAL	REGISTER OF DEEDS RECORD SEWER EASEMENT	29336	45209	11/21/2016	30.00
590-537-827.000	LEGAL	REGISTER OF DEEDS RECORD SEWER EASEMENT	29336	45211	11/21/2016	30.00
590-537-827.000	LEGAL	REGISTER OF DEEDS RECORD SEWER EASEMENT	29336	45307	11/21/2016	30.00
590-537-827.010	LITIGATION	DYKEMA GOSSETT PLLC LEGAL- SHONER-POTOCKI VS BT	29241	3092942	11/21/2016	2,398.20
Total ADMINISTRATION						5,760.69
Dept: OPERATION AND MAINTENANCE						
590-540-727.000	SUPPLIES	CORRIGAN OIL COMPANY, INC. OIL FOR ROTOR GEAR BOXES	29228	6319802	11/21/2016	106.10

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 15

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: SEWER O & M FUND							
	Dept: OPERATION AND MAINTENANCE						
590-540-727.000		SUPPLIES	ARBOR SPRINGS WATER CO., INC. SUPPLIES	29201	1631610	11/21/2016	38.00
590-540-727.000		SUPPLIES	QUILL CORPORATION SUPPLIES	29335	1035714	11/21/2016	51.57
590-540-727.000		SUPPLIES	ROLISON PRO HARDWARE SUPPLIES	29339	102853	11/21/2016	38.00
590-540-727.000		SUPPLIES	ARBOR SPRINGS WATER CO., INC. SUPPLIES	29201	1635177	11/21/2016	31.50
590-540-804.300		CONT-FIXED	INFRASTRUCTURE ALTERNATIVES, O & M WWTP NOVEMBER 2016	29263	18153	11/21/2016	16,371.17
590-540-853.000		TELEPHONE	PAETEC TELEPHONE	29102	68573855	10/25/2016	99.99
590-540-920.000		UTILITIES	DTE UTILITIES	29111	45204	10/25/2016	1,932.01
590-540-920.000		UTILITIES	CONSUMERS ENERGY UTILITIES	29109	45210	10/25/2016	94.87
590-540-920.000		UTILITIES	DTE ENERGY UTILITIES- WWTP	29118	2464098	11/04/2016	5,453.90
590-540-920.000		UTILITIES	DTE UTILITIES	29114	45284	11/04/2016	434.86
590-540-930.100		ALARM	GUARDIAN ALARM SECURITY ALARM	29257	18143894	11/21/2016	45.96
590-540-930.100		ALARM	GUARDIAN ALARM SECURITY ALARM	29257	18220032	11/21/2016	45.96
590-540-931.000		EQUIPT M&R	METRO AIR COMPRESSORS BEKO RAX75 AIR DRYER	29302	168499	11/21/2016	1,804.06
590-540-931.000		EQUIPT M&R	METRO AIR COMPRESSORS INSTALL BEKI RAX75 AIR DRYER	29302	169141	11/21/2016	980.00
590-540-932.000		GRNDS M&R	RIZZO RUBBISH REMOVAL WWTP	29337	0000818544	11/21/2016	70.00
590-540-936.000		SYST MAINT	MICHIGAN PUMP SALES NYLON BODIED AIR RELEASE VALVE	29306	820	11/21/2016	850.00
590-540-936.000		SYST MAINT	TLS CONSTRUCTION LLC 3288 CAUSEWAY	29350	1503	11/21/2016	1,708.00
590-540-936.000		SYST MAINT	HOME DEPOT CREDIT SERVICES SUPPLIES	29119	45245	11/04/2016	54.28
590-540-936.000		SYST MAINT	UIS SCADA, INC SERVICES THROUGH 10-17-16	29353	530349479	11/21/2016	650.00
590-540-936.000		SYST MAINT	CUSTOM ELECTRIC SERVICE LLC 8385 WOODLAND SHORE-	29230	3718	11/21/2016	497.95
590-540-936.000		SYST MAINT	UIS SCADA, INC POWER FAILURE- STATION #3	29353	530349545	11/21/2016	390.00

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 16

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: SEWER O & M FUND						
Dept: OPERATION AND MAINTENANCE						
590-540-936.000	SYST MAINT	HARTLAND SEPTIC INC 9903 DORNOCH-	29258	11081602	11/21/2016	205.00
590-540-936.000	SYST MAINT	MICHIGAN PUMP SALES PUMP STATION #3 TROUBLESHOOT	29306	864	11/21/2016	300.00
590-540-936.000	SYST MAINT	CITIZENS EDUCATION/CAPITAL OUTLAY/DUES	29224	45417	11/21/2016	164.99
Total OPERATION AND MAINTENANCE						32,418.17
Dept: DEBT SERVICE						
590-905-990.300	INT EXP	BRIGHTON TOWNSHIP ANNUAL LOAN INTEREST	29214	45207	11/21/2016	4,297.00
Total DEBT SERVICE						4,297.00
Fund Total						109,264.31
Fund: SEWER DEBT SERVICE						
Dept: DEBT SERVICE						
592-905-990.300	INT EXP	BRIGHTON TOWNSHIP ANNUAL LOAN INTEREST	29219	45508	11/21/2016	8,620.00
592-905-990.500	INT EXP GF	BRIGHTON TOWNSHIP ANNUAL LOAN INTEREST	29219	45508	11/21/2016	12,000.00
592-905-990.600	INT EXP GF	BRIGHTON TOWNSHIP ANNUAL LOAN INTEREST	29219	45508	11/21/2016	2,000.00
592-905-990.700	INT EXP GF	BRIGHTON TOWNSHIP ANNUAL LOAN INTEREST	29219	45508	11/21/2016	2,000.00
Total DEBT SERVICE						24,620.00
Fund Total						24,620.00
Fund: TRUST AND AGENCY FUND						
Dept:						
701-000-221.400	DOG LICENS	BRIGHTON TOWNSHIP DOG LICENSE FEES OCTOBER	29218	45280	11/21/2016	31.50
701-000-221.400	DOG LICENS	LIVINGSTON COUNTY TREASURER DOG LICENSE FEES OCTOBER	29287	45281	11/21/2016	343.50
701-000-283.000	PERF DEPST	ORCHARD, HILTZ & MCCLIMENT INC TEDDY BEAR DAYCARE- INSP	29371	180745	11/21/2016	54.25
701-000-283.000	PERF DEPST	ORCHARD, HILTZ & MCCLIMENT INC TEDDY BEAR PLAYHOUSE INSP	29371	181358	11/21/2016	200.50

INVOICE APPROVAL LIST BY FUND
BOT 11-21-16

Date: 11/17/2016
Time: 11:04am
Page: 17

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: TRUST AND AGENCY FUND						
Dept:						
				Total		629.75
					Fund Total	629.75
Fund: PATHWAYS FUND						
Dept:						
702-000-967.000	PRJCT COST	ORCHARD, HILTZ & MCCLIMENT INC E GRAND RIVER SIDEWALK	29371	181357	11/21/2016	40,890.50
702-000-967.000	PRJCT COST	FONSON COMPANY, INC E GRAND RIVER SIDEWALK PHASEII	29367	45434	11/21/2016	297,874.92
				Total		338,765.42
					Fund Total	338,765.42
Fund: CONSTRUCTION ESCROW						
Dept:						
793-000-224.902	DUE TO NAT	ORCHARD, HILTZ & MCCLIMENT INC NATURAL AGG. QTR FILL PERMIT	29371	181346	11/21/2016	250.00
793-000-224.909	DUE TO SCE	ORCHARD, HILTZ & MCCLIMENT INC SCENIC POINTE- INSP	29371	181359	11/21/2016	398.50
793-000-224.926	DUE TO GRA	ORCHARD, HILTZ & MCCLIMENT INC GRAND HILTON MIXED USE- INSP	29371	102016	11/21/2016	396.75
793-000-224.927	ASHLEY	ORCHARD, HILTZ & MCCLIMENT INC ASHLEY LAND QTR FILL PERMIT	29371	181345	11/21/2016	250.00
793-000-224.936	ELKOW	ORCHARD, HILTZ & MCCLIMENT INC NORTHWINDS AT OSBORN LK INSP	29371	181342	11/21/2016	187.50
793-000-224.951	DUE TO LAK	ORCHARD, HILTZ & MCCLIMENT INC LAKE TRUST CU- INSP	29371	181351	11/21/2016	825.00
793-000-224.951	DUE TO LAK	LAKE TRUST CREDIT UNION REFUND BALANCE OF ESCROW	29282	45289	11/21/2016	61,142.00
793-000-224.962	DUE TO COR	ORCHARD, HILTZ & MCCLIMENT INC BRIGHTON FORD COLLISION- INSP	29371	181344	11/21/2016	715.50
793-000-224.967	TEDDYBEARS	ORCHARD, HILTZ & MCCLIMENT INC TEDDY BEAR DAYCARE- INSP	29371	180745	11/21/2016	182.25
793-000-224.969	U-STORE	ORCHARD, HILTZ & MCCLIMENT INC U-STORE ADDITION- INSP	29371	181353	11/21/2016	371.00
793-000-224.973	GM BLDG 25	ORCHARD, HILTZ & MCCLIMENT INC GM SAFETY LAB- INSP	29371	181361	11/21/2016	442.00
793-000-224.975	DUE TO HUR	ORCHARD, HILTZ & MCCLIMENT INC HCMA ADMIN PARKING EXPAN- INSP	29371	181363	11/21/2016	538.00

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 18

CHARTER TOWNSHIP OF BRIGHTON

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: CONSTRUCTION ESCROW						
Dept:						
793-000-224.976	BLOCKADE	ORCHARD, HILTZ & MCCLIMENT INC 1840 S OLD US 23- BLOCKADE	29371		11/21/2016	172.75
				181362		
				Total		65,871.25
					Fund Total	65,871.25
Fund: SAD ROAD MAINTENANCE						
Dept: TRACEY LANE SAD						
812-039-967.000	PRJCT COST	K B ROAD GRADING SAD- TRACEY GRADING	29268		11/21/2016	450.00
				45400		
				Total TRACEY LANE SAD		450.00
Dept: RIDGECREST S.A.D.						
812-040-967.000	PRJCT COST	BRIGHTON TOWNSHIP SAD- RIDGECREST ADMIN FEES	29211		11/21/2016	1,812.10
				45271		
				Total RIDGECREST S.A.D.		1,812.10
Dept: BIRCHCREST						
812-054-967.000	PRJCT COST	K B ROAD GRADING SAD- BIRCHCREST GRADING	29268		11/21/2016	485.00
				6870		
				Total BIRCHCREST		485.00
					Fund Total	2,747.10
Fund: STREET LIGHTING FUND						
Dept: COUNTRY CLUB ANNEX LT						
865-070-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104		10/25/2016	680.23
				45220		
				Total COUNTRY CLUB ANNEX LT		680.23
Dept: DONALD DRIVE LIGHT						
865-071-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104		10/25/2016	17.29
				45220		
				Total DONALD DRIVE LIGHT		17.29
Dept: BRANDYWINE FARMS LIGHT						
865-072-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104		10/25/2016	62.01
				45220		
				Total BRANDYWINE FARMS LIGHT		62.01

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 19

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: STREET LIGHTING FUND							
Dept: HARVEST HILLS LIGHTS							
	865-073-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	62.01

Total HARVEST HILLS LIGHTS							62.01
Dept: GREENFIELD POINTE LIGHTS							
	865-074-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	62.01

Total GREENFIELD POINTE LIGHTS							62.01
Dept: BRIGHTON GARDENS							
	865-075-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	69.15

Total BRIGHTON GARDENS							69.15
Dept: EAGLE HEIGHTS							
	865-076-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	33.19

Total EAGLE HEIGHTS							33.19
Dept: GREENFIELD SHORES 1-2-3-4 LOP							
	865-077-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	69.15

Total GREENFIELD SHORES 1-2-3-4 LOP							69.15
Dept: DE MARIA LIGHTS							
	865-078-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	33.19

Total DE MARIA LIGHTS							33.19
Dept: RAVENSWOOD LIGHTS							
	865-079-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	66.38

Total RAVENSWOOD LIGHTS							66.38
Dept: MAPLE RIDGE SUB							
	865-080-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	33.19

Total MAPLE RIDGE SUB							33.19
Dept: ALGER PINES							
	865-081-921.000	ST LTG	DTE ENERGY STREETLIGHTS	29104	45220	10/25/2016	62.01

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 20

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: STREET LIGHTING FUND							
Dept: ALGER PINES							
Total ALGER PINES							62.01
Dept: SHENANDOAH		ST LTG	DTE ENERGY	29104		10/25/2016	64.20
865-082-921.000			STREETLIGHTS		45220		
Total SHENANDOAH							64.20
Dept: SHENANDOAH POND HOMEOWNERS		ST LTG	DTE ENERGY	29104		10/25/2016	63.36
865-084-921.000			STREETLIGHTS		45220		
Total SHENANDOAH POND HOMEOWNERS							63.36
Dept: OAKS AT BEACH LAKE		ST LTG	DTE ENERGY	29104		10/25/2016	186.04
865-085-921.000			STREETLIGHTS		45220		
Total OAKS AT BEACH LAKE							186.04
Fund Total							1,563.41
Fund: MUNICIPAL REFUSE							
Dept: WOODLAND/AIRWAY ASSESSMENT							
871-529-967.100		ADDL PROJ	RIZZO	29337		11/21/2016	4,196.40
			SAD- WOOD/AIRWAY RUBBISH		0000817378		
Total WOODLAND/AIRWAY ASSESSMENT							4,196.40
Fund Total							4,196.40
Fund: SAD AQUATICS							
Dept: WOODLAND LAKE AQUATIC							
880-550-967.000		PRJCT COST	PREIN & NEWHOF	29328		11/21/2016	1,847.40
			SAD-OWL SLOPE REMEDIATION		36687		
880-550-967.000		PRJCT COST	ANITA GRAPENTIEN	29254		11/21/2016	71.80
			SAD- REIMBURSE OWL EXPENSES		45273		
880-550-967.000		PRJCT COST	BOB MYERS EXCAVATING, INC	29209		11/21/2016	36,980.08
			SAD- DAM EMBANKMENT CAUSEWAY		2016-213		
880-550-967.000		PRJCT COST	ANITA GRAPENTIEN	29254		11/21/2016	253.54
			SAD- REIMBURSE OWL EXPENSES		45415		
Total WOODLAND LAKE AQUATIC							39,152.82

INVOICE APPROVAL LIST BY FUND
 BOT 11-21-16

Date: 11/17/2016
 Time: 11:04am
 Page: 21

CHARTER TOWNSHIP OF BRIGHTON

Fund	Department	Account	GL Number	Vendor Name	Check Number	Invoice Number	Due Date	Amount
			Abbrev	Invoice Description				
Fund: SAD AQUATICS								
							Fund Total	39,152.82
							Grand Total	775,694.30

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Quarterly Sewer Report

EXPLANATION OF TOPIC:

Ken Palka of PHP will be in attendance to present the Quarterly Sewer Report for the period ending September 30, 2016.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Quarterly Sewer Report for the period ending September 30, 2016

POSSIBLE COURSES OF ACTION: Receive and File Report

RECOMMENDATION: Receive and File Report

SUGGESTED MOTION: None

ROLL CALL VOTE REQUIRED? No.

CHARTER TOWNSHIP OF BRIGHTON
 SEWER O & M FUND
 ACTUAL COMPARED TO BUDGET
 FOR THE 6 MONTHS ENDED 9/30/16

DESCRIPTION	ACTUAL 6 MONTHS ENDING 9/30/2016	ONE YEAR BUDGET END 3/31/2017	BUDGET REMAINING	ACTUAL 6 MONTHS ENDING 9/30/2016	ALLOCATED 6 MONTHS BUDGET 9/30/2016	BUDGET REMAINING
REVENUES						
BILLINGS - USER CHARGE	389,253	765,304	(376,051)	389,253	382,652	6,601
OTHER REVENUE - REIMB, MISC	14,915	5,000	9,915	14,915	2,500	12,415
INTEREST INCOME	245	200	45	245	100	145
TOTAL REVENUES	404,413	770,504	(366,091)	404,413	385,252	19,161
EXPENSES						
OPERATING/MAINT. EXPENSES						
SUPPLIES & CHEMICALS	9,676	35,000	25,324	9,676	17,500	7,824
CONTRACTED SERVICES - FIXED	98,227	196,454	98,227	98,227	98,227	0
CONTRACTED SERVICES - OUT OF SCOPE	24,042	35,000	10,958	24,042	17,500	(6,542)
CONTRACTED SERVICES - SLUDGE HAULING	22,915	30,100	7,185	22,915	15,050	(7,865)
UTILITIES - ELECTRIC/GAS	43,490	105,000	61,510	43,490	52,500	9,010
TELEPHONE	644	1,200	556	644	600	(44)
R & M - GROUNDS & BLDG.	6,205	23,550	17,345	6,205	11,775	5,570
R & M - EQUIP/SYSTEM	113,998	175,000	61,002	113,998	87,500	(26,498)
LIABILITY INSURANCE	12,881	26,000	13,119	12,881	13,000	119
PERMITS	500	3,500	3,000	500	1,750	1,250
CAPITAL OUTLAY/IMPROVEMENTS/GRINDER PUMPS	119,344	90,000	(29,344)	119,344	45,000	(74,344)
TRANSFERS TO EQUIPMENT REPLACEMENT FUND	104,000	104,000	0	104,000	52,000	(52,000)
TOTAL OPERATING/MAINT. EXPENSES	555,922	824,804	268,882	555,922	412,402	(143,520)
ADMINISTRATIVE EXPENSES						
COMPUTER SUPPORT SERVICES	477	2,800	2,323	477	1,400	923
ADMIN FEES	2,400	4,800	2,400	2,400	2,400	0
AUDIT SERVICES	4,800	4,800	0	4,800	2,400	(2,400)
PROFESSIONAL/LEGAL/CONSULTING FEES	6,624	14,000	7,376	6,624	7,000	376
INTEREST EXPENSE - G/F LOAN	2,148	4,297	2,149	2,148	2,149	1
OFFICE & OTHER (INCLUDES CHARGEBACKS \$780)	2,625	3,000	375	2,625	1,500	(1,125)
CONTINGENCY	0	3,000	3,000	0	1,500	1,500
TOTAL ADMINISTRATIVE EXPENSES	19,074	36,697	17,623	19,074	18,349	(726)
TOTAL EXPENSES	574,996	861,501	286,505	574,996	430,751	(144,246)
NET REVENUES OVER (UNDER) EXPENSES	(170,583)	(90,997)	(79,586)	(170,583)	(45,499)	(125,085)
	<u>473,325</u>	<u>473,325</u>	<u>0</u>			
	<u>302,742</u>	<u>382,328</u>	<u>(79,586)</u>			

CHARTER TOWNSHIP OF BRIGHTON
SEWER O & M FUND
COMPARISON OF REVENUES & EXPENSES
FOR THE 6 MONTHS ENDING 9/30/15 AND 9/30/16

DESCRIPTION	ACTUAL 6 MONTHS ENDING 9/30/2016	ACTUAL 6 MONTHS ENDING 9/30/2015	INCREASE (DECREASE)
REVENUES			
BILLINGS - USER CHARGE	389,253	368,201	21,052
OTHER REVENUE - REIMB, MISC	14,915	24,035	(9,120)
INTEREST INCOME	245	318	(73)
TOTAL REVENUES	404,413	392,554	11,859
EXPENSES			
OPERATING/MAINT. EXPENSES			
SUPPLIES & CHEMICALS	9,676	18,287	(8,611)
CONTRACTED SERVICES - FIXED	98,227	96,854	1,373
CONTRACTED SERVICES - OUT OF SCOPE	24,042	20,454	3,588
CONTRACTED SERVICES - SLUDGE HAULING	22,915	26,757	(3,842)
UTILITIES - ELECTRIC/GAS	43,490	46,304	(2,814)
TELEPHONE	644	610	34
R & M - GROUNDS & BLDG.	6,205	4,036	2,169
R & M - EQUIP/SYSTEM	113,998	103,309	10,689
LIABILITY INSURANCE	12,881	14,166	(1,285)
PERMITS	500	0	500
CAPITAL OUTLAY/IMPROVEMENTS	119,344	41,210	78,134
TRANSFERS TO EQUIPMENT REPLACEMENT FUND	104,000	0	104,000
TOTAL OPERATING/MAINT. EXPENSES	555,922	371,987	183,935
ADMINISTRATIVE EXPENSES			
COMPUTER SUPPORT SERVICES	477	1,748	(1,271)
ADMIN FEES	2,400	2,400	0
AUDIT SERVICES	4,800	4,800	0
PROFESSIONAL/LEGAL/CONSULTING FEES	6,624	7,397	(773)
INTEREST EXPENSE - G/F LOAN	2,148	2,149	(1)
OFFICE & OTHER	2,625	970	1,655
CONTINGENCY	0	0	0
TOTAL ADMINISTRATIVE EXPENSES	19,074	19,464	(390)
TOTAL EXPENSES	574,996	391,451	183,545
NET REVENUES OVER (UNDER) EXPENSES	(170,583)	1,103	(171,686)

**CHARTER TOWNSHIP OF BRIGHTON
SEWER O & M FUND
O & M BALANCE SHEET
9/30/16**

	<u>AMOUNT</u>
CURRENT ASSETS	
CASH	353,808
PREPAID EXPENSES	12,783
DUE FROM COUNTY - DELINQUENTS	0
INVENTORY	41,175
ACCOUNTS RECEIVABLE - PROP DEFERRALS	22,388
ACCOUNTS RECEIVABLE - USER CHARGE	226,790
DUE FROM OTHERS	8,209
DUE FROM SEWER DEBT SEWER FUND	<u>0</u>
TOTAL CURRENT ASSETS	<u>665,153</u>
CURRENT LIABILITIES	
NEW CONNECTIONS CLEARING ACCOUNT	69,834
DUE TO G/F - MISC.	279
DUE TO G/F - LOAN AS APPROVED BY BOARD	214,832
DUE TO G/F - ACCRUED INTEREST ON LOAN	2,148
DUE TO G/F - CHARGEBACKS	780
DUE TO SEWER DEBT SERVICE FUND	31,485
ACCOUNTS PAYABLE	<u>43,053</u>
TOTAL CURRENT LIABILITIES	<u>362,411</u>
NET CURRENT OPERATING EQUITY	<u>302,742</u>
EQUITY BALANCE 4/1/16	473,325
NET LOSS FOR THE QUARTER ENDING 9/30/16	<u>(170,583)</u>
NET EQUITY AS OF 6/30/16	<u>302,742</u>
SEWER RESERVE CASH BALANCE @ 9/30/16	759,535
LESS LOAN FROM GF	<u>(140,000)</u>
NET RESERVE FUND BALANCE @ 9/30/16	<u>619,535</u>

**CHARTER TOWNSHIP OF BRIGHTON
SEWER DEBT SERVICE FUND (ORIGINAL DISTRICT #592)
SUMMARY OF BALANCE SHEET ACCOUNTS
AS OF 9/30/16**

	<u>AMOUNT</u>
ASSETS	
CASH	1,822,574
DEBT SERVICE CHARGE RECEIVABLE	226,290
ASSESSMENTS RECEIVABLE	2,971,580
DUE FROM COUNTY - DELINQUENTS	0
DUE FROM SEWER O & M FUND	<u>31,485</u>
 TOTAL ASSETS AVAILABLE TO PAY DEBT	 <u>5,051,929 (A)</u>
 FIXED ASSETS	
LAND	1,395,224
SEWER SYSTEM	30,269,117
ACCUM. DEPRECIATION	<u>(11,336,520)</u>
 TOTAL FIXED ASSETS - NET	 <u>20,327,821</u>
 TOTAL ASSETS	 <u><u>25,379,750</u></u>
 LIABILITIES - LOANS/BONDS/AP	
ACCOUNTS PAYABLE	0
BONDS PAYABLE (2015 REFI)	6,280,000
LOAN FROM GENERAL FUND #1 - 2004	431,000
LOAN FROM GENERAL FUND #2 - 9-15-2012	1,200,000
LOAN FROM GENERAL FUND #3 - 9-7-2013	200,000
LOAN FROM GENERAL FUND #4 - 12-16-2013	200,000
DUE TO SEWER O & M	0
DUE TO G/F - CHARGEBACKS	39,212
DUE TO G/F INTEREST ON LOAN	<u>0</u>
 TOTAL LIABILITIES - LOANS/BONDS/AP	 8,350,212 (A)
 LIABILITIES - OTHER	
BOND PREMIUM - AMORTIZED OVER LIFE OF BONDS	<u>420,563</u>
 TOTAL LIABILITIES	 8,770,775
 EQUITY	
FUND BALANCE	<u>16,608,975</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>25,379,750</u></u>

(A) APPROXIMATELY \$3.3M UNFUNDED AS OF 9/30/16

**CHARTER TOWNSHIP OF BRIGHTON
SEWER DEBT SERVICE FUND (ORIGINAL DISTRICT #592)
SCHEDULE OF REVENUES/EXPENSES - CASH BASIS
FOR THE 6 MONTHS ENDING 9/30/16**

DESCRIPTION	ACTUAL 4/1/2016 THRU 9/30/2016
REVENUES	
ASSESSMENT COLLECTIONS - PRINCIPLE	65,500
ASSESSMENT COLLECTIONS - INTEREST	2,117
DELINQUENTS PAID TO TWP BY LIV. COUNTY	144,318
SEWER TAP FEES	102,600
DEBT SERVICE CHARGE (\$80.50/REU PER QTR)	320,782
NET LOANS WITH OTHER FUNDS	0
INTEREST - BANKS	5,430
OTHER - REVENUE	<u>14,333</u>
TOTAL REVENUES	<u>655,080</u>
EXPENSES	
BOND PAYMENT - INTEREST	126,400
BOND PAYMENT - PRIN.	1,620,000
NET LOANS WITH OTHER FUNDS	29,245
INTEREST PAID TO GF	0
AGENT FEES	0
OTHER - BOND ISSUANCE COSTS	<u>0</u>
TOTAL EXPENSES	<u>1,775,645</u>
NET REVENUES/EXPENSES - (DECREASE) IN CASH	(1,120,565)
BEGINNING CASH BALANCE 4/1/16	<u>2,943,139</u>
ENDING CASH BALANCE 9/30/16	<u>1,822,574</u>

**SEWER DEBT SERVICE FUND
ESTIMATED ONE YEAR CASH FLOW PROJECTION**

DESCRIPTION	10/01/16 thru 9/30/17
CASH BALANCE - 10/1/2016	1,822,574
ESTIMATED ASSESSMENT COLLECTIONS - ORIGINAL SEWER DISTRICT	850,000
ESTIMATED ASSESSMENT COLLECTIONS - SPENCER RD. DISTRICT	17,500
DEBT SERVICE CHARGE FROM QTRLY BILLINGS	730,000
ESTIMATE OF SEWER TAP FEES (5 REU'S)	51,300
BOND PAYMENT - INTEREST 3/15/17	(94,000)
BOND PAYMENT - PRIN. 3/15/17	0
BOND PAYMENT - AGENT FEES 3/15/17	(150)
BOND PAYMENT - INTEREST 9/15/17	(94,000)
BOND PAYMENT - PRIN. 9/15/17	(1,625,000)
BOND PAYMENT - AGENT FEES 9/15/17	(150)
VARIOUS (CHARGEBACKS, CAPITAL, LEGAL, OTHER)	(50,000)
INTEREST PMT TO G/F	(24,620)
ESTIMATED INTEREST FROM BANKS	<u>8,000</u>
ESTIMATED CASH BALANCE - 9/30/17	<u>1,591,454</u>
ESTIMATED NET DECREASE IN CASH BALANCE FROM 10/1/2016 THRU 9/30/17	<u>(231,120)</u>

CHARTER TOWNSHIP OF BRIGHTON
 INFORMATION RELATING TO OPERATING/DEBT
 SEWER RATES & REU'S

THE TOWNSHIP BOARD INCREASED THE QTRLY SEWER RATE EFFECTIVE 11/01/03, 6/1/05, 4/1/07, 4/1/08, 7/1/09, 4/1/10, 4/1/11, 5/1/12, 7/1/14

	ORIGINAL	11/1/2003	6/1/2005	4/1/2007	4/1/2008	7/1/2009	4/1/2010
USER CHARGE	60.00/REU	74.12/REU	79.00/REU	79.00/REU	81.00/REU	82.00/REU	88.00/REU
DEBT SERVICE CHARGE	12.00/REU	36.00/REU	36.00/REU	39.50/REU	40.50/REU	50.50/REU	60.50/REU
TOTAL RATE	72.00/REU	110.12/REU	115.00/REU	118.50/REU	121.50/REU	132.50/REU	148.50/REU
		4/1/2011	5/1/2012	4/1/2013	7/1/2014	4/1/2015	4/1/2016
USER CHARGE		90.00/REU	90.00/REU	90.00/REU	95.50/REU	95.50/REU	95.50/REU
DEBT SERVICE CHARGE		70.50/REU	80.50/REU	80.50/REU	80.50/REU	80.50/REU	80.50/REU
TOTAL RATE		160.50/REU	170.50/REU	170.50/REU	176.00/REU	176.00/REU	176.00/REU
			No Increase		No Increase	No Increase	No Increase

THE TOWNSHIP BILLS THE SEWER USERS QUARTERLY DIVIDED BY 4 SECTIONS, THE FOLLOWING
 SUMMARIZES # OF REU'S IN EACH SECTION BY GEOGRAPHIC LOCATION BY TYPE OF REU;

	# OF REU'S PAYING DS CHARGE OF \$80.50/QTR		
	9/30/2016	3/31/2003	INCREASE
SECTION 1 - N OF HILTON, W OF OLD US 23	747	528	219
SECTION 2 - S OF HILTON, W OF OLD 23, S OF I-96	1,075	667	408
SECTION 3 - N OF I-96, E OF OLD US 23	241	176	65
SECTION 4 - VACANT PARCELS*	167	0	167
TOTAL REU'S	2,230	1,371	859

* Started being billed 9/1/09

	# OF REU'S PAYING USER CHARGE OF \$95.50/QTR		
	9/30/2016	3/31/2003	INCREASE
SECTION 1 - N OF HILTON, W OF OLD US 23	714	519	195
SECTION 2 - S OF HILTON, W OF OLD 23, S OF I-96	1,061	657	404
SECTION 3 - N OF I-96, E OF OLD US 23	233	171	62
SECTION 4 - VACANT PARCELS	0	0	0
TOTAL REU'S	2,008	1,347	661

	TOTAL # OF REU'S ASSESSED/PAID CASH TO HOOK UP		
	9/30/2016	6/1/2000	INCREASE
SECTIONS 1, 2, 3, 4 - TOTAL	2,241	1,756	485

NOTES - AVERAGING APPROX 2.5 NEW REU'S PER MONTH SINCE ORIGINAL DISTRICT WAS ASSESSED (485 REU'S/196 MONTHS).

- ORIGINAL ASSESSMENT DISTRICT WAS 1,756 REU'S.

- CONNECTION FEES - TRANSPORT AND TREAT FEE WAS \$9,400 PER REU AND INCREASED TO \$9,870 ON 4/1/07;
 THE ACCESS CHARGE WAS \$8,983 PER PHYSICAL CONNECTION; EFFECT. 6/16/08 COMBINED T & T / ACCESS FEES
 INTO ONE FEE OF \$10,260.

- FLOW THROUGH THE PLANT BETWEEN 4/1/16 AND 9/30/16 WAS 64,516,300 GALLONS; AVERAGE REU'S PAYING
 USER CHARGE FOR THIS PERIOD WAS 2,008. THUS, AVERAGE FLOW PER REU = 64,516,300/2,008 REU'S = 32,130 GAL FOR
 6 MONTHS; 32,130 GAL/180 DAYS = 179 GAL. PER REU PER DAY.

- PLANT PERMITTED CAPACITY IS 650,000 GALLONS PER DAY. THIS CONVERTS TO 3,631 PERMITTED REU'S BASED ON
 2,008 REU'S PAYING A USER CHARGE (O & M) AND 6 MONTH (4/1/16 THRU 9/30/16) DAILY AVERAGE FLOW-THRU PER REU
 OF 179 GAL/PER/DAY.

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution to allow a New On-Premises (Brewpub) Liquor License

EXPLANATION OF TOPIC: Blockade would like a new on-premises (brewpub) liquor license. Per the attached LCC chart the local jurisdiction is required to adopt a resolution of approval for a new brewpub license. In addition, this would be the opportunity for the Board to pass along any “opinions of the local legislative body” that must be considered by the LCC during the application process for both the new brewpub license and transfer of the SDM & Class C licenses.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Resolution
- LCC Approval Chart (excerpt)
- Blockade Application to LCC

POSSIBLE COURSES OF ACTION: Approve/not approve the resolution for a new on-premises (brew pub) liquor license for Blockade located at 1840 S. Old 23.

RECOMMENDATION: Approve the resolution for a new on-premises (brew pub) liquor license for Blockade located at 1840 S. Old 23.

SUGGESTED MOTION:

Motion by _____, supported by _____ to approve the resolution for a new on-premises (brew pub) liquor license for Blockade located at 1840 S. Old 23.

ROLL CALL VOTE REQUIRED? Yes



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of applicant)

for the following license(s): _____
(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

On Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Add Space	No	No	No	Yes	Yes	
Change Specific Purpose Permit hours	No	No	No	No	No	
Change status	No	No	No	No	No	
Correct address	No	No	No	Yes	No	
Drop Space (current licensees)	No	No	No	Yes	Yes	
New Additional Bar	No	No	No	No	Yes	\$350.00 per bar
New A-Hotel License	Yes	No	Yes	Yes	Yes	\$250.00
New Aircraft License	No	No	Yes	Yes	Yes	\$600.00
New Banquet Facility Permit	Yes	No	Yes	Yes	Yes	\$600.00
New B-Hotel License	Yes*	No	Yes	Yes	Yes	\$600.00
New Brewpub License	Yes*	No	Yes	Yes	Yes	\$100.00
New Catering Permit	No	No	Yes	No	Yes	\$100.00
New Class C issued under MCL 436.1521a(1)(a)	Yes	No	Yes	Yes	Yes	\$20,000 upon licensure
New Class C issued under MCL 436.1521a(1)(b)	Yes	No	Yes	Yes	Yes	\$20,000 upon licensure
New Class C License	Yes*	No	Yes	Yes	Yes	\$600.00
New Class G-1 License	Yes*	No	Yes	Yes	Yes	\$1,000.00
New Class G-2 License	Yes*	No	Yes	Yes	Yes	\$500.00
New Club License	Yes*	No	Yes	Yes	Yes	\$300.00

*except in a city having a population of 600,000 or more, pursuant to MCL 436.1501(2)



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Off Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Transfer of stock or transfer of interest	No	No	Yes	Yes	Yes	Upon approval by the Commission pursuant to MCL 436.1529(3)
Transfer owner Drive-thru/up/in Window(w/alcohol beverage sales)	No	No	No	Yes	No	
Transfer ownership of Beer & Wine Sampling Permit	No	No	Yes	No	No	
Transfer ownership of Catering Permit	No	No	Yes	No	No	\$100.00
Transfer ownership of Direct Connection	No	No	No	Yes	No	
Transfer ownership of Gas Pumps	No	No	No	Yes	No	
Transfer ownership of Living Quarters Permit	No	No	Yes	No	No	
Transfer ownership of Participation Permit	No	No	Yes	No	No	
Transfer ownership of Resort SDD License	No	No	Yes	Yes	Yes	\$150.00
Transfer ownership of SDD License	No	No	Yes	Yes	Yes	\$150.00
Transfer ownership of SDM License	No	No	Yes	Yes	Yes	\$100.00
Transfer ownership of Sunday Sales Permit (AM)	No	No	Yes	No	No	\$160.00
Transfer ownership of Sunday Sales Permit (PM)	No	No	Yes	No	No	15% of total license fee



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

On Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Transfer ownership of Catering Permit	No	No	Yes	No	No	\$100.00
Transfer ownership of Class C License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Class G-1 License	No	No	Yes	Yes	Yes	\$1,000.00
Transfer ownership of Class G-2 License	No	No	Yes	Yes	Yes	\$500.00
Transfer ownership of Continuing Care Retirement Center License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Dance Permit	No	No	Yes	No	No	
Transfer ownership of Dance-Entertainment Permit	No	No	Yes	No	No	
Transfer ownership of Direct Connection	No	No	No	Yes	No	
Transfer ownership of Entertainment Permit	No	No	Yes	No	No	
Transfer ownership of Extended Hours Permit(Dance, Topless, Entertain)	No	No	Yes	No	No	
Transfer ownership of Living Quarters Permit	No	No	Yes	No	No	
Transfer ownership of Outdoor Service	No	No	No	Yes	No	
Transfer ownership of Participation Permit	No	No	Yes	No	No	
Transfer ownership of Resort A-Hotel License	No	No	Yes	Yes	Yes	\$250.00
Transfer ownership of Resort B-Hotel License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Resort Class C License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Resort Tavern License	No	No	Yes	Yes	Yes	\$250.00
Transfer ownership of Specific Purpose Permit (Food, Golf, etc.)	No	No	Yes	No	No	

*except in a city having a population of 600,000 or more, pursuant to MCL 436.1501(2)



Retail License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website by [clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Blockade, Inc.	
Address to be licensed: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114
City/township/village where license will be issued: Brighton Township	County: Livingston
Federal Employer Identification Number (FEIN): 81-2293544	

- Are you requesting a new license? Yes No
- Are you applying ONLY for a new permit or permission? Yes No
- Are you buying an existing license? Yes No
- Are you modifying the size of the licensed premises? Yes No
If Yes, specify: Adding Space Dropping Space Redefining Licensed Premises
- Are you transferring the location of an existing license? Yes No
- Is this license being transferred as the result of a default or court action? Yes No
- Do you intend to use this license actively? Yes No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (if Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s): New Memories LLC	
Current licensed address: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114
City/township/village where license is issued: Brighton Township	County: Livingston

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	\$140.00	License & Permit Fees:	\$1,352.50	TOTAL FEES:	\$1,492.50
------------------	----------	------------------------	------------	--------------------	-------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: Blockade, Inc.

- Off Premises License Type:** **Base Fee:** *Fee Code MLCC Use Only*
- / Transfer
 - SDM License \$100.00 4034
 - SDD License \$150.00
 - Resort SDD License Upon Licensure/\$150.00

- Off Premises Permits:** **Base Fee:**
- Sunday Sales Permit (AM)* \$160.00
 - Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
 - Catering Permit \$100.00
 - Beer and Wine Tasting Permit No charge
 - Living Quarters Permit No charge

- On/Off Premises Permission Type:** **Base Fee:**
- Off-Premises Storage No charge
 - Direct Connection(s) No charge
 - Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 2 x \$70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 \$140.00

Total License Fee(s): \$700.00

Total Permit Fee(s): \$652.50

TOTAL FEES DUE: \$1,492.50

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

- On Premises License Type:** **Base Fee:** *Fee Code MLCC Use Only*

B-Hotel License \$600.00

Number of guest rooms: _____

A-Hotel License \$250.00

Number of guest rooms: _____

Class C License \$600.00 4034

Tavern License \$250.00

Resort License Upon Licensure

Redevelopment License Upon Licensure

Brewpub License \$100.00

G-1 License \$1,000.00

G-2 License \$500.00

Aircraft License \$600.00

Watercraft License \$100.00

Train License \$100.00

Continuing Care Retirement Center License \$600.00

B-Hotel or Class C Licenses Only:

Additional Bar(s) \$350.00 4012

Number of Additional Bars: 1

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar that comes with the license.

- On Premises Permits:** **Base Fee:**
- Sunday Sales Permit (AM)* \$160.00 4033
 - Sunday Sales Permit (PM)** \$142.50 4032
 - Catering Permit \$100.00
 - Banquet Facility Permit Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

Outdoor Service No charge

Dance Permit No charge

Entertainment Permit No charge

Extended Hours Permit: No charge

Dance Entertainment Days/Hours: _____

Specific Purpose Permit: No charge

Activity requested: Food

Days/Hours requested: _____

Living Quarters Permit No charge

Topless Activity Permit No charge

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Keith Koch II		
Home address: 8279 Winnesk Ct.		
City: Brighton	State: MI	Zip Code: 48114
Business Phone: (517) 540-0300	Cell Phone: (248) 866-4717	Email: keith@blockbrewingcompany.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": <input checked="" type="radio"/> Yes <input type="radio"/> No		
Sharks, Inc. BID: 167192		
Do you hold more than 10% interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.		

Part 5b - Personal Information (Individuals)

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Have you ever legally changed your name?		<input type="radio"/> Yes <input checked="" type="radio"/> No
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Ebony Rachelle Koch		
Spouse's date of birth: 12/21/1965	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Michigan Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Keith C. Koch II  6/20/2016
 Print Name Signature Date

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Micheal Magyari		
Home address: 9050 Lake Dominion Drive		
City: Brighton	State: MI	Zip Code: 48114
Business Phone: (517) 540-0300	Cell Phone: (586) 634-3922	Email: mmagyari@aol.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": <input checked="" type="radio"/> Yes <input type="radio"/> No		
Sharks, Inc. BID: 167192		
Do you hold more than 10% interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.		

Part 5b - Personal Information (Individuals)

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Have you ever legally changed your name?		<input type="radio"/> Yes <input checked="" type="radio"/> No
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Not married		
Spouse's date of birth: N/A	Is your spouse a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Micheal Magyari 6-20-16

Print NameSignatureDate

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

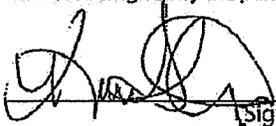
Name: Karen Stemplwieski		
Home address: 521 Alexander Dr.		
City: Commerce Township	State: MI	Zip Code: 48390
Business Phone: (517) 540-0300	Cell Phone: (248) 346-2240	Email: kstemplewski@comcast.net
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": Sharks, Inc. BID: 167192		
Do you hold more than 10% interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.		

Part 5b - Personal Information (Individuals)

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]	
Are you a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No			
Have you ever legally changed your name? <input checked="" type="radio"/> Yes <input type="radio"/> No			
If you answered "yes", please list your prior name(s) (including maiden): Karen Lynn Collom			
Spouse's full name (if currently married): James Edward Stemplewski			
Spouse's date of birth: 07/21/1964	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input checked="" type="radio"/> No			
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input checked="" type="radio"/> No			
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No			
Date	City/State	Charge	Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No			
Date	City/State	Charge	Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Michigan Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Karen Stemplwieski  10/21/2016
Print Name Signature Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		<input type="radio"/> Phone	<input checked="" type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax
What is your preferred method for receiving a Commission Order?		<input checked="" type="radio"/> Mail <input type="radio"/> Email <input type="radio"/> Fax			
Contact name: Keith Koch II	Relationship: President				
Mailing address: 8279 Winnesk Ct. Brighton, MI 48114					
Phone: (248) 866-4717	Fax number: (810) 227-5945	Email: keith@blockbrewingcompany.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name: Jon T. Emaus		Member Number: P-70461			
Attorney address: 8163 Grand River Rd. Brighton, MI 48114					
Phone: (810) 227-1700	Fax number: (810) 227-5945	Email: jemaus@thebrightonlawfirm.com			
Would you prefer that we contact your attorney for all licensing matters related to this application?					<input checked="" type="radio"/> Yes <input type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?					<input checked="" type="radio"/> Yes <input type="radio"/> No

Part 8 - Signature of Applicant

I advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

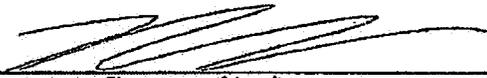
Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Keith Koch II, President of Blockade, Inc.



6/20/2016

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Fax to: 517-373-4202



Report of Stockholders, Members, or Partners
 (Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

(For MLCC Use Only)

Part 1 - Licensee Information

Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Blockcade, Inc.	
Address: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:
Micheal Magyari 9050 Lake Dominion Dr., Brighton, MI 48114	2,000	Apr 1, 2016
Keith Koch 8279 Winnesk Ct., Brighton, MI 48114	2,000	Apr 1, 2016
Karen Stemplewski 521 ALEXander Dr., Commerce Twp, MI 48390	2,000	Apr 1, 2016

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

Keith Koch, President, 8279 Winnesk Ct., Brighton, MI 48114
Micheal Magyari, Treasurer, 9050 Lake Dominion Dr., Brighton, MI 48114
Karen Stemplewski, Secretary, 521 ALEXander Dr., Commerce Twp, MI 48390

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____

Report of Stockholders, Members, or Partners

(For MLCC Use Only)

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 2c - Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.		
Name and address of all partners:	Percent % Issued:	Date Issued/Acquired:
Name and address of Managers, pursuant to administrative rule R 436.1111:		

Part 3 - Authorized Signers (Authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company)	
Name & Title:	Keith Koch, President
Name & Title:	Micheal Magyar, Treasurer
Name & Title:	Karen Stemplewski, Secretary
Name & Title:	Jon T. Emaus, Corporate Counsel
Name & Title:	

Part 4 - Signature of Applicant or Licensee

I certify that the authorized signers under Part 3 of this form have been authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

KEITH KOCH _____ 6/20/2016
 Print Name of Applicant or Licensee & Title Signature of Applicant or Licensee Date

Please return this completed form to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Closing Form for License Sale

Part 1 - Applicant (Purchaser) Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Blockcade, Inc.	
Address to be licensed: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114
Business name to be used (DBA name): Blockcade	
Mailing address (if different from licensed address): 9050 Lake Dominion Drive	
City: Brighton	Zip Code: 48114

Part 2 - Current Licensee (Seller) Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Current licensee name(s): New Memories LLC
--

Part 3 - Purchase Prices For License(s) & Inventory

The above noted seller hereby sells to the above noted applicant the following license(s) and inventory for the following amounts listed:

1. Purchase price for license(s):	\$25082.51
List type of license(s):	Class C and SDM
2. Purchase price for alcoholic inventory (if applicable):	
3. Purchase price for non-alcoholic inventory (if applicable):	

Part 4 - Signatures of Applicant (Purchaser) and Current Licensee (Seller)

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

<i>Michael Malynski Treasurer</i> Print Name and Title of Applicant (Purchaser)	<i>[Signature]</i> Signature of Applicant (Purchaser)	5-2-16 Date
Daniel Schifko, Member Print Name and Title of Current Licensee (Seller)	<i>[Signature]</i> Signature of Current Licensee (Seller)	4-28-16 Date

Please return this completed form to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Fax to: 517-763-0059

DUE BY APRIL 15TH

DATE PRINTED: 02/22/2016

REQUEST: 839181

ESCROW RENEWAL
NOTICE OF DEFICIENCY

Michigan Department Of Licensing And Regulatory Affairs
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
626 West Allegan Street, P.O. Box 30005, Lansing, MI 48909-7505

2016-2017

LICENSE FEE	
CLASSC \$.00
2016 \$	600.00
SDM \$.00
2016 \$	100.00

BUSINESS ID: 213677
PIN: ark11291

LICENSE NUMBER:
01 CLASSC 186974-2015
11 SDM 186975-2015

MEMORIES

NEW MEMORIES, LLC

LLC - ACT

SUNDAY SALES FEE	
SS (PM) \$	90.00

PAY THIS AMOUNT	
\$	790.00

LICENSE UPDATED

I/WE CERTIFY OUR CLASS C CONTAINS () BARS.

CLASSC 2015 LIQUOR PURCHASES OF \$0.00

BUSINESS EMAIL
danielschifiko@comcast.net

BUSINESS PHONE NUMBER
(810) 227-7230

CONTACT PHONE NUMBER

STATE OR FEDERAL TAX ID. NUMBER
26-3267764

1840 S OLD US 23

L - 19128
LIVINGSTON

BRIGHTON, MI 48116

CURR LGU: L - 257.0

ORIG LGU: L - 257.0

PO:

BRIGHTON TWP

1 BARS

PERMITS:

SUNDAY SALES(PM), DANCE AND ENTERTAINMENT, SPECIFIC PURPOSE PERMIT(FOOD), OUTDOOR SERVICE

SearchID	Acct	Amount
8391801621042	4004	\$600.00
8391801621043	4004	\$100.00
8391801621044	4032	\$90.00
Total Amount Due:		\$790.00

CASHIER USE ONLY

DO NOT WRITE IN THIS BOX

** INSTRUCTIONS FOR COMPLETING THIS FORM ON REVERSE SIDE **

CHECK BOX IF THERE IS A CHANGE IN ESCROW MAILING ADDRESS & CONTACT INFORMATION AND COMPLETE APPROPRIATE SECTION OF THE REVERSE SIDE OF THIS FORM.

By signing this form, Licensee(s) certify that they have occupancy and control over the licensed location and/or they are the owner(s) of the licensed business and the Licensee(s) agree to abide by all provisions of the Liquor Control Code and any rules issued by the MLCC. The Licensee(s) understand that submitting false or incomplete information is cause for denial of the issuance of the license and is a violation of the Liquor Control Code. Pursuant to MCL 436.2003 a person who makes a false or fraudulent statement to the commission, orally or in writing, for the purpose of inducing the commission to act or refrain from taking action or for the purpose of enabling or assisting a person to evade the provisions of this act is guilty of a violation of this act and is punishable in the manner provided for in section 909.

[Signature]

DANIEL SCHIFIKO
Print Licensee's Name

2200 HY25 RD Brighton, MI 48116
Licensee's Home Address

248-866-1366
Home Phone Number

Licensee's Signature

Print Licensee's Name

Licensee's Home Address

Home Phone Number

THE LAW FIRM PLLC

September 6, 2016

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall
525 W. Allegan
Lansing, MI 48933

RE: Item: Retail License and Permit Application – Bew Pub Supplement Application
Client: Blockade, Inc.

Dear Sir or Madam:

Please find enclosed the supplemental Retail and License Permit Application with the attached exhibits for Blockcade, Inc. Blockcade, Inc. recently purchased Liquor Licenses 01 ClassC 186974 and 11 SDM 186975 from New Memories LLC (BID 213677). While Blockcade, Inc. is seeking to execute the transfer of the existing license we were instructed by Investigator Carol Shepard that the Brew Pub license must be submitted under separate cover, which is included herein.

Blockcade, Inc. is owned by three shareholders who currently own another restaurant/bar/brew pub (Sharks, Inc. d/b/a Block Brewing Company; BID: 167192) and all three shareholders have already submitted Livescan Fingerprint Background Requests. We have also included copies of the previous exhibits for your review and consideration. A check for \$170.00 is also attached.

Thank you in advance for your time and assistance with this process. Please do not hesitate to contact me should you have any questions or concerns regarding anything contained herein, have any additional requests, or if I could be of any further service. I can be reached in my office at (810) 227-1700, on my cell phone at (810) 360-3735, by email at jemaus@thebrightonlawfirm.com, or by fax at (810) 227-5945.

Warmest Regards,



Jon T. Emaus
Managing Partner

Enclosures: Application and Exhibits
Check for \$170.00

8163 GRAND RIVER ROAD, SUITE 300 BRIGHTON, MICHIGAN 48114
TELEPHONE: (810) 227-1700 WEBSITE: WWW.EMAUSLAW.COM

TABLE OF CONTENTS

1. MLCC Form 100 - Retail License and Permit Application
2. MLCC Form 301 - Report of Stockholders
3. MLCC Form 107 - Closing Form for License Sale
4. Liquor License Purchase Agreement
5. Consent in Lieu of Shareholder Meeting authorizing Liquor License application authority (Paragraph 3)
6. Articles of Incorporation filed with the State of Michigan on April 21, 2016
7. Copy of the Lease for the premises



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Retail License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website by [clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Blockade, Inc.	
Address to be licensed: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114
City/township/village where license will be issued: Brighton Township	County: Livingston
Federal Employer Identification Number (FEIN): 81-2293544	

- | | |
|---|---|
| <ol style="list-style-type: none"> Are you requesting a new license? <input checked="" type="radio"/> Yes <input type="radio"/> No Are you applying ONLY for a new permit or permission? <input type="radio"/> Yes <input checked="" type="radio"/> No Are you buying an existing license? <input type="radio"/> Yes <input checked="" type="radio"/> No Are you modifying the size of the licensed premises?
 If Yes, specify: <input type="checkbox"/> Adding Space <input type="checkbox"/> Dropping Space <input type="checkbox"/> Redefining Licensed Premises
 <input type="radio"/> Yes <input checked="" type="radio"/> No Are you transferring the location of an existing license? <input type="radio"/> Yes <input checked="" type="radio"/> No Is this license being transferred as the result of a default or court action? <input type="radio"/> Yes <input checked="" type="radio"/> No Do you intend to use this license actively? <input checked="" type="radio"/> Yes <input type="radio"/> No | <p><i>Leave Blank - MLCC Use Only</i></p> |
|---|---|

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	\$70.00	License & Permit Fees:	\$100.00	TOTAL FEES:	\$170.00
------------------	---------	------------------------	----------	--------------------	-----------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: Blockade, Inc.

- Off Premises License Type:** **Base Fee:** *Fee Code MLCC Use Only*
- SDM License** \$100.00
- SDD License** \$150.00
- Resort SDD License** Upon Licensure/\$150.00

- Off Premises Permits:** **Base Fee:**
- Sunday Sales Permit (AM)*** \$160.00
- Sunday Sales Permit (PM)**** \$22.50
(Held with SDD License)
- Catering Permit** \$100.00
- Beer and Wine Tasting Permit** No charge
- Living Quarters Permit** No charge

- On/Off Premises Permission Type:** **Base Fee:**
- Off-Premises Storage** No charge
- Direct Connection(s)** No charge
- Motor Vehicle Fuel Pumps** No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 1 x \$70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 \$70.00

Total License Fee(s): \$100.00

Total Permit Fee(s):

TOTAL FEES DUE: \$170.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to State of Michigan

- On Premises License Type:** **Base Fee:** *Fee Code MLCC Use Only*
- New Transfer**
- B-Hotel License** \$600.00
- Number of guest rooms:
- A-Hotel License** \$250.00
- Number of guest rooms:
- Class C License** \$600.00
- Tavern License** \$250.00
- Resort License** Upon Licensure
- Redevelopment License** Upon Licensure
- Brewpub License** \$100.00 4038
- G-1 License** \$1,000.00
- G-2 License** \$500.00
- Aircraft License** \$600.00
- Watercraft License** \$100.00
- Train License** \$100.00
- Continuing Care Retirement Center License** \$600.00

B-Hotel or Class C Licenses Only:

- Additional Bar(s)**
- Number of Additional Bars: 1

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar that comes with the license.

- On Premises Permits:** **Base Fee:**
- Sunday Sales Permit (AM)*** \$160.00
- Sunday Sales Permit (PM)**** 15%**
- Catering Permit** \$100.00
- Banquet Facility Permit** Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- Outdoor Service** No charge
- Dance Permit** No charge
- Entertainment Permit** No charge
- Extended Hours Permit:** No charge
- Dance** **Entertainment** Days/Hours:
- Specific Purpose Permit:** No charge
- Activity requested: Food
- Days/Hours requested:
- Living Quarters Permit** No charge
- Topless Activity Permit** No charge

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Keith Koch II		
Home address: 8229 Winnesk Ct.		
City: Brighton	State: MI	Zip Code: 48114
Business Phone: (517) 540-0300	Cell Phone: (248) 866-4717	Email: keith@blockbrewingcompany.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": <input checked="" type="radio"/> Yes <input type="radio"/> No		
Sharks, Inc. BID: 167192		
Do you hold more than 10% interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
<small>If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.</small>		

Part 5b - Personal Information (Individuals)

Date of Birth:	Social Security Number	Driver's License Number
Are you a citizen of the United States of America?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Have you ever legally changed your name?		<input type="radio"/> Yes <input checked="" type="radio"/> No
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Ebony Rachelle Koch		
Spouse's date of birth: 12/21/1965	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
Disposition		
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
Disposition		

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Michigan Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Keith C. Koch II  6/20/2016

 Print Name Signature Date

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Micheal Magyari		
Home address: 9050 Lake Dominion Drive		
City: Brighton	State: MI	Zip Code: 48114
Business Phone: (517) 540-0300	Cell Phone: (586) 634-3922	Email: mmagyari@aol.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below":		<input checked="" type="radio"/> Yes <input type="radio"/> No
Sharks, Inc. BID: 167192		<input checked="" type="radio"/> Yes <input type="radio"/> No
Do you hold more than 10% interest in the applicant entity?		
<p>If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.</p>		

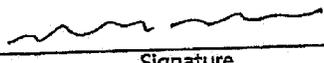
Part 5b - Personal Information (Individuals)

Date of Birth:	Social Security Number :	Driver's License Number:
Are you a citizen of the United States of America?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Have you ever legally changed your name?		<input type="radio"/> Yes <input checked="" type="radio"/> No
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Not married		
Spouse's date of birth: N/A	Is your spouse a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
Disposition		
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):		<input type="radio"/> Yes <input checked="" type="radio"/> No
Date	City/State	Charge
Disposition		

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Micheal Magyari



6-20-16

Print Name

Signature

Date

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Karen Stemplowski		
Home address: 521 Alexander Dr.		
City: Commerce Township	State: MI	Zip Code: 48390
Business Phone: (517) 540-0300	Cell Phone: (248) 346-2240	Email: kstemplewski@comcast.net
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below":		
Sharks, Inc. BID: 167192		
Do you hold more than 10% interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, pursuant to administrative rule R 436.1115 you must submit fingerprints and undergo an investigation by the MLCC. An applicant that has been fingerprinted previously for a license issued by the MLCC does not need to submit a new set of fingerprints. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.		

Part 5b - Personal Information (Individuals)

Date of Birth:	Social Security Number:	Driver's License Number:
Are you a citizen of the United States of America?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Have you ever legally changed your name?		<input checked="" type="radio"/> Yes <input type="radio"/> No
If you answered "yes", please list your prior name(s) (including maiden): Karen Lynn Collom		
Spouse's full name (if currently married): James Edward Stemplewski		
Spouse's date of birth: 07/21/1964	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Karen Stemplowski  10/21/2016
 Print Name Signature Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		<input type="radio"/> Phone	<input checked="" type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax
What is your preferred method for receiving a Commission Order?		<input checked="" type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax	
Contact name: Keith Koch II	Relationship: President				
Mailing address: 8279 Winnesk Ct. Brighton, MI 48114					
Phone: (248) 866-4717	Fax number: (810) 227-5945	Email: keith@blockbrewingcompany.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name: Jon T. Emaus		Member Number: P-70461			
Attorney address: 8163 Grand River Rd. Brighton, MI 48114					
Phone: (810) 227-1700	Fax number: (810) 227-5945	Email: jemaus@thebrightonlawfirm.com			
Would you prefer that we contact your attorney for all licensing matters related to this application?					<input checked="" type="radio"/> Yes <input type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?					<input checked="" type="radio"/> Yes <input type="radio"/> No

Part 8 - Signature of Applicant

I am advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Keith Koch II, President of Blockade, Inc.



6/20/2016

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Fax to: 517-373-4202



Report of Stockholders, Members, or Partners
(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 1 - Licensee Information

Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Blockcade, Inc.	
Address: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:
Micheal Magyari 9050 Lake Dominion Dr., Brighton, MI 48114	2,000	Apr 1, 2016
Keith Koch 8279 Winnesk Ct., Brighton, MI 48114	2,000	Apr 1, 2016
Karen Stemplewski 521 ALEXander Dr., Commerce Twp, MI 48390	2,000	Apr 1, 2016

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

Keith Koch, President, 8279 Winnesk Ct., Brighton, MI 48114
Micheal Magyari, Treasurer, 9050 Lake Dominion Dr., Brighton, MI 48114
Karen Stemplewski, Secretary, 521 ALEXander Dr., Commerce Twp, MI 48390

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Closing Form for License Sale

Part 1 - Applicant (Purchaser) Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Blockcade, Inc.	
Address to be licensed: 1840 S. Old U.S. 23	
City: Brighton	Zip Code: 48114
Business name to be used (DBA name): Blockcade	
Mailing address (if different from licensed address): 9050 Lake Dominion Drive	
City: Brighton	Zip Code: 48114

Part 2 - Current Licensee (Seller) Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Current licensee name(s): New Memories LLC
--

Part 3 - Purchase Prices For License(s) & Inventory

The above noted seller hereby sells to the above noted applicant the following license(s) and inventory for the following amounts listed:

1. Purchase price for license(s):	\$25082.51
List type of license(s):	Class C and SDM
2. Purchase price for alcoholic inventory (if applicable):	
3. Purchase price for non-alcoholic inventory (if applicable):	

Part 4 - Signatures of Applicant (Purchaser) and Current Licensee (Seller)

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

<u>Michael Malgorzi Treasurer</u>		<u>5-2-16</u>
Print Name and Title of Applicant (Purchaser)	Signature of Applicant (Purchaser)	Date
<u>Daniel Schiffko, Member</u>		<u>4-28-16</u>
Print Name and Title of Current Licensee (Seller)	Signature of Current Licensee (Seller)	Date

Please return this completed form to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Fax to: 517-763-0059

PURCHASE AND SALE OF LIQUOR LICENSE

This agreement (Agreement) is made on the 20th day of April, 2016 (Effective Date), between New Memories, LLC (Seller) a Michigan limited liability company, and Blockcade, Inc. (Purchaser), a Michigan corporation, (collectively, the "Parties").

Recitals

This Agreement is made with reference to the following facts and circumstances:

A. Seller is the holder of a Class C Liquor License, number 186974, (MLCC License) issued by the Michigan Liquor Control Commission (MLCC) and specified permits issued by the MLCC in connection with the MLCC License (collectively, the "MLCC Permits").

B. Seller has ceased operating its restaurant business (Business), which has used the MLCC License and MLCC Permits 1840 South Old U.S. 23 in Brighton Township, Livingston County, Michigan; and, on the closing of the Business, the MLCC License and MLCC Permits has been placed in escrow by the MLCC where the MLCC License and MLCC Permits will remain subject to transfer or other disposition approved by the MLCC.

C. Seller desires to transfer the ownership of the MLCC License and MLCC Permits and Purchaser, which is the process of commencing business as Blockcade, Inc., desires to acquire only the MLCC License and MLCC Permits, subject to the approval of the MLCC. As used in this Agreement, the MLCC License and MLCC Permits are referred to as the "Purchased Asset."

D. Daniel and Lisa Shifko, the members of Seller (collectively, "Owner"), will receive an economic benefit derived from Purchaser's purchase of the Purchased Assets from Seller. In exchange, Owner agrees to join with Seller in making specified representations, warranties, covenants, and indemnifications set forth in this Agreement.

The Parties agree as follows:

Agreement

1. **Agreement to Transfer MLCC License and MLCC Permits.** Subject to the terms set forth in this Agreement, at the Closing Purchaser shall acquire from Seller and Seller shall assign, transfer, and deliver (by appropriate instrument approved by the MLCC) to Purchaser all of Seller's interest in the MLCC License and MLCC Permits (collectively, the "License") to Purchaser, subject to approval by the MLCC.

a. **MLCC License and MLCC Permit.** The MLCC License specifically includes the following: Class C Liquor License number 186974 and any and all MLCC Permits (and is also referred to as the "Purchased Asset").

b. **Excluded assets; no inventory.** The Purchased Asset does not include any other asset of Seller or Seller's members (Excluded Assets). The Parties further acknowledge that Seller has no

inventory of any merchandise, including MLCC licensed items, and no inventory is being sold or purchased.

c. **Excluded liabilities.** Purchaser does not assume, nor shall Purchaser be obligated for, any liabilities or responsibilities whatsoever of Seller or of the Business as previously conducted by Seller through the Closing Date including but not limited to successor tax liability.

MM
JD
2. **Purchase price.** The purchase price for the single Purchased Asset is \$25,082.51 AND SHALL BE GOOD ONLY UNTIL APRIL 30, 2016.

3. **Taxes; unemployment liabilities; tax returns and audits.** Seller shall remain responsible for payment of all taxes of every kind and description relating to the Purchased Asset that arise from Seller's ownership or operation of the Business now closed, including fees relating to the MLCC License during the period the MLCC License has been held in escrow (including MLCC License fees). Seller shall remain responsible to pay all personal property taxes and other taxes of any nature assessed against Seller and/or the Business, and these taxes will be fully paid by Seller when due through the Closing Date. All federal, state, county, and local taxes, including, without limitation, Michigan business, Michigan and federal income, transfer, sales and use, employee withholding, and ad valorem taxes, due and payable by Seller on or before the Closing Date have been or will be paid or provided for by Seller, including any unemployment tax liability and any deficit balance in Seller's Michigan Unemployment Insurance Agency (MUIA) account.

4. **Transfer fees; escrow and MLCC License fees.**

a. Purchaser shall pay all MLCC transfer fees that arise under or on account of the purchase and sale of the MLCC License.

b. Seller shall pay all escrow fees and other MLCC License fees imposed by the MLCC regarding the MLCC License during the period the MLCC License is held in escrow before Closing. If the MLCC License is held in escrow subsequent to Closing, Purchaser shall pay future escrow fees and other MLCC License fees imposed by the MLCC.

5. **Indemnification.** The Agreement relates to the purchase and sale of a single asset (the Purchased Asset) and excludes (a) all other assets of Seller and (b) the assumption by Purchaser of any liability of Seller, including any and all tax liabilities of Seller. Nevertheless, the following indemnification provisions shall apply:

5.1 **Indemnification by Seller.** Seller and Seller's members shall defend, indemnify, and hold harmless Purchaser and its agents, employees, heirs, representatives, successors, and assigns from and against any and all costs, losses, claims, liabilities, fines, expenses, penalties, and damages (including reasonable legal fees) in connection with or resulting from

a. all of Seller's debts, liabilities, and obligations, whether accrued, absolute, contingent, known, unknown, or otherwise, inclusive of any deemed successor liabilities;

b. any inaccuracy in any of Seller's representations or Seller's breach of any warranty in this Agreement; and

c. Seller's failure to perform or observe in full, or to have performed or observed in full, any covenant, agreement, or condition Seller is to perform or observe under this Agreement.

5.2 **Indemnification by Purchaser.** Purchaser shall defend, indemnify, and hold harmless Seller and its agents, employees, heirs, representatives, successors, and assigns from and against any and all costs, losses, claims, liabilities, fines, expenses, penalties, and damages (including reasonable legal fees) in connection with or resulting from

a. all of Purchaser's debts, liabilities, and obligations, whether accrued, absolute, contingent, known, unknown, or otherwise;

b. any inaccuracy in any of Purchaser's representations or Purchaser's breach of any warranty in this Agreement; and

c. Purchaser's failure to perform or observe in full, or to have performed or observed in full, any covenant, agreement, or condition Purchaser is to perform or observe under this Agreement.

5.3 **Disclosure.** Seller represents that there is a tax lien against the contemplated MLCC License in the amount of \$25,082.51 and that Seller will satisfy the tax debt immediately following the closing so that the MLCC License may be transferred free and clear to Purchaser.

6. **Seller's representations, covenants, and warranties.** Seller represents, covenants, and warrants the following to be true:

6.1 **Seller's status; name.** Seller is a limited liability company, organized, validly existing, and in good standing under the laws of the State of Michigan. Seller is properly authorized, according to its articles, operating agreement, and adopted resolution, to enter into and carry out the transactions contemplated by this Agreement. Seller has not in the last five years used or assumed any other name in connection with the MLCC License.

6.2 **Authority.** After their execution, this Agreement and all instruments necessary to carry out the transactions contemplated by this Agreement (Related Documents) will be legal, valid, and binding obligations of each signatory party acting on behalf of Seller to all such instruments.

6.3 **No violation or breach.** The performance of this Agreement will not be in violation of any laws, statutes, local ordinances, state or federal regulations, or court or administrative orders or rulings, nor is the performance of this Agreement in violation of any loan document's conditions or restrictions in effect for secured or unsecured financing.

6.4 **Broker's or finder's fees.** No agent, broker, investment banker, person, or firm acting on behalf of Seller is or will be entitled to any broker's or finder's fees or any other commission or similar fee from either of the Parties, directly or indirectly, in connection with the sale of the assets contemplated in this Agreement.

6.5 **Reliance.** Seller makes these representations and warranties with the knowledge and expectation that Purchaser is placing complete reliance on them.

7. **Purchaser's representations and warranties.** Purchaser represents, covenants, and warrants the following to be true:

7.1 **Purchaser's status.** Purchaser is a corporation, organized, validly existing, and in good standing under the laws of the State of Michigan. Purchaser is properly authorized, according to its articles, bylaws, and adopted resolution, to enter into and carry out the transactions contemplated by this Agreement.

7.2 **Authority.** After their execution, this Agreement and all instruments necessary to carry out the transactions contemplated by this Agreement (Related Documents) will be legal, valid, and binding obligations of each signatory party to all such instruments acting on behalf of Purchaser.

7.3 **Broker's or finder's fees.** No agent, broker, investment banker, person, or firm acting on behalf of Purchaser is or will be entitled to any broker's or finder's fees or any other commission or similar fee from either of the Parties, directly or indirectly, in connection with the sale of the assets contemplated in this Agreement.

7.4 **Reliance.** Purchaser makes these representations and warranties with the knowledge and expectation that Seller is placing complete reliance on them.

8. **Condition regarding MLCC License.** This Agreement is conditioned on Purchaser obtaining MLCC approval of the transfer of the MLCC License from Seller to Purchaser. The Parties shall request the MLCC to approve the assignment of MLCC License. Purchaser and Seller shall cooperate and use timely, best efforts to effectuate the transfer as expeditiously as possible.

9. **Miscellaneous.**

9.1 **Amendment.** This Agreement shall not be amended, altered, or terminated except by a writing executed by each party.

9.2 **Choice of law.** This Agreement shall be governed by the laws of the State of Michigan.

9.3 **Headings.** The paragraph headings used in this Agreement are included solely for convenience.

9.4 **Entire agreement.** This Agreement sets forth the entire understanding of the Parties. This Agreement supersedes and replaces any oral or written agreement(s) relating to this subject matter that the Parties entered into before the date of this Agreement.

9.5 **Waiver.** The waiver by any party of any breach or breaches of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach of any provision of this Agreement.

9.6 **Binding effect.** This Agreement, including its terms and provisions, shall survive the Closing and shall be binding on, inure to the benefit of, and be enforceable by the heirs, legal representatives, successors, and assigns of the Parties. Purchaser and Seller have executed this Agreement on the dates set forth below, to be effective as of the Effective Date.

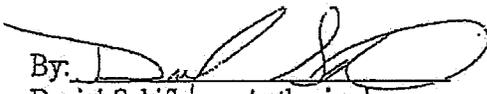
Purchaser and Seller have executed this Agreement on the dates set forth below, to be effective as of the Effective Date.

SELLER:

PURCHASER:

NEW MEMORIES, LLC,

BLOCKCADE, INC.

By: 
Daniel Schifko, as Authorized
Signatory for New Memories, LLC.

By: 
Mike Magyari, as Authorized Signatory
for Blockcade, Inc.

Date: 4-20-16

Date: 4-20-16

Prepared By:

Jon T. Emaus
The Law Firm PLLC
8163 Grand River Rd.
Brighton, MI 48114

Consent in Lieu of Organization Meeting of Shareholders of
Blockcade, Inc.

Section 407(2) of the Michigan Business Corporation Act (MBCA) provides in part that any action required or permitted by the MBCA to be taken at an annual or special meeting of shareholders may be taken without a meeting, without prior notice, and without a vote if, before or after the action, all of the shareholders entitled to vote consent in writing.

All of the shareholders of Blockcade, Inc., a Michigan corporation (the "Corporation"), consent to the following actions as of the date appearing below:

1. The articles of incorporation of the Corporation, which were filed on April 21, 2016, by the incorporators of the Corporation, are ratified and confirmed.
2. The bylaws as adopted by the board of directors are ratified and confirmed as the bylaws of the Corporation.
3. The shareholders of the Corporation approve, affirm and confirm that any of the Officers or Corporate Counsel may sign or execute any documents or instruments necessary for the transfer or procurement of the liquor license for the premises.
4. The shareholders of the Corporation approve, affirm and confirm that any of the Officers or Corporate Counsel may sign or execute any documents or instruments necessary for the execution of the business operations.
5. The shareholders of the Corporation ratify, approve, affirm, and confirm any and all other acts and things of every kind and character whatsoever taken, done, or performed by the incorporators, officers, and/or directors of the Corporation in connection with the organization of the Corporation.

This consent is executed as of April 1, 2016.



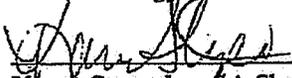
Keith Koch, Shareholder

6/20/2016
Date



Micheal Magyari, Shareholder

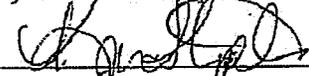
6-20-16
Date



Karen Stemplewski, Shareholder

6-21-2016
Date

I, Karen Stemplewski, Secretary of Blockcade, Inc., certify that this is a true and certified copy of the Consent In Lieu of Organization Meeting of the Shareholders of Blockcade, Inc. and that such Consent was executed in accordance with the laws of the State of Michigan and the bylaws of the corporation.



Karen Stemplewski, Secretary

6-21-2016
Date

The Law Firm PLLC
8163 Grand River Rd., Ste. 300 Brighton, MI 48114

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This Is to Certify that the **ARTICLES OF INCORPORATION - PROFIT**

for

BLOCKCADE, INC.

ID NUMBER: 06963H

received by facsimile transmission on April 20, 2016 is hereby endorsed.

Filed on April 21, 2016 by the Administrator.

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



Sent by Facsimile Transmission

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 21st day of April, 2016.

Julia Dale

Julia Dale, Director
Corporations, Securities & Commercial Licensing Bureau

CSOL/CB-500 (Rev. 08/15)

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU	
Date Received	(FOR BUREAU USE ONLY)
	This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.
Name The Law Firm PLLC	EFFECTIVE DATE:
Address 8163 Grand River Rd	
City Brighton	
State MI	
ZIP Code 48114	

Document will be returned to the name and address you enter above. If left blank, document will be returned to the registered office.

ARTICLES OF INCORPORATION
For use by Domestic Profit Corporations
(Please read information and instructions on reverse side)

Pursuant to the provisions of Act 284, Public Acts of 1972, the undersigned executes the following Articles:

ARTICLE I

The name of the corporation is:
Blockcade, Inc.

ARTICLE II

The purpose or purposes for which the corporation is formed is to engage in any activity within the purposes for which corporations may be formed under the Business Corporation Act of Michigan.

ARTICLE III

The total authorized shares:

1. Common Shares 60,000

Preferred Shares _____

2. A statement of all or any of the relative rights, preferences and limitations of the shares of each class is as follows:

ARTICLE IV

1. The name of the resident agent at the registered office is: Michael Magyar

2. The street address of the location of the registered office is:
9050 Lake Dominion Drive Brighton, Michigan 48114
(Street Address) (City) (Zip Code)

3. The mailing address of the registered office if different than above:
_____, Michigan _____
(P.O. Box or Street Address) (City) (Zip Code)

ARTICLE V

The name(s) and address(es) of the incorporator(s) is (are) as follows:

Name	Residence or Business Address
Michael Magyari	9050 Lake Dominion Drive, Brighton, MI 48114

ARTICLE VI (Optional, Delete if not applicable)

When a compromise or arrangement or plan of reorganization of this corporation is proposed between this corporation and its creditors or any class of them or between this corporation and its shareholders or any class of them, a court of equity jurisdiction within the state, on application of this corporation or of a creditor or shareholder thereof, or an application of a receiver appointed for the corporation, may order a meeting of the creditors or class of creditors or of the shareholders or class of shareholders to be affected by the proposed compromise or arrangement or reorganization, to be summoned in such manner as the court directs. If a majority in number representing 3/4 in value of the creditors or class of creditors, or of the shareholders or class of shareholders to be affected by the proposed compromise or arrangement or a reorganization, agree to a compromise or arrangement or a reorganization of this corporation as a consequence of the compromise or arrangement, the compromise or arrangement of the reorganization, if sanctioned by the court to which the application has been made, shall be binding on all the creditors or class of creditors, or on all the shareholders or class of shareholders and also on this corporation.

ARTICLE VII (Optional, Delete if not applicable)

Any action required or permitted by the Act to be taken at an annual or special meeting of shareholders may be taken without a meeting, without prior notice, and without a vote, if consents in writing, setting forth the action so taken, are signed by the holders of outstanding shares having not less than the minimum number of votes that would be necessary to authorize or take the action at a meeting at which all shares entitled to vote on the action were present and voted. A written consent shall bear the date of signature of the shareholder who signs the consent. Written consents are not effective to take corporate action unless within 60 days after the record date for determining shareholders entitled to express consent to or to dissent from a proposal without a meeting, written consents dated not more than 10 days before the record date and signed by a sufficient number of shareholders to take the action are delivered to the corporation. Delivery shall be to the corporation's registered office, its principal place of business, or an officer or agent of the corporation having custody of the minutes of the proceedings of its shareholders. Delivery made to a corporation's registered office shall be by hand or by certified or registered mail, return receipt requested.

Prompt notice of taking of the corporate action without a meeting by less than unanimous written consent shall be given to shareholders who would have been entitled to notice of the shareholder meeting if the action had been taken at a meeting and who have not consented to the action in writing. An electronic transmission consenting to an action must comply with Section 407(3).

Use space below for additional Articles or for continuation of previous Articles. Please identify any Article being continued or added. Attach additional pages if needed.

I, (We), the incorporator(s) sign my (our) name(s) this 20th day of April, 2016



Michael Magyar

04/20/2016 5:00PM (GMT-04:00)

COMMERCIAL PROPERTY LEASE

This lease (the Lease) is entered into on 5/7/2016, between MMK2, LLC, a Michigan limited liability company, with offices at 9050 Lake Dominion Drive, Brighton, MI 48114 (Lessor), and Blockcade, Inc., a Michigan corporation, of 1840 S Old US Hwy 23, Brighton, MI 48114 (Lessee), on the following terms and conditions.

1. **Premises.** Lessor leases to Lessee the building and premises at 1840 S Old US Hwy 23, Brighton, MI 48114, Michigan (the Building).

2. **Term.** The term of this Lease shall be five (5) years commencing on the date of execution (the Commencement Date).

3. **Rent.**

a. **Base rent.** Lessee shall pay Lessor as base rent for the Premises \$120,000.00 per year, payable in equal monthly installments of \$10,000.00, commencing on the Commencement Date. Monthly installments of rent shall be due and payable in advance on the first day of each calendar month. Rent for any partial month of occupancy shall be prorated. Rent payments shall be made to Lessor at its address shown above or any other place designated in writing by Lessor.

b. **Additional rent.** Lessee shall reimburse Lessor for 100% of any increase in taxes or insurance premiums for the Building. The increase shall be measured against the tax and insurance charges for the base year of 2016. On receiving any tax or insurance bill that represents an increase, Lessor shall give Lessee a notice of the increase with evidence of the increase billing and the calculation of the proportion to be paid by Lessee. Lessee shall pay Lessor the amount within 30 days of receipt of notice from Lessor. Lessee agrees to be responsible for the payment of all of the utility services for the Premises, including water and sewer, gas, electricity, and other services delivered to the Premises. All other services contracted for by Lessee shall be paid for by Lessee immediately on presentation of the invoice so that no past due accounts arise.

4. **Security deposit.** Lessee shall pay a security deposit of \$0.00. The security deposit shall secure the performance of Lessee's obligations under this Lease. Lessor may, but shall not be obligated to, apply all or a portion of the deposit to the payment of Lessee's obligations under this Lease. Any balance remaining on termination shall be returned to Lessee. Lessee shall not have the right to apply the security deposit in payment of the last month's rent. Lessor may commingle the security deposit with any other funds of Lessor and shall not pay any interest on the deposit held.

5. **Signs.** Lessor reserves the exclusive right to the exterior of the Building, and Lessee shall not construct, place, or paint any sign or awning or other improvement or apparatus on the exterior of the Building without the prior written consent of Lessor, which will not be unreasonably

withheld. Any signs placed in the windows of the Premises shall be in keeping with the character and decor of the Building as a whole.

6. **Acceptance of occupancy.** Lessee shall commence occupancy of the Premises on the Commencement Date and begin payment of rent as called for by this Lease. Lessee has inspected the Premises and common areas, finds them in good order and repair, acceptable for Lessee's intended use of the Premises, and accepts the Premises and common areas as is.

7. **Option to renew.** Lessee shall have an option to renew this Lease on the expiration of the initial term of the Lease for three (3) additional terms of Five (5) years each by giving written notice of renewal to Lessor 90 days before this Lease expires. The renewal shall be on the same terms and conditions as stated in this Lease except that the base rent during a renewal term shall be determined by mutual agreement of the parties. If the parties cannot agree on the base rent by a date 30 days before the existing term of the Lease expires, this option shall terminate and the Lease shall expire at the end of the existing term.

8. **Vacation of Premises.** Lessee shall not vacate or abandon the Premises at any time during the term of this Lease, and if Lessee abandons or vacates the Premises or is dispossessed by process of law or otherwise, any personal property belonging to Lessee left on the Premises shall be deemed abandoned, at the option of Lessor. Lessor may also take possession of any personal property left by Lessee on the Premises and charge Lessee a monthly fee for the storage of that personal property. Any fee charged by Lessor for this purpose shall be deemed to be additional rent under this Lease and payable immediately.

9. **Use.** The Premises are to be used and occupied by Lessee for the operation of a restaurant and for no other purpose without the prior written consent of Lessor. No activity shall be conducted on the Premises that does not comply with local laws, ordinances, and regulations.

10. **Expenses.** Lessor shall pay all costs and expenses incurred in operating and managing the Building except the maintenance and repair of the interior space leased to Lessee and the utilities to be paid by Lessee.

11. **Landlord's lien.** Lessee grants a lien to Lessor on all Lessee's property on the Premises to secure the performance of Lessee's obligations under this Lease. Lessee also agrees to sign any financing statements Lessor requests to perfect this lien.

12. **Repairs and maintenance.** Lessor shall be responsible for the exterior of the Building in which the Premises are situated, including walls, roof, subsurface walls, and floor and including painting, structural maintenance, repair, and replacement, and for the replacement of the furnace and hot water heater. However, any such maintenance, repairs, or replacement for the Building or Premises that are caused by the negligence or intentional acts of Lessee shall be the responsibility of Lessee to maintain, repair, or replace. With the exception of Lessor's obligations for maintenance, repairs, and replacement, Lessee shall be obligated to repair and maintain the Premises at Lessee's expense. The Premises shall be kept in good and safe condition, including the windows, the electrical fixtures, the plumbing fixtures, and any other

The Law Firm PLLC
8163 Grand River Rd. Brighton, MI 48114

system or equipment within the Premises. Lessee shall also maintain in good condition the sidewalk and driveway adjacent to the Premises, shall regularly sweep those areas and pick up any trash or debris in the area, and during the winter months shall keep the parking lot and sidewalk adjacent to the Premises clear of snow and ice.

13. **Surrender of Premises.** Lessee shall surrender the Premises to Lessor at the expiration of this Lease broom clean and in the same condition as at the Commencement Date, excepting normal wear and tear.

14. **Entry and inspection.** Lessee shall permit Lessor or Lessor's agents to enter on the Premises at reasonable times and on reasonable notice for the purpose of inspection and repair of the Premises, shall permit Lessor at any time within 90 days before the expiration of the Lease to place on the Premises standard "for lease" signs, and permit persons desiring to lease the Premises to inspect the Premises during that period.

15. **Taxes and assessments.** Lessor shall pay all real and personal property taxes and assessments levied and made against the Premises. All taxes levied on the personal property owned or leased by Lessee shall be the sole responsibility of Lessee.

16. **Alterations.** Lessee may remodel and make improvements to the premises. However, any remodeling or improvements that will significantly alter the Premises or require an investment by Lessee in excess of \$5,000 shall require the prior written approval of Lessor. The work shall be done without injury to any structural portion of the Building and without disturbing other tenants in their use of the Building. Any improvements constructed pursuant to this paragraph shall become the property of Lessor on the termination of this Lease.

17. **Assignment and subletting.** Lessee may not assign, sublet, or otherwise transfer or convey its interest, or any portion of its interest, in the Premises to any entity not affiliated with Lessee without the prior written consent of Lessor. Lessor shall have total discretion regarding its approval of proposed assignments or subleases.

18. **Trade fixtures.** All trade fixtures and moveable equipment installed by Lessee in connection with the business conducted by it on the Premises shall remain the property of Lessee and shall be removed by it at the expiration of this Lease. Lessee shall repair any damage caused by such removal and restore the Premises to their original condition.

19. **Insurance.** Lessor shall, at its expense, insure the Building against loss or damage under a policy or policies of fire and extended coverage insurance, including additional perils. Lessee shall obtain and maintain in full force general liability and property damage insurance, with both Lessee and Lessor as named insured parties, covering any and all claims for injuries to persons occurring in, on, or about the Premises, in an amount and issued by a company approved by Lessor. The insurance shall also contain a waiver of subrogation clause exempting Lessor from any liability for any insured loss. Lessee shall deliver to Lessor customary insurance certifications evidencing that the insurance is in effect at all times during the term of the Lease. The policy must further provide for notice by the insurance company to Lessor of any termination or cancellation of the policy at least 30 days in advance of that event.

20. **Lessee's liability.** All Lessee's personal property, including trade fixtures, on the Premises shall be kept at Lessee's sole risk. Lessor shall not be responsible or liable to Lessee for any loss of business or other loss or damage that may be occasioned by or through the acts or omissions of persons occupying adjoining premises or any part of the premises adjacent to or connected with the leased Premises or any part of the Building of which the leased Premises are a part or for any loss or damage resulting to Lessee or its business or property from water, gas, sewer, or steam pipes that burst, overflow, stop, or leak; from heating, cooling, or plumbing fixtures; or from electric wires or gas odors within the leased Premises from any cause, except as may result from and be directly caused by the gross negligence or recklessness of Lessor. The provisions of this section shall not be interpreted to prevent Lessee from recovering any losses under the coverage provided by Lessor's fire and extended coverage insurance policy, if any losses of Lessee are covered by that policy.

21. **Destruction of Premises.** If the Premises are partially damaged or destroyed through no fault of Lessee, Lessor shall, at its own expense, promptly repair and restore the Premises. Rent shall abate in whole or in part during the period of restoration according to the amount of destruction if the destruction was not caused by Lessee. If the Premises are totally destroyed through no fault of Lessee or if the Premises cannot be repaired and restored within 90 days after the event of destruction, either party shall have the right to terminate this Lease, effective as of the date of the event, by giving the other party written notice of termination within 10 calendar days after the occurrence of the event. If the notice is given within that time period, this Lease shall terminate, and rent shall be adjusted between the parties to the date of the occurrence of the event. If the notice is not given within the required period, this Lease shall continue and Lessor shall repair the Premises.

22. **Mutual releases.** Lessor and Lessee, and all parties claiming under them, mutually release and discharge each other from all claims and liabilities arising from or caused by any hazards covered by insurance on the leased Premises or covered by insurance in connection with property on or activities conducted on the Premises regardless of the cause of the damage or loss. Lessor and Lessee shall each cause appropriate clauses to be included in their respective insurance policies covering the Premises waiving subrogation against the other party consistent with the mutual release in this paragraph.

23. **Condemnation.** If the Premises or any part of them are taken for any public or quasi-public purpose pursuant to any power of eminent domain, or by private sale in lieu of eminent domain, this Lease shall terminate at the option of either Lessor or Lessee, effective as of the date the public authority takes possession. All damages for the condemnation of the Premises or Building that is awarded for the taking shall be payable to and be the sole property of Lessor.

24. **Indemnity.** Lessee agrees to indemnify and defend Lessor against and hold Lessor harmless from any liability, loss, damage, cost, or expense (including attorney fees) based on any claim, demand, suit, or action by any person or entity with respect to any personal injury (including death) or property damages, from any cause regarding Lessee's use of the Premises, except for liability resulting from the intentional acts or gross negligence of Lessor or its

employees, agents, invitees, or business visitors and except for liability resulting from the acts or negligence of persons occupying adjoining property.

25. Default and reentry. If Lessee neglects or fails to perform its obligation to pay rent when due; if Lessee neglects or fails to perform any other covenants in this Lease to be observed and performed on its part for 10 days after written notice by Lessor of the default; if Lessee makes any assignment for the benefit of creditors or a receiver is appointed for Lessee or its property; or if any proceedings are instituted by or against Lessee in bankruptcy (including reorganization) or under any insolvency laws, Lessor may reenter the Premises and seek to relet the Premises on any terms that Lessor, in its sole discretion, deems advisable. In the alternative, Lessor may terminate the Lease and seek to relet the Premises on any terms that Lessor, in its sole discretion, deems advisable. Notwithstanding any termination of the Lease by Lessor or reentry by Lessor without a termination, Lessee shall continue to be liable to Lessor for rent owed under this Lease, any rent deficiency that results from a reletting of the Premises during the term of this Lease, and the cost of reletting the Premises.

Notwithstanding any reletting without termination, Lessor may at any time elect to terminate this Lease for any default by Lessee by giving written notice of the termination to Lessee.

In addition to Lessor's other rights and remedies as set forth in this Lease and without waiving any of those rights, if Lessor deems any repairs necessary that Lessee is required to make or if Lessee is in default in the performance of any of its obligations under this Lease, Lessor may, on failure of Lessee to meet the obligation, make or cause repairs to be made and defaults to be cured and shall not be responsible to Lessee for any loss or damage that occurs by reason of that action, and Lessee agrees that it will immediately on demand pay Lessor's reasonable costs for curing as additional rent under this Lease.

26. Subordination. This Lease and Lessee's rights shall at all times be subordinate to the lien of any mortgage now or later placed on the land and Building of which the Premises are a part, and Lessee agrees to provide any mortgagee with a customary tenant's estoppel letter at the request of any mortgagee with respect to the status of this Lease or any collateral assignment of this Lease or the rents under it that Lessor may make to any mortgagee as additional security for the indebtedness secured by the mortgage. If Lessee is requested to sign any subordination agreement on behalf of Lessor's mortgagee, Lessee agrees to sign a reasonable and customary subordination agreement that includes language providing that Lessee's interest and rights under this Lease will not be disturbed as long as Lessee is not in default under the Lease. Lessee agrees not to look to any mortgagee, as mortgagee in possession or successor in title to the Premises, for accountability for any security deposit required by Lessor or any successor lessor unless the sum has actually been received by the mortgagee as security for Lessee's performance of this Lease. Nothing in this paragraph shall be deemed to indicate that Lessee is under any obligation regarding a security deposit or that Lessor holds any security deposit, and this section shall apply only if a security deposit is actually given to Lessor. If a mortgagee required that proceeds of casualty insurance or condemnation be applied to reduce the mortgage debt rather than to restore damaged or taken property, this Lease shall terminate, and neither party shall have any further obligation to the other.

27. **Notices.** Any notice required under this Lease shall be in writing and sent by registered or certified mail, return receipt requested, to the addresses of the parties set forth in this Lease or to another address that a party substitutes by written notice; and notice shall be effective as of the date of first attempted delivery.

28. **Lessee's possession and enjoyment.** Lessee, on the payment of the rent at the time and in the manner stated above and on performance of all the foregoing covenants, shall and may peacefully and quietly have, hold, and enjoy the Premises for the term of this Lease.

29. **Holding over.** If Lessee does not vacate the Premises at the end of the term specified in this Lease, such holding over shall constitute a month-to-month tenancy at 150 percent of the then existing rental rate.

30. **Entire agreement.** This Agreement contains the entire agreement of the parties regarding its subject matter, and this Agreement may not be amended or modified except by a written instrument executed by the parties to this Lease.

31. **Waiver.** The failure of Lessor to enforce any covenant or condition of this Lease shall not be deemed a waiver of its right to enforce each and every covenant and condition of this Lease. No provision of this Lease shall be deemed to have been waived unless the waiver is in writing.

32. **Lessor's fees and expenses.** Any fees, costs, or expenses incurred by a prevailing party enforcing the other party's obligations under this Lease, including reasonable attorney fees, shall be due and payable immediately under the Lease.

33. **Binding effect.** This Agreement shall be binding on and inure to the benefit of the parties to this Lease and their respective successors and permitted assigns.

34. **Time of the essence.** Time shall be deemed to be of the essence in the performance of this Lease.

35. **Effective date.** This Lease shall be effective as of the date of execution.

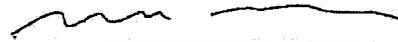
LESSEE

LESSOR

BLOCKCADE, INC.

MMK2, LLC

By: /s/ 
Keith Koch
Its: President

By: /s/ 
Micheal Magyari
Its: Member

8163 Grand River Rd. Brighton, MI 48114

The Law () PLLC

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: FY 16-17 Budget Amendment # 7 – Landscape Design and Construction

EXPLANATION OF TOPIC:

As discussed at the September 19, 2016 Board meeting, at which the Board authorized proceeding with the landscape construction project, a budget amendment was to be brought back to the Board for adoption. The project is nearly completed and the amendment in the amount of \$21,000, as discussed, is now in order for adoption

SUPPORTING DOCUMENTS:

- Proposed Resolution

SUGGESTED MOTION: Motion by _____, supported by _____ that the Township Board adopt resolution #16-___ regarding budget amendment #7 for FY 2016-17.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 16-
BUDGET AMENDMENT #7
Fiscal Year 2016-2017

Motion by _____ and seconded by _____ to adopt Resolution No. 16-TBD, approving Budget Amendment # 7, Fiscal Year 2016-17, to utilize \$21,000 dollars from General Fund - Fund Balance toward costs associated with the landscape design and construction.

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
General Fund - Fund Balance	101.265.974.000	\$21,000

NOW, THEREFORE, BE IT RESOLVED THAT

The Board of Trustees of the Charter Township of Brighton does hereby adopt Resolution No.16- TBD, FY 2016-2017 Budget Amendment #7.

AYES:
NAYS:
ABSENT:

RESOLUTION WAS DECLARED ADOPTED.

Patrick Michel, Supervisor

Ann M. Bollin, CMC, CMMC, Clerk

Certification

I, Ann M. Bollin, Clerk of the Charter Township of Brighton, County of Livingston, Michigan, do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Charter Township of Brighton Board of Trustees on the 21st day of November, 2016.

In witness hereof, I have hereunto affixed my official seal this ____ day of ____ 2016.

Ann M. Bollin, CMC, CMMC, Clerk

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Grinder Stations

EXPLANATION OF TOPIC:

Infrastructure Alternatives has notified us that they are experiencing a late season new home construction push and will need the Township to purchase 10 complete grinder stations plus ancillary parts to meet the demand.

Dubois Cooper, as the sole supplier of E/One standard grinder pump stations, competitive bids are not available.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Dubois-Cooper Grinder Pump Station quotes November 3,,2016
- IAI communication dated November 4, 2016

RECOMMENDATION: Accept the unit pricing as submitted by Dubois-Cooper for the purchase of grinder pump stations and ancillary parts.

SUGGESTED MOTION:

Motion by _____, supported by _____ accept the unit pricing submitted by Dubois-Cooper for the purchase of grinder stations and ancillary parts and authorize the Manager to make said purchase.

ROLL CALL VOTE REQUIRED? Yes



905 Penniman | P.O. Box 6161 | Plymouth, MI 48170
 T: 734-455-6700 | F: 734-455-6711
 E: sales@duboiscooper.com
 www.duboiscooper.com

QUOTATION

Quoted To:
Brighton Township SWATH 4363 BUNO RD Brighton, MI 48114

Quote Number: 1103161
 Quote Date: Nov 3, 2016
 Page: 1

Customer ID	Good Thru	Payment Terms	Sales Rep
BRIGHTON TWP	12/3/16	Net 30 Days	E-One

Quantity	Item	Description	Unit Price	Amount
10.00	DH071-93	E/ONE SIMPLEX GRINDER PUMP STATION, INCLUDES:	3,775.00	37,750.00
10.00	D001B14B10BG	DH071-93 TANK, 50' cable adder	34.00	340.00
10.00	D200A01A01AA	240V Extreme Core, Wired, Pressure Switch Level Sensing, 7' Core Cable, Candy Cane Discharge		
10.00	SA1A010B0AA	SENTRY SIMPLEX PANEL		
10.00	9086	TANK WRENCH ASM, 45" LG		
			Subtotal	38,090.00
			Sales Tax	
			TOTAL	38,090.00



905 Penniman | P.O. Box 6161 | Plymouth, MI 48170
T: 734-455-6700 | F: 734-455-6711
E: sales@duboiscooper.com
www.duboiscooper.com

QUOTATION

Quoted To:
Brighton Township SWATH 4363 BUNO RD Brighton, MI 48114

Quote Number: 1103162
Quote Date: Nov 3, 2016
Page: 1

Customer ID	Good Thru	Payment Terms	Sales Rep
BRIGHTON TWP	12/3/16	Net 30 Days	E-One

Quantity	Item	Description	Unit Price	Amount
2.00	ND0036G08	75' SUPPLY CABLE KIT	231.00	462.00
15.00	8203	STATOR/LINER ASSY, EXTREME	68.56	1,028.40
			Subtotal	1,490.40
			Sales Tax	
			TOTAL	1,490.40

Manager

From: Zach Lewis <zlewis@infralt.com>
Sent: Friday, November 04, 2016 11:39 AM
To: Manager
Cc: Tom High

Good morning Brian,

attached are two quotes one for ten new stations that we are going to need here in near future as we are continuing to add new houses to the collection system.

the other is for two 75' cords for stations (spares)
and some replacement stators as we are finding with some of the repairs we have more of a need for these parts than others and are running low I understand that the stations would have to go to the Board but wanted to request approval on the stators and cords.
please advise thanks

Zach Lewis | Operations Specialist

INFRASTRUCTURE

ALTERNATIVES

P.O. Box 2321 | Brighton, MI 48116 USA

Office 810.229.9950 | Fax 810.229.9955 | Cell 517.295.9322

zlewis@infralt.com | www.infralt.com

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Treasurer

AGENDA TOPIC: Appointment of Deputy Treasurer, Authorization of Wages & Benefits

- **EXPLANATION OF TOPIC:** I have appointed Deb Hawk as my Deputy Treasurer effective immediately upon my assuming the elected Treasurer position with no gap in her employment at Brighton Township. The Board is responsible for setting the wages for the Deputy Treasurer per MCL 41.77. Deb has been with the Township since 2008 serving in all positions of the Treasurer's office. She is bringing to the position a wealth of knowledge, experience and service that has been exemplary and an asset to the Township. She has proven to have high integrity, is hard-working and functions as a team-player. She has certifications from MICPT (Michigan Certification Public Treasurer) and CPFIM (Certified Public Funds Investment Manager). In order to retain Deb Hawk, I am requesting that her wages be set at \$25.31 per hour which is considering her years of experience, duties and taking into account the 2014 wage analysis previously adopted by the Township with an associated increase based on her dedicated service referenced (C-2). This wage for a Deputy Treasurer will be consistent with other neighboring municipalities of our same size. (See Deputy Treasurer Wage Comparison survey Sept 2016). Additionally, Deb brings many years of experience to the position prior to her service at Brighton Township. Securing Deb Hawk as Deputy Treasurer will allow for a seamless transition in the Treasurer's office which will best serve Brighton Township.

I am confirming that her MERS defined benefit pension plan remain the same as in keeping with her years of service at the Township. It is my understanding that this would be cost neutral for the pension. I believe this would be fair and equitable.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Deputy Treasurer Wage Comparison Survey – September 2016
- Classification and Compensation Study-Appendix C-1, Section II, Table 1
- Classification and Compensation Study – Appendix C-2
- Hamburg Township Salary Survey, October 2016
- Exhibit E
- Copy of a posting of a current Deputy Treasurer position in City of Kentwood

SUGGESTED MOTION: To accept the Treasurer's recommendation and set the wage for Deputy Treasurer Deb Hawk at \$25.31 and continue within the same MERS group based on her experience, dedication and longevity immediately effective at the beginning of my term as Treasurer. A budget amendment will be brought to the board in a subsequent meeting.

ROLL CALL VOTE REQUIRED? yes

Deputy Treasurer Wage Comparison Survey-Sept. 2016

Township	Pay Range	Current Hrly Rate/Salary	FT/PT	Retirement Benefit	# of Office Staff
Green Oak Twp	no pay range	\$25.42/hr \$52,875/yr 10 years experience as of 3/2016	FT	Twp: 10% of salary Emp: 8% of salary MERS	3 - FT
Hamburg Twp	\$23.09 - \$30.00	26.44/hr \$55,000/yr 6 yrs experience	FT	Twp: 10% salary Emp:10%	2 -FT 1 - PT
Hartland Twp	\$17.04-\$23.05	\$20.51/hr \$42,660/yr 11 yrs experience	FT	Twp: 6% of salary Emp: 2% of salary MERS 403B	2 - FT 1 - PT
Genoa Twp	\$18.74-\$24.34 adjusted in 2012 to reflect inflation *adjusting again	\$19.33/hr \$40,206/yr 1 year experience	FT	Twp: 10% salary Emp: 10% Principle Financial	2 - PT 1 - FT
Brighton Twp	\$18.37-\$21.84 *App. C-2 \$23.87	\$20.80/hr \$43,180/year 2 yrs experience	FT	Twp: 5% of salary Emp: 5% of salary MERS	2 - FT 1 - PT
Average		\$21.90/hr-\$45,552/yr			

Appendix C-1
Brighton Charter Township
Suggested Pay Ranges for Township Positions

Positions	Current Wage	Market Average	Pay Ranges From Market Data		
			Minimum	Midpoint	Maximum
Accountant	\$39,749	\$45,615	\$39,665	\$45,615	\$51,565
Assessor	\$66,169	\$64,745	\$56,300	\$64,745	\$73,190
Assistant Assessor	\$37,315	\$43,197	\$37,563	\$43,197	\$48,831
Clerical Assistant Group *	\$13.39	\$16.76	\$14.57	\$16.76	\$18.95
Deputy Clerk and Deputy Treasurer	\$18.56	\$20.66	\$17.97	\$20.66	\$23.35
Clerk and Treasurer	\$53,573	\$62,250	\$54,130	\$62,250	\$70,370
Township Manager	\$80,800	\$92,234	\$80,203	\$92,234	\$104,265
Assistant to the Township Manager	\$35,350	\$38,308	\$33,311	\$38,308	\$43,305
Township Planner	\$62,158	\$65,143	\$56,646	\$65,143	\$73,640

* Includes Clerk Assistant, Treasury Assistant and Assessing Clerical Assistant

Bold indicates average of multiple salaries.

Green indicates one or more incumbent's current wage is below the suggested range minimum.

Appendix C-2
Brighton Charter Township
Optional Approach: Separate Pay Ranges for All Positions

Position	Current Wage	Market Average	Pay Ranges From Market Data		
			Minimum	Midpoint	Maximum
Accountant	\$39,749	\$45,615	\$39,665	\$45,615	\$51,565
Assessor	\$66,169	\$64,745	\$56,300	\$64,745	\$73,190
Assistant Assessor	\$37,315	\$43,197	\$37,563	\$43,197	\$48,831
Assessing Clerical Assistant	\$14.65	\$16.85	\$14.65	\$16.85	\$19.05
Clerk Assistant	\$12.76	\$16.92	\$14.71	\$16.92	\$19.13
Deputy Clerk	\$18.84	\$20.04	\$17.43	\$20.04	\$22.65
Township Clerk	\$53,573	\$62,250	\$54,130	\$62,250	\$70,370
Treasury Assistant	\$12.76	\$16.56	\$14.40	\$16.56	\$18.72
Deputy Treasurer	\$18.27	\$21.12	\$18.37	\$21.12	\$23.87
Township Treasurer	\$53,573	\$59,350	\$51,609	\$59,350	\$67,091
Township Manager	\$80,800	\$92,234	\$80,203	\$92,234	\$104,265
Assistant to the Township Manager	\$35,350	\$38,308	\$33,311	\$38,308	\$43,305
Township Planner	\$62,158	\$65,143	\$56,646	\$65,143	\$73,640

Green indicates incumbent's current wage is below the suggested range minimum.



**HAMBURG TOWNSHIP
SALARY SURVEY
OCTOBER, 2016**

POSITION	COMMENTS	GRADE	MIN	MID	MAX
HOURLY					
Grounds Maintenance I	Part-Time	2	\$13.25	\$15.23	\$17.22
Senior Center Program Assistant	Part-Time	2	\$13.25	\$15.23	\$17.22
Custodian	Part-Time	3	\$14.57	\$16.75	\$18.94
Treasurer's Clerk	Part-Time	3	\$14.57	\$16.75	\$18.94
Grounds Maintenance II	Part-Time	4	\$15.31	\$17.61	\$19.91
Bldg. & Ground Team Leader		6	\$17.20	\$19.78	\$22.36
Clerk Coordinator/ Elections		6	\$17.20	\$19.78	\$22.36
Fire Administrative Assistant		6	\$17.20	\$19.78	\$22.36
Police Administrative Assistant		6	\$17.20	\$19.78	\$22.36
Senior Center Director		6	\$17.20	\$19.78	\$22.36
Treasurer's Assistant	Part-Time	6	\$17.20	\$19.78	\$22.36
Accounting Specialist		7	\$18.41	\$21.17	\$23.93
Assessing Administrative Assistant		7	\$18.41	\$21.17	\$23.93
DPW Tech I		7	\$18.41	\$21.17	\$23.93
Appraiser II		9	\$23.09	\$26.55	\$30.02
Assessor II		9	\$23.09	\$26.55	\$30.02
Fire Inspector		9	\$23.09	\$26.55	\$30.02
Tech. Services Information Specialist		9	\$23.09	\$26.55	\$30.02
DPW Foreman		10	\$25.86	\$29.74	\$33.62
Utilities Coordinator/Purchasing Agent		10	\$25.86	\$29.74	\$33.62

DEPARTMENT	COMMENTS	GRADE	MIN	MID	MAX
SALARY					

Deputy Clerk		9	\$48,029	\$55,233	\$62,438
Deputy Treasurer		9	\$48,029	\$55,233	\$62,438
Assessor III		11	\$64,552	\$74,234	\$83,916
Deputy Fire Chief		11	\$64,552	\$74,234	\$83,916
DPW Plant Operator		11	\$64,552	\$74,234	\$83,916
Planning & Zoning Director		11	\$64,552	\$74,234	\$83,916
Deputy Police Chief		12	\$71,006	\$81,657	\$92,308
Director of Accounting		12	\$71,006	\$81,657	\$92,308
Director of Technical Services		12	\$71,006	\$81,657	\$92,308
Fire Chief		12	\$71,006	\$81,657	\$92,308
Police Chief		13	\$75,976	\$87,373	\$98,769
Cemetery Sexton	Part-Time	n/a			\$10,038

23,096.551



ELECTED	
Clerk	
Supervisor	
Treasurer	Part Time
Trustee	

MAX
\$62,762
\$62,762
\$31,381
\$6,492

Targeted Wage Range
Exhibit E

	-5% 1/21/15 Midpoint	January-16 Midpoint Dec/Dec No CPI Change	+5% Above Midpoint
ACCOUNTANT	\$43,637.59	\$45,934.31	\$48,231.02
ASSESSOR	\$61,938.30	\$65,198.22	\$68,458.13
ASST ASSESSOR	\$41,324.41	\$43,499.38	\$45,674.35
CLERK	\$59,551.46	\$62,685.75	\$65,820.04
TREASURER	\$59,551.46	\$62,685.75	\$65,820.04
RECEPTIONIST	\$16.03	\$16.88	\$17.72
ASSESS CLERK	\$16.00	\$16.88	\$17.72
CLERK ASST	\$16.03	\$16.88	\$17.72
TREASURY ASST	\$16.03	\$16.88	\$17.72
DEPUTY CLERK	\$19.76	\$20.80	\$21.84
★ DEPUTY TREASURER	\$19.76	\$20.80	\$21.84
MANAGER	\$88,235.66	\$92,879.64	\$97,523.62
ASST MANAGER	\$36,647.35	\$38,576.16	\$40,504.96
PLANNER	\$62,319.05	\$65,599.00	\$ 68,878.95

The Township Board hired Municipal Consulting to perform a wage analysis in April of 2014. That study indicated that employees were on average 12% below the market average at that time. Subsequently, the Board took action to close that gap in order to compete with other organizations in attracting and retaining qualified employees. This table is a extension of that analysis. The Board adopted the policy of targeting employee wages in the +/- 5% range of the study with the midpoint being adjusted annually based upon the BLS CPI-U Midwest Region for the period of December to December.



The City of Kentwood, a dynamic, active and growing community of 49,184 residents, is hiring a **Deputy Treasurer**. The Deputy Treasurer reports directly to the City Treasurer and assists with the organization and operation of the Treasury Department, consistent with the City's commitment to provide strong and comprehensive customer service. The Deputy Treasurer delivers accurate, prompt, and courteous verbal and written assistance to internal and external customers. This position performs a wide range of clerical and administrative support functions by maintaining accurate files and public records and assisting in tax preparation and collection. Applicants must have the ability to prepare and present clear and concise reports, verbally and in writing, and work effectively with both internal and external customers.

Qualified applicants will have the following:

- Three years of progressively responsible experience in governmental accounting and information systems;
- Excellent customer service and conflict management skills and experience;
- Strong written and verbal communication skills;
- Excellent computer skills including proficiency with MS Word and Excel programs;
- Ability to manage multiple tasks and handle shifting priorities; and
- Ability to work independently and follow detailed processes and procedures with deadlines.

Applicants with a degree in accounting, finance, business, or public administration are preferred. Experience using BS&A Software products is preferred.

The pay range for this position is \$18.88 - \$26.43 per hour with excellent benefits. Please find the application and full job details on our website - www.ci.kentwood.mi.us. Submit an application and resume to HR@ci.kentwood.mi.us or fax: (616) 554-0818 by 10/21/16.

Drug Free Workplace. Equal Opportunity Employer.

Memorandum

Date: November 21, 2016 Regular Meeting
To: Brighton Township Board of Trustees
From: Township Manager
SUBJECT: LCWA Reconciliation Invoice

At the April 18, 2016 Brighton Township Board of Trustees meeting during which the Board “approved the financial settlement of the Master Operating Agreement provision per Board action on November 16, 2015 and that the payment of LCWA invoice #002 be made contingent upon LCWA reimbursement for the booster station as illustrated in LCWA document dated November 24, 2015.”

As follow-up, on November 9th the Township received the attached invoice from LCWA . Per the Township Board action on April 18, 2016 Township staff will process this invoice (#008 in the amount of \$20,958.) for payment contingent upon receipt of the funds that are owed to Brighton Township.

It is anticipated that LCWA will be in position to issue the payment (#009 in the amount of \$231,422) to Brighton Township once they have received payment from all other LCWA member communities. It is my understanding that one of the communities is exploring the issuance of bonds to meet their obligation. Assuming that is the case, it will likely be 3-4 months until this matter is settled in full.

On a side note, a budget amendment to reflect the actual figures should be anticipated if invoice #008 and credit #009 are processed prior to the end of the fiscal year.

Attached

- Correspondence from LCWA
 - Chair Mark St Charles cover letter dated 11/9/016
 - LCWA resolution 16-002 (including invoice #008 under exhibit B)
- BTBT Minutes Excerpt 4/18/2016



Livingston Community Water Authority

10001 Silver Lake Road
Brighton, MI. 48116
810-231-1333

A Community Water Utility Partnership Of The Livingston County, Michigan Communities of
Brighton Charter Township, Green Oak Charter Township, and Hamburg Township

November 9, 2016

Charter Township of Brighton
Att: Mr. Brian Vick, Manager
4363 Buno Rd.
Brighton, MI. 48114

Re: Reconciliation Invoice

Dear Brian,

Here is the reconciliation invoice. I know that this is a bit late and apologize for any inconvenience that that might cause.

If you have any questions regarding the above, please feel free to contact me.

Respectfully,

A handwritten signature in blue ink, appearing to read "Mark St. Charles".

Mark St. Charles, Chairperson

Cc: Richard Everett, Treasurer LCWA
LCWA Board

LIVINGSTON COMMUNITY WATER AUTHORITY

RESOLUTION NO. 16-002

**RESOLUTION REGARDING RECONCILIATION OF COSTS FOR
WATER SYSTEM IMPROVEMENTS PURSUANT TO THE
WATER SYSTEM MASTER OPERATING AGREEMENT**

At a meeting of the Livingston Community Water Authority (the "Authority") held in Green Oak Township, Michigan, on August 17, 2016 at 2:00 P.M., local time, there were:

PRESENT: P.Hohl, B. Hahn, A. Bollin, L. Weaire, R. Everett, M. St. Charles

ABSENT: None.

The following preamble and resolution were offered by P. Hohl and seconded by B. Hahn :

WHEREAS, the Charter Township of Brighton, the Township of Green Oak and the Township of Hamburg (collectively, the "Townships") are members of the Authority;

WHEREAS, the Authority, the Charter Township of Brighton, the Township of Green Oak and the Township of Hamburg (collectively, the "Parties") previously entered into a Water System Master Operating Agreement dated as of January 24, 2003, as subsequently amended by the Parties by the First Amendment thereto, dated as of October 8, 2003 (collectively, the "Master Operating Agreement");

WHEREAS, the Authority desires to provide for a final cost allocation and reconciliation of amounts due to and from the Townships with respect to the construction and acquisition of the water system improvements described in the Master Operating Agreement;

WHEREAS, the Exhibits to the Master Operating Agreement provided the manner in which the costs for the water improvements were to be paid by the Townships; and

WHEREAS, the Authority has retained the accounting firm of Pfeffer, Hanniford and Palka and the engineering firm of OHM Advisors to perform an analysis and report of the amounts due to and from each Township with respect to (i) the actual costs of the water system improvements through Phase 6a (as described in such report), and (ii) the Authority's Capital Reserve Fund, and the analysis and report is attached as Exhibit A to this Resolution (the "Reconciliation Report");

NOW, THEREFORE, BE IT RESOLVED BY THE AUTHORITY AS FOLLOWS:

1. The Authority acknowledges receipt of the Reconciliation Report and agrees that the Reconciliation Report accurately provides, as originally directed by the Master Operating Agreement, for the allocation of the costs of the water system improvements through Phase 6a and the amounts due to the Authority's Capital Reserve Fund.

2. Exhibit B includes the invoices for amounts that are due to and due from each Township with respect to the water system improvements and the Authority's Capital Reserve Fund. Following payment of such invoices, no additional amounts shall be due to or from the Townships with respect to water system improvements that have been constructed prior to June 1, 2016.

3. The Authority acknowledges that the costs of any water system improvements constructed after June 1, 2016 will be allocated pursuant to the terms of the Master Operating Agreement, unless otherwise agreed to in writing by the Authority and the Townships.

4. All actions taken to date by the Authority's Officers in the name of and on behalf of the Authority in connection with the foregoing resolution, are authorized, approved, ratified and confirmed in all respects.

A vote on the foregoing resolutions was taken and was as follows:

Yes: A. Bollin, L. Weaire, R. Everett, P. Hohl, B. Hahn, M. St. Charles

No: None

Abstain: None

Secretary's Certificate

The undersigned, being the duly qualified and acting Secretary of the Livingston Community Water Authority, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Livingston Community Water Authority Commission at a meeting at which a quorum was present and remained throughout, (2) the original thereof is on file in the records of the Livingston Community Water Authority, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Secretary, Livingston Community Water Authority

Dated: August 17, 2016

Exhibit A
Reconciliation Report

Pfeffer, Hanniford & Palka - May 26, 2016 Cover Letter from Ken Palka

Pfeffer, Hanniford & Palka
APPENDIX A
Livingston Community Water Authority
Summary of Cost Allocation and Payments
Updated May 31, 2016

Livingston Community Water Authority
Settlement of Costs – Payoff of Filters 5 & 6; Filters 7 & 8 including Excess Capacity; &
Booster Station (Pages 1 through 4)
Settlement of All Capital Costs to Date (Page 5)
as of 6/15/2016

LCWA APPENDIX B
Detail – Reconciliation between Member Contributions & Costs of Water System through
6/15/2016
Presented LCWA Meeting 6/15/2016 (Pages 1 through 3)

Livingston Community Water Authority
Appendix B
Capital Contributions to Authority by Member Townships
From Inception through 5/31/2016 (Page 4)



PFEFFER • HANNIFORD • PALKA
Certified Public Accountants

John M. Pfeffer, C.P.A.
Patrick M. Hanniford, C.P.A.
Kenneth J. Palka, C.P.A.

Members:
AICPA Private Practice Companies Section
MACPA

225 E. Grand River - Suite 104
Brighton, Michigan 48116-1575
(810) 229-5550
FAX (810) 229-5578

May 26, 2016

Livingston Community Water Authority Members
Green Oak Charter Township
Charter Township of Brighton
Hamburg Township
10001 Silver Lake Road
Brighton, Michigan 48116

Dear Members:

Attached are the documents which give the actual year to date costs of the LCWA infrastructure and the actual year to date cash contributions made by each Member Township. Also attached are the settlement of costs and contributions for each Member Township.

The following is a summary of disbursements which should be made in order to complete the reconciliation through Phase 6a as shown on page Appendix A:

Green Oak Charter Township will cut a check to the LCWA O & M Fund for \$325,751 for its share of costs for the Booster Station.

Hamburg Township will cut a check to the LCWA O & M Fund for \$86,159 for its share of costs for the Booster Station.

LCWA O & M Fund will cut a check to the Charter Township of Brighton for \$231,422 (Brighton Twp share of costs for Filters 5 & 6 remaining balance - \$33,075 + share of costs for filters 7 & 8 - \$56,412 + share of costs for excess capacity - \$91,000 + share of costs of Booster Station - \$325,751, minus amount Brighton Township paid for the Booster Station - \$737,660).

Green Oak Charter Township will cut a check to the LCWA Capital Reserve Fund for \$247,077 for its share of year to date total costs.

Hamburg Township will cut a check to the LCWA Capital Reserve Fund for \$39,746 for its share of year to date total costs.

The Charter Township of Brighton will cut a check to the LCWA Capital Reserve Fund for \$20,958 for its share of year to date total costs.

Please call with any questions.

Sincerely,

Kenneth J. Palka

APPENDIX A

Livingston Community Water Authority
 Summary of Cost Allocation and Payments
 November 24, 2015
 Updated April 13, 2016
 Updated May 31, 2016

	#	Project	Percentage Allocation			Amount Owed			Total Cost	
			Brighton Township	Green Oak Township	Hamburg Township	Brighton Township	Green Oak Township	Hamburg Township		
HISTORIC	<i>Common Elements</i>									
	1	Well Field	33.33%	33.33%	33.33%	\$ 1,132,874	\$ 1,132,874	\$ 1,132,874	\$ 3,398,621	
	2	Transmission System -- Water Main	15.49%	76.44%	8.07%	\$ 908,830	\$ 4,484,889	\$ 473,483	\$ 5,867,202	
	3	Storage Tank	44.16%	44.16%	11.68%	\$ 443,884	\$ 443,884	\$ 117,404	\$ 1,005,171	
	4	Well Upgrades	16.57%	72.17%	11.26%	\$ 113,196	\$ 493,021	\$ 76,921	\$ 683,139	
		Total Owed				\$ 2,598,783	\$ 6,554,668	\$ 1,800,682	\$ 10,954,134	
		Total Paid				\$ 2,657,256	\$ 6,652,739	\$ 1,814,730	\$ 11,124,725	
		BALANCE				\$ (58,473)	\$ (98,070)	\$ (14,048)	\$ (170,591)	
	5	<i>Treatment Plant</i>								
	5a	Filters 1-4	16.57%	72.17%	11.26%	\$ 477,031	\$ 2,077,690	\$ 324,162	\$ 2,878,883	
		Total Owed				\$ 477,031	\$ 2,077,690	\$ 324,162	\$ 2,878,883	
		Total Paid				\$ 397,600	\$ 1,732,542	\$ 270,368	\$ 2,400,510	
		BALANCE				\$ 79,431	\$ 345,148	\$ 53,794	\$ 478,373	
		HISTORIC AMOUNT OWED				\$ 3,075,814	\$ 8,632,358	\$ 2,124,845	\$ 13,833,017	
		HISTORIC AMOUNT PAID				\$ 3,054,856	\$ 8,385,281	\$ 2,085,098	\$ 13,525,235	
		SETTLEMENT OF HISTORICAL COSTS				\$ 20,958	\$ 247,077	\$ 39,746	\$ 307,782	
	ACTIVE	5b	Filters 5&6 reimbursement of O&M account (see note #3)	0.00%	0.00%	0.00%	\$ -	\$ -	\$ -	\$ 248,000
		5c	Filters 5 & 6 payoff of remaining balance	16.57%	72.17%	11.26%	\$ 33,075	\$ 144,055	\$ 22,476	\$ 199,605
5d		Filters 7 & 8 (only to MOA)	16.57%	72.17%	11.26%	\$ 56,412	\$ 245,701	\$ 38,334	\$ 340,448	
5e		Filters 7 & 8 (excess capacity - 135 REUs)	100%	0%	0%	\$ 91,000	\$ -	\$ -	\$ 91,000	
		Total Owed				\$ 180,487	\$ 389,756	\$ 60,810	\$ 631,053	
		Total Paid				\$ -	\$ 389,756	\$ 60,810	\$ 450,566	
		BALANCE				\$ 180,487	\$ 0	\$ 0	\$ 180,487	
6		<i>Booster Station</i>								
6a		Initial	44.16%	44.16%	11.68%	\$ 325,751	\$ 325,751	\$ 86,159	\$ 737,660	
		Total Owed				\$ 325,751	\$ 325,751	\$ 86,159	\$ 737,660	
		Total Paid				\$ 737,660	\$ -	\$ -	\$ 737,660	
		BALANCE				\$ (411,909)	\$ 325,751	\$ 86,159	\$ -	
	ACTIVE AMOUNT OWED				\$ 506,237	\$ 715,507	\$ 146,969	\$ 1,368,713		
	ACTIVE AMOUNT PAID				\$ 737,660	\$ 389,756	\$ 60,810	\$ 1,188,226		
	SETTLEMENT OF ACTIVE COSTS				\$ (231,422)	\$ 325,751	\$ 86,159	\$ 180,487		
FUTURE	6b	Buildout to MOA	44.16%	44.16%	11.68%	\$ 251,712	\$ 251,712	\$ 66,576	\$ 570,000	
	Total Owed				\$ 251,712	\$ 251,712	\$ 66,576	\$ 570,000		
	Total Paid				\$ -	\$ -	\$ -	\$ -		
	BALANCE				\$ 251,712	\$ 251,712	\$ 66,576	\$ 570,000		
	SETTLEMENT OF FUTURE COSTS				\$ 251,712	\$ 251,712	\$ 66,576	\$ 570,000		

GENERAL NOTES:

- (1) Percentage Allocation taken from Exhibit C of the First Amendment of the Master Operating Agreement, except for Transmission System-Water Main, which was calculated based on actual allocation of Township costs.
- (2) Filters 5 & 6 payoff amount good through November 30, 2015
- (3) LCWA has opted to not reimburse the O&M account for filters 5 & 6, but will move forward with payoff of remaining balances

LIVINGSTON COMMUNITY WATER AUTHORITY
 SETTLEMENT OF COSTS - PAYOFF OF FILTERS 5 & 6; FILTERS 7 & 8 INCLUDING EXCESS CAPACITY; &
 BOOSTER STATION (PAGES 1 THROUGH 4)
 SETTLEMENT OF ALL CAPITAL COSTS TO DATE (PAGE 5)
 AS OF 6/15/16

It has been agreed to by the member townships of LCWA for each township to contribute toward the actual costs of the following capital items based on %'s as stated in the Master Operating Agreement.

The following is a summary of the capital items, costs, and allocation of costs.

	Total Costs	Brighton Twp	Green Oak Twp	Hamburg Twp
Filters 5 & 6 - remaining balance owed as of October 31, 2015	199,605	33,075 16.57%	144,055 72.17%	22,476 11.26%
Filters 7 & 8 - prior to excess capacity	340,448	56,412 16.57%	245,701 72.17%	38,334 11.26%
Filters 7 & 8 - excess capacity	91,000	91,000 100.00%	0 0.00%	0 0.00%
Booster Station	737,660	325,751 44.16%	325,751 44.16%	86,159 11.68%
Total Cost	1,368,713	506,238	715,507	146,969

LIVINGSTON COMMUNITY WATER AUTHORITY
 SETTLEMENT OF COSTS - PAYOFF OF FILTERS 5 & 6; FILTERS 7 & 8 INCLUDING EXCESS CAPACITY; &
 BOOSTER STATION (PAGES 1 THROUGH 4)
 SETTLEMENT OF ALL CAPITAL COSTS TO DATE (PAGE 5)
 AS OF 6/15/16

Through 5/18/16 the following activity has taken place in regards to the payments for the cost of the capital items:

LCWA O & M Fund paid to Contractor/received from the Townships the following amounts thru 5/18/16

Artesian of Pioneer, check # 3914, 11/25/15	81,449	Down Payment of filters 7 & 8
Artesian of Pioneer, check # 3918, 11/25/15	199,605	Remaining balance on filters 5 & 6
Artesian of Pioneer, check # 3964, 3/16/16	<u>350,000</u>	Remaining amount due on filters 7 & 8
Total paid by LCWA O & M Fund through 5/18/16	631,054	
On 1/8/16 Hamburg Township reimbursed LCWA O & M Fund	(60,810)	
On 3/10/16 Green Oak Twp reimbursed LCWA O & M Fund	<u>(389,756)</u>	
Amount due to LCWA	<u><u>180,488</u></u>	
<u>Brighton Township has paid to the contractors to build the Booster Station through 5/18/16</u>	<u><u>737,660</u></u>	

LIVINGSTON COMMUNITY WATER AUTHORITY
 SETTLEMENT OF COSTS - PAYOFF OF FILTERS 5 & 6; FILTERS 7 & 8 INCLUDING EXCESS CAPACITY; &
 BOOSTER STATION (PAGES 1 THROUGH 4)
 SETTLEMENT OF ALL CAPITAL COSTS TO DATE (PAGE 5)
 AS OF 6/15/16

The following are amounts paid by the Townships thru 5/18/16

	Total	Brighton Twp	Green Oak Twp	Hamburg Twp
Paid to LCWA O & M Fund on 1/8/16 for costs of filters 5 & 6 remaining balance & Filters 7 & 8.	60,810			60,810
Paid to LCWA O & M Fund on 3/10/16 for costs of filters 5 & 6 remaining balance & Filters 7 & 8.	389,756		389,756	
Paid to contractors for Booster Station through build-out period	737,660	737,660		
Total Paid through 5/18/16	1,188,226	737,660	389,756	60,810
Amount owed/(receivable) @ 5/18/16 (Cost less Paid to date)	180,488	(231,422)	325,751	86,159

LIVINGSTON COMMUNITY WATER AUTHORITY
 SETTLEMENT OF COSTS - PAYOFF OF FILTERS 5 & 6; FILTERS 7 & 8 INCLUDING EXCESS CAPACITY; &
 BOOSTER STATION (PAGES 1 THROUGH 4)
 SETTLEMENT OF ALL CAPITAL COSTS TO DATE (PAGE 5)
 AS OF 6/15/16

	<u>Total</u>	<u>Brighton Twp</u>	<u>Green Oak Twp</u>	<u>Hamburg Twp</u>
<u>Settlement Summary - To Do on 5/18/16</u>				
Green Oak Twp writes a check to LCWA O & M Fund	325,751		325,751	
Hamburg Twp writes a check to LCWA O & M Fund	86,159			86,159
LCWA O & M Fund writes a check to Brighton Twp	(231,422)	(231,422)		
Totals	<u>180,488</u>	<u>(231,422)</u>	<u>325,751</u>	<u>86,159</u>

LIVINGSTON COMMUNITY WATER AUTHORITY
SETTLEMENT OF COSTS - PAYOFF OF FILTERS 5 & 6; FILTERS 7 & 8 INCLUDING EXCESS CAPACITY; &
BOOSTER STATION (PAGES 1 THROUGH 4)
SETTLEMENT OF ALL CAPITAL COSTS TO DATE (PAGE 5)
AS OF 6/15/16

Settlement of Historical Costs to Date (including above costs of Payoff of filters 5 & 6; Payment for Filters 7 & 8 including excess capacity; & the Booster Station).

Refer to Appendix A - "Summary of Cost Allocation & Payments" which was used as basis for motions approved at the November 18, 2015

Also refer to Appendix - B "Detail Reconciliation Between Member Contributions & Cost of Water System through xx/xx/2016" which is the back-up detail for Appendix - A.

In order for the Member Townships of LCWA to be in conformity with the Authority's Master Operating Agreement (MOA) the following payments are to be made by the Member Townships to the LCWA Capital Reserve Fund.

Green Oak Twp writes a check to LCWA Capital Reserve Fund for -	<u>247,077</u>
Hamburg Twp writes a check to LCWA Capital Reserve Fund for -	<u>39,746</u>
Brighton Twp writes a check to LCWA Capital Reserve Fund for -	<u>20,958</u>

LCWA
APPENDIX - B
DETAIL - RECONCILIATION BETWEEN MEMBER CONTRIBUTIONS &
COSTS OF WATER SYSTEM THROUGH 6/15/16
PRESENTED LCWA MEETING 6/15/16

F/A DESCRIPTION	Total Costs	Allocation of costs per agreements			Total Allocation
		Brighton Twp	Green Oak Twp	Hamburg Twp	
Common Elements					
Land at well site	298,232.79	99,410.93	99,410.93	99,410.93	298,232.79
Well & building	2,807,264.66	935,754.89	935,754.89	935,754.89	2,807,264.66
Soil borings	31,950.00	10,650.00	10,650.00	10,650.00	31,950.00
Financial consultants	7,469.37	2,489.79	2,489.79	2,489.79	7,469.37
Preliminary costs/consultants	22,269.89	7,423.30	7,423.30	7,423.30	22,269.89
Preliminary costs/consultants	5,175.00	1,725.00	1,725.00	1,725.00	5,175.00
Legal/financing (Kiefer)	133,105.48	44,368.49	44,368.49	44,368.49	133,105.48
Preliminary costs/consultants	15,950.00	5,316.67	5,316.67	5,316.67	15,950.00
Surveys	7,500.00	2,500.00	2,500.00	2,500.00	7,500.00
Printing expenses	103.80	34.60	34.60	34.60	103.80
General office	1,584.55	528.18	528.18	528.18	1,584.55
Trees replacement	6,250.00	2,083.33	2,083.33	2,083.33	6,250.00
Water use ordinance	3,827.81	1,275.94	1,275.94	1,275.94	3,827.81
Water rate study	5,000.00	1,666.67	1,666.67	1,666.67	5,000.00
O & M manual	6,319.52	2,106.51	2,106.51	2,106.51	6,319.52
Testing of system engineering	30,155.93	10,051.98	10,051.98	10,051.98	30,155.93
Construction standards	2,172.19	724.06	724.06	724.06	2,172.19
Design engineering - various/permits/testing	14,290.00	4,763.33	4,763.33	4,763.33	14,290.00
	<u>3,398,620.99</u>	<u>1,132,873.66</u>	<u>1,132,873.66</u>	<u>1,132,873.66</u>	<u>3,398,620.99</u>
	100.00%	33.33%	33.33%	33.33%	
Water main					
Construction - White Excavating	5,021,399.76	777,814.82	3,838,357.98	405,226.96	5,021,399.76
Easements	17,964.00	2,782.62	13,731.68	1,449.69	17,964.00
Easements	55,398.00	8,581.15	42,346.23	4,470.62	55,398.00
Permits	10,308.48	1,596.78	7,879.80	831.89	10,308.48
Engineering Maltby Road Portion	12,898.30	1,997.95	9,859.46	1,040.89	12,898.30
Maltby Road Construction	39,292.00	6,086.33	30,034.80	3,170.86	39,292.00
Restoration - trees	27,575.00	4,271.37	21,078.33	2,225.30	27,575.00
Legal related to watermain	18,797.59	2,911.75	14,368.88	1,516.97	18,797.59
Live tap NC Machine	10,050.00	1,556.75	7,682.22	811.04	10,050.00
Design engineering for water main	316,265.92	48,989.59	241,753.67	25,522.66	316,265.92
Construction engineering for water main	337,253.26	52,240.53	257,796.39	27,216.34	337,253.26
	<u>5,867,202.31</u>	<u>908,829.64</u>	<u>4,484,889.45</u>	<u>473,483.23</u>	<u>5,867,202.31</u>
	100.00%	15.49%	76.44%	8.07%	

LCWA
APPENDIX - B
DETAIL - RECONCILIATION BETWEEN MEMBER CONTRIBUTIONS &
COSTS OF WATER SYSTEM THROUGH 6/15/16
PRESENTED LCWA MEETING 6/15/16

F/A DESCRIPTION	Allocation of costs per agreements				Total Allocation
	Total Costs	Brighton Twp	Green Oak Twp	Hamburg Twp	
Storage Tank					
Construction - CB & I Constructors, Inc.	930,520.00	410,917.63	410,917.63	108,684.74	930,520.00
Design engineering for storage tank	25,000.00	11,040.00	11,040.00	2,920.00	25,000.00
Construction engineering for storage tank	49,651.37	21,926.04	21,926.04	5,799.28	49,651.37
	<u>1,005,171.37</u>	<u>443,883.68</u>	<u>443,883.68</u>	<u>117,404.02</u>	<u>1,005,171.37</u>
	100.00%	44.16%	44.16%	11.68%	
Well Upgrades					
Construction - GH Ross Contractors	590,102.56	97,779.99	425,877.02	66,445.55	590,102.56
Design engineering for well upgrades	34,200.00	5,666.94	24,682.14	3,850.92	34,200.00
Construction engineering for well upgrades	58,836.49	9,749.21	42,462.29	6,624.99	58,836.49
	<u>683,139.05</u>	<u>113,196.14</u>	<u>493,021.45</u>	<u>76,921.46</u>	<u>683,139.05</u>
	100.00%	16.57%	72.17%	11.26%	
Treatment Plant/Iron Removal					
Construction - iron removal system (AOP)	2,806,821.67	465,090.35	2,025,683.20	316,048.12	2,806,821.67
Iron removal filters 5 & 6 Downpmt 2012 - pd by reserves	80,000.00	13,256.00	57,736.00	9,008.00	80,000.00
LCWA approved to exclude as part of shortfall 11-18-15	(80,000.00)	(13,256.00)	(57,736.00)	(9,008.00)	(80,000.00)
Iron removal filters 5 & 6 (monthly pmt @ 11/30/15) pd by O & M	168,000.00	27,837.60	121,245.60	18,916.80	168,000.00
LCWA approved to exclude as part of shortfall 11-18-15	(168,000.00)	(27,837.60)	(121,245.60)	(18,916.80)	(168,000.00)
Iron removal filters (payoff @ 11/30/15)	199,605.00	33,074.55	144,054.93	22,475.52	199,605.00
Design engineering for trt/iron removal (TTMPS)	67,061.64	11,112.11	48,398.39	7,551.14	67,061.64
OHM - trt plant/iron removal	4,999.50	828.42	3,608.14	562.94	4,999.50
Iron removal filters 7 & 8 - before excess capacity	340,448.00	56,412.23	245,701.32	38,334.44	340,448.00
Iron removal filters 7 & 8 - excess capacity	91,000.00	91,000.00	0.00	0.00	91,000.00
	<u>3,509,935.81</u>	<u>657,517.66</u>	<u>2,467,445.97</u>	<u>384,972.17</u>	<u>3,509,935.81</u>
	100.00%	18.73%	70.30%	10.97%	
BOOSTER STATION IN BRIGHTON TWP	<u>737,660.00</u>	<u>325,750.66</u>	<u>325,750.66</u>	<u>86,158.69</u>	<u>737,660.00</u>
	100.00%	44.16%	44.16%	11.68%	
Total costs	<u>15,201,729.53</u>	<u>3,582,051.44</u>	<u>9,347,864.87</u>	<u>2,271,813.22</u>	<u>15,201,729.53</u>
	100.00%	23.56%	61.49%	14.94%	

LCWA
 APPENDIX - B
 DETAIL - RECONCILIATION BETWEEN MEMBER CONTRIBUTIONS &
 COSTS OF WATER SYSTEM THROUGH 6/15/16
 PRESENTED LCWA MEETING 6/15/16

F/A DESCRIPTION	Total Costs	Allocation of costs per agreements			Total Allocation
		Brighton Twp	Green Oak Twp	Hamburg Twp	
Contributions made (actual cash contributed) See attached schedule	14,893,947.62	3,561,093.18	9,100,787.41	2,232,067.04	14,893,947.63
NET SHORTFALL @ 6/15/16	307,781.91	20,958.26	247,077.46	39,746.18	307,781.90
		0.07	0.80	0.13	

Reconciliation "Costs to Contributions"

Total costs	15,201,729.53
Contributions made (actual cash contributed)	14,893,947.62
Total Costs Less Contributions (shortfall)	307,781.91
Loan from members - went toward treatment plant	(384,000.00)
Interest earnings	(21,173.00)
Pay out to municipalities as loan repayments 12/10	94,629.75
Misc items paid which are not part of costs	2,761.34
Difference	0.00

LIVINGSTON COMMUNITY WATER AUTHORITY
APPENDIX B
CAPITAL CONTRIBUTIONS TO AUTHORITY BY MEMBER TOWNSHIPS
FROM INCEPTION THROUGH 5/31/16

DATE RECEIVED	TOTAL			
	CONTRIBUTION	BRIGHTON	GREEN OAK	HAMBURG
4/18/2002	36,000.00	18,000.00	18,000.00	
4/19/2002	18,000.00			18,000.00
7/17/2002	30,000.00	10,000.00	10,000.00	10,000.00
9/10/2002	60,000.00	20,000.00	20,000.00	20,000.00
11/7/2002	28,844.84	4,422.42	20,000.00	4,422.42
1/3/2003	24,442.42	20,000.00	4,442.42	
1/7/2003	20,000.00			20,000.00
1/22/2003	1,033,333.00	1,033,333.00		
1/23/2003	2,066,666.68		1,033,333.34	1,033,333.34
1/24/2003	10,000.00	5,000.00	5,000.00	
2/7/2003	15,000.34	0.34	15,000.00	
2/21/2003	112,613.46		112,613.46	
2/24/2003	5,000.00			5,000.00
3/21/2003	150,000.00		150,000.00	
4/7/2003	145,096.00	145,096.00		
6/13/2003	10,000.00		10,000.00	
6/27/2003	40,000.00		40,000.00	
7/21/2003	70,000.00			70,000.00
11/10/2003	34,094.78		34,094.78	
VARIOUS INVOICES PAID DIRECTLY BY GOT - PRIOR TO 12/31/03	3,470.16		3,470.16	
11/10/2003	7,310,600.00	1,468,900.00	5,172,400.00	669,300.00
2/23/2004	39,709.72		39,709.72	
REFUND TO BTS TO RECONCILE ALLOCATION	(32,170.64)	(32,170.64)		
TOTAL CONTRIBUTIONS THRU 9/30/04	11,230,700.76	2,692,581.12	6,688,063.88	1,850,055.76
AMOUNTS RECLASSIFIED AS LOANS TO GF	(105,976.14)	(35,325.38)	(35,325.38)	(35,325.38)
NET CONTRIBUTIONS TO AUTHORITY - @9/30/04	11,124,724.62	2,657,255.74	6,652,738.50	1,814,730.38
EACH TWP MADE CONTRIBUTIONS TOWARD TREATMENT AS FOLLOWS:				
7/5/07	270,368.00			270,368.00
7/22/07	15,200.00		15,200.00	
7/25/07	734,190.05		734,190.05	
7/31/07	397,600.00	397,600.00		
10/24/07	24,000.00		24,000.00	
10/29/07	958,751.95		958,751.95	
11/13/07	400.00		400.00	
TOTAL CONTRIBUTIONS TOWARD TREATMENT	2,400,510.00	397,600.00	1,732,542.00	270,368.00
		16.57%	72.17%	11.26%
CONTRIBUTIONS TOWARD THE BOOSTER STATION	737,660.00	325,750.66	325,750.66	86,158.69
		44.16%	44.16%	11.68%
Contributions for payoff of filters 5 & 6	199,605.00	33,074.55	144,054.93	22,475.52
		16.57%	72.17%	11.26%
Add contributions for filters 7 & 8 (before excess capacity)	340,448.00	56,412.23	245,701.32	38,334.44
		16.57%	72.17%	11.26%
Add contributions for filters 7 & 8 - excess capacity	91,000.00	91,000.00	0.00	0.00
		100.00%	0.00%	0.00%
Total Contributions through 5/31/16	14,893,947.62	3,561,093.18	9,100,787.41	2,232,067.04

Exhibit B

Invoices

Livingston Community Water Authority
Invoices #0004 thru Invoice # 0008 and Credit #009 dated June 1, 2016 for Water System
Improvements Constructed Prior to June 1, 2016

(See Exhibit A, Appendix A Water System Improvements through 6a on Appendix A,
Summary of Cost Allocation and Payments Updated May 31, 2016 for Reference)

Invoice #004

June 1, 2016

To: Hamburg Township
10405 Merrill Road
Hamburg, Michigan 48139

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

Cost of Hamburg Township's Share of Booster Station

\$86,159.00

Total amount due

\$86,159.00

Please make check payable to - Livingston Community Water Authority - O & M Fund

Invoice #005

June 1, 2016

To: Hamburg Township
10405 Merrill Road
Hamburg, Michigan 48139

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

Cost of Hamburg Township's Share of Year To Date Historical Costs \$39,746.00

Total amount due \$39,746.00

Please make check payable to - Livingston Community Water Authority - Capital Reserve Fund

Invoice #006

June 1, 2016

To: Green Oak Charter Township
10001 Silver Lake Road
Brighton, Michigan 48116

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

Cost of Green Oak Township's Share of Booster Station

\$325,751.00

Total amount due

\$325,751.00

Please make check payable to - Livingston Community Water Authority - O & M Fund

Invoice #007

June 1, 2016

To: Green Oak Charter Township
10001 Silver Lake Road
Brighton, Michigan 48116

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

Cost of Green Oak Township's Share of Year To Date Historical Costs \$247,077.00

Total amount due

\$247,077.00

Please make check payable to - Livingston Community Water Authority - Capital Reserve Fund

Invoice #008

June 1, 2016

To: Charter Township of Brighton
4363 Buno Road
Brighton, Michigan 48114

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

Cost of Brighton Township's share of Year To Date Historical Costs	\$20,958.00
--	-------------

Total amount due	<u>\$20,958.00</u>
------------------	--------------------

Please make check payable to - Livingston Community Water Authority - Capital Reserve Fund

Invoice/(Credit) #009

June 1, 2016

From: Livingston Community Water Authority (LCWA)
10001 Silver Lake Road
Brighton, Michigan 48116

To: Charter Township of Brighton
4363 Buno Road
Brighton, Michigan 48114

Attached is a check from the Livingston Community Water Authority - O & M Fund to reimburse the Charter Township of Brighton for net charges and payments as follows:

Township's share of costs of Filters 5 & 6 remaining balance	\$33,075
Township's share of costs of Filters 7 & 8	56,412
Township's share of costs of Excess Capacity	91,000
Township's share of costs of Booster Station	325,751
Township's Y - T - D payments for Booster Station (credit)	(737,660)
	<hr/>
Total credit due from Livingston Community Water Authority - O & M Fund	<u><u>(\$231,422.00)</u></u>

Motion carried.

WATER MAIN AND BOOSTER STATION CLOSE-OUT – Escrow Deposit, Adoption of Quit Claim Deed, Transfer of Infrastructure, and Financial Settlement of Master Operation Agreement Obligations
 Manager Vick provided overview of the project close-out including LCWA's request for additional escrow monies; process for turning over the infrastructure including the property, water main and booster station; the Township's obligations under the Master Operating Agreement as discussed previously (November 16, 2015); and payment processing to and through LCWA per the LCWA Summary of Cost Allocation and Payment dated November 24, 2015. Discussion included the review of the Quit Claim Deed by the LCWA attorney, future booster station expansion costs included in next amendment to the Master Operating Agreement and ensuring all documentation has been filed to satisfy payment and audit requirements.

A. Bollin moved and L. Weaire seconded **to accept the Manager's recommendation and 1. authorize the transfer of \$5,000 from the Joint Project Escrow to the LCWA Project Escrow for engineering oversight/closeout services; 2. adopt the Quit Claim Deed for the booster station property to LCWA and authorize the Clerk and Supervisor to sign the Deed; 3. authorize the Manager to make a formal request to LCWA to take possession of the newly constructed infrastructure including the water main and booster station; and 4. approve the financial settlement of the Master Operating Agreement provisions per Board action on November 16, 2015 and that the payment of LCWA Invoice # 002 be made contingent upon LCWA reimbursement for the booster station as illustrated in LCWA document dated November 24, 2015.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, L. Weaire, T. Murphy

Nays: None.

Motion carried.

REPORTS AND CORRESPONDENCE

REPORTS

Planning Commission/ZBA Special Meeting Minutes – January 14, 2016

Zoning Board of Appeals Special Meeting Minutes – November 18, 2015

Livingston Community Water Authority Regular Meeting Minutes – January 20, 2016

L. Weaire – BAFA update including review of employee benefits and annual budget; millage forum; and Jaws of Life demonstration. SEMCOG update and LCPD lunch series on sign regulations.

M. Slaton – No Planning Commission update; upcoming Utilities Committee meeting.

D. Hawk – ZBA recognized Tim Winship for his service; Shepherd of the Lakes and Kings Court variance request update. Treasury will have a new employee starting.

A. Bollin – Election equipment update.

P. Michel – Recognized Deputy Chief Mike Evans who was for available for questions on the BAFA Annual Report included in the packet. SELCRA update including that Derek Smith, SELCRA Director, has taken a new job in Independence Township and Cheryl Royster will serve as the Interim Director.

T. Murphy – Upcoming meeting with club sport parents about Recreation.

DEPARTMENTS

Treasurer's Reports – January, February, March 2016

Brighton Area Fire Authority Annual Report – 2015

MANAGER

MDOT US 23/I 96 project resuming; encouraged people to sign up for project updates through MDOT's project website; Brighton Township's new website went live over the weekend and it will allow staff to update the website in-house; noted that the March 3, 2016 sewer presentation along with the Q & A are available on the website. Phase II of the sidewalk will be out to bid, expect it on the May agenda.

CALL TO THE PUBLIC

Mike Palmer, 10382 East Grand River Ave. – Referenced October 2, 2003 memo and June 2003 meeting when the shortfall was identified. Taped the September 16, 2003 when a \$14 million shortfall was declared; Township has obligation to pay for the oversizing; referenced comments of former manager Marcia Strong. SELCRA is a

Page 3 of 4

Charter Township of Brighton – BTBT

Minutes – April 18, 2016

Approved – May 16, 2016

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
ZONING BOARD OF APPEALS
4363 BUNO ROAD
BRIGHTON, MI 48114

AUGUST 24, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairperson F. Grapentien called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: F. Grapentien, J. Dorset, D. Hawk, J. Cogley, J. Gibbons, J. McKeon, C. Moran (alt).

CALL TO THE PUBLIC

Bob Potocki, 8420 Woodland Shore Drive - Stated that the ZBA fee is too high for applicants; he stated that sewers are an issue and that people aren't doing additions because of sewer costs; and there is a dispute over the Township's ability to enforce zoning in their neighborhood.

AGENDA

J. Dorset moved and J. McKeon seconded to approve the agenda as presented.
Motion carried.

MINUTES

J. Cogley moved and J. Gibbons seconded to approve the June 22, 2016 regular meeting minutes as presented.
Motion carried.

ZBA APPLICATION # 16/09; LOCATION: 8436 WOODLAND SHORE DRIVE; TAX ID # 12-18-304-012;
OWNER AND APPLICANT: ROBERT SAVAGE; ZONING: R-5 (WATERFRONT RESIDENTIAL)
Lot coverage variance, a variance from *Article 3, Sec. 3-03(a), District Regulations* of the Zoning Ordinance

Robert Savage, Applicant, presented his variance application for a lot coverage variance of four (4) percent, over the allowable twenty-five (25%) percent. He is planning on demolishing the existing home and breezeway and garage and replacing it with a new home and attached garage that will be more conforming from the lake/waterfront and is a smaller footprint (i.e. length of the building on the site). The square footage of the existing home versus the new home are almost the same.

K. Mathews reviewed her report dated July 26, 2016.

PUBLIC HEARING

The public hearing opened at 7:25 P.M.

No comments.

The public hearing closed at 7:25 P.M.

C. Moran moved and J. Cogley seconded to approve a variance from *Zoning Ordinance Article 3, Sec. 3-03, District Regulations, lot coverage*, for ZBA Application # 16/09; Location: 8436 Woodland Shore Drive; Tax ID # 12-18-304-012; Owner and Applicant: Robert Savage, to allow a home and attached garage to have a lot coverage of twenty-nine (29%) percent, a variance of four (4%) percent over the allowable twenty-five (25%) percent, for the following reasons: the new structure is no larger than the current structure; it gives the applicant an equitable size in keeping with the neighbors; and the new home will become more conforming to meet the average waterfront/lake setback in the area by decreasing the length/footprint of the building.

Motion carried.

ZBA APPLICATION# 16/10; LOCATION: 9968 E. GRAND RIVER AND 5771 BORDERLINE; TAX ID#'s 12-32-300-061 and 062; OWNER AND APPLICANT: THE KROGER COMPANY OF MICHIGAN; ZONING: B-2 (GENERAL BUSINESS)

a. Aisle width variance, a variance from *Article 15, Sec. 15-01(e)(2) Off-Street Parking Requirements* of the

Zoning Ordinance

Applicant Representative Alan Boyer, LSG Engineers & Surveyors, and Applicant Adam Crane, Kroger's, were in attendance. Mr. Boyer explained the need for the aisle width variance. He explained they are working within the existing footprint of the parking lot and are adding islands through the parking lot and modifying the aisle width from the current twenty-three (23) ft. to twenty-five (25) ft. wide to make them all the same at 23.65 ft. The Fire Department and OHM provided an e-mail and letter, respectively, supporting the variance request and stating that the small reduction in aisle width would not affect the internal circulation for the site. K. Mathews reviewed her report dated August 23, 2016.

PUBLIC HEARING

The public hearing opened at 7:42 P.M.

No comments.

The public hearing closed at 7:42 P.M.

J. Cogley moved and J. Gibbons seconded to approve a variance from Zoning Ordinance Article 15, Sec. 15-01(e)(2), Off-Street Parking Requirements, for ZBA Application # 16/10; Location: 9968 E. Grand River and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; Owner and Applicant: The Kroger Company of Michigan, to allow an aisle width of 23.65 for the aisle width for the eight (8) aisle ways within the internal portion of the parking lot per the letter from the Township Engineer dated 8/9/16 and the e-mail from the Fire Department dated 7/26/16 respectively. Additionally, suggested that there is coordination of the closing of Borderline Dr. with Brighton Area Schools when the project is under construction since the bus garage is located adjacent to this property.

Motion carried.

b. Ground signage variance, a variance from Article 17, Sec. 17-04(j), Prohibited Signs, off-premises signs Applicant Representative Alan Boyer, LSG Engineers & Surveyors, overviewed the request for a variance to allow an off-premises sign located at the Whitmore Lake Road entrance to Kroger's in the Victor Drive easement. The applicant has an easement for the sign and would like the signage to remain in its current location which is located too close to the R.O.W. and is also too high. The Zoning Ordinance requires ten (10) ft. outside of the R.O.W. and forty-two (42) inches high. The applicant is planning to reface the sign which includes rebuilding the cabinet with new backlit lighting and a new panel since the sign is outdated and past its useful life. K. Mathews reviewed her report dated August 26, 2016.

PUBLIC HEARING

The public hearing opened at 7:59 P.M.

Julie Clore, 9956 E. Grand River - Doesn't object to what Kroger's is proposing at this time and stated that Kroger's owns Victor Drive and they have an easement to utilize Victor Drive. She stated that there were problems with the proposed parking going back to the original site plan approval in 1997 because Kroger's didn't specify their easement rights in regards to the parking and some parking had to be removed; she is concerned about the increase of foot candles/lighting with the new signage. She also felt that the Township should place a note in the record that both the E. Grand River and Whitmore Lake signs violate the Zoning Ordinance in terms of height and distance from the R.O.W.

The public hearing closed at 8:05 P.M.

K. Mathews reviewed her report dated August 26, 2016.

J. Gibbons moved and J. Dorset seconded to approve a variance from Zoning Ordinance Article 17, Sec. 17-05(d)(2), Prohibited Signs, off-premises signs, for ZBA Application # 16/10; Location: 9968 E. Grand River and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; Owner and Applicant: The Kroger Company of Michigan, to allow an off-premises sign located along Whitmore Lake Rd. in the Victor Drive easement to be allowed since it is not changing a current condition; it directs persons to the store;

the original site plan for the property allowed an off-premises sign; and they are just refacing an existing sign. It was additionally stated that the off-premises sign shall meet all other Zoning Ordinance requirements including illumination levels (foot candles), height and distance from the R.O.W.
Motion carried.

d. Ground signage variance, a variance from *Article 17, Sec. 17-06(13), Specific Sign Requirements, height of signs*

Applicant Representative Alan Boyer, LSG Engineers & Surveyors, overviewed the request for a variance to allow two (2) ground signs to be higher than the Zoning Ordinance requirement of forty-two (42) inches high. The Whitmore Lake Rd sign is forty-nine (49) inches high and the Grand River sign is seventy-two (72) inches high and since they are just refacing the sign they would like to leave the signage as is. It was suggested that the E. Grand River sign needs to be at seventy-two (72) inches high due to the sloping topography which makes the sign difficult to see. The Whitmore Lake Rd. sign does not have grading/topography issues. It was also stated that due to the settlement agreement with the Clore's, that Kroger's does not want to change the sign on E. Grand River.

K. Mathews reviewed her August 23, 2016 report.

PUBLIC HEARING

The public hearing opened at 8:15 P.M.

Julie Clore, 9956 E. Grand River - Stated that due to litigation, Kroger's needs to show them the proposed signage changes for them to okay.

The public hearing closed at 8:17 P.M.

J. Cogley moved and J. Gibbons seconded to **table the variance requests from Zoning Ordinance Article 17, Sec. 17-06(13), Specific Sign Requirements, height of signs, and Sec. 17-05(d)(2) General Requirements for Permitted Signs, distance from right-of-way, for ZBA Application # 16/10; Location: 9968 E. Grand River and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; Owner and Applicant: The Kroger Company of Michigan, for the height and distance from the R.O.W. for the E. Grand River ground sign in order to receive a legal opinion regarding the settlement agreement for Kroger's and the Clore's.**

Motion carried.

c. Ground signage variance, a variance from *Article 17, Sec. 17-05(d)(2), General Requirements for Permitted Signs of the Zoning Ordinance, distance from right-of-way*

Applicant Representative Alan Boyer, LSG Engineers & Surveyors, overviewed the request for a variance to allow the ground sign at Whitmore Lake Rd. to be located closer to the R.O.W. than the Zoning Ordinance requirement of ten (10) ft. from the R.O.W. since they are just refacing the sign. It was discussed that the Whitmore Lake Rd. sign does not have grading/topography issues.

K. Mathews reviewed her August 23, 2016 report.

PUBLIC HEARING

The public hearing opened at 8:25 P.M.

No comments.

The public hearing closed at 8:25 P.M.

J. Dorset moved and C. Moran seconded to **deny the variance requests from Zoning Ordinance Article 17, Sec. 17-06(13) Specific Sign Requirements, height of signs and Sec. 17-05(d)(2) General Requirements for Permitted Signs, distance from right-of-way, for ZBA Application # 16/10; Location: 9968 E. Grand River and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; Owner and Applicant: The Kroger Company of Michigan, for the height and distance from the R.O.W. for the Whitmore Lake Rd. ground sign due to no proven hardship. The applicant will meet all Zoning Ordinance requirements other than it being an off-premises sign.**

Motion carried.

e. Wall signage variance, a variance from *Article 17, Sec. 17-06 (24) d and g, Specific Sign Requirements* of the Zoning Ordinance, *exceeding 10% maximum aggregate surface display area on east wall and exceeding 120 sq. ft. total aggregate amount of wall signage*

Applicant Representative Alan Boyer, LSG Engineers & Surveyors, overviewed the request for wall signage which far exceeds the Zoning Ordinance requirement of a maximum of 120 sq. ft. on up to three (3) sides of a building. He also stated that Kroger's is proposing to leave the east elevation untouched which exceeds the ten (10%) percent allowance on that wall.

K. Mathews reviewed her August 23, 2016 report.

PUBLIC HEARING

The public hearing opened at 8:40 P.M.

No comments.

The public hearing closed at 8:40 P.M.

J. Dorset moved and J. Cogley seconded to approve the variance request from Zoning Ordinance *Article 17, Sec. 17-06(g) exceeding 120 sq. ft. total aggregate amount of wall signage* for ZBA Application # 16/10; Location: 9968 E. Grand River and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; Owner and Applicant: The Kroger Company of Michigan, to allow the front elevation signage as proposed by Kroger's and to allow the "Kroger's" and the "Bank" sign on the east elevation to remain. Kroger's will remove the "Food and Pharmacy" sign in order to have the east elevation meet the ten (10%) percent wall coverage allowance in the Zoning Ordinance. The cumulative wall signage will exceed the 120 sq. ft. building allowance but is being allowed due to the fact that the Zoning Ordinance does not distinguish between large or small buildings or multi-tenant or single tenant buildings, and on such a large building, that the amount of signage needs to exceed 120 sq. ft. in order for the owner to have sufficient signage for their building. Additionally, the building sits back a distance from Grand River and Whitmore Lake Rd., so it needs additional signage. (Since both walls will meet the 10% wall coverage, no variance was needed from *Sec. 17-06 d. exceeding 10% maximum aggregate surface display area.*)
Motion carried.

REPORTS AND CORRESPONDENCE

D. Hawk - Township Board update.

CALL TO THE PUBLIC

None.

J. Dorset moved and C. Moran seconded to adjourn.

Motion carried.

The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Frank Grapentien, Chairperson

John Gibbons, Secretary

Kelly Mathews, Acting Secretary

Ann M. Bollin, CMC, CMMC, Clerk

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

SEPTEMBER 12, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: S. Holden, M. Slaton, J. Stinedurf, G. Mitsopoulos, G. Unruh, D. Schifko
Absent: L. Herzinger

CALL TO THE PUBLIC

Bob Potocki, 8420 Woodland Shore Dr. - Handed out comments dated 9/12/16; ZBA fee is too high; need certification of accuracy and completeness for applications; public safety regarding traffic impact studies - need independent studies conducted; unratified zoning ordinance; sewer questions in regards to Encore Village.

Mike Palmer, 10382 Grand River - Concerned about the usage of the sewer plant - only using 40% capacity; need to keep master plan in mind when approving applications; MSP Post was built without sewer and water; Township Hall does not have sewer and water; could divert storm water run-off from projects into sewer plant to utilize some excess capacity; don't fast track developments without sewer.

Jim Sarna, 8266 Woodland Shore Dr. - Sandila Estates was not required to connect into sewer; new developments need to connect into the sewer system.

AGENDA

G. Mitsopoulos moved and G. Unruh seconded **to approve the agenda as presented.**
Motion carried.

MINUTES

G. Mitsopoulos moved and J. Stinedurf seconded **to approve the minutes of the August 22, 2016 regular meeting as presented.**
Motion carried.

PUBLIC HEARING FOR SPECIAL LAND USES SLU#16/02 FOR KROGER'S; ADDRESS: 9968 E. GRAND RIVER AVENUE and 5771 BORDERLINE; APPLICANT AND OWNER: THE KROGER COMPANY OF MICHIGAN; TAX ID #'S: 12-32-300-061 AND 062; ZONING B-2 (GENERAL BUSINESS)

Applicant Representatives Tom Ross (Kroger's) and Alan Boyer (LSG Engineers & Surveyors) were in attendance. Mr. Boyer explained the request for the special land use permit which includes a retail building in excess of 30,000 sq. ft., a drive-thru pharmacy, and outdoor sales. K. Mathews, Township Planner, overviewed her special land use permit review letter dated August 26, 2016. J. Rushlow, Township Engineer, overviewed the portions of his site plan letter dated September 1, 2016 relative to the special land use permits. J. Rushlow also stated that the traffic study methodology was acceptable and summarized the recommendations from the study and his letter dated August 1, 2016 regarding the TIS.

PUBLIC HEARING

The public hearing opened at 7:25 p.m.
M. Palmer, 10382 Grand River - Asked about the wall along the eastern side of the property.
The public hearing closed at 7:30 p.m.

The Planning Commission asked the applicant what the outdoor sales would be (each of the four (4) seasons would have various items for sale on the sidewalk). It was explained that the special land use permit did not include tents in the parking lot. It was explained that those are permitted separately as a

temporary use. The Planning Commission discussed traffic in detail including asking the traffic consultant if the traffic study included projected traffic from other developments such as the UM Hospital and Encore Village. Julie Kroll, Fleis & Vanderbrink, explained the way they take traffic counts and that this study for Kroger's was done prior to Encore Village.

Planning Commission also discussed that during construction the contractor will use the two (2) accesses to the site other than Victor Drive as much as possible.

G. Mitsopoulos moved and D. Schifko seconded to approve the Special Land Use Permit SLU # 16/02 for Kroger's; Address: 9968 E. Grand River Avenue and 5771 Borderline; Tax ID #'s: 12-32-300-061 and 062; Zoning B-2 (General Business) for retail in excess of 30,000 sq. ft., drive-thru pharmacy, and outdoor sales contingent upon meeting the requirements of the Township Planner and Township Engineer.

Motion carried.

PRELIMINARY SITE PLAN SP # 16/05 FOR KROGER'S; ADDRESS: 9968 E. GRAND RIVER AVENUE AND 5771 BORDERLINE; APPLICANT AND OWNER: THE KROGER COMPANY OF MICHIGAN; TAX ID #'S: 12-32-300-061 AND 062; ZONING B-2 (GENERAL BUSINESS)
The Planning Commission read the September 8, 2016 LCRC traffic impact study (TIS) comments and recommendations into the record. Julie Kroll, Fleis & Vanderbrink, referenced recent conversation with Mike Goryl, Livingston County Road Commission (LCRC) traffic engineer, noting a dedicated right turn lane will be constructed if needed and stated that due to MDOT's project the traffic may be inflated and that once the MDOT project is completed they will have a better understanding of the traffic. She stated that if improvements are needed, they will be constructed. J. Rushlow reviewed his September 1, 2016 letter and stated that of the two (2) outstanding items Item #1, a truck turning plan, had been provided and Item #2, proposed landscaping, the plantings are too close to the LCWA water main easement and the matter needs to be discussed with LCWA. K. Mathews reviewed her September 6, 2016 site plan letter.

Planning Commission discussion included the impact of cumulative traffic for the area and that it needs to be considered (i.e. Kroger's traffic, the additional traffic generated by Encore Village and other projects in the area). The proposed percentage of brick on the front elevation 64% v. 75% requirement was also discussed and it was noted that the addition continues with the use of existing materials for the building and that the Planning Commission has the discretion to allow materials other than the strict percentages in the Zoning Ordinance. The Fire Department letter dated August 24, 2016 and the Livingston County Drain Commissioner (LCDC) e-mail dated September 7, 2016 were acknowledged.

G. Mitsopoulos moved and D. Schifko seconded to approve the Preliminary Site Plan SP # 16/05 for Kroger's; Address: 9968 E. Grand River Avenue and 5771 Borderline; Tax ID #'s 12-32-300-061 and 062; contingent upon meeting the requirements of the Township Planner, Township Engineer, LCWA, LCRC, LCDC and any other agency requirements and that the requirements for a dedicated right turn lane will be constructed if required by the LCRC.

Motion carried.

PUBLIC HEARING FOR CONDITIONAL REZONING RZ # 16/01 FOR ENCORE VILLAGE; ADDRESSES: 11001 AND 10675 E. GRAND RIVER; TAX ID #'S 12-32-400-001 AND 12-33-400-010; APPLICANT AND OWNER: MANCHESTER BRIGHTON; ZONING: OS (OFFICE SERVICE)

Applicants Jim George, Joe George, and Michael Furnari were in attendance. Additionally, Applicant Representatives Brent LaVanway (Boss Engineering), Alex Bogarts (Alexander V. Bogaerts + Associates P.C.), Jeff King (King and McGregor) and Julie Kroll, (Fleis and Vanderbrink) were in attendance. B. LaVanway made a presentation outlining the project and stated that the project being proposed is due to a market study that was completed which included the Township, Livingston County, and national information regarding seniors and active living communities; referenced the previous zoning on the property was RM-1 before being rezoned to OS for Providence Hospital; and stated that he feels the RM-1 zoning classification is a good transition between the business uses to the west and the multi-family to the east. He noted the project would be built in three (3) phases: the multi-story; west Encore Village, and

then east Encore Village. A conditional zoning is proposed so the Township knows the details of the site early in the process i.e. number of units, road layout, etc. The benefits of the project include sidewalk and walking paths, the three (3) story building will be for seniors which is needed in the area and a large amount of wooded and wetland area will be preserved. The units are one-story ranch style units and each side of the project has a clubhouse and pool.

Alex Bogaerts, Alexander V. Bogaerts & Associates, PC, explained that the design for the site is for all units to have views of the lakes and that the size of the units are 1,441 s.f. interior units and 1,486 s.f. end units, all have two (2) car garages, two-bedrooms with den, and a great room/open plan with brick and siding and there are three (3) styles to choose from. Additionally, the club houses and the (3) story building have the same architecture. He stated that the three (3) story building will be a full-service facility for aging in place. He stated many aging in place projects have been done around the country and are very successful.

K. Mathews overviewed the rezoning and preliminary site plan processes. J. Rushlow, Township Engineer, reviewed his September 8, 2016 letter and stated that some of the setbacks to the wetlands are less than the minimum twenty-five (25) ft. and that there are four (4) entrances to the project and that it has not been identified whether the proposal is for private roads. He said there is plenty of parking within the site but additional ADA spaces are needed for the three (3) story building due to the type of units. He stated that there are sidewalks proposed on both sides of the property except for one small section where it is not feasible to construct. He overviewed his August 30, 2016 TIS letter and stated that the TIS needs to be updated for the three (3) story v. the originally planned one story building and that additional information is needed on the grading for the site; it is conceptual at this point but some finish grades for buildings were provided. He stated that the Township has the sewer capacity and that information is needed from FIB in regards to water capacity. The LCDC letter dated September 2, 2016, and the Fire Department letters dated August 15, 2016 and August 19, 2016 were acknowledged. The e-mail from John Harris dated September 6, 2016 was also acknowledged.

PUBLIC HEARING

The public hearing opened at 9:20 p.m.

Kim Logie-Bates, 5508 Woodland Shore Drive - Stated she submitted an e-mail dated 9/11/16 with 16 questions and wanted to know about the utilities for the site; that the TIS states failed levels for traffic on Grand River; will MDOT/LCRC approve traffic improvements suggested in the study; requested clarification on the usage of Woodruff Lake; setbacks from the natural features of the site; what will drain off the site into Woodruff and Pickerel Lakes from the site; concerns about leased v. owner occupied units; concerned that with lease units the property values will decrease; concerned with the number of trees being taken down between Woodruff and Pickerel Lakes.

Dawn Bates, 5508 Woodland Shore Drive - Wants to see the marketing study mentioned by the developer to see if there is a need for these units.

Dana Casey, 5573 Woodland Shore Drive - E-mail dated 9/12/16 stating that the 5/19/14 Master Plan natural features goal is to enhance quality of life and the preservation of natural features: how is this development protecting the natural features?

Mike Palmer, 10382 E. Grand River - Lives across the street on Fonda Lake and stated when Grand River was widened from two (2) to five (5) lanes that the storm grates that were put in by the LCRC have much drainage from the road going into the lakes and he is concerned about this development adding additional drainage into the lakes. He stated the storm run-off from this site could be diverted into the sewer plant and that would utilize some of the excess 60% capacity in the plant. He said that with 555 units 1,800 cars would be going in and out.

Jim Sarna, 8266 Woodland Shore Drive - Stated that the average number of cars per home is currently 3.3 multiplied by 555 units is 1831.5 cars in and out of the development every day.

Gino Pulice, 4705 Hawkview Ct. - In favor of this development; it's a need in Brighton and if this is not

approved, a development will come in under the OS zoning which would have a much greater effect on the area.

Sue Kelly, 4121 Marsh Trail - Stated that the conceptual plan is unclear relative to the clear-cutting of all three (3) phases at once which is a problem if the development doesn't move forward. She would suggest clear-cutting one phase at a time; she is opposed to a 25 ft. wetland setback v. 100 ft. natural features setback; the natural features study is not complete; wants to see the market study because other senior developments such as Independence Village in the City currently have high vacancies.

Resident concerned about the traffic and natural features setback; need to preserve the 100 ft. setback to the natural features; concerned about the market study; wants to see that these units are needed; she said we need more development for families and children; if you talk to realtors moderate to high end homes for families are needed; said residential is better than office but this project is too dense/too massive.

Christine Weisenberger, 11486 Casa Loma - Not opposed to development but the traffic in the entire area needs to be considered such as Legacy Park in Green Oak; concerns about lease v. own; project is too dense; she would like a rezoning to single family which would allow seniors but be less dense.

Dave Wylie, 5907 High Pointe Ct - He said the 4th access point to the development which serves 10 units is too close to their development and it is only 2 lanes on Grand River at this point; the visibility out of their steep driveway is too difficult.

Michael Weisenberger, 11486 Casa Loma - He inquired where he could get the PowerPoint and other materials presented.

E-mail dated 9/10/16 from Kelley Behrendt - Opposed due to traffic.

E-mail dated 9/12/16 from Diane Fleming – Opposed; traffic concerns; leased units v. owner occupied.

E-mail dated 9/12/16 from Bob Potocki - Traffic concerns.

The public hearing closed at 9:50 p.m.

The Planning Commission discussed traffic at length and the need to include all proposed development in the area. The need to not clear-cut all three (3) at one time was discussed. The price point for the leases was discussed and that the price point and size of units would be attractive mainly to empty nesters. It was stated that OS zoning would be much more detrimental to the natural features of the site than residential. It was stated that the leases would be one to three (3) years, no subleasing would be allowed, and are suited for persons not wanting maintenance. J. Rushlow stated that the storm water cannot by law go into the sewer plant because that would be a violation of the DEQ permit and would actually increase costs by treating good water. It was stated that only visual access to Woodruff Lake was provided and that only underbrush around Woodruff Lake would be cleared but the tree buffer would remain. It was suggested that all improvements as suggested in the TIS will be required but we are waiting on Mike Goryl, LCRC traffic engineer's comments. The 100 ft. v. 25 ft. natural feature buffers were discussed and the fifty (50) ft. buffer to the wetlands was sufficient to protect the integrity of wetlands according to Jeff King, King and McGregor. Additionally, he stated that the steep slopes make it difficult to maintain such a large setback but dense vegetation is being left along the shoreline; no beaches are being created; just the one existing beach.

D. Schifko moved and G. Unruh seconded to table **Conditional Rezoning RZ # 16/01 for Encore Village; Addresses: 11001 and 10675 E. Grand River; Tax ID #'s 12-32-400-001 and 12-33-400-010; Applicant and Owner: Manchester Brighton; Zoning: OS (Office Service) to allow the Applicant to provide the additional information required by the Township Planner, Township Engineer, and other entities.**

Motion carried.

REPORTS AND CORRESPONDENCE

B. Vick - Stated that residents can sign up for e-mail/text notifications via the website.

CALL TO THE PUBLIC

Christine Christensen - Inquired if they would be noticed for the next meeting.

ADJOURNMENT

G. Unruh moved and J. Stinedurf seconded **to adjourn**.

Motion carried.

The meeting adjourned at 10:35 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Gary Unruh, Secretary

Kelly Mathews, Recording Secretary

Ann M. Bollin, CMC, CMMC, Clerk

MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
AUGUST 17, 2016
REGULAR MEETING
2:00 P.M.
GREEN OAK CHARTER TOWNSHIP HALL
10001 SILVER LAKE ROAD
BRIGHTON, MI 48116

M. St. Charles called the meeting to order at 2:00 P.M. The Pledge was recited.

Present: A. Bollin, L. Weaire (Charter Township of Brighton); M. St. Charles, R. Everett (Green Oak Charter Township); P. Hohl, B. Hahn (Hamburg Township); S. Willet, non-voting member (Livingston Water Company).

Absent: None

CALL TO THE PUBLIC

None

APPROVAL OF AGENDA

A. Bollin moved and P. Hohl seconded to **approve the agenda as amended adding Item 10 A, Emergency Repair.**

Motion carried.

APPROVAL OF MINUTES

P. Hohl moved and L. Weaire seconded to **approve the June 15, 2016 regular meeting minutes as presented.**

Motion carried.

JULY 20, 2016 CHECK REGISTER / BILLS / JUNE 30, 2016 CASH BALANCE OF FUNDS & PLAN ESCROW

L. Weaire moved and P. Hohl seconded to **approve the July 20, 2016 Check Register and to receive and file the June 30, 2016 Cash Balance of Funds and Plan Escrow report.**

Motion carried.

AUGUST 17, 2016 CHECK REGISTER / BILLS / JULY 31, 2016 CASH BALANCE OF FUNDS & PLAN ESCROW

A. Bollin moved and P. Hohl seconded to **approve the August 17, 2016 Check Register and to receive and file the July 31, 2016 Cash Balance of Funds and Plan Escrow report.**

Motion carried.

ADOPTION OF RESOLUTION # 16-002 - RECONCILIATION OF COSTS

P. Hohl moved and B. Hahn seconded to **adopt Resolution No. 16-002, Reconciliation of Costs.**

AYES: A. Bollin, L. Weaire, R. Everett, P. Hohl, B. Hahn, M. St. Charles

NAYS: None

ABSENT: None

Motion carried.

OPERATOR'S REPORT

A. Dowson provided update on copper & lead testing including the process, volunteers and training, collection dates, and current regulations. Discussion included request for copy of letter that was sent out seeking volunteer testers, a map for sampling, and timing. A. Dowson will provide the letter to LCWA Board and V. Putula, OHM, will provide a sampling map.

A. Dowson summarized the written reports and overviewed upcoming hydrant flow test at Kroger and ongoing flushing schedule. Also confirmed that there was an active meter rental for the MDOT US 23/I

96 interchange project. Discussion continued and it was noted that the hydrant put in near the booster station would be removed to accommodate the MDOT project at their expense and put in storage (BAFA was contacted and concurred with its removal); DTE shut down for the MDOT project; and status of the M & G bond for the Lake Trust Credit Union project; OHM will follow-up.

EMERGENCY REPAIR

A. Dowson explained the need for repairs on the turbine well pump motor including options for replacement or rebuild, cost, and the timing of each option. Discussion included timing, cost, and other resources.

A. Bollin moved and P. Hohl seconded to **accept the operator's recommendation and accept the proposal dated 8-16-2016 from Brown Drilling.**

Motion carried.

ENGINEER'S REPORT – PROJECT UPDATE

V. Putala, OHM, distributed the August 2016 LCWA Project Summary dated August 15, 2016 and the August 8, 2016 Pressure Surges Progress Draft Memorandum. Discussion included the need to know what the volumes are to determine what the impact on the system is and available options including adding or relocating pressure valves.

P. Hohl moved and R. Everett seconded to **request the Engineer to prepare a proposal to pursue an analysis of the water hammering and to authorize the purchase of up to two additional pressure relief valves venting to the ditch as discussed.**

Motion carried.

CHAIRPERSON'S REPORT

M. St. Charles noted an upcoming meeting will be held at Green Oak Township on August 30, 2016 on MDOT's plans to replace bridges on US 23.

TOWNSHIP REPRESENTATIVES REPORT

Hamburg Township – P. Hohl provided updated on proposed 208 unit apartment development; getting interest on Hoskins property; and potential Industrial SAD.

ADJOURNMENT

P. Hohl moved and B. Hahn seconded to **adjourn. The meeting adjourned at 3:10 P.M.**

Motion carried.

Respectfully submitted,



Mark St. Charles, Chairperson



Ann M. Bollin, CMC, CMMC, Secretary

CASH TRANSACTIONS REPORT
2ND QTR FYE 2017

YEAR: THROUGH SEPTEMBER
Brighton Township

	Beginning Balance	Debit	Credit	Ending Balance
Fund: 101 - GENERAL FUND	7,036,157.31	7,247,504.37	7,024,613.96	7,259,047.72
Fund: 208 - PARKS	877,477.31	1,737.30	0.00	879,214.61
Fund: 209 - CEMETERY FUND	71,004.87	124.72	0.00	71,129.59
Fund: 212 - LIQUOR LAW ENFORCEMENT FUND	43,864.74	9,866.82	5,350.87	48,380.69
Fund: 249 - BUILDING DEPARTMENT FUND	4,848.77	5.46	0.00	4,854.23
Fund: 257 - BUDGET STABILIZATION FUND	275,137.95	2,039.03	673.15	276,503.83
Fund: 405 - MUNICIPAL WATER FUND	772,274.78	7,621.00	5,700.00	774,195.78
Fund: 589 - SEWER CAPITAL RESERVE	654,297.73	105,237.26	0.00	759,534.99
Fund: 590 - SEWER O & M FUND	456,819.41	1,468,822.28	1,571,834.31	353,807.38
Fund: 592 - SEWER DEBT SERVICE	2,943,139.00	961,278.98	2,081,843.77	1,822,574.21
Fund: 593 - SPENCER SEWER DEBT SERVICE	217,030.21	5,106.44	43,487.50	178,649.15
Fund: 701 - TRUST AND AGENCY FUND	240,555.05	262,550.36	460,853.17	42,252.24
Fund: 702 - PATHWAYS FUND	168,158.05	272.78	23,992.75	144,438.08
Fund: 703 - CURRENT TAX COLLECTIONS FUND	220.04	15,373.98	14,399.53	1,194.49
Fund: 792 - FUTURE ROAD IMPROVEMENT	3,634,575.25	6,383.50	0.00	3,640,958.75
Fund: 793 - CONSTRUCTION ESCROW	490,991.89	42,586.97	112,245.77	421,333.09
Fund: 812 - SAD ROAD MAINTENANCE	42,706.78	673.56	15,612.25	27,768.09
Fund: 814 - ROAD PROJECTS	62,185.53	1,129.66	0.00	63,315.19
Fund: 865 - STREET LIGHTING FUND	0.00	7,472.06	9,035.47	-1,563.41
Fund: 871 - MUNICIPAL REFUSE	69,142.38	2,002.84	34,446.00	36,699.22
Fund: 880 - SAD AQUATICS	144,464.42	11,613.27	58,157.54	97,920.15
Grand Totals:	18,205,051.47	10,159,402.64	11,462,246.04	16,902,208.07

CASH TRANSACTIONS REPORT
2ND QTR FYE 2017

YEAR: THROUGH SEPTEMBER
Brighton Township

Page: 1
11/16/2016
12:28 pm

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 101 - GENERAL FUND				
Dept: 000				
001.000 CASH - CHECKING	2,531,242.09	3,524,866.56	3,538,983.04	2,517,125.61
001.001 CASH - CHECKING PAYROLL	41,329.53	897,776.51	931,978.68	7,127.36
001.002 CASH- CHECKING HRA	8,848.08	0.00	0.00	8,848.08
002.000 CASH - SAVINGS	1,236,799.71	1,770,165.85	1,759,261.99	1,247,703.57
002.001 CASH-SAVINGS	1,000,000.00	0.00	0.00	1,000,000.00
002.004 CASH- EFT	100.10	539,961.84	539,961.89	100.05
002.191 ELECTION EQUIPMENT RESERVE	100,000.00	0.00	0.00	100,000.00
002.591 CASH- CCA	816,991.20	7,524.53	1,330.20	823,185.53
002.805 CASH- LAKESHORE	240,140.30	3,358.51	0.00	243,498.81
003.000 CASH - CERTIFICATES OF DEPOSIT	1,060,443.30	503,850.57	253,098.16	1,311,195.71
004.000 CASH - PETTY	248.00	0.00	0.00	248.00
004.591 PETTY CASH- CCA	15.00	0.00	0.00	15.00
Total Dept: 000	7,036,157.31	7,247,504.37	7,024,613.96	7,259,047.72
Fund: 101	7,036,157.31	7,247,504.37	7,024,613.96	7,259,047.72
Fund: 208 - PARKS				
Dept: 000				
002.000 CASH - SAVINGS	877,477.31	1,737.30	0.00	879,214.61
Total Dept: 000	877,477.31	1,737.30	0.00	879,214.61
Fund: 208	877,477.31	1,737.30	0.00	879,214.61
Fund: 209 - CEMETERY FUND				
Dept: 000				
002.000 CASH - SAVINGS	71,004.87	124.72	0.00	71,129.59
Total Dept: 000	71,004.87	124.72	0.00	71,129.59
Fund: 209	71,004.87	124.72	0.00	71,129.59
Fund: 212 - LIQUOR LAW ENFORCEMENT FUND				
Dept: 000				
001.000 CASH - CHECKING	0.00	1,153.12	1,163.54	-10.42
002.000 CASH - SAVINGS	43,864.74	8,713.70	4,187.33	48,391.11
Total Dept: 000	43,864.74	9,866.82	5,350.87	48,380.69
Fund: 212	43,864.74	9,866.82	5,350.87	48,380.69
Fund: 249 - BUILDING DEPARTMENT FUND				
Dept: 000				
002.000 CASH - SAVINGS	4,848.77	5.46	0.00	4,854.23
Total Dept: 000	4,848.77	5.46	0.00	4,854.23
Fund: 249	4,848.77	5.46	0.00	4,854.23
Fund: 257 - BUDGET STABILIZATION FUND				
Dept: 000				
002.000 CASH - SAVINGS	5,137.95	1,365.88	0.00	6,503.83
003.000 CASH - CERTIFICATES OF DEPOSIT	270,000.00	673.15	673.15	270,000.00
Total Dept: 000	275,137.95	2,039.03	673.15	276,503.83
Fund: 257	275,137.95	2,039.03	673.15	276,503.83
Fund: 405 - MUNICIPAL WATER FUND				
Dept: 000				
002.000 CASH - SAVINGS	772,274.78	7,621.00	5,700.00	774,195.78
Total Dept: 000	772,274.78	7,621.00	5,700.00	774,195.78
Fund: 405	772,274.78	7,621.00	5,700.00	774,195.78

CASH TRANSACTIONS REPORT
2ND QTR FYE 2017

YEAR: THROUGH SEPTEMBER
Brighton Township

Page: 2
11/16/2016
12:28 pm

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 589 - SEWER CAPITAL RESERVE				
Dept: 000				
002.000 CASH - SAVINGS	654,297.73	105,237.26	0.00	759,534.99
Total Dept: 000	654,297.73	105,237.26	0.00	759,534.99
Fund: 589	654,297.73	105,237.26	0.00	759,534.99
Fund: 590 - SEWER O & M FUND				
Dept: 000				
001.000 CASH - CHECKING	0.00	631,354.20	633,735.61	-2,381.41
002.000 CASH - SAVINGS	456,819.41	837,468.08	938,098.70	356,188.79
Total Dept: 000	456,819.41	1,468,822.28	1,571,834.31	353,807.38
Fund: 590	456,819.41	1,468,822.28	1,571,834.31	353,807.38
Fund: 592 - SEWER DEBT SERVICE				
Dept: 000				
002.000 CASH - SAVINGS	2,943,139.00	961,278.98	2,081,843.77	1,822,574.21
Total Dept: 000	2,943,139.00	961,278.98	2,081,843.77	1,822,574.21
Fund: 592	2,943,139.00	961,278.98	2,081,843.77	1,822,574.21
Fund: 593 - SPENCER SEWER DEBT SERVICE				
Dept: 000				
002.000 CASH - SAVINGS	217,030.21	5,106.44	43,487.50	178,649.15
Total Dept: 000	217,030.21	5,106.44	43,487.50	178,649.15
Fund: 593	217,030.21	5,106.44	43,487.50	178,649.15
Fund: 701 - TRUST AND AGENCY FUND				
Dept: 000				
002.000 CASH - SAVINGS	100.27	239,439.62	238,431.89	1,108.00
002.003 CASH SAVINGS	238,994.58	20,000.00	219,316.08	39,678.50
002.005 CASH SAVINGS	1,000.09	0.50	0.09	1,000.50
002.006 CASH SAVINGS	460.11	3,110.24	3,105.11	465.24
Total Dept: 000	240,555.05	262,550.36	460,853.17	42,252.24
Fund: 701	240,555.05	262,550.36	460,853.17	42,252.24
Fund: 702 - PATHWAYS FUND				
Dept: 000				
002.000 CASH - SAVINGS	168,158.05	272.78	23,992.75	144,438.08
Total Dept: 000	168,158.05	272.78	23,992.75	144,438.08
Fund: 702	168,158.05	272.78	23,992.75	144,438.08
Fund: 703 - CURRENT TAX COLLECTIONS FUND				
Dept: 000				
002.000 CASH - SAVINGS	220.04	15,373.98	14,399.53	1,194.49
Total Dept: 000	220.04	15,373.98	14,399.53	1,194.49
Fund: 703	220.04	15,373.98	14,399.53	1,194.49
Fund: 792 - FUTURE ROAD IMPROVEMENT				
Dept: 000				
002.000 CASH - SAVINGS	3,634,575.25	6,383.50	0.00	3,640,958.75
Total Dept: 000	3,634,575.25	6,383.50	0.00	3,640,958.75
Fund: 792	3,634,575.25	6,383.50	0.00	3,640,958.75

CASH TRANSACTIONS REPORT
2ND QTR FYE 2017

YEAR: THROUGH SEPTEMBER
Brighton Township

Page: 3
11/16/2016
12:28 pm

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 793 - CONSTRUCTION ESCROW				
Dept: 000				
002.000 CASH - SAVINGS	197,764.34	42,279.44	45,723.05	194,320.73
002.007 BT ESCROW-NATURAL AGGREGATES	175,204.62	170.89	0.00	175,375.51
002.100 BRIGHTON TWP/LAKE TRUST ESCROW	118,022.93	136.64	66,522.72	51,636.85
Total Dept: 000	490,991.89	42,586.97	112,245.77	421,333.09
Fund: 793	490,991.89	42,586.97	112,245.77	421,333.09
Fund: 812 - SAD ROAD MAINTENANCE				
Dept: 031 PARKLAWN SAD				
002.000 CASH - SAVINGS	16,337.07	315.96	2,468.75	14,184.28
Total Dept: 031	16,337.07	315.96	2,468.75	14,184.28
Dept: 033 DONALD/STUHRBURG SAI				
002.000 CASH - SAVINGS	5,462.32	10.06	0.00	5,472.38
Total Dept: 033	5,462.32	10.06	0.00	5,472.38
Dept: 038 LINK ROAD MAINTENANCE				
002.000 CASH - SAVINGS	59.98	0.12	0.00	60.10
Total Dept: 038	59.98	0.12	0.00	60.10
Dept: 039 TRACEY LANE SAD				
002.000 CASH - SAVINGS	5,680.55	331.19	2,775.00	3,236.74
Total Dept: 039	5,680.55	331.19	2,775.00	3,236.74
Dept: 040 RIDGECREST S.A.D.				
002.000 CASH - SAVINGS	2,942.49	4.89	570.00	2,377.38
Total Dept: 040	2,942.49	4.89	570.00	2,377.38
Dept: 054 BIRCHCREST				
002.000 CASH - SAVINGS	4,924.90	4.26	3,076.00	1,853.16
Total Dept: 054	4,924.90	4.26	3,076.00	1,853.16
Dept: 069 BEN HUR FARMS				
002.000 CASH - SAVINGS	7,299.47	7.08	6,722.50	584.05
Total Dept: 069	7,299.47	7.08	6,722.50	584.05
Fund: 812	42,706.78	673.56	15,612.25	27,768.09
Fund: 814 - ROAD PROJECTS				
Dept: 000				
002.000 CASH - SAVINGS	54,034.86	94.71	0.00	54,129.57
Total Dept: 000	54,034.86	94.71	0.00	54,129.57
Dept: 061 ROSE ANN DRIVE- SAD				
002.000 CASH - SAVINGS	8,150.67	1,034.95	0.00	9,185.62
Total Dept: 061	8,150.67	1,034.95	0.00	9,185.62
Fund: 814	62,185.53	1,129.66	0.00	63,315.19
Fund: 865 - STREET LIGHTING FUND				
Dept: 000				
001.000 CASH - CHECKING	0.00	7,472.06	9,035.47	-1,563.41
Total Dept: 000	0.00	7,472.06	9,035.47	-1,563.41
Fund: 865	0.00	7,472.06	9,035.47	-1,563.41

CASH TRANSACTIONS REPORT
2ND QTR FYE 2017

YEAR: THROUGH SEPTEMBER
Brighton Township

Page: 4
11/16/2016
12:28 pm

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 871 - MUNICIPAL REFUSE				
Dept: 056 RAVENSWOOD				
002.000 CASH - SAVINGS	20,504.83	812.75	13,464.00	7,853.58
Total Dept: 056	20,504.83	812.75	13,464.00	7,853.58
Dept: 529 WOODLAND/AIRWAY ASSE				
002.000 CASH - SAVINGS	48,637.55	1,190.09	20,982.00	28,845.64
Total Dept: 529	48,637.55	1,190.09	20,982.00	28,845.64
Fund: 871	69,142.38	2,002.84	34,446.00	36,699.22
Fund: 880 - SAD AQUATICS				
Dept: 000				
002.000 CASH - SAVINGS	140,066.78	11,606.95	55,007.54	96,666.19
002.001 CASH-SAVINGS	4,397.64	6.32	3,150.00	1,253.96
Total Dept: 000	144,464.42	11,613.27	58,157.54	97,920.15
Fund: 880	144,464.42	11,613.27	58,157.54	97,920.15
Grand Totals:	18,205,051.47	10,159,402.64	11,462,246.04	16,902,208.07

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000							
102.000 PROPERTY TAXES	900,000.00	900,000.00	0.00	0.00	0.00	900,000.00	0.0
110.000 DELIQ PERSONAL PROPERTY TAXES	0.00	0.00	2,427.00	0.00	0.00	-2,427.00	0.0
123.000 MOBILE HOME FEES	270.00	270.00	137.50	22.50	0.00	132.50	50.9
145.000 INTEREST/PENALTIES	800.00	800.00	18.97	0.00	0.00	781.03	2.4
147.000 PROPERTY TAX ADMIN FEE	255,000.00	255,000.00	160,210.58	132,781.69	0.00	94,789.42	62.8
148.000 SUMMER TAX COLLECTION SVC CHG	26,000.00	26,000.00	24,978.90	0.00	0.00	1,021.10	96.1
148.100 DOG LICENSE COLLECTION FEE	540.00	540.00	234.00	37.50	0.00	306.00	43.3
151.000 CABLE TV FEE	325,000.00	325,000.00	84,727.93	0.00	0.00	240,272.07	26.1
160.000 TELECOMM. R.O.W. MAINT FEE	12,400.00	12,400.00	14,991.50	500.00	0.00	-2,591.50	120.9
165.000 LICENSE/PERMITS	0.00	0.00	420.00	0.00	0.00	-420.00	0.0
181.000 SIGN PERMITS	500.00	500.00	600.00	75.00	0.00	-100.00	120.0
182.000 TENANT OCCUPANCY	1,200.00	1,200.00	660.00	240.00	0.00	540.00	55.0
182.100 TEMPORARY USE	1,300.00	1,300.00	900.00	300.00	0.00	400.00	69.2
182.200 LAND USE PERMIT	14,000.00	14,000.00	7,975.00	1,250.00	0.00	6,025.00	57.0
182.300 HOME OCCUPATIONS	100.00	100.00	0.00	0.00	0.00	100.00	0.0
174.000 STATE REVENUE SHARING	1,350,000.00	1,350,000.00	449,756.00	0.00	0.00	900,244.00	33.3
167.000 ADMINISTATIVE FEE SEWER	4,800.00	4,800.00	2,400.00	1,200.00	0.00	2,400.00	50.0
169.000 PLANNING FEES	40,000.00	40,000.00	43,563.25	12,908.25	0.00	-3,563.25	108.9
169.100 ZONING FEES	8,000.00	8,000.00	7,130.00	2,300.00	0.00	870.00	89.1
165.000 PLAN REVIEW FEE	1,000.00	1,000.00	5,100.00	825.00	0.00	-4,100.00	510.0
162.000 ADDRESSING	250.00	250.00	360.00	50.00	0.00	-110.00	144.0
162.000 SALE OF TRASH TAGS	200.00	200.00	75.00	0.00	0.00	125.00	37.5
164.000 SALE OF MATERIALS	3,000.00	3,000.00	1,247.14	75.21	0.00	1,752.86	41.6
164.100 FOIA SALE OF MATERIALS	400.00	400.00	565.88	175.93	0.00	-165.88	141.5
164.000 SALE OF INVENTORY	100.00	100.00	0.00	0.00	0.00	100.00	0.0
165.000 SALE OF CEMETERY LOTS	0.00	0.00	2,200.00	550.00	0.00	-2,200.00	0.0
165.000 NSF FEE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
164.000 INTEREST EARNED	25,000.00	25,000.00	8,022.88	757.39	0.00	16,977.12	32.1
164.405 INT- LOAN WATER BOND PAYOFF	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
164.589 INTEREST CAPITAL RES LOAN 2012	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
164.590 INTEREST SEWER O & M LOAN 2004	4,297.00	4,297.00	0.00	0.00	0.00	4,297.00	0.0
164.592 INTEREST CAP DEBT LOAN 2004	8,620.00	8,620.00	0.00	0.00	0.00	8,620.00	0.0
164.594 INTEREST CAP DEBT LOAN 2013	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
164.595 INTEREST CAP DEBT LOAN 09/13	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
164.596 INTEREST CAP DEBT LOAN 12/13	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
167.000 RENT- CELL TOWER	82,000.00	82,000.00	42,425.38	5,157.88	0.00	39,574.62	51.7
167.200 RENT- MSP	137,490.00	137,490.00	68,742.00	11,457.00	0.00	68,748.00	50.0
168.000 RENT- MEETING ROOM	0.00	0.00	50.00	50.00	0.00	-50.00	0.0
169.591 CCA SAD INTEREST	4,277.00	4,277.00	45.45	18.45	0.00	4,231.55	1.1
169.805 LAKESHORE SAD INTEREST	2,898.00	2,898.00	95.34	63.56	0.00	2,802.66	3.3
171.000 OTHER REVENUE	500.00	500.00	219.70	194.70	0.00	280.30	43.9
172.591 CCA SAD REV	71,280.00	71,280.00	0.00	0.00	0.00	71,280.00	0.0
172.805 LAKESHORE SAD REV	20,704.00	20,704.00	0.00	0.00	0.00	20,704.00	0.0
175.000 COMCAST/ AT&T PEG FEES	33,000.00	33,000.00	8,529.24	0.00	0.00	24,470.76	25.8
176.000 REIMBURSEMENT	0.00	0.00	10,311.15	0.00	0.00	-10,311.15	0.0
187.000 REFUNDS	100.00	100.00	1,302.54	1,163.79	0.00	-1,202.54	1302.5
199.257 TRAN IN BUDGET STABILIZ	900.00	900.00	0.00	0.00	0.00	900.00	0.0
199.999 APPROPRIATION TRAN IN FUND BAL	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Dept: 000	3,416,326.00	3,416,326.00	950,422.33	172,153.85	0.00	2,465,903.67	27.8

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Revenues	3,416,326.00	3,416,326.00	950,422.33	172,153.85	0.00	2,465,903.67	27.8
Expenditures							
Dept: 101 LEGISLATIVE-TWSP BOARD							
702.000 SALARY-ELECTED	29,100.00	29,100.00	14,058.58	3,347.28	0.00	15,041.42	48.3
715.000 FICA	1,800.00	1,800.00	871.39	207.48	0.00	928.61	48.4
715.010 MEDICARE	431.00	431.00	203.59	48.48	0.00	227.41	47.2
716.600 DISCRETIONARY INCREASE	29,160.00	29,160.00	0.00	0.00	0.00	29,160.00	0.0
717.000 LIFE INSURANCE	210.00	210.00	107.31	15.33	0.00	102.69	51.1
718.000 PENSION	7,300.00	7,300.00	3,905.44	836.88	0.00	3,394.56	53.5
718.100 PENSION FEES	600.00	600.00	0.00	0.00	0.00	600.00	0.0
727.000 SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
311.100 WORKERS'COMP	100.00	100.00	56.88	-14.00	0.00	43.12	56.9
318.000 CONSULTING	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
319.000 ENGINEERING SERVICES	15,000.00	15,000.00	620.50	433.00	0.00	14,379.50	4.1
360.000 EDUCATION	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00	0.0
373.000 MILEAGE/TRAVEL	200.00	200.00	24.74	0.00	0.00	175.26	12.4
300.000 PRINTING & PUBLISHING	9,000.00	9,000.00	3,050.00	540.00	0.00	5,950.00	33.9
900.100 ORDINANCE CODIFICATION	8,000.00	8,000.00	800.00	0.00	0.00	7,200.00	10.0
958.000 DUES	9,000.00	9,000.00	8,569.30	0.00	0.00	430.70	95.2
958.700 ECONOMIC DEVOPMENT	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
958.750 SMALL BUSINESS DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
969.000 CONTINGENCIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
LEGISLATIVE-TWSP BOARD	140,801.00	140,801.00	32,267.73	5,414.45	0.00	108,533.27	22.9

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 171 SUPERVISOR							
702.000 SALARY-ELECTED	30,100.00	30,100.00	14,539.39	3,461.76	0.00	15,560.61	48.3
715.000 FICA	1,870.00	1,870.00	901.40	214.62	0.00	968.60	48.2
715.010 MEDICARE	500.00	500.00	210.80	50.19	0.00	289.20	42.2
717.000 LIFE INSURANCE	100.00	100.00	37.66	5.38	0.00	62.34	37.7
718.000 PENSION	3,050.00	3,050.00	1,615.46	346.17	0.00	1,434.54	53.0
718.100 PENSION FEES	200.00	200.00	45.00	0.00	0.00	155.00	22.5
727.000 SUPPLIES	200.00	200.00	10.00	0.00	0.00	190.00	5.0
811.100 WORKERS'COMP	65.00	65.00	36.24	-9.09	0.00	28.76	55.8
860.000 EDUCATION	600.00	600.00	0.00	0.00	0.00	600.00	0.0
873.000 MILEAGE/TRAVEL	200.00	200.00	0.00	0.00	0.00	200.00	0.0
958.000 DUES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL OUTLAY	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
SUPERVISOR	39,585.00	39,585.00	17,395.95	4,069.03	0.00	22,189.05	43.9

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Fund: 101 - GENERAL FUND

Expenditures

Dept: 172 ADMINISTRATION-MANAGER

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
'03.000 SALARY-NOT ELECTED	105,000.00	105,000.00	50,884.60	12,115.38	0.00	54,115.40	48.5
'06.000 HOURLY FULL TIME	59,000.00	59,000.00	28,579.02	6,804.00	0.00	30,420.98	48.4
'07.000 HOURLY- PART TIME	500.00	500.00	64.00	0.00	0.00	436.00	12.8
'15.000 FICA	10,400.00	10,400.00	5,029.87	1,172.99	0.00	5,370.13	48.4
'15.010 MEDICARE	2,500.00	2,500.00	1,176.40	274.35	0.00	1,323.60	47.1
'16.000 HOSPITALIZATION INSURANCE	3,900.00	4,191.04	2,213.16	351.63	0.00	1,977.88	52.8
'16.100 HRA/HSA	1,390.00	1,800.00	1,800.00	0.00	0.00	0.00	100.0
'16.500 PAYMENT IN LIEU OF HEALTH INS	3,200.00	3,200.00	1,600.00	0.00	0.00	1,600.00	50.0
'17.000 LIFE INSURANCE	710.00	710.00	391.30	55.90	0.00	318.70	55.1
'18.000 PENSION	9,400.00	9,400.00	5,267.26	1,120.20	0.00	4,132.74	56.0
'19.000 DISABILITY INS	2,400.00	2,400.00	1,828.54	261.22	0.00	571.46	76.2
'27.000 SUPPLIES	500.00	500.00	388.84	199.89	0.00	111.16	77.8
'30.000 POSTAGE	300.00	300.00	117.54	25.72	0.00	182.46	39.2
'11.100 WORKERS'COMP	720.00	720.00	393.22	-100.73	0.00	326.78	54.6
'18.000 CONSULTING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
'60.000 EDUCATION	4,000.00	4,000.00	75.00	0.00	0.00	3,925.00	1.9
'73.000 MILEAGE/TRAVEL	1,000.00	1,000.00	868.43	322.36	0.00	131.57	86.8
'58.000 DUES	1,950.00	1,950.00	110.00	0.00	0.00	1,840.00	5.6
'69.000 CONTINGENCIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
'70.000 CAPITAL OUTLAY	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
ADMINISTRATION-MANAGER	210,870.00	211,571.04	100,787.18	22,602.91	0.00	110,783.86	47.6

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 191 ELECTIONS							
02.000 SALARY-ELECTED	18,900.00	18,900.00	9,258.24	2,169.90	0.00	9,641.76	49.0
04.000 WAGES - DEPUTY	30,300.00	30,300.00	7,768.80	1,331.20	0.00	22,531.20	25.6
06.000 HOURLY FULL TIME	3,600.00	3,600.00	2,406.54	414.54	0.00	1,193.46	66.8
07.000 HOURLY- PART TIME	10,800.00	10,800.00	3,128.25	330.00	0.00	7,671.75	29.0
14.000 ELECTION WORKER	39,000.00	39,000.00	13,758.70	0.00	0.00	25,241.30	35.3
15.000 FICA	4,000.00	4,000.00	1,398.82	263.22	0.00	2,601.18	35.0
15.010 MEDICARE	930.00	930.00	327.16	61.57	0.00	602.84	35.2
16.000 HOSPITALIZATION INSURANCE	7,800.00	7,792.23	4,696.36	658.39	0.00	3,095.87	60.3
16.100 HRA/HSA	1,230.00	1,599.00	1,599.00	0.00	0.00	0.00	100.0
17.000 LIFE INSURANCE	170.00	170.00	63.30	12.15	0.00	106.70	37.2
18.000 PENSION	1,520.00	1,520.00	580.73	111.98	0.00	939.27	38.2
19.000 DISABILITY INS	80.00	80.00	42.70	6.10	0.00	37.30	53.4
727.000 SUPPLIES	6,000.00	6,630.00	3,978.02	668.13	0.00	2,651.98	60.0
730.000 POSTAGE	9,300.00	10,200.00	6,843.85	2,872.42	0.00	3,356.15	67.1
737.000 SMALL EQUIPMENT EXPENSE	600.00	600.00	0.00	0.00	0.00	600.00	0.0
311.100 WORKERS'COMP	230.00	230.00	120.40	-32.18	0.00	109.60	52.3
318.100 CONSULTING-ACCURACY TESTING	8,000.00	8,000.00	835.00	835.00	0.00	7,165.00	10.4
360.000 EDUCATION	2,500.00	2,500.00	242.00	0.00	0.00	2,258.00	9.7
373.000 MILEAGE/TRAVEL	1,000.00	1,000.00	16.20	0.00	0.00	983.80	1.6
300.000 PRINTING & PUBLISHING	600.00	750.00	80.00	0.00	0.00	670.00	10.7
931.000 EQUIPMENT MAINTENANCE & REPAIR	2,000.00	2,000.00	442.40	0.00	0.00	1,557.60	22.1
940.000 EQUIPMENT RENTAL	600.00	600.00	98.64	0.00	0.00	501.36	16.4
958.000 DUES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
969.000 CONTINGENCIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
970.000 CAPITAL OUTLAY	500.00	5,500.00	0.00	0.00	0.00	5,500.00	0.0
ELECTIONS	150,860.00	157,901.23	57,685.11	9,702.42	0.00	100,216.12	36.5

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Fund: 101 - GENERAL FUND

Expenditures

Dept: 209 ASSESSOR

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
703.000 SALARY-NOT ELECTED	68,500.00	68,500.00	33,175.93	7,899.03	0.00	35,324.07	48.4
706.000 HOURLY FULL TIME	54,700.00	54,700.00	26,477.17	6,304.80	0.00	28,222.83	48.4
707.000 HOURLY- PART TIME	20,000.00	20,000.00	9,448.00	2,344.00	0.00	10,552.00	47.2
707.090 WAGES - CLERICAL O/T	930.00	930.00	0.00	0.00	0.00	930.00	0.0
708.000 PER DIEM COMP	4,000.00	4,000.00	315.00	0.00	0.00	3,685.00	7.9
715.000 FICA	9,000.00	9,000.00	4,309.20	1,026.00	0.00	4,690.80	47.9
715.010 MEDICARE	2,100.00	2,100.00	1,007.81	239.95	0.00	1,092.19	48.0
716.000 HOSPITALIZATION INSURANCE	40,540.00	40,530.62	23,402.45	3,425.63	0.00	17,128.17	57.7
716.100 HRA/HSA	6,300.00	8,200.00	8,200.00	0.00	0.00	0.00	100.0
716.500 PAYMENT IN LIEU OF HEALTH INS	800.00	800.00	400.00	0.00	0.00	400.00	50.0
717.000 LIFE INSURANCE	650.00	650.00	361.20	51.60	0.00	288.80	55.6
718.000 PENSION	7,650.00	7,650.00	4,319.35	866.72	0.00	3,330.65	56.5
719.000 DISABILITY INS	2,560.00	2,560.00	1,431.85	204.55	0.00	1,128.15	55.9
727.000 SUPPLIES	1,500.00	1,500.00	185.33	4.00	0.00	1,314.67	12.4
730.000 POSTAGE	5,300.00	5,300.00	269.63	76.84	0.00	5,030.37	5.1
811.100 WORKERS'COMP	1,300.00	1,300.00	745.57	-181.88	0.00	554.43	57.4
860.000 EDUCATION	3,000.00	3,000.00	1,295.56	327.68	0.00	1,704.44	43.2
873.000 MILEAGE/TRAVEL	200.00	200.00	34.02	34.02	0.00	165.98	17.0
900.000 PRINTING & PUBLISHING	2,800.00	2,800.00	150.00	0.00	0.00	2,650.00	5.4
958.000 DUES	900.00	900.00	387.00	0.00	0.00	513.00	43.0
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL OUTLAY	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
ASSESSOR	239,730.00	241,620.62	115,915.07	22,622.94	0.00	125,705.55	48.0

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Page: 7
11/16/2016
12:30 pm

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Fund: 101 - GENERAL FUND

Expenditures

Dept: 215 TOWNSHIP CLERK

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
702.000 SALARY-ELECTED	43,900.00	43,900.00	21,120.23	5,063.07	0.00	22,779.77	48.1
704.000 WAGES - DEPUTY	13,000.00	13,000.00	7,664.80	1,944.80	0.00	5,335.20	59.0
706.000 HOURLY FULL TIME	77,500.00	77,500.00	36,915.79	8,961.19	0.00	40,584.21	47.6
707.000 HOURLY- PART TIME	10,400.00	10,400.00	2,732.50	216.00	0.00	7,667.50	26.3
715.000 FICA	9,000.00	9,000.00	4,242.84	1,003.47	0.00	4,757.16	47.1
715.010 MEDICARE	2,100.00	2,100.00	992.25	234.67	0.00	1,107.75	47.3
716.000 HOSPITALIZATION INSURANCE	50,240.00	50,222.64	28,827.58	4,239.81	0.00	21,395.06	57.4
716.100 HRA/HSA	8,230.00	10,701.00	10,701.00	0.00	0.00	0.00	100.0
717.000 LIFE INSURANCE	740.00	740.00	425.86	57.73	0.00	314.14	57.5
718.000 PENSION	6,550.00	6,550.00	3,624.89	749.96	0.00	2,925.11	55.3
719.000 DISABILITY INS	1,630.00	1,630.00	921.20	131.60	0.00	708.80	56.5
727.000 SUPPLIES	1,400.00	1,400.00	602.76	84.55	0.00	797.24	43.1
730.000 POSTAGE	400.00	400.00	36.22	10.68	0.00	363.78	9.1
737.000 SMALL EQUIPMENT EXPENSE	300.00	300.00	0.00	0.00	0.00	300.00	0.0
807.000 AUDIT SERVICES	12,000.00	12,000.00	9,600.00	0.00	0.00	2,400.00	80.0
811.100 WORKERS'COMP	520.00	520.00	297.33	-72.75	0.00	222.67	57.2
826.200 RECORD RETENTION SERVICES	3,000.00	3,000.00	525.02	55.34	0.00	2,474.98	17.5
860.000 EDUCATION	2,000.00	2,000.00	803.00	0.00	0.00	1,197.00	40.2
873.000 MILEAGE/TRAVEL	1,100.00	1,100.00	133.00	0.00	0.00	967.00	12.1
900.200 NEWSLETTER	5,000.00	5,000.00	1,424.48	0.00	0.00	3,575.52	28.5
958.000 DUES	500.00	500.00	300.00	125.00	0.00	200.00	60.0
969.000 CONTINGENCIES	300.00	300.00	0.00	0.00	0.00	300.00	0.0
970.000 CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
TOWNSHIP CLERK	252,810.00	255,263.64	131,890.75	22,805.12	0.00	123,372.89	51.7

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 253 TREASURER							
702.000 SALARY-ELECTED	62,700.00	62,700.00	30,378.47	7,232.97	0.00	32,321.53	48.5
704.000 WAGES - DEPUTY	43,300.00	43,300.00	21,083.40	5,109.00	0.00	22,216.60	48.7
704.030 WAGES- DEPUTY O/T	200.00	200.00	0.00	0.00	0.00	200.00	0.0
707.000 HOURLY- PART TIME	25,000.00	25,000.00	12,537.51	3,179.75	0.00	12,462.49	50.2
715.000 FICA	8,500.00	8,500.00	4,029.96	962.34	0.00	4,470.04	47.4
715.010 MEDICARE	1,950.00	1,950.00	942.52	225.06	0.00	1,007.48	48.3
716.000 HOSPITALIZATION INSURANCE	17,490.00	17,495.75	10,121.46	1,472.56	0.00	7,374.29	57.9
716.100 HRA/HSA	3,150.00	4,100.00	4,100.00	0.00	0.00	0.00	100.0
716.500 PAYMENT IN LIEU OF HEALTH INS	2,000.00	2,000.00	1,000.00	0.00	0.00	1,000.00	50.0
717.000 LIFE INSURANCE	610.00	610.00	333.28	48.38	0.00	276.72	54.6
718.000 PENSION	4,800.00	4,800.00	2,703.44	584.62	0.00	2,096.56	56.3
719.000 DISABILITY INS	910.00	910.00	514.99	73.57	0.00	395.01	56.6
727.000 SUPPLIES	1,500.00	1,500.00	199.38	118.67	0.00	1,300.62	13.3
727.250 PROPERTY TAX FORMS	3,400.00	3,400.00	1,658.21	0.00	0.00	1,741.79	48.8
730.000 POSTAGE	10,500.00	10,500.00	4,319.19	213.77	0.00	6,180.81	41.1
737.000 SMALL EQUIPMENT EXPENSE	1,100.00	1,100.00	145.69	0.00	0.00	954.31	13.2
807.000 AUDIT SERVICES	9,600.00	9,600.00	9,600.00	0.00	0.00	0.00	100.0
809.000 BANK FEES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
811.100 WORKERS'COMP	440.00	440.00	248.83	-61.56	0.00	191.17	56.6
818.000 CONSULTING	500.00	500.00	117.50	0.00	0.00	382.50	23.5
860.000 EDUCATION	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
873.000 MILEAGE/TRAVEL	500.00	500.00	11.34	0.00	0.00	488.66	2.3
958.000 DUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL OUTLAY	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
TREASURER	205,650.00	206,605.75	104,045.17	19,159.13	0.00	102,560.58	50.4

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Page: 9
11/16/2016
12:30 pm

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 265 TOWNSHIP HALL/GROUNDS							
707.000 HOURLY- PART TIME	5,000.00	5,000.00	1,166.20	278.70	0.00	3,833.80	23.3
715.000 FICA	320.00	320.00	72.31	17.28	0.00	247.69	22.6
715.010 MEDICARE	80.00	80.00	16.93	4.04	0.00	63.07	21.2
727.000 SUPPLIES	14,000.00	14,000.00	4,389.89	1,460.69	0.00	9,610.11	31.4
730.000 POSTAGE	1,000.00	1,000.00	-141.66	-1,733.37	0.00	1,141.66	-14.2
737.000 SMALL EQUIPMENT EXPENSE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
804.000 CONTRACTED SERVICES	2,500.00	2,500.00	1,642.10	100.25	0.00	857.90	65.7
811.100 WORKERS'COMP	185.00	185.00	105.25	-25.88	0.00	79.75	56.9
818.000 CONSULTING	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
920.000 UTILITIES	18,000.00	18,000.00	5,721.90	1,188.02	0.00	12,278.10	31.8
921.000 STREET LIGHTING	9,000.00	9,000.00	4,438.93	768.11	0.00	4,561.07	49.3
923.000 WATER /SEWER FEE	2,600.00	2,600.00	0.00	0.00	0.00	2,600.00	0.0
930.000 BUILDING MAINTENANCE & REPAIR	20,000.00	20,000.00	4,638.91	727.95	0.00	15,361.09	23.2
931.000 EQUIPMENT MAINTENANCE & REPAIR	10,000.00	10,000.00	4,220.64	0.00	0.00	5,779.36	42.2
932.000 GROUNDS MAINTENANCE & REPAIR	20,000.00	20,000.00	2,826.74	150.00	0.00	17,173.26	14.1
965.000 CHARGEBACK TAXES	15,000.00	15,000.00	2,413.02	2,229.22	0.00	12,586.98	16.1
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
974.000 CAPITAL IMPROVEMENTS	70,000.00	70,000.00	4,800.00	0.00	0.00	65,200.00	6.9
977.000 CAPITAL OUTLAY- EQUIPMENT	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
TOWNSHIP HALL/GROUNDS	196,185.00	196,185.00	36,311.16	5,165.01	0.00	159,873.84	18.5

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 276 CEMETERY							
32.000 GROUNDS MAINTENANCE & REPAIR	10,000.00	10,000.00	1,744.28	0.00	0.00	8,255.72	17.4
CEMETERY	10,000.00	10,000.00	1,744.28	0.00	0.00	8,255.72	17.4

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Original Bud. Amended Bud. YTD Actual CURR MTH Encumb. YTD UnencBal % Bud

Fund: 101 - GENERAL FUND

Expenditures

Dept: 299 OTHER CHARGES & SERVICES

718.000 PENSION	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
737.000 SMALL EQUIPMENT EXPENSE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
804.000 CONTRACTED SERVICES	20,000.00	20,000.00	5,807.02	155.46	0.00	14,192.98	29.0
804.800 CONTRACTED SERVICES-MSP	12,000.00	12,000.00	1,654.30	0.00	0.00	10,345.70	13.8
811.000 LIABILITY INSURANCE	30,000.00	30,000.00	21,677.40	0.00	0.00	8,322.60	72.3
811.200 IDENTITY THEFT INSURANCE	780.00	780.00	323.75	64.75	0.00	456.25	41.5
826.100 COMPUTER SUPPORT SERVICES	17,500.00	17,500.00	14,758.31	0.00	0.00	2,741.69	84.3
827.000 LEGAL	96,000.00	96,000.00	32,590.37	5,516.25	0.00	63,409.63	33.9
827.010 LEGAL-SHONER & POTOCKI V BT	0.00	0.00	22,478.66	22,319.66	0.00	-22,478.66	0.0
853.000 TELEPHONE	15,000.00	15,000.00	3,888.25	706.38	0.00	11,111.75	25.9
861.000 GAS AND OIL	1,500.00	1,500.00	317.38	30.32	0.00	1,182.62	21.2
931.000 EQUIPMENT MAINTENANCE & REPAIR	8,000.00	8,000.00	2,008.27	263.91	0.00	5,991.73	25.1
933.000 VEHICLE MAINTENANCE & REPAIR	1,500.00	1,500.00	520.82	0.00	0.00	979.18	34.7
940.000 EQUIPMENT RENTAL	2,200.00	2,200.00	811.26	0.00	0.00	1,388.74	36.9
951.000 LEASE-BACK MSP/DIETZ	137,500.00	137,500.00	68,742.00	11,457.00	0.00	68,758.00	50.0
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL OUTLAY	40,000.00	40,000.00	204.50	0.00	0.00	39,795.50	0.5
OTHER CHARGES & SERVICES	383,980.00	383,980.00	175,782.29	40,513.73	0.00	208,197.71	45.8

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 336 FIRE DEPARTMENT							
304.700 CONTRACTED SERVICES- BAFA	5,000.00	5,000.00	2,839.83	0.00	0.00	2,160.17	56.8
318.000 CONSULTING	7,000.00	7,000.00	125.00	125.00	0.00	6,875.00	1.8
321.000 STREET LIGHTING	350.00	350.00	136.80	28.33	0.00	213.20	39.1
323.000 WATER /SEWER FEE	1,500.00	1,500.00	104.00	0.00	0.00	1,396.00	6.9
330.000 BUILDING MAINTENANCE & REPAIR	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
332.000 GROUNDS MAINTENANCE & REPAIR	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
356.000 DRAIN ASSESSMENT/PRPTY TAX	50.00	50.00	0.00	0.00	0.00	50.00	0.0
374.000 CAPITAL IMPROVEMENTS	25,000.00	55,000.00	8,689.11	8,689.11	0.00	46,310.89	15.8
FIRE DEPARTMENT	48,900.00	78,900.00	11,894.74	8,842.44	0.00	67,005.26	15.1

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Wrighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 400 PLANNING							
03.000 SALARY-NOT ELECTED	54,140.00	54,140.00	27,069.77	6,246.87	0.00	27,070.23	50.0
08.000 PER DIEM COMP	11,000.00	11,000.00	2,780.00	1,260.00	0.00	8,220.00	25.3
15.000 FICA	3,400.00	3,400.00	1,678.30	387.30	0.00	1,721.70	49.4
15.010 MEDICARE	800.00	800.00	392.47	90.57	0.00	407.53	49.1
16.000 HOSPITALIZATION INSURANCE	16,730.00	16,718.88	9,653.49	1,413.07	0.00	7,065.39	57.7
16.100 HRA/HSA	2,600.00	3,382.50	3,382.50	0.00	0.00	0.00	100.0
17.000 LIFE INSURANCE	230.00	230.00	124.18	17.74	0.00	105.82	54.0
18.000 PENSION	3,800.00	3,800.00	2,050.28	397.24	0.00	1,749.72	54.0
19.000 DISABILITY INS	1,200.00	1,200.00	678.16	96.88	0.00	521.84	56.5
27.000 SUPPLIES	1,000.00	1,000.00	669.22	0.00	0.00	330.78	66.9
30.000 POSTAGE	2,000.00	2,000.00	398.93	236.77	0.00	1,601.07	19.9
303.000 CONTRACTED-SPECIAL PROJECTS	100,000.00	100,000.00	8,405.17	6,121.93	0.00	91,594.83	8.4
311.100 WORKERS'COMP	570.00	570.00	322.81	-79.75	0.00	247.19	56.6
319.000 ENGINEERING SERVICES	45,000.00	45,000.00	25,283.75	4,581.25	0.00	19,716.25	56.2
360.000 EDUCATION	1,000.00	1,000.00	52.00	0.00	0.00	948.00	5.2
373.000 MILEAGE/TRAVEL	200.00	200.00	0.00	0.00	0.00	200.00	0.0
300.900 PUBLISHING	2,000.00	2,000.00	1,070.00	600.00	0.00	930.00	53.5
958.000 DUES	120.00	120.00	60.00	0.00	0.00	60.00	50.0
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL OUTLAY	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
PLANNING	251,290.00	252,061.38	84,071.03	21,369.87	0.00	167,990.35	33.4

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 412 CODE ENFORCEMENT							
'03.000 SALARY-NOT ELECTED	6,600.00	6,600.00	3,180.24	757.20	0.00	3,419.76	48.2
'15.000 FICA	420.00	420.00	197.19	46.95	0.00	222.81	47.0
'15.010 MEDICARE	100.00	100.00	46.12	10.98	0.00	53.88	46.1
'16.000 HOSPITALIZATION INSURANCE	2,030.00	2,026.53	1,170.12	171.28	0.00	856.41	57.7
'16.100 HRA/HSA	315.00	410.00	410.00	0.00	0.00	0.00	100.0
'17.000 LIFE INSURANCE	30.00	30.00	15.05	2.15	0.00	14.95	50.2
'18.000 PENSION	460.00	460.00	248.56	48.16	0.00	211.44	54.0
'19.000 DISABILITY INS	150.00	150.00	82.18	11.74	0.00	67.82	54.8
'27.000 SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
'30.000 POSTAGE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
'31.100 WORKERS'COMP	70.00	70.00	39.82	-9.79	0.00	30.18	56.9
'69.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CODE ENFORCEMENT	10,875.00	10,966.53	5,389.28	1,038.67	0.00	5,577.25	49.1

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 426 EMERGENCY PREPAREDNESS							
120.000 UTILITIES	500.00	500.00	198.00	39.60	0.00	302.00	39.6
135.000 TORNADO SIREN REPAIR	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
EMERGENCY PREPAREDNESS	5,500.00	5,500.00	198.00	39.60	0.00	5,302.00	3.6

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 445 DRAINS							
727.000 SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
304.000 CONTRACTED SERVICES	3,000.00	3,000.00	982.10	524.60	0.00	2,017.90	32.7
359.000 DRAIN AT LARGE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
362.000 PERMIT FEES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
DRAINS	13,600.00	13,600.00	982.10	524.60	0.00	12,617.90	7.2

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 446 ROADS							
319.000 ENGINEERING SERVICES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
322.000 DUST CONTROL	55,000.00	55,000.00	30,555.15	0.00	0.00	24,444.85	55.6
374.000 CAPITAL IMPROVEMENTS	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
ROADS	160,000.00	160,000.00	30,555.15	0.00	0.00	129,444.85	19.1

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 525 ENVIRONMENTAL							
004.000 CONTRACTED SERVICES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
018.200 CONSULT-COLLET DUMP MONITORING	26,100.00	26,100.00	8,960.70	1,172.02	0.00	17,139.30	34.3
027.000 LEGAL	16,000.00	16,000.00	4,912.20	1,994.80	0.00	11,087.80	30.7
067.000 PROJECT COSTS	8,000.00	8,000.00	1,875.00	0.00	0.00	6,125.00	23.4
ENVIRONMENTAL	52,100.00	52,100.00	15,747.90	3,166.82	0.00	36,352.10	30.2

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 528 MUNICIPAL REFUSE COLLECTION							
326.000 CONTRACTS	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
MUNICIPAL REFUSE COLLECTION	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Page: 20
11/16/2016
12:30 pm

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 536 SEWER AND WATER							
708.000 PER DIEM COMP	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
804.000 CONTRACTED SERVICES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
819.000 ENGINEERING SERVICES	10,000.00	10,000.00	500.00	375.00	0.00	9,500.00	5.0
827.000 LEGAL	10,000.00	10,000.00	120.00	0.00	0.00	9,880.00	1.2
969.000 CONTINGENCIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
974.000 CAPITAL IMPROVEMENTS	170,000.00	170,000.00	0.00	0.00	0.00	170,000.00	0.0
SEWER AND WATER	197,000.00	197,000.00	620.00	375.00	0.00	196,380.00	0.3

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 751 PARKS AND RECREATION							
304.000 CONTRACTED SERVICES	111,000.00	111,000.00	94,491.00	65,250.00	0.00	16,509.00	85.1
PARKS AND RECREATION	111,000.00	111,000.00	94,491.00	65,250.00	0.00	16,509.00	85.1

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Wrighton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 890 CONTINGENCY							
27.200 CONT LIABILITY-TAX APPEALS	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
CONTINGENCY	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Irington Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 999 TRANSFERS							
199.208 TRANSFER OUT TO PARKS	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
199.209 TRANSFER OUT TO CEMETERY FUND	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
199.257 TRAN OUT TO BUDGET STABILIZ	900.00	900.00	0.00	0.00	0.00	900.00	0.0
199.702 TRANSFER OUT TO PATHWAY FUND	410,000.00	410,000.00	0.00	0.00	0.00	410,000.00	0.0
199.792 TRANSFER OUT TO FUTURE ROADS	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
TRANSFERS	720,900.00	720,900.00	0.00	0.00	0.00	720,900.00	0.0

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Page: 24
11/16/2016
12:30 pm

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Expenditures	3,414,836.00	3,458,741.19	1,017,773.89	252,661.74	0.00	2,440,967.30	29.4
Net Effect for GENERAL FUND	1,490.00	-42,415.19	-67,351.56	-80,507.89	0.00	24,936.37	158.8
Change in Fund Balance:			-67,351.56				
Grand Total Net Effect:	1,490.00	-42,415.19	-67,351.56	-80,507.89	0.00	24,936.37	

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 208 - PARKS							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	2,400.00	2,400.00	1,737.30	285.04	0.00	662.70	72.4
99.101 TRANSFER IN-GENERAL FUND	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Dept: 000	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Revenues	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Net Effect for PARKS	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Change in Fund Balance:			1,737.30				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 209 - CEMETERY FUND							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	100.00	100.00	124.72	20.46	0.00	-24.72	124.7
99.101 TRANSFER IN-GENERAL FUND	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Revenues	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Net Effect for CEMETERY FUND	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Change in Fund Balance:			124.72				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 212 - LIQUOR LAW ENFORCEMENT FUND							
Revenues							
Dept: 000							
170.000 LIQUOR LICENSE FEES	8,500.00	8,500.00	8,638.30	8,638.30	0.00	-138.30	101.6
164.000 INTEREST EARNED	100.00	100.00	75.40	13.56	0.00	24.60	75.4
Dept: 000	8,600.00	8,600.00	8,713.70	8,651.86	0.00	-113.70	101.3
Revenues	8,600.00	8,600.00	8,713.70	8,651.86	0.00	-113.70	101.3
Expenditures							
Dept: 000							
703.000 SALARY-NOT ELECTED	5,000.00	5,000.00	2,385.18	567.90	0.00	2,614.82	47.7
715.000 FICA	310.00	310.00	147.93	35.22	0.00	162.07	47.7
715.010 MEDICARE	80.00	80.00	34.66	8.25	0.00	45.34	43.3
716.000 HOSPITALIZATION INSURANCE	1,530.00	1,519.90	1,097.31	128.46	0.00	422.59	72.2
716.100 HRA/HSA	240.00	307.50	307.50	0.00	0.00	0.00	100.0
717.000 LIFE INSURANCE	30.00	30.00	11.27	1.61	0.00	18.73	37.6
718.000 PENSION	350.00	350.00	186.37	36.11	0.00	163.63	53.2
719.000 DISABILITY INS	110.00	110.00	61.67	8.81	0.00	48.33	56.1
811.100 WORKERS'COMP	60.00	60.00	34.14	-8.39	0.00	25.86	56.9
Dept: 000	7,710.00	7,767.40	4,266.03	777.97	0.00	3,501.37	54.9
Expenditures	7,710.00	7,767.40	4,266.03	777.97	0.00	3,501.37	54.9
Net Effect for LIQUOR LAW ENFORCEMENT FUND	890.00	832.60	4,447.67	7,873.89	0.00	-3,615.07	534.2
Change in Fund Balance:			4,447.67				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 249 - BUILDING DEPARTMENT FUND							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	0.00	0.00	2.42	0.39	0.00	-2.42	0.0
71.000 OTHER REVENUE	0.00	0.00	3.04	3.04	0.00	-3.04	0.0
Dept: 000	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Revenues	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Net Effect for BUILDING DEPARTMENT FUND	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Change in Fund Balance:			5.46				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 257 - BUDGET STABILIZATION FUND							
Revenues							
Dept: 000							
064.000 INTEREST EARNED	2,000.00	2,000.00	1,355.88	1.75	0.00	644.12	67.8
099.101 TRANSFER IN-GENERAL FUND	900.00	900.00	0.00	0.00	0.00	900.00	0.0
Dept: 000	2,900.00	2,900.00	1,355.88	1.75	0.00	1,544.12	46.8
Revenues	2,900.00	2,900.00	1,355.88	1.75	0.00	1,544.12	46.8
Expenditures							
Dept: 000							
099.000 TRANSFER OUT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Dept: 000	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Expenditures	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Net Effect for BUDGET STABILIZATION FUND	900.00	900.00	1,355.88	1.75	0.00	-455.88	150.7
Change in Fund Balance:			1,355.88				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 405 - MUNICIPAL WATER FUND							
Revenues							
Dept: 000							
10.000 COMMODITY SURCHARGE	900.00	900.00	177.24	0.00	0.00	722.76	19.7
16.000 TAP IN FEE	0.00	0.00	5,700.00	0.00	0.00	-5,700.00	0.0
64.000 INTEREST EARNED	1,000.00	1,000.00	1,356.93	222.68	0.00	-356.93	135.7
76.300 SETTLEMENT LCWA -M.O.A.	232,670.00	232,670.00	0.00	0.00	0.00	232,670.00	0.0
Dept: 000	234,570.00	234,570.00	7,234.17	222.68	0.00	227,335.83	3.1
Revenues	234,570.00	234,570.00	7,234.17	222.68	0.00	227,335.83	3.1
Expenditures							
Dept: 000							
804.600 CONTRACT SERVICES- CITY MAINT	3,800.00	3,800.00	0.00	0.00	0.00	3,800.00	0.0
990.300 INT EXP- GF LOAN	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
Dept: 000	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
Expenditures	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
Net Effect for MUNICIPAL WATER FUND	219,270.00	219,270.00	7,234.17	222.68	0.00	212,035.83	3.3
Change in Fund Balance:			7,234.17				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 589 - SEWER CAPITAL RESERVE							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	1,000.00	1,000.00	1,222.98	218.46	0.00	-222.98	122.3
71.000 OTHER REVENUE	0.00	0.00	14.28	14.28	0.00	-14.28	0.0
99.590 TRANSFER IN FROM SEWER O&M	0.00	104,000.00	104,000.00	0.00	0.00	0.00	100.0
Dept: 000	1,000.00	105,000.00	105,237.26	232.74	0.00	-237.26	100.2
Revenues	1,000.00	105,000.00	105,237.26	232.74	0.00	-237.26	100.2
Expenditures							
Dept: 000							
90.300 INT EXP- GF LOAN	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
Dept: 000	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
Expenditures	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
Net Effect for SEWER CAPITAL RESERVE	-1,800.00	102,200.00	105,237.26	232.74	0.00	-3,037.26	103.0
Change in Fund Balance:			105,237.26				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 590 - SEWER O & M FUND							
Revenues							
Dept: 000							
42.000 USAGE CHARGE	753,304.00	753,304.00	381,809.00	22,251.50	0.00	371,495.00	50.7
43.000 LATE CHARGE	12,000.00	12,000.00	7,444.18	1,586.65	0.00	4,555.82	62.0
44.000 DELINQUENT FEE ON TAXES	5,000.00	5,000.00	5,701.15	5,701.15	0.00	-701.15	114.0
55.000 NSF FEE	0.00	0.00	35.00	0.00	0.00	-35.00	0.0
64.000 INTEREST EARNED	200.00	200.00	244.66	35.35	0.00	-44.66	122.3
71.000 OTHER REVENUE	0.00	0.00	34.14	34.14	0.00	-34.14	0.0
76.000 REIMBURSEMENT	0.00	0.00	9,143.85	0.00	0.00	-9,143.85	0.0
Dept: 000	770,504.00	770,504.00	404,411.98	29,608.79	0.00	366,092.02	52.5
Revenues	770,504.00	770,504.00	404,411.98	29,608.79	0.00	366,092.02	52.5
Expenditures							
Dept: 537 ADMINISTRATION							
27.000 SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
30.000 POSTAGE	2,200.00	2,200.00	994.76	279.48	0.00	1,205.24	45.2
307.000 AUDIT SERVICES	4,800.00	4,800.00	4,800.00	0.00	0.00	0.00	100.0
309.000 BANK FEES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
309.100 NSF CHECKS RETURNED	0.00	0.00	369.60	0.00	0.00	-369.60	0.0
318.000 CONSULTING	8,000.00	8,000.00	3,945.00	0.00	0.00	4,055.00	49.3
319.000 ENGINEERING SERVICES	0.00	0.00	2,318.00	0.00	0.00	-2,318.00	0.0
326.100 COMPUTER SUPPORT SERVICES	2,800.00	2,800.00	476.65	96.10	0.00	2,323.35	17.0
327.000 LEGAL	6,000.00	6,000.00	361.00	53.00	0.00	5,639.00	6.0
300.000 PRINTING & PUBLISHING	200.00	200.00	0.00	0.00	0.00	200.00	0.0
961.000 ADMINISTRATIVE FEE	4,800.00	4,800.00	2,400.00	1,200.00	0.00	2,400.00	50.0
ADMINISTRATION	29,400.00	29,400.00	15,665.01	1,628.58	0.00	13,734.99	53.3
Dept: 540 OPERATION AND MAINTENANCE							
727.000 SUPPLIES	35,000.00	35,000.00	9,676.93	5,620.29	0.00	25,323.07	27.6
804.300 CONTRACTED SERVICES- FIXED	196,454.00	196,454.00	98,227.02	16,371.17	0.00	98,226.98	50.0
804.400 CONTRACT SERVICES-NON ROUTINE	35,000.00	35,000.00	24,042.00	14,080.00	0.00	10,958.00	68.7
804.500 CONTRACT SERV-SLUDGE REMOVAL	30,100.00	30,100.00	22,915.00	0.00	0.00	7,185.00	76.1
811.000 LIABILITY INSURANCE	26,000.00	26,000.00	12,881.35	0.00	0.00	13,118.65	49.5
853.000 TELEPHONE	1,200.00	1,200.00	644.10	196.38	0.00	555.90	53.7
920.000 UTILITIES	105,000.00	105,000.00	43,489.97	16,492.62	0.00	61,510.03	41.4
930.000 BUILDING MAINTENANCE & REPAIR	12,000.00	12,000.00	3,892.50	0.00	0.00	8,107.50	32.4
930.100 BUILDING SECURITY ALARM	550.00	550.00	275.76	91.92	0.00	274.24	50.1
931.000 EQUIPMENT MAINTENANCE & REPAIR	25,000.00	25,000.00	10,343.36	1,221.35	0.00	14,656.64	41.4
932.000 GROUNDS MAINTENANCE & REPAIR	11,000.00	11,000.00	2,036.36	322.85	0.00	8,963.64	18.5
936.000 COLLECTION SYS MAINT REPAIR	150,000.00	150,000.00	130,144.71	33,061.01	0.00	19,855.29	86.8
936.001 INFILTRATION MANHOLE 300A	0.00	35,000.00	33,510.37	8,997.50	0.00	1,489.63	95.7
962.000 PERMIT FEES	3,500.00	3,500.00	500.00	0.00	0.00	3,000.00	14.3
968.100 TRAN TO RESERVE FUND	0.00	104,000.00	104,000.00	0.00	0.00	0.00	100.0
969.000 CONTINGENCIES	3,000.00	3,000.00	480.00	0.00	0.00	2,520.00	16.0
OPERATION AND MAINTENANCE	633,804.00	772,804.00	497,059.43	96,455.09	0.00	275,744.57	64.3
Dept: 900 CAPITAL OUTLAY							
970.000 CAPITAL OUTLAY	40,000.00	40,000.00	29,924.00	23,474.00	0.00	10,076.00	74.8
971.000 GRINDER PUMPS/PARTS	40,000.00	40,000.00	29,420.00	7,585.00	0.00	10,580.00	73.6
974.000 CAPITAL IMPROVEMENTS	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
CAPITAL OUTLAY	90,000.00	90,000.00	59,344.00	31,059.00	0.00	30,656.00	65.9
Dept: 905 DEBT SERVICE							
990.300 INT EXP- GF LOAN	4,297.00	4,297.00	0.00	0.00	0.00	4,297.00	0.0
DEBT SERVICE	4,297.00	4,297.00	0.00	0.00	0.00	4,297.00	0.0
Expenditures	757,501.00	896,501.00	572,068.44	129,142.67	0.00	324,432.56	63.8

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

or the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for SEWER O & M FUND	13,003.00	-125,997.00	-167,656.46	-99,533.88	0.00	41,659.46	133.1
Change in Fund Balance:			-167,656.46				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - SEWER DEBT SERVICE							
Revenues							
Dept: 000							
16.000 TAP IN FEE	102,600.00	102,600.00	133,380.00	10,260.00	0.00	-30,780.00	130.0
42.100 CAPITAL COSTS CHARGE	711,950.00	711,950.00	357,661.50	32,844.00	0.00	354,288.50	50.2
43.000 LATE CHARGE	13,000.00	13,000.00	7,542.64	1,361.69	0.00	5,457.36	58.0
44.000 DELINQUENT FEE ON TAXES	7,000.00	7,000.00	6,689.58	6,689.58	0.00	310.42	95.6
64.000 INTEREST EARNED	4,000.00	4,000.00	5,429.66	700.94	0.00	-1,429.66	135.7
69.000 INTEREST FROM SAD PMT	170,230.00	170,230.00	2,116.57	354.27	0.00	168,113.43	1.2
69.200 INTEREST FROM SAD- SPENCER	6,780.00	6,780.00	0.00	0.00	0.00	6,780.00	0.0
71.000 OTHER REVENUE	0.00	0.00	100.00	50.00	0.00	-100.00	0.0
Dept: 000	1,015,560.00	1,015,560.00	512,919.95	52,260.48	0.00	502,640.05	50.5
Revenues	1,015,560.00	1,015,560.00	512,919.95	52,260.48	0.00	502,640.05	50.5
Expenditures							
Dept: 000							
27.000 LEGAL	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
68.000 DEPRECIATION	840,000.00	840,000.00	0.00	0.00	0.00	840,000.00	0.0
97.007 BOND ISSUANCE-AMORTIZATION	33,690.00	33,690.00	0.00	0.00	0.00	33,690.00	0.0
Dept: 000	874,690.00	874,690.00	0.00	0.00	0.00	874,690.00	0.0
Dept: 905 DEBT SERVICE							
990.300 INT EXP- GF LOAN	8,620.00	8,620.00	0.00	0.00	0.00	8,620.00	0.0
990.500 INT EXP GF LOAN 2013- 1.2 M	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
990.600 INT EXP GF LOAN 09/13 \$200,000	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
990.700 INT EXP GF LOAN 12/13 \$200,000	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
999.002 BOND PAYMENT-INTEREST	263,340.00	263,340.00	126,400.00	126,400.00	0.00	136,940.00	48.0
999.003 AGENT FEES	300.00	300.00	0.00	0.00	0.00	300.00	0.0
DEBT SERVICE	288,260.00	288,260.00	126,400.00	126,400.00	0.00	161,860.00	43.8
Expenditures	1,162,950.00	1,162,950.00	126,400.00	126,400.00	0.00	1,036,550.00	10.9
Net Effect for SEWER DEBT SERVICE	-147,390.00	-147,390.00	386,519.95	-74,139.52	0.00	-533,909.95	-262.2
Change in Fund Balance:			386,519.95				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 593 - SPENCER SEWER DEBT SERVICE							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	200.00	200.00	318.75	51.38	0.00	-118.75	159.4
69.000 INTEREST FROM SAD PMT	12,480.00	12,480.00	0.00	0.00	0.00	12,480.00	0.0
Dept: 000	12,680.00	12,680.00	318.75	51.38	0.00	12,361.25	2.5
Revenues	12,680.00	12,680.00	318.75	51.38	0.00	12,361.25	2.5
Expenditures							
Dept: 000							
68.000 DEPRECIATION	22,000.00	22,000.00	0.00	0.00	0.00	22,000.00	0.0
99.001 BOND PAYMENT INT- SPENCER RD	15,890.00	15,890.00	8,337.50	0.00	0.00	7,552.50	52.5
99.003 AGENT FEES	300.00	300.00	150.00	0.00	0.00	150.00	50.0
Dept: 000	38,190.00	38,190.00	8,487.50	0.00	0.00	29,702.50	22.2
Expenditures	38,190.00	38,190.00	8,487.50	0.00	0.00	29,702.50	22.2
Net Effect for SPENCER SEWER DEBT SERVICE	-25,510.00	-25,510.00	-8,168.75	51.38	0.00	-17,341.25	32.0
Change in Fund Balance:			-8,168.75				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 701 - TRUST AND AGENCY FUND							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	0.00	0.00	5.52	0.16	0.00	-5.52	0.0
87.000 REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
94.000 CASH OVER AND SHORT	0.00	0.00	3.22	0.00	0.00	-3.22	0.0
Dept: 000	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Revenues	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Net Effect for TRUST AND AGENCY FUND	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Change in Fund Balance:			8.74				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 702 - PATHWAYS FUND							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	300.00	300.00	272.78	42.72	0.00	27.22	90.9
99.101 TRANSFER IN-GENERAL FUND	410,000.00	410,000.00	0.00	0.00	0.00	410,000.00	0.0
Dept: 000	410,300.00	410,300.00	272.78	42.72	0.00	410,027.22	0.1
Revenues	410,300.00	410,300.00	272.78	42.72	0.00	410,027.22	0.1
Expenditures							
Dept: 000							
67.000 PROJECT COSTS	600,000.00	600,000.00	12,125.50	6,122.25	0.00	587,874.50	2.0
Dept: 000	600,000.00	600,000.00	12,125.50	6,122.25	0.00	587,874.50	2.0
Expenditures	600,000.00	600,000.00	12,125.50	6,122.25	0.00	587,874.50	2.0
Net Effect for PATHWAYS FUND	-189,700.00	-189,700.00	-11,852.72	-6,079.53	0.00	-177,847.28	6.2
Change in Fund Balance:			-11,852.72				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Wrighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 703 - CURRENT TAX COLLECTIONS FUND							
Revenues							
Dept: 000							
55.000 NSF FEE	0.00	0.00	140.00	140.00	0.00	-140.00	0.0
64.000 INTEREST EARNED	0.00	0.00	710.67	514.24	0.00	-710.67	0.0
71.000 OTHER REVENUE	0.00	0.00	101.25	101.25	0.00	-101.25	0.0
94.000 CASH OVER AND SHORT	0.00	0.00	142.57	124.98	0.00	-142.57	0.0
Dept: 000	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Revenues	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Net Effect for CURRENT TAX COLLECTIONS FUND	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Change in Fund Balance:			1,094.49				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 792 - FUTURE ROAD IMPROVEMENT							
Revenues							
Dept: 000							
064.000 INTEREST EARNED	6,000.00	6,000.00	6,383.50	1,047.24	0.00	-383.50	106.4
099.101 TRANSFER IN-GENERAL FUND	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
Dept: 000	256,000.00	256,000.00	6,383.50	1,047.24	0.00	249,616.50	2.5
Revenues	256,000.00	256,000.00	6,383.50	1,047.24	0.00	249,616.50	2.5
Expenditures							
Dept: 087 SPENCER-W OF 23							
067.000 PROJECT COSTS	390,000.00	390,000.00	0.00	0.00	0.00	390,000.00	0.0
SPENCER-W OF 23	390,000.00	390,000.00	0.00	0.00	0.00	390,000.00	0.0
Dept: 088 KENSINGTON RD							
067.000 PROJECT COSTS	210,000.00	210,000.00	0.00	0.00	0.00	210,000.00	0.0
KENSINGTON RD	210,000.00	210,000.00	0.00	0.00	0.00	210,000.00	0.0
Expenditures	600,000.00	600,000.00	0.00	0.00	0.00	600,000.00	0.0
Net Effect for FUTURE ROAD IMPROVEMENT	-344,000.00	-344,000.00	6,383.50	1,047.24	0.00	-350,383.50	-1.9
Change in Fund Balance:			6,383.50				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 793 - CONSTRUCTION ESCROW							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Dept: 000	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Revenues	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Net Effect for CONSTRUCTION ESCROW	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Change in Fund Balance:			522.63				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Irington Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 812 - SAD ROAD MAINTENANCE							
Revenues							
Dept: 031 PARKLAWN SAD							
64.000 INTEREST EARNED	50.00	50.00	29.11	4.21	0.00	20.89	58.2
72.000 SPECIAL ASSESSMENTS	13,260.00	13,260.00	0.00	0.00	0.00	13,260.00	0.0
PARKLAWN SAD	13,310.00	13,310.00	29.11	4.21	0.00	13,280.89	0.2
Dept: 033 DONALD/STUHRBURG SAD							
64.000 INTEREST EARNED	10.00	10.00	10.06	1.63	0.00	-0.06	100.6
72.100 SPECIAL ASSESSMENTS	1,560.00	1,560.00	0.00	0.00	0.00	1,560.00	0.0
DONALD/STUHRBURG SAD	1,570.00	1,570.00	10.06	1.63	0.00	1,559.94	0.6
Dept: 038 LINK ROAD MAINTENANCE							
64.000 INTEREST EARNED	10.00	10.00	0.12	0.02	0.00	9.88	1.2
LINK ROAD MAINTENANCE	10.00	10.00	0.12	0.02	0.00	9.88	1.2
Dept: 039 TRACEY LANE SAD							
64.000 INTEREST EARNED	10.00	10.00	6.63	0.96	0.00	3.37	66.3
72.000 SPECIAL ASSESSMENTS	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
TRACEY LANE SAD	6,510.00	6,510.00	6.63	0.96	0.00	6,503.37	0.1
Dept: 040 RIDGECREST S.A.D.							
64.000 INTEREST EARNED	10.00	10.00	4.89	0.71	0.00	5.11	48.9
RIDGECREST S.A.D.	10.00	10.00	4.89	0.71	0.00	5.11	48.9
Dept: 054 BIRCHCREST							
64.000 INTEREST EARNED	10.00	10.00	4.26	0.55	0.00	5.74	42.6
67.000 SPECIAL ASSESSMENTS	4,875.00	4,875.00	0.00	0.00	0.00	4,875.00	0.0
BIRCHCREST	4,885.00	4,885.00	4.26	0.55	0.00	4,880.74	0.1
Dept: 069 BEN HUR FARMS							
64.000 INTEREST EARNED	0.00	0.00	7.08	0.17	0.00	-7.08	0.0
67.000 SPECIAL ASSESSMENTS	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	0.0
BEN HUR FARMS	3,250.00	3,250.00	7.08	0.17	0.00	3,242.92	0.2
Revenues	29,545.00	29,545.00	62.15	8.25	0.00	29,482.85	0.2
Expenditures							
Dept: 031 PARKLAWN SAD							
967.000 PROJECT COSTS	13,260.00	13,260.00	2,468.75	1,388.75	0.00	10,791.25	18.6
PARKLAWN SAD	13,260.00	13,260.00	2,468.75	1,388.75	0.00	10,791.25	18.6
Dept: 033 DONALD/STUHRBURG SAD							
967.100 ADDTL PROJECT COSTS	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
DONALD/STUHRBURG SAD	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
Dept: 038 LINK ROAD MAINTENANCE							
967.000 PROJECT COSTS	0.00	0.00	1,868.84	1,868.84	0.00	-1,868.84	0.0
LINK ROAD MAINTENANCE	0.00	0.00	1,868.84	1,868.84	0.00	-1,868.84	0.0
Dept: 039 TRACEY LANE SAD							
967.000 PROJECT COSTS	6,500.00	6,500.00	2,775.00	0.00	0.00	3,725.00	42.7
TRACEY LANE SAD	6,500.00	6,500.00	2,775.00	0.00	0.00	3,725.00	42.7
Dept: 040 RIDGECREST S.A.D.							
967.000 PROJECT COSTS	2,900.00	2,900.00	2,382.10	1,812.10	0.00	517.90	82.1
RIDGECREST S.A.D.	2,900.00	2,900.00	2,382.10	1,812.10	0.00	517.90	82.1
Dept: 054 BIRCHCREST							
967.000 PROJECT COSTS	4,875.00	4,875.00	3,076.00	0.00	0.00	1,799.00	63.1

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Lighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 812 - SAD ROAD MAINTENANCE							
Expenditures							
BIRCHCREST	4,875.00	4,875.00	3,076.00	0.00	0.00	1,799.00	63.1
Dept: 055 KENDOR							
37.000 PROJECT COSTS	0.00	0.00	1,928.38	1,928.38	0.00	-1,928.38	0.0
KENDOR	0.00	0.00	1,928.38	1,928.38	0.00	-1,928.38	0.0
Dept: 069 BEN HUR FARMS							
67.000 PROJECT COSTS	3,250.00	3,250.00	6,722.50	0.00	0.00	-3,472.50	206.8
BEN HUR FARMS	3,250.00	3,250.00	6,722.50	0.00	0.00	-3,472.50	206.8
Expenditures	37,285.00	37,285.00	21,221.57	6,998.07	0.00	16,063.43	56.9
Net Effect for SAD ROAD MAINTENANCE	-7,740.00	-7,740.00	-21,159.42	-6,989.82	0.00	13,419.42	273.4
Change in Fund Balance:			-21,159.42				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Wrighton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 814 - ROAD PROJECTS							
Revenues							
Dept: 000							
64.000 INTEREST EARNED	100.00	100.00	94.71	15.57	0.00	5.29	94.7
Dept: 000	100.00	100.00	94.71	15.57	0.00	5.29	94.7
Dept: 061 ROSE ANN DRIVE- SAD							
64.000 INTEREST EARNED	10.00	10.00	15.79	2.64	0.00	-5.79	157.9
69.000 INTEREST FROM SAD PMT	410.00	410.00	0.00	0.00	0.00	410.00	0.0
72.000 SPECIAL ASSESSMENTS	6,320.00	6,320.00	0.00	0.00	0.00	6,320.00	0.0
ROSE ANN DRIVE- SAD	6,740.00	6,740.00	15.79	2.64	0.00	6,724.21	0.2
Revenues	6,840.00	6,840.00	110.50	18.21	0.00	6,729.50	1.6
Net Effect for ROAD PROJECTS	6,840.00	6,840.00	110.50	18.21	0.00	6,729.50	1.6
Change in Fund Balance:			110.50				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 865 - STREET LIGHTING FUND							
Revenues							
Dept: 070 COUNTRY CLUB ANNEX LT							
672.000 SPECIAL ASSESSMENTS	7,180.00	7,180.00	0.00	0.00	0.00	7,180.00	0.0
COUNTRY CLUB ANNEX LT	7,180.00	7,180.00	0.00	0.00	0.00	7,180.00	0.0
Dept: 071 DONALD DRIVE LIGHT							
672.000 SPECIAL ASSESSMENTS	190.00	190.00	0.00	0.00	0.00	190.00	0.0
DONALD DRIVE LIGHT	190.00	190.00	0.00	0.00	0.00	190.00	0.0
Dept: 072 BRANDYWINE FARMS LIGHT							
672.000 SPECIAL ASSESSMENTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
BRANDYWINE FARMS LIGHT	660.00	660.00	0.00	0.00	0.00	660.00	0.0
Dept: 073 HARVEST HILLS LIGHTS							
672.000 SPECIAL ASSESSMENTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
HARVEST HILLS LIGHTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
Dept: 074 GREENFIELD POINTE LIGHTS							
672.000 SPECIAL ASSESSMENTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
GREENFIELD POINTE LIGHTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
Dept: 075 BRIGHTON GARDENS							
672.000 SPECIAL ASSESSMENTS	730.00	730.00	0.00	0.00	0.00	730.00	0.0
BRIGHTON GARDENS	730.00	730.00	0.00	0.00	0.00	730.00	0.0
Dept: 076 EAGLE HEIGHTS							
672.000 SPECIAL ASSESSMENTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
EAGLE HEIGHTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
Dept: 077 GREENFIELD SHORES 1-2-3-4 LOP							
672.000 SPECIAL ASSESSMENTS	730.00	730.00	0.00	0.00	0.00	730.00	0.0
GREENFIELD SHORES 1-2-3-4 LOP	730.00	730.00	0.00	0.00	0.00	730.00	0.0
Dept: 078 DE MARIA LIGHTS							
672.000 SPECIAL ASSESSMENTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
DE MARIA LIGHTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
Dept: 079 RAVENSWOOD LIGHTS							
672.000 SPECIAL ASSESSMENTS	710.00	710.00	0.00	0.00	0.00	710.00	0.0
RAVENSWOOD LIGHTS	710.00	710.00	0.00	0.00	0.00	710.00	0.0
Dept: 080 MAPLE RIDGE SUB							
672.000 SPECIAL ASSESSMENTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
MAPLE RIDGE SUB	360.00	360.00	0.00	0.00	0.00	360.00	0.0
Dept: 081 ALGER PINES							
672.000 SPECIAL ASSESSMENTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
ALGER PINES	660.00	660.00	0.00	0.00	0.00	660.00	0.0
Dept: 082 SHENANDOAH							
672.000 SPECIAL ASSESSMENTS	680.00	680.00	0.00	0.00	0.00	680.00	0.0
SHENANDOAH	680.00	680.00	0.00	0.00	0.00	680.00	0.0
Dept: 084 SHENANDOAH POND HOMEOWNERS							
672.000 SPECIAL ASSESSMENTS	680.00	680.00	0.00	0.00	0.00	680.00	0.0
SHENANDOAH POND HOMEOWNERS	680.00	680.00	0.00	0.00	0.00	680.00	0.0
Dept: 085 OAKS AT BEACH LAKE							
672.000 SPECIAL ASSESSMENTS	1,970.00	1,970.00	0.00	0.00	0.00	1,970.00	0.0
OAKS AT BEACH LAKE	1,970.00	1,970.00	0.00	0.00	0.00	1,970.00	0.0

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 865 - STREET LIGHTING FUND							
Revenues	16,590.00	16,590.00	0.00	0.00	0.00	16,590.00	0.0
Expenditures							
Dept: 070 COUNTRY CLUB ANNEX LT							
921.000 STREET LIGHTING	7,180.00	7,180.00	3,285.28	680.23	0.00	3,894.72	45.8
COUNTRY CLUB ANNEX LT	7,180.00	7,180.00	3,285.28	680.23	0.00	3,894.72	45.8
Dept: 071 DONALD DRIVE LIGHT							
921.000 STREET LIGHTING	190.00	190.00	83.51	17.29	0.00	106.49	44.0
DONALD DRIVE LIGHT	190.00	190.00	83.51	17.29	0.00	106.49	44.0
Dept: 072 BRANDYWINE FARMS LIGHT							
921.000 STREET LIGHTING	660.00	660.00	299.49	62.01	0.00	360.51	45.4
BRANDYWINE FARMS LIGHT	660.00	660.00	299.49	62.01	0.00	360.51	45.4
Dept: 073 HARVEST HILLS LIGHTS							
921.000 STREET LIGHTING	660.00	660.00	299.49	62.01	0.00	360.51	45.4
HARVEST HILLS LIGHTS	660.00	660.00	299.49	62.01	0.00	360.51	45.4
Dept: 074 GREENFIELD POINTE LIGHTS							
921.000 STREET LIGHTING	660.00	660.00	299.49	62.01	0.00	360.51	45.4
GREENFIELD POINTE LIGHTS	660.00	660.00	299.49	62.01	0.00	360.51	45.4
Dept: 075 BRIGHTON GARDENS							
921.000 STREET LIGHTING	730.00	730.00	333.98	69.15	0.00	396.02	45.8
BRIGHTON GARDENS	730.00	730.00	333.98	69.15	0.00	396.02	45.8
Dept: 076 EAGLE HEIGHTS							
921.000 STREET LIGHTING	360.00	360.00	160.32	33.19	0.00	199.68	44.5
EAGLE HEIGHTS	360.00	360.00	160.32	33.19	0.00	199.68	44.5
Dept: 077 GREENFIELD SHORES 1-2-3-4 LOP							
921.000 STREET LIGHTING	730.00	730.00	333.98	69.15	0.00	396.02	45.8
GREENFIELD SHORES 1-2-3-4 LOP	730.00	730.00	333.98	69.15	0.00	396.02	45.8
Dept: 078 DE MARIA LIGHTS							
921.000 STREET LIGHTING	360.00	360.00	160.32	33.19	0.00	199.68	44.5
DE MARIA LIGHTS	360.00	360.00	160.32	33.19	0.00	199.68	44.5
Dept: 079 RAVENSWOOD LIGHTS							
921.000 STREET LIGHTING	710.00	710.00	320.61	66.38	0.00	389.39	45.2
RAVENSWOOD LIGHTS	710.00	710.00	320.61	66.38	0.00	389.39	45.2
Dept: 080 MAPLE RIDGE SUB							
921.000 STREET LIGHTING	360.00	360.00	160.32	33.19	0.00	199.68	44.5
MAPLE RIDGE SUB	360.00	360.00	160.32	33.19	0.00	199.68	44.5
Dept: 081 ALGER PINES							
921.000 STREET LIGHTING	660.00	660.00	299.49	62.01	0.00	360.51	45.4
ALGER PINES	660.00	660.00	299.49	62.01	0.00	360.51	45.4
Dept: 082 SHENANDOAH							
921.000 STREET LIGHTING	680.00	680.00	310.05	64.20	0.00	369.95	45.6
SHENANDOAH	680.00	680.00	310.05	64.20	0.00	369.95	45.6
Dept: 084 SHENANDOAH POND HOMEOWNERS							
921.000 STREET LIGHTING	680.00	680.00	306.02	63.36	0.00	373.98	45.0
SHENANDOAH POND HOMEOWNERS	680.00	680.00	306.02	63.36	0.00	373.98	45.0
Dept: 085 OAKS AT BEACH LAKE							

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 865 - STREET LIGHTING FUND							
Expenditures							
Dept: 085 OAKS AT BEACH LAKE							
121.000 STREET LIGHTING	1,970.00	1,970.00	898.50	186.04	0.00	1,071.50	45.6
OAKS AT BEACH LAKE	1,970.00	1,970.00	898.50	186.04	0.00	1,071.50	45.6
Expenditures	16,590.00	16,590.00	7,550.85	1,563.41	0.00	9,039.15	45.5
Net Effect for STREET LIGHTING FUND	0.00	0.00	-7,550.85	-1,563.41	0.00	7,550.85	0.0
Change in Fund Balance:			-7,550.85				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 871 - MUNICIPAL REFUSE							
Revenues							
Dept: 056 RAVENSWOOD							
364.000 INTEREST EARNED	20.00	20.00	20.75	2.26	0.00	-0.75	103.8
RAVENSWOOD	20.00	20.00	20.75	2.26	0.00	-0.75	103.8
Dept: 529 WOODLAND/AIRWAY ASSESSMENT							
364.000 INTEREST EARNED	80.00	80.00	66.89	8.30	0.00	13.11	83.6
372.100 SPECIAL ASSESSMENTS	50,360.00	50,360.00	0.00	0.00	0.00	50,360.00	0.0
WOODLAND/AIRWAY ASSESSMENT	50,440.00	50,440.00	66.89	8.30	0.00	50,373.11	0.1
Revenues	50,460.00	50,460.00	87.64	10.56	0.00	50,372.36	0.2
Expenditures							
Dept: 056 RAVENSWOOD							
967.000 PROJECT COSTS	0.00	0.00	13,464.00	0.00	0.00	-13,464.00	0.0
RAVENSWOOD	0.00	0.00	13,464.00	0.00	0.00	-13,464.00	0.0
Dept: 529 WOODLAND/AIRWAY ASSESSMENT							
967.100 ADDTL PROJECT COSTS	50,360.00	50,360.00	20,982.00	0.00	0.00	29,378.00	41.7
WOODLAND/AIRWAY ASSESSMENT	50,360.00	50,360.00	20,982.00	0.00	0.00	29,378.00	41.7
Expenditures	50,360.00	50,360.00	34,446.00	0.00	0.00	15,914.00	68.4
Net Effect for MUNICIPAL REFUSE	100.00	100.00	-34,358.36	10.56	0.00	34,458.36	358.4
Change in Fund Balance:			-34,358.36				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 880 - SAD AQUATICS							
Revenues							
Dept: 107 CLARK LAKE AQUATICS							
64.000 INTEREST EARNED	40.00	40.00	6.32	0.37	0.00	33.68	15.8
CLARK LAKE AQUATICS	40.00	40.00	6.32	0.37	0.00	33.68	15.8
Dept: 550 WOODLAND LAKE AQUATIC							
64.000 INTEREST EARNED	200.00	200.00	215.13	28.26	0.00	-15.13	107.6
72.000 SPECIAL ASSESSMENTS	66,200.00	66,200.00	6,690.90	1,370.10	0.00	59,509.10	10.1
WOODLAND LAKE AQUATIC	66,400.00	66,400.00	6,906.03	1,398.36	0.00	59,493.97	10.4
Revenues	66,440.00	66,440.00	6,912.35	1,398.73	0.00	59,527.65	10.4
Expenditures							
Dept: 107 CLARK LAKE AQUATICS							
67.000 PROJECT COSTS	0.00	0.00	2,750.00	2,500.00	0.00	-2,750.00	0.0
CLARK LAKE AQUATICS	0.00	0.00	2,750.00	2,500.00	0.00	-2,750.00	0.0
Dept: 550 WOODLAND LAKE AQUATIC							
67.000 PROJECT COSTS	156,200.00	156,200.00	55,007.54	820.00	0.00	101,192.46	35.2
WOODLAND LAKE AQUATIC	156,200.00	156,200.00	55,007.54	820.00	0.00	101,192.46	35.2
Expenditures	156,200.00	156,200.00	57,757.54	3,320.00	0.00	98,442.46	37.0
Net Effect for SAD AQUATICS	-89,760.00	-89,760.00	-50,845.19	-1,921.27	0.00	-38,914.81	56.6
Change in Fund Balance:			-50,845.19				
Grand Total Net Effect:	-502,197.00	-537,254.40	213,190.52	-179,490.44	0.00	-750,444.92	

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Wright Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000	3,416,326.00	3,416,326.00	950,422.33	172,153.85	0.00	2,465,903.67	27.8
Revenues	3,416,326.00	3,416,326.00	950,422.33	172,153.85	0.00	2,465,903.67	27.8
Expenditures							
LEGISLATIVE-TWSP BOARD	140,801.00	140,801.00	32,267.73	5,414.45	0.00	108,533.27	22.9
SUPERVISOR	39,585.00	39,585.00	17,395.95	4,069.03	0.00	22,189.05	43.9
ADMINISTRATION-MANAGER	210,870.00	211,571.04	100,787.18	22,602.91	0.00	110,783.86	47.6
ELECTIONS	150,860.00	157,901.23	57,685.11	9,702.42	0.00	100,216.12	36.5
ASSESSOR	239,730.00	241,620.62	115,915.07	22,622.94	0.00	125,705.55	48.0
TOWNSHIP CLERK	252,810.00	255,263.64	131,890.75	22,805.12	0.00	123,372.89	51.7
TREASURER	205,650.00	206,605.75	104,045.17	19,159.13	0.00	102,560.58	50.4
TOWNSHIP HALL/GROUNDS	196,185.00	196,185.00	36,311.16	5,165.01	0.00	159,873.84	18.5
CEMETERY	10,000.00	10,000.00	1,744.28	0.00	0.00	8,255.72	17.4
OTHER CHARGES & SERVICES	383,980.00	383,980.00	175,782.29	40,513.73	0.00	208,197.71	45.8
FIRE DEPARTMENT	48,900.00	78,900.00	11,894.74	8,842.44	0.00	67,005.26	15.1
PLANNING	251,290.00	252,061.38	84,071.03	21,369.87	0.00	167,990.35	33.4
CODE ENFORCEMENT	10,875.00	10,966.53	5,389.28	1,038.67	0.00	5,577.25	49.1
EMERGENCY PREPAREDNESS	5,500.00	5,500.00	198.00	39.60	0.00	5,302.00	3.6
DRAINS	13,600.00	13,600.00	982.10	524.60	0.00	12,617.90	7.2
ROADS	160,000.00	160,000.00	30,555.15	0.00	0.00	129,444.85	19.1
ENVIRONMENTAL	52,100.00	52,100.00	15,747.90	3,166.82	0.00	36,352.10	30.2
MUNICIPAL REFUSE COLLECTION	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
SEWER AND WATER	197,000.00	197,000.00	620.00	375.00	0.00	196,380.00	0.3
PARKS AND RECREATION	111,000.00	111,000.00	94,491.00	65,250.00	0.00	16,509.00	85.1
CONTINGENCY	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
TRANSFERS	720,900.00	720,900.00	0.00	0.00	0.00	720,900.00	0.0
Expenditures	3,414,836.00	3,458,741.19	1,017,773.89	252,661.74	0.00	2,440,967.30	29.4
Net Effect for GENERAL FUND	1,490.00	-42,415.19	-67,351.56	-80,507.89	0.00	24,936.37	158.8
Change in Fund Balance:			-67,351.56				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 208 - PARKS							
Revenues							
Dept: 000	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Revenues	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Net Effect for PARKS	52,400.00	52,400.00	1,737.30	285.04	0.00	50,662.70	3.3
Change in Fund Balance:			1,737.30				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 209 - CEMETERY FUND							
Revenues							
Dept: 000	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Revenues	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Net Effect for CEMETERY FUND	10,100.00	10,100.00	124.72	20.46	0.00	9,975.28	1.2
Change in Fund Balance:			124.72				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 212 - LIQUOR LAW ENFORCEMENT FUND							
Revenues							
Dept: 000	8,600.00	8,600.00	8,713.70	8,651.86	0.00	-113.70	101.3
Revenues	8,600.00	8,600.00	8,713.70	8,651.86	0.00	-113.70	101.3
Expenditures							
Dept: 000	7,710.00	7,767.40	4,266.03	777.97	0.00	3,501.37	54.9
Expenditures	7,710.00	7,767.40	4,266.03	777.97	0.00	3,501.37	54.9
Net Effect for LIQUOR LAW ENFORCEMENT FUND	890.00	832.60	4,447.67	7,873.89	0.00	-3,615.07	534.2
Change in Fund Balance:			4,447.67				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 249 - BUILDING DEPARTMENT FUND							
Revenues							
Dept: 000	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Revenues	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Net Effect for BUILDING DEPARTMENT FUND	0.00	0.00	5.46	3.43	0.00	-5.46	0.0
Change in Fund Balance:			5.46				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 257 - BUDGET STABILIZATION FUND							
Revenues							
Dept: 000	2,900.00	2,900.00	1,355.88	1.75	0.00	1,544.12	46.8
Revenues	2,900.00	2,900.00	1,355.88	1.75	0.00	1,544.12	46.8
Expenditures							
Dept: 000	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Expenditures	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
Net Effect for BUDGET STABILIZATION FUND	900.00	900.00	1,355.88	1.75	0.00	-455.88	150.7
Change in Fund Balance:			1,355.88				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 405 - MUNICIPAL WATER FUND							
Revenues							
Dept: 000	234,570.00	234,570.00	7,234.17	222.68	0.00	227,335.83	3.1
Revenues	234,570.00	234,570.00	7,234.17	222.68	0.00	227,335.83	3.1
Expenditures							
Dept: 000	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
Expenditures	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
Net Effect for MUNICIPAL WATER FUND	219,270.00	219,270.00	7,234.17	222.68	0.00	212,035.83	3.3
Change in Fund Balance:			7,234.17				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 589 - SEWER CAPITAL RESERVE							
Revenues							
Dept: 000	1,000.00	105,000.00	105,237.26	232.74	0.00	-237.26	100.2
Revenues	1,000.00	105,000.00	105,237.26	232.74	0.00	-237.26	100.2
Expenditures							
Dept: 000	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
Expenditures	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
Net Effect for SEWER CAPITAL RESERVE	-1,800.00	102,200.00	105,237.26	232.74	0.00	-3,037.26	103.0
Change in Fund Balance:			105,237.26				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 590 - SEWER O & M FUND							
Revenues							
Dept: 000	770,504.00	770,504.00	404,411.98	29,608.79	0.00	366,092.02	52.5
Revenues	770,504.00	770,504.00	404,411.98	29,608.79	0.00	366,092.02	52.5
Expenditures							
ADMINISTRATION	29,400.00	29,400.00	15,665.01	1,628.58	0.00	13,734.99	53.3
OPERATION AND MAINTENANCE	633,804.00	772,804.00	497,059.43	96,455.09	0.00	275,744.57	64.3
CAPITAL OUTLAY	90,000.00	90,000.00	59,344.00	31,059.00	0.00	30,656.00	65.9
DEBT SERVICE	4,297.00	4,297.00	0.00	0.00	0.00	4,297.00	0.0
Expenditures	757,501.00	896,501.00	572,068.44	129,142.67	0.00	324,432.56	63.8
Net Effect for SEWER O & M FUND	13,003.00	-125,997.00	-167,656.46	-99,533.88	0.00	41,659.46	133.1
Change in Fund Balance:			-167,656.46				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - SEWER DEBT SERVICE							
Revenues							
Dept: 000	1,015,560.00	1,015,560.00	512,919.95	52,260.48	0.00	502,640.05	50.5
Revenues	1,015,560.00	1,015,560.00	512,919.95	52,260.48	0.00	502,640.05	50.5
Expenditures							
Dept: 000	874,690.00	874,690.00	0.00	0.00	0.00	874,690.00	0.0
DEBT SERVICE	288,260.00	288,260.00	126,400.00	126,400.00	0.00	161,860.00	43.8
Expenditures	1,162,950.00	1,162,950.00	126,400.00	126,400.00	0.00	1,036,550.00	10.9
Net Effect for SEWER DEBT SERVICE	-147,390.00	-147,390.00	386,519.95	-74,139.52	0.00	-533,909.95	-262.2
Change in Fund Balance:			386,519.95				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Fund: 593 - SPENCER SEWER DEBT SERVICE

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 000	12,680.00	12,680.00	318.75	51.38	0.00	12,361.25	2.5
Revenues	12,680.00	12,680.00	318.75	51.38	0.00	12,361.25	2.5

Expenditures

Dept: 000	38,190.00	38,190.00	8,487.50	0.00	0.00	29,702.50	22.2
Expenditures	38,190.00	38,190.00	8,487.50	0.00	0.00	29,702.50	22.2

Net Effect for SPENCER SEWER DEBT SERVICE
Change in Fund Balance:

	-25,510.00	-25,510.00	-8,168.75	51.38	0.00	-17,341.25	32.0
			-8,168.75				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 701 - TRUST AND AGENCY FUND							
Revenues							
Dept: 000	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Revenues	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Net Effect for TRUST AND AGENCY FUND	0.00	0.00	8.74	0.16	0.00	-8.74	0.0
Change in Fund Balance:			8.74				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 702 - PATHWAYS FUND							
Revenues							
Dept: 000	410,300.00	410,300.00	272.78	42.72	0.00	410,027.22	0.1
Revenues	410,300.00	410,300.00	272.78	42.72	0.00	410,027.22	0.1
Expenditures							
Dept: 000	600,000.00	600,000.00	12,125.50	6,122.25	0.00	587,874.50	2.0
Expenditures	600,000.00	600,000.00	12,125.50	6,122.25	0.00	587,874.50	2.0
Net Effect for PATHWAYS FUND	-189,700.00	-189,700.00	-11,852.72	-6,079.53	0.00	-177,847.28	6.2
Change in Fund Balance:			-11,852.72				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 703 - CURRENT TAX COLLECTIONS FUND							
Revenues							
Dept: 000	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Revenues	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Net Effect for CURRENT TAX COLLECTIONS FUND	0.00	0.00	1,094.49	880.47	0.00	-1,094.49	0.0
Change in Fund Balance:			1,094.49				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 792 - FUTURE ROAD IMPROVEMENT							
Revenues							
Dept: 000	256,000.00	256,000.00	6,383.50	1,047.24	0.00	249,616.50	2.5
Revenues	256,000.00	256,000.00	6,383.50	1,047.24	0.00	249,616.50	2.5
Expenditures							
SPENCER-W OF 23	390,000.00	390,000.00	0.00	0.00	0.00	390,000.00	0.0
KENSINGTON RD	210,000.00	210,000.00	0.00	0.00	0.00	210,000.00	0.0
Expenditures	600,000.00	600,000.00	0.00	0.00	0.00	600,000.00	0.0
Net Effect for FUTURE ROAD IMPROVEMENT	-344,000.00	-344,000.00	6,383.50	1,047.24	0.00	-350,383.50	-1.9
Change in Fund Balance:			6,383.50				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 793 - CONSTRUCTION ESCROW							
Revenues							
Dept: 000	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Revenues	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Net Effect for CONSTRUCTION ESCROW	200.00	200.00	522.63	88.98	0.00	-322.63	261.3
Change in Fund Balance:			522.63				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 812 - SAD ROAD MAINTENANCE							
Revenues							
PARKLAWN SAD	13,310.00	13,310.00	29.11	4.21	0.00	13,280.89	0.2
DONALD/STUHRBURG SAD	1,570.00	1,570.00	10.06	1.63	0.00	1,559.94	0.6
LINK ROAD MAINTENANCE	10.00	10.00	0.12	0.02	0.00	9.88	1.2
TRACEY LANE SAD	6,510.00	6,510.00	6.63	0.96	0.00	6,503.37	0.1
RIDGECREST S.A.D.	10.00	10.00	4.89	0.71	0.00	5.11	48.9
BIRCHCREST	4,885.00	4,885.00	4.26	0.55	0.00	4,880.74	0.1
BEN HUR FARMS	3,250.00	3,250.00	7.08	0.17	0.00	3,242.92	0.2
Revenues	29,545.00	29,545.00	62.15	8.25	0.00	29,482.85	0.2
Expenditures							
PARKLAWN SAD	13,260.00	13,260.00	2,468.75	1,388.75	0.00	10,791.25	18.6
DONALD/STUHRBURG SAD	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
LINK ROAD MAINTENANCE	0.00	0.00	1,868.84	1,868.84	0.00	-1,868.84	0.0
TRACEY LANE SAD	6,500.00	6,500.00	2,775.00	0.00	0.00	3,725.00	42.7
RIDGECREST S.A.D.	2,900.00	2,900.00	2,382.10	1,812.10	0.00	517.90	82.1
BIRCHCREST	4,875.00	4,875.00	3,076.00	0.00	0.00	1,799.00	63.1
KENDOR	0.00	0.00	1,928.38	1,928.38	0.00	-1,928.38	0.0
BEN HUR FARMS	3,250.00	3,250.00	6,722.50	0.00	0.00	-3,472.50	206.8
Expenditures	37,285.00	37,285.00	21,221.57	6,998.07	0.00	16,063.43	56.9
Net Effect for SAD ROAD MAINTENANCE	-7,740.00	-7,740.00	-21,159.42	-6,989.82	0.00	13,419.42	273.4
Change in Fund Balance:			-21,159.42				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 814 - ROAD PROJECTS							
Revenues							
Dept: 000	100.00	100.00	94.71	15.57	0.00	5.29	94.7
ROSE ANN DRIVE- SAD	6,740.00	6,740.00	15.79	2.64	0.00	6,724.21	0.2
Revenues	6,840.00	6,840.00	110.50	18.21	0.00	6,729.50	1.6
Net Effect for ROAD PROJECTS	6,840.00	6,840.00	110.50	18.21	0.00	6,729.50	1.6
Change in Fund Balance:			110.50				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Brighton Township

For the Period: 4/1/2016 to 9/30/2016

Fund: 865 - STREET LIGHTING FUND

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
COUNTRY CLUB ANNEX LT	7,180.00	7,180.00	0.00	0.00	0.00	7,180.00	0.0
DONALD DRIVE LIGHT	190.00	190.00	0.00	0.00	0.00	190.00	0.0
BRANDYWINE FARMS LIGHT	660.00	660.00	0.00	0.00	0.00	660.00	0.0
HARVEST HILLS LIGHTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
GREENFIELD POINTE LIGHTS	660.00	660.00	0.00	0.00	0.00	660.00	0.0
BRIGHTON GARDENS	730.00	730.00	0.00	0.00	0.00	730.00	0.0
EAGLE HEIGHTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
GREENFIELD SHORES 1-2-3-4 LOP	730.00	730.00	0.00	0.00	0.00	730.00	0.0
DE MARIA LIGHTS	360.00	360.00	0.00	0.00	0.00	360.00	0.0
RAVENSWOOD LIGHTS	710.00	710.00	0.00	0.00	0.00	710.00	0.0
MAPLE RIDGE SUB	360.00	360.00	0.00	0.00	0.00	360.00	0.0
ALGER PINES	660.00	660.00	0.00	0.00	0.00	660.00	0.0
SHENANDOAH	680.00	680.00	0.00	0.00	0.00	680.00	0.0
SHENANDOAH POND HOMEOWNERS	680.00	680.00	0.00	0.00	0.00	680.00	0.0
OAKS AT BEACH LAKE	1,970.00	1,970.00	0.00	0.00	0.00	1,970.00	0.0
Revenues	16,590.00	16,590.00	0.00	0.00	0.00	16,590.00	0.0

Expenditures

COUNTRY CLUB ANNEX LT	7,180.00	7,180.00	3,285.28	680.23	0.00	3,894.72	45.8
DONALD DRIVE LIGHT	190.00	190.00	83.51	17.29	0.00	106.49	44.0
BRANDYWINE FARMS LIGHT	660.00	660.00	299.49	62.01	0.00	360.51	45.4
HARVEST HILLS LIGHTS	660.00	660.00	299.49	62.01	0.00	360.51	45.4
GREENFIELD POINTE LIGHTS	660.00	660.00	299.49	62.01	0.00	360.51	45.4
BRIGHTON GARDENS	730.00	730.00	333.98	69.15	0.00	396.02	45.8
EAGLE HEIGHTS	360.00	360.00	160.32	33.19	0.00	199.68	44.5
GREENFIELD SHORES 1-2-3-4 LOP	730.00	730.00	333.98	69.15	0.00	396.02	45.8
DE MARIA LIGHTS	360.00	360.00	160.32	33.19	0.00	199.68	44.5
RAVENSWOOD LIGHTS	710.00	710.00	320.61	66.38	0.00	389.39	45.2

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Page: 20
11/16/2016
12:29 pm

Brighton Township

For the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 865 - STREET LIGHTING FUND							
Expenditures							
MAPLE RIDGE SUB	360.00	360.00	160.32	33.19	0.00	199.68	44.5
ALGER PINES	660.00	660.00	299.49	62.01	0.00	360.51	45.4
SHENANDOAH	680.00	680.00	310.05	64.20	0.00	369.95	45.6
SHENANDOAH POND HOMEOWNERS	680.00	680.00	306.02	63.36	0.00	373.98	45.0
OAKS AT BEACH LAKE	1,970.00	1,970.00	898.50	186.04	0.00	1,071.50	45.6
Expenditures	16,590.00	16,590.00	7,550.85	1,563.41	0.00	9,039.15	45.5
Net Effect for STREET LIGHTING FUND	0.00	0.00	-7,550.85	-1,563.41	0.00	7,550.85	0.0
Change in Fund Balance:			-7,550.85				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

Irington Township

for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 871 - MUNICIPAL REFUSE							
Revenues							
RAVENSWOOD	20.00	20.00	20.75	2.26	0.00	-0.75	103.8
WOODLAND/AIRWAY ASSESSMENT	50,440.00	50,440.00	66.89	8.30	0.00	50,373.11	0.1
Revenues	50,460.00	50,460.00	87.64	10.56	0.00	50,372.36	0.2
Expenditures							
RAVENSWOOD	0.00	0.00	13,464.00	0.00	0.00	-13,464.00	0.0
WOODLAND/AIRWAY ASSESSMENT	50,360.00	50,360.00	20,982.00	0.00	0.00	29,378.00	41.7
Expenditures	50,360.00	50,360.00	34,446.00	0.00	0.00	15,914.00	68.4
Net Effect for MUNICIPAL REFUSE	100.00	100.00	-34,358.36	10.56	0.00	34,458.36	358.4
Change in Fund Balance:			-34,358.36				

REVENUE/EXPENDITURE REPORT
2ND QTR FYE 2017

righton Township

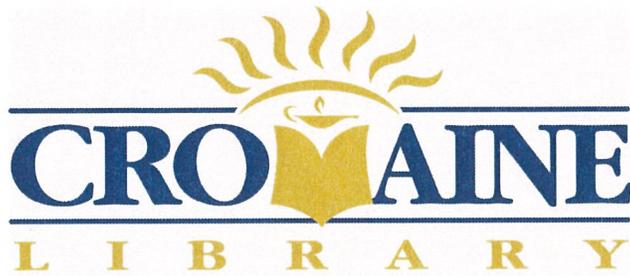
for the Period: 4/1/2016 to 9/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 880 - SAD AQUATICS							
Revenues							
CLARK LAKE AQUATICS	40.00	40.00	6.32	0.37	0.00	33.68	15.8
WOODLAND LAKE AQUATIC	66,400.00	66,400.00	6,906.03	1,398.36	0.00	59,493.97	10.4
Revenues	66,440.00	66,440.00	6,912.35	1,398.73	0.00	59,527.65	10.4
Expenditures							
CLARK LAKE AQUATICS	0.00	0.00	2,750.00	2,500.00	0.00	-2,750.00	0.0
WOODLAND LAKE AQUATIC	156,200.00	156,200.00	55,007.54	820.00	0.00	101,192.46	35.2
Expenditures	156,200.00	156,200.00	57,757.54	3,320.00	0.00	98,442.46	37.0
Net Effect for SAD AQUATICS	-89,760.00	-89,760.00	-50,845.19	-1,921.27	0.00	-38,914.81	56.6
Change in Fund Balance:			-50,845.19				
Grand Total Net Effect:	-500,707.00	-579,669.59	145,838.96	-259,998.33	0.00	-725,508.55	

VOTER TURNOUT
11/08/2016 - STATE GENERAL
BRIGHTON CHARTER TOWNSHIP (10640)

	All	Voted	Percent	18-21	Voted	Percent	22-30	Voted	Percent	31-40	Voted	Percent	41-50	Voted	Percent	51-59	Voted	Percent	60+	Voted	Percent
WARD PRECINCT: 00001																					
Males	888	705	79.39 %	38	28	73.68 %	107	56	52.34 %	111	76	68.47 %	127	98	77.17 %	194	174	89.69 %	311	273	87.78 %
Females	896	722	80.58 %	41	30	73.17 %	111	70	63.06 %	111	86	77.48 %	156	126	80.77 %	172	147	85.47 %	305	263	86.23 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,784	1,427	79.99 %	79	58	73.42 %	218	126	57.80 %	222	162	72.97 %	283	224	79.15 %	366	321	87.70 %	616	536	87.01 %
WARD PRECINCT: 00002																					
Males	792	542	68.43 %	39	20	51.28 %	91	46	50.55 %	98	60	61.22 %	153	106	69.28 %	186	142	76.34 %	225	168	74.67 %
Females	735	524	71.29 %	26	17	65.38 %	97	53	54.64 %	95	61	64.21 %	140	110	78.57 %	169	129	76.33 %	208	154	74.04 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,527	1,066	69.81 %	65	37	56.92 %	188	99	52.66 %	193	121	62.69 %	293	216	73.72 %	355	271	76.34 %	433	322	74.36 %
WARD PRECINCT: 00003																					
Males	795	616	77.48 %	31	19	61.29 %	84	53	63.10 %	133	95	71.43 %	117	85	72.65 %	144	116	80.56 %	286	248	86.71 %
Females	852	693	81.34 %	34	26	76.47 %	90	60	66.67 %	149	119	79.87 %	124	89	71.77 %	142	126	88.73 %	313	273	87.22 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,647	1,309	79.48 %	65	45	69.23 %	174	113	64.94 %	282	214	75.89 %	241	174	72.20 %	286	242	84.62 %	599	521	86.98 %
WARD PRECINCT: 00004																					
Males	723	530	73.31 %	32	23	71.88 %	100	49	49.00 %	122	75	61.48 %	101	77	76.24 %	150	124	82.67 %	218	182	83.49 %
Females	715	543	75.94 %	30	22	73.33 %	101	57	56.44 %	109	75	68.81 %	112	85	75.89 %	162	136	83.95 %	201	168	83.58 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,438	1,073	74.62 %	62	45	72.58 %	201	106	52.74 %	231	150	64.94 %	213	162	76.06 %	312	260	83.33 %	419	350	83.53 %
WARD PRECINCT: 00005																					
Males	488	323	66.19 %	18	13	72.22 %	74	42	56.76 %	105	68	64.76 %	93	54	58.06 %	85	60	70.59 %	113	86	76.11 %
Females	543	390	71.82 %	12	8	66.67 %	88	58	65.91 %	94	67	71.28 %	95	59	62.11 %	99	73	73.74 %	155	125	80.65 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,031	713	69.16 %	30	21	70.00 %	162	100	61.73 %	199	135	67.84 %	188	113	60.11 %	184	133	72.28 %	268	211	78.73 %
WARD PRECINCT: 00006																					
Males	1,039	805	77.48 %	34	22	64.71 %	147	84	57.14 %	171	120	70.18 %	186	138	74.19 %	191	165	86.39 %	310	276	89.03 %
Females	1,075	846	78.70 %	42	26	61.90 %	140	87	62.14 %	182	141	77.47 %	198	155	78.28 %	222	192	86.49 %	291	245	84.19 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	2,114	1,651	78.10 %	76	48	63.16 %	287	171	59.58 %	353	261	73.94 %	384	293	76.30 %	413	357	86.44 %	601	521	86.69 %

VOTER TURNOUT
11/08/2016 - STATE GENERAL
BRIGHTON CHARTER TOWNSHIP (10640)

	All	Voted	Percent	18-21	Voted	Percent	22-30	Voted	Percent	31-40	Voted	Percent	41-50	Voted	Percent	51-59	Voted	Percent	60+	Voted	Percent
WARD PRECINCT: 00007																					
Males	898	711	79.18 %	52	33	63.46 %	98	63	64.29 %	149	108	72.48 %	168	129	76.79 %	184	147	79.89 %	247	231	93.52 %
Females	928	758	81.68 %	47	39	82.98 %	101	72	71.29 %	155	120	77.42 %	180	148	82.22 %	190	160	84.21 %	255	219	85.88 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,826	1,469	80.45 %	99	72	72.73 %	199	135	67.84 %	304	228	75.00 %	348	277	79.60 %	374	307	82.09 %	502	450	89.64 %
WARD PRECINCT: 00008																					
Males	617	482	78.12 %	33	19	57.58 %	78	41	52.56 %	69	43	62.32 %	91	75	82.42 %	119	101	84.87 %	227	203	89.43 %
Females	627	501	79.90 %	37	30	81.08 %	75	43	57.33 %	74	52	70.27 %	105	82	78.10 %	118	101	85.59 %	218	193	88.53 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	1,244	983	79.02 %	70	49	70.00 %	153	84	54.90 %	143	95	66.43 %	196	157	80.10 %	237	202	85.23 %	445	396	88.99 %
WARD PRECINCT: 00009																					
Males	1,239	964	77.80 %	56	38	67.86 %	137	67	48.91 %	177	121	68.36 %	238	194	81.51 %	266	228	85.71 %	365	316	86.58 %
Females	1,249	1,005	80.46 %	53	41	77.36 %	137	90	65.69 %	187	143	76.47 %	255	205	80.39 %	260	218	83.85 %	357	308	86.27 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	2,488	1,969	79.14 %	109	79	72.48 %	274	157	57.30 %	364	264	72.53 %	493	399	80.93 %	526	446	84.79 %	722	624	86.43 %
GRAND TOTAL:																					
Males	7,479	5,678	75.92 %	333	215	64.56 %	916	501	54.69 %	1,135	766	67.49 %	1,274	956	75.04 %	1,519	1,257	82.75 %	2,302	1,983	86.14 %
Females	7,620	5,982	78.50 %	322	239	74.22 %	940	590	62.77 %	1,156	864	74.74 %	1,365	1,059	77.58 %	1,534	1,282	83.57 %	2,303	1,948	84.59 %
No Gender	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %	0	0	00.00 %
All	15,099	11,660	77.22 %	655	454	69.31 %	1,856	1,091	58.78 %	2,291	1,630	71.15 %	2,639	2,015	76.35 %	3,053	2,539	83.16 %	4,605	3,931	85.36 %



October 21, 2016

Brian Vick
Charter Township of Brighton Manager
4363 Buno Rd
Brighton, MI 48114

Dear Brian:

Enclosed is Cromaine District Library's annual report for fiscal year 2015-2016. It contains a list of significant events and accomplishments, as well as financial picture and statistical data. The full audit for the year is available at the Michigan Treasury site, under 2016 local unit audit reports. We once again have a clean audit, with the highest possible determination and, again, a "very healthy" financial ratio. The construction project underway now to be completed summer 2017 will use that portion of the savings, beyond a year of operating costs, which we have accumulated for major maintenance and renovation projects.

The annual report includes the comments we've received in person, written, and through emails. These are now also compiled as part of our monthly board packet, attached to the Director's Report so that our Board of Trustees has a more immediate understanding of the concerns and praise for library services. We take visitor comments seriously and, in response, have implemented procedural changes, added sessions of very popular events and classes, and corrected web and database issues. One change I believe you'll appreciate is the likely implementation in January 2017 of a three-year renewal on library cards, rather than one-year renewals. Cromaine has also volunteered to experiment with a feature available in the TLN Shared Catalog of family cards (all family members linked on one account with renewal dates all the same as well). We are already at the forefront as the only library offering library cards via the web which permits the use of digital services upon receipt of the card mailed to your eligible home address.

I can be reached at the Village library, 810-632-5200, extension 105; my cell phone is 810-360-7518; e-mail at cmarlow@cromaine.org. The frequency of library board and committee meetings plus community commitments prevents my attending most other evening meetings but if there are any daytime opportunities to meet with your fellow officials or your staff, I welcome that opportunity.

Sincerely,

A handwritten signature in black ink that reads "Cecilia Ann Marlow".

Cecilia Ann Marlow
Library Director
Enclosure



Annual Report

2015-2016



In the Village

3688 N Hartland Rd • Phone: 810.632.5200

Crossroads Branch

1788 N Old US 23 • Phone: 810.632.7480

WWW.CROMAINE.ORG

October 2016

As we prepare to celebrate the 90th anniversary of the opening of Cromaine Library in the coming 2017, we are presented with the opportunity to look more closely at the legacy that this community has in Cromaine. When the first cornerstone was laid in March 1927, the community began to relish the gift of Cromaine, a gift of J. Robert Crouse and his family. The purpose of this gift was to ensure that the rural home of his boyhood had the enriching cultural opportunities of any urban environment, including a quality public library, rich in resources. Throughout 2015-2016, Cromaine worked diligently to bring exceptional cultural experiences to patrons of all ages through its collections, its classes, and in its every day interactions.

This report shares the value, the usage, and the story of how Cromaine Library continues to connect community and culture through its service. Your stories of the library and its staff's impact on your lives are as important a piece of this legacy as any one experience, performance, or class provided.

I hope in these pages, you'll remember a moment and discover a moment you are sorry you missed. And, I hope that upon completing your review of our year's review, you'll find even more reasons to make Cromaine Library a part of your exceptional Hartland area living.

Cecilia Ann Marlow, Library Director

2015-2016 HIGHLIGHTS

Hartland's Cromaine Library Moving Forward...

We are committed to being present in the community, so find us at

- Heritage Park for sports and more sports, plus Winterfest
- Hartland Farmers' Market (first and third Saturdays)
- Hartland Consolidated School Board meetings
- Township trustees' meetings for Brighton, Deerfield, Genoa, Hartland, Oceola, and Tyrone
- Hartland Schools Open Houses and Hartland Schools classrooms
- Garden Gate Montessori
- Hartland's Senior Activity Center
- HERO Teen Center
- BIGGBY Coffee of Hartland, Kahuna Coffee & Café, Black Rock Bar & Grill, O'Malley's Irish Pub, McDonald's
- Settlers Park and Epley Park
- Deerfield Nature Area
- Marshmallow Drop and Moonglow Egg Hunt
- Tyrone Historical Society
- Balloonfest
- Little Free Libraries in neighborhoods, at Genoa Township Hall, in Settlers' Park, in collaboration with many community partners

See us doing this...

- Telling stories, teaching crafts, helping families make memories
- "Selling" (for a quarter or a dollar) lots of books for all ages and entertainment as DVDs, CDs and CD-Books
- Talking about books and reading and helping you meet new folks
- Collaborating with parents to raise readers
- Helping adults learn new and new-to-them technologies
- Finding new ways to engage tweens (5th and 6th grade ages) as a unique group
- Making sure federal and state grant money serves the Hartland area
- Talking about your discoveries, your joys and your aspirations
- Connecting you to business resources, job-hunting resources, business planning resources, all to ensure your continued success

- Providing many opportunities for you to volunteer as teens (number increased 500% over the last five years) and adults, making a meaningful difference in services to this community

Plus sharing the good news about...

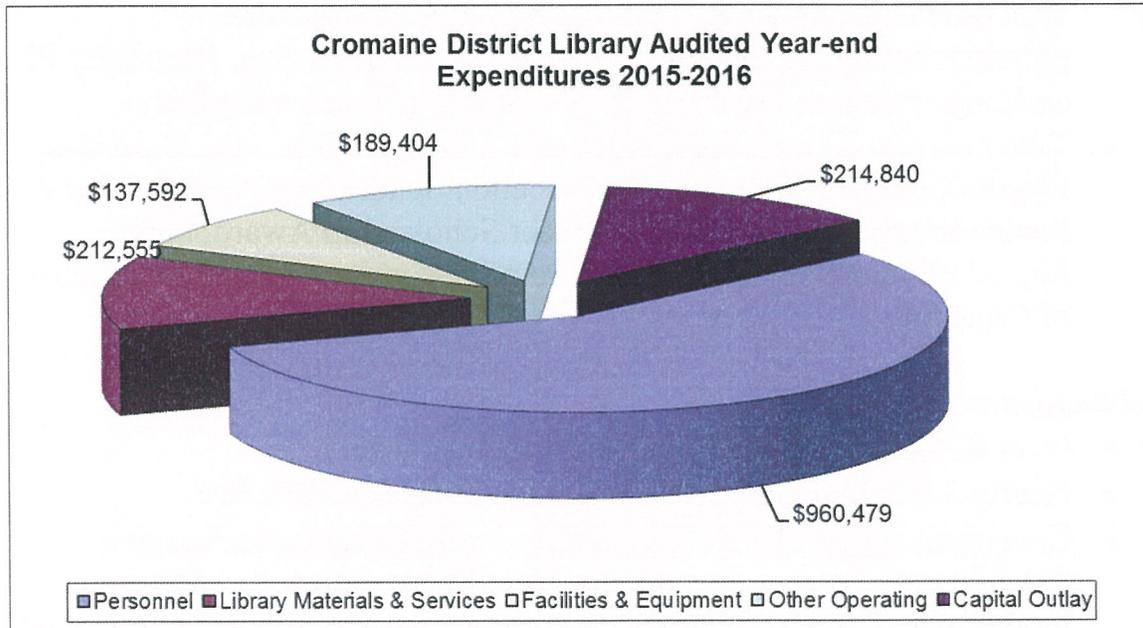
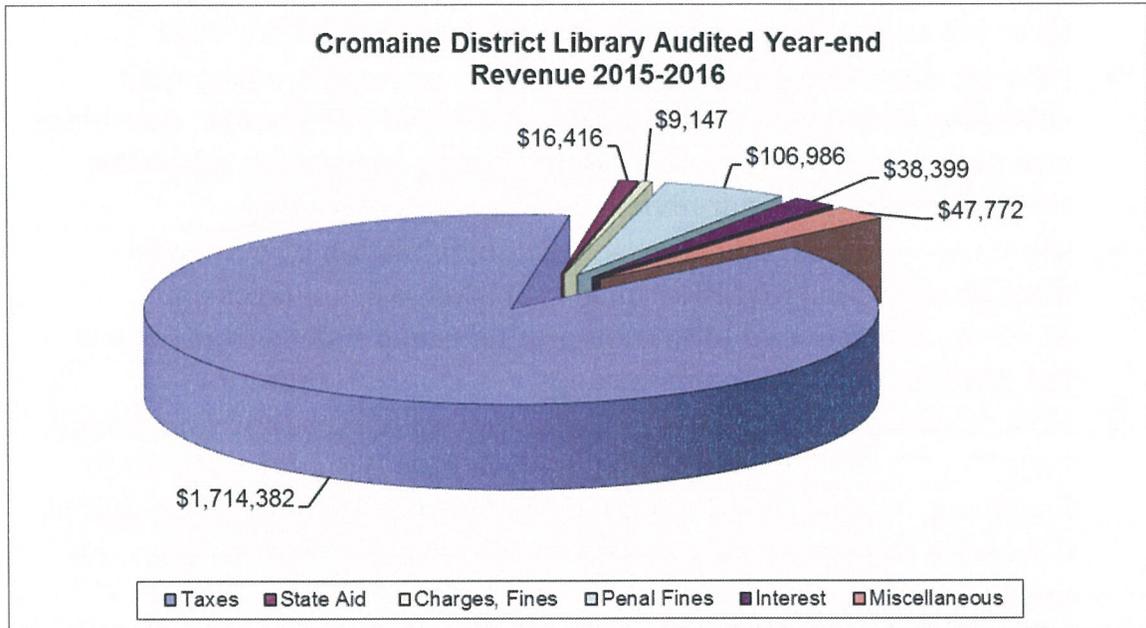
- Putting the collections of 50 more libraries in southeast Michigan at your fingertips by Cromaine joining the TLN Enterprise Catalog-- Over 1.2 million items delivered to you usually within 3 days
- New services, like downloadable e-books on hoopla, along with streaming and downloadable video, music and audiobooks; new blogs reporting new releases for DVDs and books, recipes for story time craft materials, and your reviews of what you're reading
- More new services to prepare for the globalization of our world through online language learning with Mango Languages and SCOLA, a resource of television programs and videos from around the world in international languages
- New resources to help expand technology awareness and knowledge, including Techboomers geared to non-techies with videos to teach Facebook, Twitter, Netflix, Gmail, Pinterest among others; as well as Cromaine District Library Academy (found under How to Use...on the home page)
- New programs, including Sensory Storytimes for young people who need quieter, less visually stimulating group experiences; grandparents and grandchildren creating art; and coding, Raspberry Pi and Lego robotics; coloring for adults; Super Science Saturdays
- Two new annual scholarships for area high schoolers – the Cromaine District Library Postsecondary Education Scholarship Award and the Jeanne Smith Library Teen Volunteer Scholarship Award, both funded through unrestricted gifts from the community and the Friends of Cromaine

All happening because of...

- Over \$13,000 in grants from state and federal sources
- Nearly 3,000 hours given by volunteers, valued at \$35,880
- Consistent support by the community in operating taxes, and over \$21,000 in generous sponsorships from local businesses, gifts from individuals, Friends of Cromaine fundraisers like book and media, and collaborations with many organizations and businesses in the Hartland area and in Livingston County

FINANCIAL CROMAINE

The audit of Fiscal Year 2015-2016 was presented to the Library Board of Trustees and accepted September 15, 2016. It is filed with the Michigan Department of Treasury and available there online for review under Local Unit Audits. A snapshot of Cromaine's financial status is shown below in the charts.



Again this year, the overall financial health of Cromaine District Library is secure. This was especially important as the Library Board of Trustees committed to a renovation and reconfiguration project for the Village Library. This project is expected to cost \$2.3 million and is funded entirely from the library's savings which have been being built in order to address major infrastructure updates that are needed. As part of the project, a small 3,800 square feet addition will be added on the east side of the 1980 portion of the Village Library. This square footage is approximately the same as that of the Crossroads Branch. As of this writing, the project has begun and is expected to be complete summer 2017.

The balance of the library's investments at the conclusion of the 2015-2016 fiscal year was \$3,456 million, providing sufficient funds for the project, as well as operating costs for the 2016-2017 fiscal year. None of the project will require additional taxes, loans, or mortgages by the library.

STATISTICAL CROMAINE

Cromaine uses both objective data to measure usage, as well as subjective and anecdotal data to measure value. The chart of consistently collected objective data follows.

This year several of the measures that Cromaine has used were impacted by joining the TLN Shared Catalog. Records for e-materials were deleted from Cromaine's catalog, drastically changing the total number of materials. How e-material usage is collected also changed significantly and resulted in much lower usage, despite even better offerings.

To prepare for the combination of Cromaine's patron information with that of the TLN Shared Catalog, many patrons had records at other member libraries. This resulted in some significant duplication, as well as re-registering. It is anticipated that the annual report of 2016-2017 will see the final stabilization of numbers in this category.

Program attendance continues to be the area of greatest growth for Cromaine, recalling the start of free public libraries as centers for community interaction rather than book warehouses.

In 2016-2017 Cromaine has embarked on a project to increase awareness of the library and to significantly recreate its web site in a community-centered, user-friendly, exciting format. The virtual library usage is expected to improve following launch in January 2017.

Cromaine Library 2015-2016			
Year-End Statistics			
	Current Year	Previous Year	% Change
CIRCULATION			
Adult books	67,183	74,826	-10.21%
Children's books	63,136	56,258	12.23%
Teen books	18,550	17,091	8.54%
Magazines	5,798	6,318	-8.23%
Non-Print	111,044	139,993	-20.68%
* E-materials	12,598	22,614	-44.29%
** Misc.	846	2,611	-67.60%
MELCAT Received	819	1,576	-48.03%
In-House Use	90,201	136,473	-33.91%
Total Circulation	370,175	457,760	-19.13%
Collection			
Added	NA	21,190	NA
Withdrawals	NA	16,814	NA
Owned	82,553	106,884	-22.76%
Cardholders			
Resident	8,323	13,512	-38.40%
Non-resident	448	1,483	-69.79%
Total	8,771	14,995	-41.51%
Resident Cardholders added	1,318	1,045	26.12%
Cardholders added	1,387	1,092	27.01%
Visits/Village (July - June)	124,846	115,890	7.73%
Visits/Crossroads (July - June)	33,181	45,309	-26.77%
Programs			
Adult	148	185	-20.00%
Senior	55	46	19.57%
Youth	481	473	1.69%
Teen	75	66	13.64%
Total	759	770	-1.43%
Attendance			
Adult	5,774	7,012	-17.66%
Senior	1,253	806	55.46%
Youth	19,209	17,624	8.99%
Teen	5,805	3,063	89.52%
Total	32,041	28,505	12.40%
Reference Transactions			
Adult	8,108	7,417	9.32%
Youth	8,887	5,895	50.75%
Crossroads	2,918	4,300	-32.14%
Total	19,913	17,612	13.06%
Technology			
Internet Use	17,213	22,186	-22.42%
Youth LAN	3,936	3,555	10.72%
Web Page Visits	162,703	198,747	-18.14%
Database Use	40,676	49,339	-17.56%
Self Check Use (Included In Total Circulation)	52,914	50,439	4.91%
Total population	26,391	26,391	0.00%
Circulation per capita	14.03	17.35	-19.13%
Program atten. per capita	1.21	1.08	12.40%
Visits per capita	5.99	6.11	-1.97%
Ref. trans per capita	0.75	0.67	13.06%
Cardholders as % of population	33%	57%	-41.51%
Circ per volume	4.48	4.28	4.70%
* Includes: downloadable audio, ebooks, eReaders, streaming video & audio			
** Includes: Ref, ILL			

COMMENTS FROM THE COMMUNITY 2015-2016

Building

None

Materials

Please order:

"Following Egeria: A Modern Pilgrim in the Holy Land" by Lawrence Farley.

"Ultimate Candida Guide and cookbook" by Cobi Slater.

Books by Stephen Puleston, especially the three from his Inspector Drake

The Owen McKenna series of 13 fiction books by Todd Borg for Kindle

Music CD: Delirium

"Avoiding something or someone? How to confront Anyone about Anything, Anywhere, Anytime" by Mark Goulston, MD

"Every Breath" by Ellie Marney

"Rebel Mechanics" by Shanna Swendson

"Recasting the Machine Age: Henry Ford's Village Industries" by Howard Segal

"Alpha's Tale" by Erin Hunter

"Moon's Choice" by Erin Hunter

"Jane Goes Batty" by Michael Thomas Ford

"Jane Vows Vengeance" by Michael Thomas Ford in OverDrive Kindle format

"Finding Fraser" by KC Dyer in OverDrive Kindle format

"Single Witch Survival Guide" by Mindy Klasky in OverDrive Kindle format

"The Mathematician's Shiva"

"The Mittleider Gardening Course" by Jacob R. Mittleider

"Mittleider Grow-Box Gardens by Jacob R. Mittleider

"How To Grow More Vegetables Than You Ever Thought Possible On Less Land Than You Can Imagine" by John Jeavons

"Grow Great Grub: Organic Food from Small Spaces" by Gayla Trail

"The New Create an Oasis with Greywater: Choosing, Building and Using Greywater Systems - Includes Branched Drains" by Art Ludwig

"Eating Fossil Fuels: Oil, Food and the Coming Crisis in Agriculture" by Dale Allen Pfeiffer

"The End of Fossil Energy: And a Plan for Sustainability" by John Howe

"Rework" by Jason Fried

"The Lean Farm: How to Minimize Waste, Increase Efficiency, and Maximize Value and Profits with Less Work" by Ben Hartman

"The Age of Paradox" by Charles H

"TRADE-OFF: Why Some Things Catch On, And Others Don't" by Kevin Maney

"Bear is Broken" by Lachlan Smith

"Strange Candy" by Laurell K Hamilton

"The Red Winter" (The Tapestry #5) by Henry Neff (e-book only)

"Be Your Child's Pediatrician" by Rachel Weaver M.H.

"Bloodlands" by Timothy Snyder

"Parenthood Seasons 5 & 6" DVD

"Frozen Fever" DVD
 "Disney Shorts" DVD
 "Barbie Rockin Royals" DVD
 "Who comes with cannons?" by Patricia Beatty
 "The Tamarack Tree" by Patricia Clapp
 "Stonewall's Gold A Novel of the Civil War" by Robert J. Mrazek
 "Dragonbreath 10 - Knight-napped" by Ursula Vernon
 "Cooking for the Week : Leisurely Weekend Cooking for Easy WeekDAY Meals" by Diane Morgan, Kathleen and Dan Taggart, Leigh Beisch
 "An Embarrassment of Mangoes" by Ann Vanderhoof
 "Cocaine Blues: Phryne Fisher #1" by Kerry Greenwood
 "Nice girls don't bite their neighbors" by Molly Harper
 "The New Neighbor" by Leah Stewart
 "Blackout" by Sarah Hepola
 "Mrs. Sinclair's Suitcase" by Louise Walters
 "West with the Night" by Beryl Markham
 "Breakfast at Tiffany's" by Truman Capote
 "Pop Goes the Weasel" and "Roses are Red" by James Patterson
 "We Fight To Survive" by Esther Stermer
 "Understanding Girls with ADHD" by Nadeau, Kathleen
 "Handbook of Indexing Techniques" by Fetters, Linda K.
 "The Secret Hum of the Daisy" by Tracy Holczer
 "Legal History of the Color Line: The Rise and Triumph of the One-drop Rule" by Frank W.

Sweet

"Keyboard Skills for Music Educators: Score Reading" by Shellie Gregorich, Benjamin Moritz
 "The Denial of Death" by Ernest Becker
 "The Wanderess Paperback" by Roman Payne
 "Ask anyone, along came trouble" by Sherryl Woods
 "The last days of Henry Ford"
 "Ricky Ricotta's Mighty Robot vs. The Naugty Nightcrawlers from Neptune" by Dav Pilkey.
 "A LITTLE LIFE" by Hanya
 "Winter's Passage" "Summer's Crossing" and "Iron's Prophecy" by Julie Kagawa on Kindle
 "Runaway Amish Girl: The Great Escape" by Emma Gingerich
 "Violets Are Blue" and "The Big Bad Wolf" by James Patterson
 "Almost Identical" by Lin Oliver .
 "Disneylanders" by Kate Abbott, and this was also not in your data base. If you could order this book also that would be great!!
 "Monkey Kingdom" DVD
 "Penny and Her Doll" by Kevin Henkes.
 "How to Hug a Teenage Porcupine" by John Lund
 "Alice Cooper: Golf Monster" by Alice Cooper in OverDrive Kindle format
 "If You Ask Me" by Betty White in OverDrive Kindle format

“Joy of Witchcraft” by Mindy Klasky in OverDrive Kindle format
“The Wedding Date” by Kelly Eadon in OverDrive Kindle format
“Fast Friends” by Jill Mansell in OverDrive Kindle format
“Finding Fraser” by KC Dyer in OverDrive Kindle format
“Scandalous Women” by Elizabeth Kerry Mahon in OverDrive Kindle format
“The Pursuit” by Janet Evanovick in OverDrive Kindle format
“Plunder and deceit” by Mark Levin
“Government Zero” by Michael Savage
“The Complete Works of Derek Dingle” by Richard Kaufman
“Fluent in Three Months” by Bennhy Lewis
“Could you tell me if the book- The Lucky Years: How to Thrive in the Brave New World of Health is available? Any other books by this author available?”

Personnel

After Carolyn visited Farms Intermediate School, she was commended on Hartland Moms by a Farms teacher. “The children’s librarian was at Farms today promoting their programs and they sound amazing! Her enthusiasm was contagious and there’s something for everyone. Highly suggest it.” Another patron on the thread asked, “Was it Carolyn? She is fantastic!” The teacher replied, “I don’t know her name, but she’s a little younger and full of energy!”

George was walking into the building after lunch and two tween boys approached him and said “THANKS for saving the internet!” He had restored a problem that had been giving us issues for a long period of the day.

Today I offered to take a patron’s returned items for her because a family was being helped at the Circ station in front of the drop box slot. She said “Thank you! I love this library. Everyone is so nice!”

Carolyn recently visited Farms Intermediate School and a mom just told me that she made a “huge impact” on her daughter who was very excited to sign up for Summer Reading Club.

The Youth staff recently visited all the 4th graders to booktalk and talk about Summer Reading Club. 2 hours after I visited Creekside I saw one of the 4th graders at the youth desk asking for 2 of the books I told her class about. Her mom said they rushed over to make sure she would get them first.

Liesl and I recently popped up at the Deerfield Hills Nature Area with a craft table, scavenger hunt, and book display table. While there a gentleman stood a distance away from the table observing the families chatting with us and making crafts. After a while he walked up to us and said, “What’s a library go to do with a place like this? It’s kinda of weird isn’t it?” Our first response was, “What DOESN’T a library have to do with a place like this! We like meeting our patrons where they’re at and try to make things as convenient as possible for them. Plus, it’s nice to offer kids something fun in a great

environment like this.” He smiled and said “oh, that’s pretty neat.” Liesl and I felt good knowing that our pop-up did exactly what it was intended to do, reach new people and get them thinking about the library in new ways.

A patron with a cane in hand was really grateful when Sue Strouse offered to take her books out to her car on a rainy day last week. Though Sue mentioned the rain, what she likely saw the cane the woman was holding and the unsteady way she was walking. I jumped up to help but the patron declined the offer. Sue’s perfectly worded reply (I should have written it down right then!) gave an out for the woman without making her feel badly and the patron left with a smile and a very warm thank you.

I received a Facebook message from another librarian who was interested in learning about the Harry Potter Camp and how I run the teen volunteers. She heard about what I was doing from Sue Strouse at the ALA Conference that was held a few months ago. I messaged her back and we have started tossing professional development ideas around, particularly regarding how to make the teen volunteers more independent of parental involvement. Could not have happened without Sue saying such wonderful things about me!

Sue Strouse consistently addresses patrons by name and asks after their family. I’ve seen patrons pour out their life stories to her, or tell her that a granddaughter just graduated from college, or show off pictures of a new baby. Sue is always genuinely warm and friendly and the patrons walk away feeling like they are part of the library family

I recently overheard a conversation between Sue Strouse and an elderly lady. The lady commented about how she loves the books Sue always recommends to her. She was very grateful for the suggestions and thanked Sue profusely.

Patron: Does the girl with the fun hair still work here? Me: yeah! That’s our Teen Librarian, Carolyn!

A patron had lost a document on the computer and started over just before closing. As luck would have it, the computer shut down just as he finished and he was unable to save his document. George came by just then and was able to retrieve the document and save it for the patron. The patron was so relieved and grateful for George’s help.

During the Polar Express program, a parent recognized me as one of the staff members present at the Visit with Santa and shared that we (Carolyn & Stefanie) did a great job entertaining the kids during the Visit with Santa and that she is happy we offer that program as it is a much more enjoyable way for her kids to visit with Santa.

A regular patron complimented Marta, Stephanie and me on the Visit with Santa program. She especially appreciated the numbers we gave out to all families so that they knew they had a spot reserved. She said it was much better than having everyone wait in line. Her kids loved the activities and mom was impressed with the variety and amount of them.

Yesterday, while I was getting my coat to leave the conference, a woman stopped me, after noticing my Cromaine badge, to tell me how much she and her staff love the Cromaine website and said that they look at it often. Her name is Leah Dodd and she's the Director of the Willard District Library in Battle Creek. Nice to hear such good feedback about CDL's website and staff efforts!

Ms. Bekah made quite an impression on the first grade class she visited at Creekside today! According to one mom who came in to read to the class right after she left, the kids were all positively buzzing about her and the library. They were all really pumped about winning a book for their class and had a heated debate about who would get to the library first. The mom said she had never seen the kids so excited about anything!

To Vickie, Mary, and Janice: Thanks for your assistance yesterday. I was expecting the reference (volume 38 and page 140) out of a huge navy blue-colored cover book just like the indexed book (U.S. Civil War Soldiers in Michigan Volunteers) 1894 at Cromaine in the Genealogy section. It turned out to be a little brown thin book on the 8th Michigan Calvary at the U-M Bentley Library. The referenced book from the Index was there! There were no photos taken of the 8th Michigan Calvary or Joseph Leon Smith but there were other documentations on him. My help came from John Robertson's Michigan Revised Index 1882; MI in the war 1862 compiled by Helen H. Ellis. The U-M staff was allowed to use the stacks but not myself. They do inter-library loans, by the way.

A mother just gushed about how much she loves the new ER rating system. Good job Heather!

About a year ago Carolyn helped us find books for my 10 year old son who tested out of the AR reading level and his teacher wanted him to read college level books and Carolyn gave us a whole list of ideas and she showed up where to look. She was so nice and was just wonderful. Please tell her she made a huge difference to a single mom with 2 kids.

Services

A patron suggested Epley Park for outdoor concerts-even next year, if needed. Just passing along comment. She is disappointed-feels like having at Music Hall you lose some of the effect.

Husband and wife told us they enjoyed Emily's program on "Retrain Your Brain." The husband said he felt smarter already!

I would like to recommend either a wall space or webspace where patrons can recommend / review books they have read so other patrons can consider reading them. It would allow one to consider other genres or authors.

Patrons leaving the Animals Around the World program were complimentary about the presenter and that we offered such a program. They were very excited that their children got to see the unique live animals up close.

When I thanked a patron who conscientiously called to cancel her son's registration for Quidditch practice, she said "No problem! Your Harry Potter program was so awesome!"

A mother came in with her three kids and told me about how pleased she is with our Summer Reading Program. She said her kids have been reading like crazy, and they really like the new ribbon system we are using because it adds an element of competition. Her husband, who wasn't here, also told her to pass on his appreciation for the program, as he can't believe how much his kids are reading. Yay!

I saw a mom and three kids leaving the library and the youngest, a girl about 3, was just in tears as they were leaving. Turns out she was sad to be leaving the library as I found out when one of her older siblings told her, "We know you don't want to leave the library, but don't worry, we'll be coming back!"

I talked to a patron today who was pleased with and excited about the new self-serve system for holds. She said it was "really nice!" that she could come in and grab them and check them out herself when the checkout desk was busy.

A young patron was selecting her June prize book from the cart and I overheard her tell her mom "I love this summer reading club. They have the best prizes!"

I was at the Hartland Target the other day and the cashier complimented the stickers I was purchasing for my kids. She said she should get some for her kids too because she wants to do a reading program with them this summer. I told her all about our Summer Reading Club and she was very excited. She was not familiar with our library and she asked me to write down our website so she could get her family signed up.

One of the participants in the Grandparents and Grandkids Creating Art Together program just told me that she and her grandson had such a great time. She's hoping to see more programs like this in the future

Today at the Pinkalicious Party a mom, who just moved here from out of state, asked if baby siblings are allowed to come to programs because at their old library the rules were very rigid. I happily told her that her babies are always welcome and then I pointed out little Leva Impola who always joins along with her big brothers and sister at our programs. The mom seemed very pleased and I threw in a quick mention of our summer reading club program as well as fall storytime.

An email received from Jeff "Doc" Fletcher after his program Canoeing and Kayaking College Campuses: Stefanie & Mary, Good morning! Thank you again for welcoming Maggie & me to share river stories with your patrons last evening. The attendees were enthusiastic and in good spirits, making it fun for everyone - including us! One attendee told me as she left, "this was SO much better than staying at home tonight". We loved your library - it's beautiful. A wonderful summer to you both!

Bill and I love the library and I love my volunteer job on Wednesdays! Bill and I also love to volunteer for special events when we can. Cromaine Library and its staff and volunteers are super duper! Thanks for letting us be a small part of Cromaine Library. Happy Spring Ceci!

A family who just moved over the border from a neighboring library said she is so impressed by Cromaine. I overheard one of her kids asking if she could take classes here and immediately started talking about our camps and other programs this summer. They were so enthusiastic about them and the boy's eyes immediately lit up when he heard about the Star Wars Camp. As they were leaving I heard the mom say "we're probably going to be here a lot this summer." I hope so!

A mom absolutely raved about the new leveling system for the beginning readers. A project headed by Heather and Marta, the goal was to make a cohesive leveling system out of the many various systems employed by each individual publisher. The mom pointed out that some of the large series of books that used to have the same level for all titles were actually vastly different. Now she just grabs the "red" books out of the series which her child can read and ignores the yellow ones. This made it so much easier for her to choose the books by herself, though she also complimented Marta on helping her before the change.

I received an email from a Toddler Storytime parent asking for the words to the "bubble fish song" (bubble bubble pop) we sang at Storytime this week. She said her son, Calvin has been singing it all day but they couldn't remember the words. I emailed her back with the lyrics and within 5 minutes she thanked me and said they just sang it with Calvin's older brothers.

Dorothy McLeer a presenter for one of our Big Read programs sent me an email after her program. "Hi, Stefanie- If it hadn't been for you, I would've forgotten my own flash drive! I'm glad to hear that the response to the program was positive. I had a stressful weekend previous to the talk, nursing my lovely dog back to health after some back spasms (she's doing better now), and I wanted to say what a lovely time I had at your library. It was the opposite of my weekend, thanks to the staff, and I felt welcomed by your guests. I really enjoyed my time with you all. Happy Spring – Dorothy"

The entire Kindig family is obsessed with making black-out poetry after one of the kids attended Heather's tween poetry program. Everyone from age 8 to both parents apparently have spent hours since the program taking the old books that Heather gave them after the event ended and going through the pages to make poems. Mom said they have hundreds

Thank you so much for your kind invitation (to the groundbreaking). Unfortunately, I will be unable to attend due to a prior commitment. The library is a great institution and it's an honor to be a tiny part of the wonderful work you do.

A patron came into the Crossroads location today and when checking out said "I just want to tell you what a wonderful job you are doing. You have the best selection and you are always so friendly. When we moved to Hartland 30 years ago, Cromaine was the deciding factor for us. Thank you." It made our day!

An attendee to Lynzie Baccus's Sled Dog program approached me afterwards to say "Thank you for bringing this program to the library." The patron expressed her appreciation for the variety and quality of programs we offer. I also noticed that most attendees took the time to personally thank Lynzie for her informative presentation and time.

Positive comments received during the Winter season of Toddler Storytime:

"Thank you Ms Bekah! We love coming to Storytime! This is the highlight of our week!"

"The pictures of the berries are really great" (bear Storytime game)

"We loved the mitten game!" (snow Storytime game)

"This is the best toddler Storytime of all the libraries! And we've been to a lot!"

"Your Storytime helped us so much! Since last week and the underwear book, he (toddler son) has insisted on wearing underwear every single day and it has been a month since he wanted to wear it! It's got to be because of your class!" (let's get dressed theme).

One of our volunteers recently said she feels appreciated by volunteering here (as opposed to other places she volunteers) because we're "always doing little things" and telling her how much we appreciate her even though she "only volunteers for special projects".

Twice while visiting here 2 year old Macie did not want to leave when mom did so she hid from mom. As her family was walking down Avon to the library during Polar Express Day she said "We're going to my library!"

The mom of one of the cupcake wars winners came up to me during clean up to say how much they loved the program! "We come to the library to get books all the time, but this is our first program and it was wonderful!"

Cupcake Wars was a huge hit! The talent of the bakers was astounding and the kids really got into the decorating. Multiple parents and kids complimented the program, a few even saying it was one of the best they ever attended. One mom said "You guys always do such wonderful programs" and proceeded to list a bunch that stuck out in her mind. She finished by saying "we love our library!"

Polar Express Day: A parent on the third floor stopped me to say "Thank you. This is a wonderful day. This is what makes it so great to live in Hartland!" Others made a point to tell me thanks, too, and to comment on how terrific the day was for them.

Polar Express Day at Cromaine Library! There were many who voiced "Thank You So Much!" and "Great Cookies and Hot Chocolate!"

A Grandpa here visiting with his Grandchildren stopped by the desk to say how impressed he is with Cromaine. He was enjoying Polar Express day and mentioned that the library does so much for our community and our children. (I told him our secret. We get so much back from our community and the kids.)

Two parents voiced their appreciation for Cromaïne offering A Visit with Santa. While waiting for her child's turn to meet Santa, one parent told me "We love that you do this! Going to malls is so impersonal. It's more relaxed for us and the kids to come here instead." One boy was so smitten with Santa that after visiting with him, he decorated a cookie and came back upstairs to give it to Santa

The group of kids that come and play computer games in the afternoon just got the nicest complement from a mom. She said that her little boy asked to play and the older boys said yes and showed him how to play. She said she was so impressed with how kind the boys were. Of course, we know they are awesome kids, now that mom knows too.

3 minutes later: Another kid came in and his mom said he "couldn't wait to get here."

Patron asked me today our service area as they are looking for a new home and she will not go out of our service area. I explained our areas we serve and how they would impact her family.

I emailed the patron to let her know we would be ordering or ILL the 3 book series she requested and she wrote back "Thank you so much! We love our library!"

Patron who attended Donna Roskamp's fall art program said that she really enjoyed this program. She also commented that Cromaïne is a wonderful library.

Patron said he was very pleased to have been referred to and consulted by Rick Scofield from SCORE. He said Rick introduced him to another interior designer who had many years of experience and the patron looked to him as a mentor. He felt Rick is an extremely gifted consultant and was a great help to him.

Patron was thrilled we were able to accommodate her in printing her original job application from the employer's website. She was going for an interview in Atlanta 8 hours from now. She had had a frustrating 2 days of trying to retrieve the document and she was very grateful to have it finally in-hand. Hopefully, the job will be hers as well!

A patron attending the 8/28 Drive-In Movie said: "Thank you so much for doing this. It's been a great time for my family."

"I just wanted to tell you that we really enjoyed your summer programs. My son did the Harry Potter and my daughter did the Geek Girls Camp and we were so pleased with everything. You guys do a great job!"

Patron was in tonight and just raved about the Harry Potter Camp. She said her daughter counts the Yule Ball as the highlight of her summer. Carolyn does such a great job with the kids. The Dance Project kids were so nice. It was just a positive experience for her daughter and she asked me to pass along her thanks to all involved.

Patron wanted to let us know how impressed he is with the artwork in the Youth Department. I told him that our very talented teen volunteers did those and he was blown away. Great job teens!

A patron said that we have had so many great programs for kids this summer that they are coming in every week.

This teacher brought a class of reluctant readers in for a book discussion and tour of the library and commented to me twice how happy she was with Miss Bekah's book talk. Some of her kids had never shown interest in books, let alone read any and she was happy to see them engaged and excited about the books Miss Bekah was talking about.

Margaret Parker, artist speaker for Geek Girls Camp said, "What I learned from my short visit on Wednesday was that you have a wonderful library and a wonderful community that supports it. The girls gathered at your Geek Camp were responsive and imaginative. I really enjoyed myself, especially because I gave a different view of art because of the relationship to the other STEAM components."

(On receiving a scanned page from "Hartland Weaving the Past With the Present" with relevant ancestry information on it) Thank you for your time and review of information on John Glines. I had not seen the book you referred to. Your referral to Bob Rudy has been most helpful. Thank you, again.

From volunteer : "Thanks for all the freedom I have in my volunteer position. It is my pleasure to serve- you all are exceptional in my eyes! See you soon."

Various patrons who attended the Fairy Door program.

"This was a fabulous program!" "Please have this again." "We had so much fun, thank you for getting this together

Thanks to the librarian who helped me look up the address for AT&T. I really appreciated it.

"The kids had a great time! It was the perfect party place for us. It was easy to set up, looked beautiful, and the kids loved having lots of space to dance. I'm glad I kept it small for Leda, but I could have easily fit the whole class. My only regret is I wished I'd had made extra cupcakes and given them to the library staff downstairs. Thank you!" (meeting room user for family function)

"Thank you for getting this in for me, I appreciate it."

Former staffer and daughter volunteer called last night while they were walking in Death Valley. The family has taken a year off to travel the US and parts of Canada in their travel trailer. They are having a wonderful time and are using Cromaine's third branch on their vacation. They have been downloading books and movies from our website. They have also been taking advantage of libraries all across the country using their free wi-fi. The family will be back in Hartland in September to start the new school year. What a wonderful adventure they are having!

A patron called the reference desk to ask for help finding a place to give a box of old textbooks to. She said she knew they were too old for the library to want but that it seemed like a waste to just throw them in the recycling bin. I found a literacy nonprofit with a nearby drop box where she could take them, and she said "Thank you so much! I knew the library would have an answer for me."

A patron remarked that he was looking forward to the music series. He then told me it was the best time of the year for him to reconnect with friends. "I am a snowbird and we tend to go to different states over the winter but in the summer everyone stops by for the Cromaïne music." He was very happy to find it would be happening even with the building changes.

Something that made me feel very good today was something a patron said to me when I was helping her with a virus that got onto one of the library laptops. I apologized for the inconvenience, and she said "It's okay! Everything I know about computers, I learned from a librarian."

At Grandparents and Grandkids Making Art Together

"fun times had with my grandkids" and "I had no idea the little ones would do something I wanted to do. Thanks!"

"Hello, I just wanted to let you know that when we went to read "Berenstain Bears Don't Pollute" this evening that an entire page was missing from the book. As I was the first one to remove it from our book bag, I am nearly positive that it was like that when we checked it out, but wanted to bring it to your attention."

"I have several tubs of basically brand new books that we would like to donate. Can I drop them off today?"

"I would like to make donation in her mother's memory to your Cromaïne Library Large Print Books as was mentioned in the obituary. Please let me know the appropriate way to handle this and where to mail it. Thank you so much for your assistance."

"My overdrive account is asking for a PIN number to download....how do I get a pin? Need a book on this snowy day. Thank you."

"Hello, I am writing this to express some concerns that I had with the Santa visit last night, December 8th, 2015. We have been coming with our boys for approx. 7 years and have had a wonderful time every year. My boys are now 9 and 5. Last night was not the same magical, intimate experience that we have experienced in the past, unfortunately. My oldest felt very uncomfortable, rushed and was interrupted several times by "Santa" when asked what he wanted for Christmas. The reason, we choose to come to the library event is because it's limited in numbers of children, therefor the children should get more personal time with "Santa" and not feel rushed. This was NOT the case for us. The boys both got on "Santa's" lap (even after I had expressed that I would like to get them separate). After asking my oldest, what he wanted for

Christmas (and interrupting him 3x), he then turned to my youngest (who is 5) and asked him. After hearing what his brother said, he just said the same exact thing. Once asked what they wanted, there was an awkward silence, followed by the librarian saying it was time to go. In my opinion and especially at those ages, the "Santa" should have engaged more in conversation with the boys. What broke my heart, is when afterwards, my 9 year old telling me that "Santa" just didn't really listen to him and he didn't want to come back next year. I have a heavy heart this morning over this whole experience. I feel awful for him and am at a loss on what to do. We have always loved coming to the library for our "Santa" experience, but this year has been very different for us."

"My daughter and I dropped off books at the Crowsine Library that we signed out at the Novi Library. We were told they would be transferred over, but we both got a notice on Saturday from the Novi Library that they are due within two days. These were dropped off the weekend of Sept. 5. I just tried to call the library and there is no answer. Could you check, please? I do not want fines accrued to our accounts."

"I am unable to log in to the system (at www.cromaine.org/Find Books & More/My Account) .Truthfully this is the first time I have tried to do so, and I cannot find where to setup an account. My card number is very old and may not be valid for this on-line log in. Can you please verify that this is valid for the on-line sign in, and provide me instructions on how to setup an account."

"I was told Cromaine has a yearly membership to this magazine e-edition where we can log into Consumer Reports with a special membership number? Can you help with this? Thank you,"

"Hello. I was wondering whether you allow members to reserve a room for a child's birthday party. My daughter is turning 6 and her guest list will be fewer than 10 children. She loves books, and we miss going to Story Time now that she's in Kindergarten. I thought a Book theme would be fun and I'd have her guests design a cover of their own book as a craft. Of course, I'd like to serve food and cake, but I'd adhere to any rules the library may have with regards to bringing food in. I'm open to either the 3rd floor at Cromaine in the Village, or a room at the Crossroads branch. Thank you! I'll look forward to your reply."

"Are you having a haunted Hartland tour this year?"

"What are your hours?"

"Do you have books 2-3 available of Fablehaven, by Hull? If so can it be held?"

"I'd like to inquire if it's possible to purchase advertising space on cromaine.org. If there is any space available please let me know and we could discuss further details. Looking forward to your positive reply."

"I was wondering if you could tell me which books I have on hold. I know I have the Elite by Kiera Cass but I wasn't sure if I also put The One on hold too."

“On my new phone (Android 5.1.1), I was trying to install Overdrive, but the choices when signing in with my library card aren't updated to "Hartland Cromaine..." with the PIN code, just the library card for "Cromaine District Library" and then it fails authentication...Can't figure out how to do a screen shot for you (did I mention new phone?) Might want to let them know that they need to update the list for the new system. Thanks!”

“Hello we recently moved to the area and we are in Hartland School district. My daughter attends Creekside elementary, and I was wondering if since our address is technically Howell if we have to go to the library there because for us it is very far as we live off of Hacker and 59. Thank you”

“I am trying to access Cromaine's e-Library resources "Demographics Now" and "Consumer Reports with Cars Best Deals Plus" that are noted with "Availability: (Available Everywhere)" from my home. Despite successfully using my Cromaine library card at the requested card holder screens, I reached the attached screenshot files showing the respective windows requesting that I seek passwords from Cromaine. I visited Cromaine this week and spoke with the librarians who tried to simulate the attached screens with no success. I suggested that perhaps on-site patrons are able to access the e-library because it is on the library's server with implied access (e.g., like Ancestry.com is accessed on-site) whereas my home network is outside of the library's network. Since they suggested that I send the password requested screens so they could review and improve the issue, here are two examples that I can access. Meanwhile, is there password access to Cromaine's e-library resources? Thank you for your assistance.”

This morning as I walked past the elevator a little girl of maybe 3 and her grandma were getting off and she stopped dead in her tracks and gasped "What did they do with all the pretty stuff that was in there!?" pointing to the empty display cabinet. It was too cute not to pass on.

“I believe the choice to limit the amount of time on the computers completely was a wise one. I take it that this policy was due to the crowded summer conditions with too many people and too few computers. Now that the school term has started I believe it would be more beneficial to reinstate the auto extension capabilities due to the decreased traffic. I only say this because within the past few weeks of school I have been to the library almost every single day, and have not yet seen more than 50% of the computers being used. It seems that for my friends and I, plus a few others who regularly use the library computers, this limiting factor has gone from tool to hindrance with the transition of the season. It does get rather annoying. Best wishes.”

“I just tried to renew a book, "Recasting the Machine Age," but the system says it failed, renew limit exceeded. I haven't renewed this item before. Can you take a look, please?”

“Is the Adult Mystery Book Club the only adult-aged book club your library offers? Does it meet at the branch library? Is the group discussion led by a library staff member or a patron?”

“I'm the Teen Services Librarian at the Highland Library. I'd like to contact Mr. Fowler [Cromaine presenter] to see if we can purchase a copy of his DVD for our circulating collection. Could you please pass along his contact info?”

"I am fairly new to the area and your library (I have a card) , was wondering if you offered any scan/copy services at your library. I have an 18 page document I need to scan to my email and my scanner is not working. Thank you"

"Gwynneth is registered for the 10:30 session, and unfortunately my work schedule was changed and we will be unable to attend. Would it be possible for us to come to the Wednesday session this week?"

"I can not remember my pin number to log in so I can down load a book in Overdrive. How can I get my pin reset?"

"Please contact me with the information for the CPR classes as soon as possible. Could you send me a post card of schedules events I might be interested in as a child care provider! Thank you"

"June and I will be taking a late color tour to the U P and visit our second son, Kevin, in Escanaba for the week-end. Your speaker and the topic would be fun to see and learn more about this historic Center. I'm not sure if it is still a part of the state government. We miss seeing you as often as we used to and will make a point to stop in and hear how the event turned out. It would have been fun to see you and chat."

"Good morning! It's Monday. It's 7:45 a.m., and I'm in Arizona. Current temp is 46 with an expected high around 60. Not too far off from your warm spell in Michigan. Re: the time zone thing... 1. Believe it or not, our "darkest evening" has already passed! It's usually on December 9th. 2. Shorter days??? Yes, but the length of daylight is now growing shorter only in the morning with sunrise getting later and later. 3. The "darkest morning??? Think about January 4th or so. 4. Shortest day??? You're right. It's on December 22nd. At that time the sunrise is still getting later but the sunset is getting later too. Sunset wins and the total length begins to increase. Soapbox issue: I think Michigan should get off of "daylight savings" time. It's not good for kids in school. Get on the bus?? It's dark. Walk to school?? It's dark. Try to concentrate on some advanced science or math course during your first hour class?? The sun hasn't come up yet. When I worked in the Farmington Schools for many years, I don't think our kids ever really recovered from the switch to daylight savings time after the switch in March. Just thinking...."

"I volunteer some of my time to help nonprofits with their websites. I worked in IT for 20 years and was also a professional webmaster. I've helped a lot organizations already. Do you have any interest in getting a new custom website at no cost? I just helped a veteran's organization and their site is really nice now. I worked with a children's group before that and also helped them with professional online donations."

"I am looking for information on John Westley Glines who was married to Juda (or Judah) and died in 1868. I have searched Ancestry and did not find anything. She has searched the local clerks records and was told there is nothing on him, but she is sure of the date he passed away. Fay is a DAR member and aware of what they do. She would appreciate anything on him. I am sending you this email as you might be aware of services that she could use to find him. I know

there is a historical society but I don't want to refer her there as I am not sure how much research they can do. I know there are records here but I did not see that they went back far enough. Thanks, and have a great weekend.”

“I'd like to make a memorial donation to your Large Print Collection. Is there a way to donate online?”

“Good Morning! Regarding the Hero essay - 1. Will you be notifying any winners ahead of time so they can plan to attend the LibCon at the correct time? Since it is a 4 hr. event we can't be there the whole time, but plan to attend regardless of winning the contest or not. It sounds like a fun evening. 2. Do you have an idea of the approximate time you will be asking for the winners to be present at LibCon? Thank you for all that you do.”

“What are the basic details about the polar express in Hartland this year?”

“Thanks for the link to the Hubble Advent calendar. Absolutely stunning photos! I don't know if you're aware but there is an NASA "Astronomy Picture of the Day" website that this reminded me of. There is something beautiful to see and interesting to learn about our wonderful universe every day. <http://apod.nasa.gov/apod/astropix.html> Merry Christmas to you! Or whatever you celebrate, may it be merry

“Hi, I just got this list and there are several missing from CDL collection – though several are on the shelves, which is wonderful. (20 Finalists for the 2015 National Book Awards)

“I heard that you may be passing out tickets for FREE entry into the Sea Life Aquarium at Great Lakes Crossing? Could you provide more information? Thank you.”

“There used to be a white circle up top to click to log on to my account. It is gone - then I could click on a highlighted line in the text - that is gone. How do I get into my account?”

“Could you please tell me what books I have on order and are they ordered thru TLN? I have averaged 1 book per week for several years - how is this improvement going to benefit? Am I out of luck until 3/1/16? Please advise, Thanks”

“Cromaine libraries need to be added to BookMyne.”

“Can I get on a cancellation list for babygarden? Or if there is last minute cancellations for any day that we could fill in? Thank you”

“When do you start collecting for "Toys for Tots"?”

“I cannot access the library by entering my library card number. I used to be able to do so and renew books, etc. What is the new procedure? I went to the website included in a email that was sent to me by the library and entered my card number but was asked to also enter a pin number. I do not have a pin number and there is no place in which to create a pin number that I can see. Please help”

"Hi, I'm very sorry but I won't be able to attend the Nov. 4th event "Great Foodini" and hope my cancellation opens up an opportunity for someone else to attend"

"I received a notice (see attached copy) from the Cromaie District Library stating that my library card is NOT active at my home library (Howell Carnegie) and must go there to reactivate it and then come into the Cromaie office to reinstate the card there before Nov 3, 2015, or the services will be suspended. Given the short notice, I immediately took time out to run to the Howell library where I was told my card is indeed still active (see note from librarian on attached)? Confused but still concerned because of the distressing ultimatum on the Cromaie notice, I drove to the Cromaie village office where I was told everything is fine and I do not need to do ANYTHING. It is apparent that this notice was poorly executed as your staff was just as confused as I was. This is very disappointing and frustrating. Please note that as a resident of the area for almost 18 years, I was directed by your staff long ago to just use my Howell library card instead of getting a separate account direct though Cromaie. I have never had an issue and have always appreciated the atmosphere, service, and personnel at Cromaie. Though this is the first problem to arise for me, it may become a larger problem as I'm confident others will run into the same confusion unless this problem is addressed . It would be appreciated if you could please clarify what the purpose of this mailer notice was and why I wasted my morning running around when I am told in the end that I do not need to do anything."

"I cannot remember my password to check out books on my kindle. How can it be reset? Please advise. Thank you. It says that I need both my library card number and a PIN number in order to access my account online. I was wondering how I find my PIN number. Any help would be greatly appreciated. Thank you."

"My daughter Molly checked out Harry Potter and the Order of the Phoenix two weeks ago. We waited for the book all summer, was taken off the waiting list several times. Our copy the book is overdue by a couple days and we would like to renew but were unable to do so online. Given the fact that it took all summer to get it, I would like the opportunity to let my daughter finish the book before school. Can you please help us renew for one week? Thank you for all you do!"

"Monday's class I won't be there because I'm sick."

"I am a new resident of VILLAGE MANOR RETIREMENT--I would like to get the book I AM MALALA in large. print. I have a Highland LIBRARY card. Can I use that or must I get a new one for your library. Also do you deliver as I am not able to drive. Can I order a card on line?"

"Is the TriWizard Yule Ball a costume ball?"

"Hello. I have renewed my library card but can't seem to sign in. I emailed Overdrive and they said it shows not renewed."

"Can you give me an update on the Cromaie Public Library Addition and Renovation project? Will this be going out for bid soon?"

“Thank you so much as always for your very generous time and help”

“I am currently student teaching at Hartland Middle School teaching middle school band. As part of a service learning project, I would like to collect new or gently used books from my students to donate to your library. The collection will go on until Friday December 11. Please let me know if there is any information or anything I can do to help. Thank you for your help.”

“I am interested in making a donation in the honor of my boyfriend's grandparents for their 60th wedding anniversary. They frequent the library often and have greatly appreciated your ability to order them books in large print. I am interested in finding out the different ways to donate and was inquiring about a way this donation could honor their support of the library. I'm unsure how Cromaine honors donors, but I was wondering if there was a public way, such as at their name being in a place of the library. Thank you for your time and assistance. I look forward to hearing from you.”

“Hi - is it possible to extend check-out time for the 2 James Patterson books I have? I tried to in the system and it wouldn't allow me. If not, I will return the books”

“We request a copy of the proposed or approved Cromaine Library's Board minutes from 06/18/15, as well as the work session minutes from 07/02/2015, as per Cromaine's Policy: "Copies of proposed minutes of an open meeting shall be provided upon request to members of the public within eight (8) business days of the meeting and copies of approved minutes within five (5) business days of the meeting at which they are approved." Please email them back via an attachment to this email address”

“Thank you for the minutes. As you have re-iterated the policy that we had already cited, please note that it does not say how they are to be provided, or, how not to, so we are simply requesting minutes via a normal method of communication. As well, the minutes from the meetings of June 18 th and July 2nd were not available at the time of my second request yesterday, otherwise, we normally would have gotten the minutes from that location. Additionally, since the Cromaine ballot proposal issue, we feel more comfortable in receiving them electronically rather than interacting with the Cromaine Staff. We will, in the future however, request these minutes through both you and Ms. Marlowe. If this is not possible, please advise and provide the email addresses of all CDL Board Members.”

“We request a copy of the proposed or approved Cromaine Library's Board minutes from 08/20/2015, as per Cromaine's Policy: "Copies of proposed minutes of an open meeting shall be provided upon request to members of the public within eight (8) business days of the meeting and copies of approved minutes within five (5) business days of the meeting at which they are approved." Please email them back via an attachment to this email address.”

“I do not like the new system trying to find books. I have never had a pin number and I see no way to really know if you have books I'm looking for. Can't tell if I can order books from other libraries. Very frustrating system.”

“Hi , I returned Terminator Genysis and Vacation Monday in the drop box before hours open. It is still on my account. Also the new way to put things on hold I do not like the TLN webpage. I know sometimes it is necessary and we have to get use to it but, it is slow and I do not like. Maybe that is why those videos are still outstanding the check in process is wrong.”

“I have a book on hold and I was unable to get it Monday. I work two jobs and I tried to call after three but your phones were done. I can pick it up Tuesday for sure. Please hold it one more day.”

“I am a frequent visitor to the Village library (twice a week during story hour sessions) and I usually have friendly service with everyone, but there is one disappointing incident that I want to communicate with you. On Tuesday, this October, my son left his Blue and Black Columbia Fleece Jacket (youth size XS) in the play area on the second floor. When I realized it was left behind (that day) I contacted youth services and they said they found it. I asked them where it would be when I came to pick it up and they said either the second floor by youth service desk or on the first floor in the lost-and-found. Most workers on the second floor know who I am, but no one on the first floor does (not well, anyway) so I wanted to ask for the jacket to stay on the second floor. I didn't request this, however, since I wanted the standard practice of lost items to be followed and didn't want to burden the second floor with my error. The next Tuesday when I visited the library, the first floor could not find the fleece in the lost-in-found. It was also not on the second floor, and the second floor said they brought it down to the first to be put in the lost-in-found. One of the workers on the first floor then said they saw it on the back table BY the lost-in-found box just a few days before. They said they'd look for it. I also talked to the second floor and they said they'd look for it. It is now two months later and the fleece has not shown up. Since the fleece was placed hidden from the public's eye, I can only conclude that the fleece was placed in an out-of-sight location, given away wrongly, or stolen by a worker who has access to the first floor desk area. I understand that it was my error to leave behind the fleece in the first place, but I am very disappointing in the carelessness by the first floor staff in this situation. It should not have 'disappeared' in the week it was left at the library. I would like to request that an All Staff email be sent asking if anyone knows of the whereabouts of this fleece. Thank you for your time with this.”

“Is the library distributing free copies of the book "Station Eleven?"

“Correction: On the "New DVD Releases" page, the movie title should be "Far From The MADDING Crowd"...not "Maddening”

“So, you made me curious when you left a cliffhanger. What was the book the librarian didn't let you read?”

“Thank you to the Director and staff at Cromaïne Library for all your hard work and innovative problem-solving in bringing expanded services to all Library patrons! I also want to thank the Director for her constant efforts in communicating all matters of interest to Library patrons.”

“Merry Christmas, Ceci! Every time we read, we connect to the human story. Every time we talk about books, we discover more about who we are. Wow, save this quote and post it above the circulation desk”

“Thank you, what a beautiful way to think about the holidays. Ceci, you did it again! I love the newsletter and the personal touch about your childhood 📖 a great article”

“Love your story Ceci!”

“Love this! Will share”

“I read your post and I wished I was good enough to write it.”

“Received a message regarding PIN#. Do I also use this # or do I have a different one?”

“Merry Christmas to all of you at Cromaine. You are a wonderful group of people who give our community so much, please know you are all appreciated. And I thoroughly enjoy Ceci’s communications.”

“Thank you so much for the ‘presents’ you give us by being helpful, knowledgeable, friendly and a host of other adjectives!”

“Great news!! I've been using MEL cat over at howell and I'm SO excited Cromaine has TLN!! Thanks so much Ceci :)”

“Thanks for the fast response! I went to the TLN page, but didn't see a 'make a request' link that was mentioned in the Help section. Does Cromaine have that feature enabled? (I inserted a picture so you can see what I'm seeing)”

“Hopefully, there isn't a limit to how many suggestions we can make ;) I go through about 3 books a week, there are never enough books!”

“I used the “find” on my Windows Live E-mail program and found your message below in the “deleted” folder. It wasn’t opened and the Subject Line only revealed “Setting up an Online Family Archive” (“—Rescheduled Date”) was not visible due to settings on my e-mail program when Comcast downloads the messages. Since the e-mail didn’t let me understand that it was from Cromaine and I didn’t remember your name “Stefanie Furge” and I get a lot of e-mail from individual names at ancestry.com I thought it was from them and didn’t connect it to the program from the night before. I also checked my e-mail late on Thursday evening, the 15th, and it came down from the top so that I received Bill Kuehl’s message at 10:29 pm, read it and responded and put it in my saved folder. I still have it. I counted the e-mails I received on Oct 15th, 105, 7 of them were saved, 48 were unopened in the delete folder, and the other 50 were in the delete folder and had been opened. Your e-mail on the 15th was sent at 3:45 pm, it was the 33rd e-mail from the top when I opened my e-mail late Thursday night. When I tried to look at my e-mail the next day, I not only missed opening yours but 47 others also. I did read 57.”

"I appreciate your promptness in sending me an e-mail, I'm sorry that I didn't open it and read it. I appreciate your call today to let me know that you called when you didn't get a response to your e-mail and left a message. Our answering machine only lists 50 calls on the "missed" call list and the 50th call was on Oct 17th at 3:40 pm so if you called before that time on that Saturday, we have no record of it. We were gone from around 9 am to 7 pm that day and received no message on our answering machine when we got home and don't usually check the "missed call" list. The "missed" call list from Oct 17th onward from 3:40 pm doesn't have a missed call from Cromaine at 632-3201. We also do not have an I phone or a phone that accepts text message."

"My spouse was able to check our comcast voice mail account which said that we did not receive a voice mail message from Cromaine nor a missed call from Cromaine on Oct 17th or Oct 16th (Voice mail apparently doesn't have a limit on the number of missed calls it records). Comcast is our phone provider, almost knows more about who is communicating with us than we do! I don't know what to say about this whole mix up and how to proceed, maybe carrier pigeon? My attempt at humor that I wasn't able to summon on Weds. evening. Because I'm getting older and no longer want to spend my time figuring out how the systems work, I would appreciate it if the library would keep phoning or e-mailing me until they get a response from me personally, either by e-mail or by my actual voice. Please do not use my answering machine, my voice mail, or assume I read my e-mail unless I respond back to your e-mail. You can leave a message that asks me to call you back letting you know that I received the message and if you don't hear from me, call back again. You might write down the day and time you called and ask me to call back before such and such a date to let you know I got the message. Then you could jot down a note to call me again if you haven't heard from me-just like you did with the e-mail message. Thank you so much for trying to reach me by e-mail and trying to call me about the rescheduled program and today, listening to my anger and frustration and trying to help me come to a solution about what I exactly want you to do. "

"How do I get a pin? My card used to allow me to get ebooks from overdrive but I see a pin is required tonight"

"I'm not sure if you accept book donations but I have a number of books on the subject of Improving Sales Skills and a couple books on Starting a Business. Are these of interest?"

I received a notice (see attached copy) from the Cromaine District Library stating that my library card is NOT active at my home library (Howell Carnegie) and must go there to reactivate it and then come into the Cromaine office to reinstate the card there before Nov 3, 2015, or the services will be suspended.

"I have read about 4 books and I was wondering how I choose what store I want a gift card for to put my raffle ticket in? if u could email me back that would be great thank you!"

"I would like to complete a scholarship at Hartland Cromaine. The scholarship is funded by Do Something and called Quote of a Champion (Found here

<https://www.dosomething.org/campaigns/quote-champion>). Essentially, we would write nice, encouraging messages on sticky notes and place said notes in library books to brighten people's days. The notes should not harm the books in anyway, can be removed and we would have the notes proofed as to avoid any nasty or inappropriate messages. If you have any objections to us completing this scholarship at your branch, please inform us so we may find a solution. We eagerly await your reply!”

“How can I update my library card can you provide me a link to do that, thank you.”

"I am no longer allowed to rent books from Cromaine Library. It was very upsetting to me that after 20+ years, my card cannot be renewed due to Genesee County.....I always felt part of the Cromaine District and I don't understand why exceptions couldn't have been made for long time users...”.

“RE:Fairy door class September 12.2015. I haven't received payment (\$65.00) for the class. Have I done everything right on my end?”

“I recently inquired about this DVD by requesting it from another library (through Cromaine) but am not sure if someone will respond”

“Can you tell me why download destination is suddenly asking for a pin number when I put Cromaine as my library? I have never had a pin that I remember”

“I was wondering if you can still get prize slips next week if you have books logged by today.”

“I need a pin number to log into my account! “

“Suddenly Download Destination for Overdrive is requiring a password! Help! I don't have one! Need it - I've got books I want to listen to these few days of the Thanksgiving weekend!”

“Hi my daughter, , signed up for the summer reading program for Tweens. We received a confirmation email and she was able to login once, but we are having problems now. When she enters her user name, it tells us that it is an invalid user name. Can you help us? If there is anything we can do or any information we can provide, please contact us through this email or on my phone”

“I had this damage book and the fine for the damage book is more then the book cost.plus the book is damage not lost so why such a large fee”

“Thank you for your hard word at Cromaine Library. I realize it isn't “just” about running the library, there are other duties involved.”

“I tried to access my overdrive account and found that a PIN was needed. I'm not sure what this is or where to find it. Please let me know how or where to find it. Thank you”

“At the moment I and my family are out of town and we do not have my childrens' library cards with us. However, I need to log on to their online accounts and possibly renew some books that are checked out. . Would you be able to send me their library card numbers so I can have them log in online for renewing the books”

“cancel this registration: You have registered for Babysitting Seminar on 7/24/2015, 7/31/2015, 8/7/2015 at 10:00 AM at Village Community Room.”

“Suggest you program your computers to check for CDs or flash drives left in the computer when you sign off at end of session. Note the computer knows there are CDs or flash drives loaded. Also you could flash a reminder to remove your documents from the printer and scanner. It is all too easy to forget like I did last week”

“Can you tell me why download destination is suddenly asking for a pin number when I put Cromaine as my library? I have never had a pin that I remember.”

“I just tried to log onto overdrive to check out an Ebook, and the site now requires my library card number AND a PIN number. Is there a standard pin for Cromaine? I have never had to enter a Pin before, and there is no place I can see on the site to set your own pin, thanks for your help!”

AGENDA NOTES

MEETING DATE: November 21, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Closed Session:

1. Shoner, Potocki, et al v. Brighton Township
2. Written Legal Communication

EXPLANATION OF TOPIC:

The Open Meetings Act allows members of a public body to meet in closed session for the purpose of consulting with its attorney regarding trial or settlement strategy in connection with:

1. Specific pending litigation 15.268 Sec.8 (e).
2. Written legal communication 15.268 Sec.8 (h).

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Attorney Communication dated November 3, 2016 (under confidential cover)
- Attorney Communication dated November 8, 2016 (under confidential cover)
- Attorney Communication dated October 26, 2016 (under confidential cover)

POSSIBLE COURSES OF ACTION: Go (or not go) into closed session.

RECOMMENDATION: It is recommended that the Township Board meet in closed session for the purpose of trial or settlement strategy in connection with specific pending litigation and to review written legal communication as permitted by the Open Meeting Act 15.268 Sec.8 (e) and 15.268 Sec.8 (h) respectively.

SUGGESTED MOTION: Motion by _____, supported by _____ that the Township Board meet in closed session for the purpose of trial or settlement strategy in connection with specific pending litigation and to review written legal communication as permitted by the Open Meeting Act 15.268 Sec.8 (e) and 15.268 Sec.8 (h) respectively.

ROLL CALL VOTE REQUIRED? Yes (2/3)